

RECEIVED  
LEGISLATIVE AUDITOR

00 JUN 27 AM 9:33

OFFICIAL  
FILE COPY

DO NOT SEND OUT

(Xerox necessary  
copies from this  
copy and PLACE  
BACK in FILE)

## *Financial Report*

### *Terrebonne Parish Fire District No. 6*

*Montegut, Louisiana*

*December 31, 1999*

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the 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 08-09-00

# TABLE OF CONTENTS

## Terrebonne Parish Fire District No. 6

December 31, 1999

	<u>Exhibits</u>	<u>Page Number</u>
<b>Introductory Section</b>		
Title Page		i
Table of Contents		ii - iii
<b>Financial Section</b>		
Independent Auditor's Report		1
Combined Balance Sheet - Governmental Fund Types and Account Group	A	2 - 3
Combined Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Fund Types	B	4
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual - Governmental Fund Type - General Fund	C	5
Notes to Financial Statements	D	6 - 18
	<u>Schedules</u>	
<b>Supplementary Information Section</b>		
Independent Auditor's Report on Additional Information		19
Schedule of Revenues and Expenditures for the Years Ended December 31, 1999, 1998 and 1997	1	20
Graph of Revenues for the Years Ended December 31, 1999, 1998 and 1997	2	21
Graph of Expenditures for the Years Ended December 31, 1999, 1998 and 1997	3	22

**TABLE OF CONTENTS**  
**(Continued)**

**Page  
Number**

**Special Reports Of Certified Public Accountants**

Report on Compliance and on Internal Control Over Financial Reporting  
Based on an Audit of General-Purpose Financial Statements  
Performed in Accordance with Government Auditing Standards 23 - 24

Schedule of Findings 25

**Reports By Management**

Schedule of Prior Year Findings 26

Management's Corrective Action Plan 27

**FINANCIAL SECTION**



**Bourgeois Bennett**

**INDEPENDENT AUDITOR'S REPORT**

To the Board of Commissioners,  
Terrebonne Parish Fire District No. 6,  
Montegut, Louisiana.

We have audited the accompanying general-purpose financial statements of Terrebonne Parish Fire District No. 6 (the District), a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 1999, as listed in the table of contents. These general-purpose financial statements are the responsibility of the District'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 and the standards applicable to financial audits contained in 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 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 general-purpose financial statements referred to above present fairly, in all material respects, the financial position of Terrebonne Parish Fire District No. 6 as of December 31, 1999, 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 our report dated May 17, 2000 on our consideration of Terrebonne Parish Fire District No. 6's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

*Bourgeois Bennett, L.L.C.*

Certified Public Accountants.

Houma, La.,  
May 17, 2000.

**COMBINED BALANCE SHEET -**  
**GOVERNMENTAL FUND TYPES AND ACCOUNT GROUP**

**Terrebonne Parish Fire District No. 6**

December 31, 1999

	Governmental Fund Types	
	General	Debt Service
<b>ASSETS</b>		
<b>Assets</b>		
Cash	\$ 44,140	
Investments	373,601	
Receivables - taxes	339,868	
Due from State of Louisiana - state revenue sharing	6,269	
Fixed assets	-	
	\$ 763,878	\$ -
Total assets	\$ 763,878	\$ -
<b>LIABILITIES, EQUITY AND OTHER CREDITS</b>		
<b>Liabilities</b>		
Accounts payable and accrued expenditures	\$ 15,833	
Due to Terrebonne Parish Consolidated Government	36,993	
Deferred revenue	351,814	
	404,640	
Total liabilities	404,640	
<b>Equity and Other Credits</b>		
Investment in general fixed assets	-	
Fund balances:		
Unreserved:		
Designated for subsequent year's expenditures	36,000	
Undesignated	323,238	
	359,238	
Total equity and other credits	359,238	
Total liabilities, equity and other credits	\$ 763,878	\$ -

See notes to financial statements.

Account Group	Total (Memorandum Only)
General Fixed Assets	
\$ -	\$ 44,140
-	373,601
-	339,868
-	6,269
380,530	380,530
<u>\$ 380,530</u>	<u>\$ 1,144,408</u>
	\$ 15,833
	36,993
	<u>351,814</u>
	<u>404,640</u>
\$ 380,530	380,530
-	36,000
-	<u>323,238</u>
<u>380,530</u>	<u>739,768</u>
<u>\$ 380,530</u>	<u>\$ 1,144,408</u>

**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES - GOVERNMENTAL FUND TYPES**

**Terrebonne Parish Fire District No. 6**

For the year ended December 31, 1999

	General	Debt Service	Total (Memorandum Only)
<b>Revenues</b>			
Taxes	\$ 365,128	\$ 18,487	\$ 383,615
Intergovernmental:			
Federal government:			
FEMA reimbursement	189	-	189
State of Louisiana:			
State revenue sharing	9,282	-	9,282
Fire insurance tax	8,979	-	8,979
Supplemental pay	10,800	-	10,800
Charges for services	1,300	-	1,300
Miscellaneous:			
Interest	35,568	629	36,197
Other	2,809	-	2,809
<b>Total revenues</b>	<u>434,055</u>	<u>19,116</u>	<u>453,171</u>
<b>Expenditures</b>			
Current:			
General Government:			
Ad valorem tax adjustment	12,136	627	12,763
Ad valorem tax deductions	10,545	545	11,090
<b>Total general government</b>	<u>22,681</u>	<u>1,172</u>	<u>23,853</u>
Public Safety:			
Personal services	151,160		151,160
Supplies and materials	33,740		33,740
Other services and charges	62,278		62,278
Repairs and maintenance	24,622		24,622
Capital expenditures	200,904		200,904
<b>Total public safety</b>	<u>472,704</u>		<u>472,704</u>
Debt Service:			
Principal retirement		55,000	55,000
Interest and fiscal charges		2,583	2,583
<b>Total debt service</b>		<u>57,583</u>	<u>57,583</u>
<b>Total expenditures</b>	<u>495,385</u>	<u>58,755</u>	<u>554,140</u>
<b>Deficiency of revenues over expenditures</b>	<u>(61,330)</u>	<u>(39,639)</u>	<u>(100,969)</u>
<b>Other Financing Sources (Uses)</b>			
Operating transfers in	-	18,269	18,269
Operating transfers out	(18,269)	-	(18,269)
<b>Total other financing sources (uses)</b>	<u>(18,269)</u>	<u>18,269</u>	<u>-</u>
<b>Deficiency of Revenues and Other Sources Over Expenditures and Other Uses</b>	<u>(79,599)</u>	<u>(21,370)</u>	<u>(100,969)</u>
<b>Fund Balances</b>			
Beginning of year	438,837	21,370	460,207
End of year	<u>\$ 359,238</u>	<u>\$ -</u>	<u>\$ 359,238</u>

See notes to financial statements.



**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES**  
**IN FUND BALANCE - BUDGET AND ACTUAL -**  
**GOVERNMENTAL FUND TYPE - GENERAL FUND**

**Terrebonne Parish Fire District No. 6**

For the year ended December 31, 1999

	Budget	Actual	Variance Favorable (Unfavorable)
<b>Revenues</b>			
Taxes	\$ 364,564	\$ 365,128	\$ 564
Intergovernmental:			
Federal government:			
FEMA reimbursement	-	189	189
State of Louisiana:			
State revenue sharing	9,282	9,282	-
Fire insurance tax	8,979	8,979	-
Supplemental pay	10,500	10,800	300
Charges for services	1,100	1,300	200
Miscellaneous:			
Interest	30,000	35,568	5,568
Other	2,800	2,809	9
<b>Total revenues</b>	<b>427,225</b>	<b>434,055</b>	<b>6,830</b>
<b>Expenditures</b>			
Current:			
General Government:			
Ad valorem tax adjustment	12,300	12,136	164
Ad valorem tax deductions	10,850	10,545	305
<b>Total general government</b>	<b>23,150</b>	<b>22,681</b>	<b>469</b>
Public Safety:			
Personal services	147,750	151,160	(3,410)
Supplies and materials	42,000	33,740	8,260
Other services and charges	74,354	62,278	12,076
Repairs and maintenance	23,600	24,622	(1,022)
Capital expenditures	309,643	200,904	108,739
<b>Total public safety</b>	<b>597,347</b>	<b>472,704</b>	<b>124,643</b>
<b>Total expenditures</b>	<b>620,497</b>	<b>495,385</b>	<b>125,112</b>
<b>Deficiency of revenues over expenditures</b>	<b>(193,272)</b>	<b>(61,330)</b>	<b>131,942</b>
<b>Other Financing Use</b>			
Operating transfers out	(18,300)	(18,269)	31
<b>Deficiency of Revenues Over Expenditures and Other Uses</b>	<b>(211,572)</b>	<b>(79,599)</b>	<b>131,973</b>
<b>Fund Balance</b>			
Beginning of year	438,837	438,837	-
End of year	<b>\$ 227,265</b>	<b>\$ 359,238</b>	<b>\$ 131,973</b>

See notes to financial statements.

**NOTES TO FINANCIAL STATEMENTS**

**Terrebonne Parish Fire District No. 6**

December 31, 1999

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The accounting policies of Terrebonne Parish Fire District No. 6 (the District) conform to 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. The following is a summary of significant accounting policies:

**a) Reporting Entity**

The District is a component unit of Terrebonne Parish Consolidated Government (the Parish) and as such, these financial statements will be included in the comprehensive annual financial report (CAFR) of the Parish for the year ended December 31, 1999.

The District has reviewed all of its activities and determined that there are no potential component units which should be included in its financial statements.

**b) 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 related to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. An account group, on the other hand, 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.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b) Fund Accounting (Continued)

**Governmental Funds**

Governmental Funds are those through which the governmental functions of the District are financed. The acquisition, use and balances of the District's expendable financial resources and the related liabilities are accounted for through Governmental Funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The following are the Govern-mental Funds of the District:

**General Fund** - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those that are required to be accounted for in another fund.

**Debt Service Fund** - The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

**Account Group**

An account group is used to establish accounting control and accountability. The District's Account Group is as follows:

**General Fixed Assets Account Group** - This account group is used to account for fixed assets not accounted for in proprietary or trust funds.

c) Basis of Accounting

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

All Governmental Funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Ad valorem taxes and the related state revenue sharing (Intergovernmental revenues) are recorded as revenue in the period for which levied, thus the 1999 property taxes which are being levied to finance the 2000 budget will be recognized as revenue in 2000. The 1999 tax levy is recorded as deferred revenue in

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**c) Basis of Accounting (Continued)**

the District's 1999 financial statements. Charges for services are recorded when earned since they are measurable and available. Miscellaneous revenues are recorded as revenues when received in cash by the District because they are generally not measurable until actually received.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is principal and interest on general long-term debt which is recognized when due.

**d) Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**e) Operating Budgetary Data**

As required by the Louisiana Revised Statutes 39:1303, the Board of Commissioners (the Board) adopted a budget for the District's General Fund. The budgetary practices include public notice of the proposed budget, public inspection of the proposed budget and a public hearing on the budget prior to adoption. Any amendment involving the transfer of monies from one function to another or increases in expenditures must be approved by the Board. The District amended its budget twice during the year. All budgeted amounts which are not expended, or obligated through contracts, lapse at year end.

The General Fund budget is adopted on a basis materially consistent with generally accepted accounting principles.

**f) Accounts Receivable**

The financial statements for the District contain no allowance for uncollectible accounts. Uncollectible amounts due for ad valorem taxes are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operations of the funds.



**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**g) Investments**

Investments are stated at fair value as established by open market, except for the Louisiana Asset Management Pool (LAMP). LAMP is an external pool which is operated in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. Rule 2a7 allows SEC-registered mutual funds to use amortized cost rather than market value to report net assets to compute share prices if certain conditions are met.

Some District monies are held and invested by the Parish. Investments during the year consisted of Certificates of Deposit, Federal Home Loan Bank Notes, Federal National Mortgage Association (FNMA) Notes, Federal Farm Credit Bank Notes, Federal Home Loan Mortgage Corporation Notes and LAMP.

**h) Fixed Assets**

Fixed assets used in governmental fund type operations (fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. The Account Group is not a fund. It is concerned only with the measurement of financial position.

It is not involved with the measurement of results of operations. Public domain ("infrastructure") fixed assets consisting of certain improvements other than buildings including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems, are not capitalized along with other fixed assets. No depreciation has been provided on fixed assets.

All fixed assets are valued at historical cost.

**i) Vacation and Sick Leave**

Accumulated vacation and sick leave is recorded as an expenditure of the period in which paid in the Governmental Fund.

Full time employees are entitled to eighteen days vacation after one year of service. Each year the employee must take their vacation time before their anniversary date (day they first began working), if not taken by their anniversary date the vacation time is forfeited. The vacation period shall be increased one day for each year of service over ten years, up to a maximum vacation period of thirty days. There is no material accumulated vacation at December 31, 1999.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**i) Vacation and Sick Leave (Continued)**

Every fireman in the employ of a fire protection district shall be entitled to full pay during sickness or incapacity not brought about by his own negligence or culpable indiscretion for a period of not less than fifty-two weeks. A fireman employed by any fire protection district who draws full pay during sickness or incapacity shall have such pay decreased by the amount of workers' compensation benefits actually received by the employee. A fireman is entitled to sick leave benefits even though the injury or illness may have occurred while he was off duty. Firemen are not prohibited from engaging in part-time employment while receiving sick leave. A probationary fireman who is not a regular or permanent fireman is not entitled to sick leave benefits provided by the district. There is no accumulated sick leave for the District at December 31, 1999.

**j) Encumbrances**

Encumbrance accounting, under which purchase orders, contracts and other commitments are recorded in the fund general ledgers, is not utilized by the District.

**k) Fund Equity**

Designated fund balance represents tentative plans for future use of financial resources.

**l) Interfund Transactions**

Quasi-external transactions are accounted for as revenues, expenditures or expenses. Transactions that constitute reimbursements to a fund for expenditures/expenses initially made from it that are properly applicable to another fund, are recorded as expenditures/expenses in the reimbursing fund and as reductions of expenditures/expenses in the fund that is reimbursed.

All other interfund transactions, except quasi-external transactions and reimbursements, are reported as transfers. Nonrecurring or nonroutine permanent transfers of equity are reported as residual equity transfers. All other interfund transfers are reported as operating transfers.

**Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**m) Memorandum Only - Total Columns**

The total columns on the general-purpose financial statements are captioned "Memorandum Only" because they do not represent consolidated financial information and are presented only to facilitate financial analysis. The columns do not present information that reflects financial position or results of operations in accordance with generally accepted accounting principles. Interfund eliminations have not been made in the aggregation of this data.

**Note 2 - DEPOSITS AND INVESTMENTS**

The District's monies are held in a cash and investment pool that is maintained by the Parish and available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "cash" and "investments."

Louisiana state law allows all political subdivisions to invest excess funds in obligations of the United States, certificates of deposit of state or national banks having their principal office in Louisiana or any other federally insured investment.

**Bank Deposits:**

State law requires deposits (cash and certificates of deposit) of all political subdivisions to be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision.

Cash and deposits are categorized into three categories of credit risk.

Category 1 includes deposits covered by federal depository insurance or by collateral held by the District or its agent in the District's name.

Category 2 includes deposits covered by collateral held by the pledging financial institution's trust department or its agent in the District's name.

**Note 2 - DEPOSITS AND INVESTMENTS (Continued)**

Category 3 includes deposits covered by collateral held by the pledging financial institution or its trust department or agent but not in the District's name and deposits which are uninsured or uncollateralized.

The year end bank balances of deposits and the carrying amounts as shown on the combined balance sheet are as follows:

	Bank Balances			Book Balance
	Category			
	1	2	3	
Cash	\$46,055	\$ -	\$ -	\$ 44,140
Investments:				
Certificates of deposit	<u>36,000</u>	<u>-</u>	<u>70,070</u>	<u>106,070</u>
Totals	<u>\$82,055</u>	<u>\$ -</u>	<u>\$70,070</u>	<u>\$150,210</u>

As mentioned previously, funds are held and invested by the Parish who has proper pledging to cover funds for the District. At December 31, 1999, cash and certificates of deposit in excess of the FDIC insurance were collateralized by securities held by unaffiliated banks for the account of the Parish. The Governmental Accounting Standards Board (GASB), which promulgates the standards for accounting and financial reporting for state and local governments, considers these securities uncollateralized. Even though the pledged securities are considered uncollateralized under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the depositor that the fiscal agent has failed to pay deposited funds upon demand.

**Investments:**

State statutes authorize the District to invest in obligations of the U.S. Treasury, agencies and instrumentalities; commercial paper rated AAA 1, 2, or 3; repurchase agreements; and the Louisiana Asset Management Pool.

The District's investments are categorized to give an indication of the level of risk assumed by the entity at year end.



**Note 2 - DEPOSITS AND INVESTMENTS (Continued)**

Category 1 includes investments that are insured or registered or for which the securities are held by the District or its agent in the District's name.

Category 2 includes uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent in the District's name.

Category 3 includes uninsured and unregistered investments for which the securities are held by the counterparty or by its trust department or agent, but not in the District's name.

At year end the carrying amount of investments are as follows:

	Risk Category			Carrying Amount
	1	2	3	
Investment subject to categorization:				
Federal Home Loan Bank Note	\$35,000	\$ -	\$ -	\$ 35,000
Federal Home Loan Mortgage Corporation (FHLMC) Notes	44,635	-	-	44,635
Federal National Mortgage Association (FNMA) Note	5,139	-	-	5,139
Totals	\$84,744	\$ -	\$ -	84,774
Investments not subject to categorization:				
Louisiana Asset Management Pool (LAMP)				182,757
Total investments				\$267,531

Investments in the Louisiana Asset Management Pool are not categorized as to credit risk because they are not evidenced by securities that exist in physical or book entry form.

**Note 2 - DEPOSITS AND INVESTMENTS (Continued)**

A reconciliation of deposits and investments as shown on the Combined Balance Sheet for the District is as follows:

Carrying amount of deposits	\$150,210
Carrying amount of investments	<u>267,531</u>
 Total	 <u>\$417,741</u>
 Cash	 \$ 44,140
Investments	<u>373,601</u>
 Total	 <u>\$417,741</u>

**Note 3 - PROPERTY TAXES**

Property taxes are levied each November 1 on the assessed value listed as of the prior January 1 for all real property, merchandise and movable property located in the Parish. Assessed values are established by the Terrebonne Parish Assessor's Office and the State Tax Commission at percentages of actual value as specified by Louisiana law. A reevaluation of all property is required to be completed no less than every four years. The last reevaluation was completed for the list of January 1, 1996. Taxes are due and payable December 31 with interest being charged on payments after January 1. Taxes can be paid through the tax sale date, which is the last Wednesday in June. Properties for which the taxes have not been paid are sold for the amount of the taxes. The tax rate for the year ended December 31, 1999 was \$12.50 per \$1,000 of assessed valuation on property within Fire District No. 6 for the purpose of maintaining and operating fire protection facilities within the District. As indicated in Note 1c, taxes levied November 1, 1999 are for budgeted expenditures in 2000 and will be recognized as revenues in 2000.

**Note 4 - CHANGES IN FIXED ASSETS**

A summary of changes in fixed assets follows:

	Balance January <u>1, 1999</u>	<u>Additions</u>	<u>Deletions</u>	Balance December <u>31, 1999</u>
Land and buildings	\$24,964	\$ -	\$ -	\$ 24,964
Trucks and automobiles	79,118	184,818	-	263,936
Machinery and equipment	64,092	13,286	-	77,378
Office furniture, fixtures and equipment	<u>15,252</u>	<u>-</u>	<u>1,000</u>	<u>14,252</u>
Totals	<u>\$183,426</u>	<u>\$198,104</u>	<u>\$1,000</u>	<u>\$380,530</u>

Assets acquired prior to 1994 totaling \$1,025,387 are included in the General Fixed Assets Account Group of the Parish. As of December 31, 1999, these assets consist of the following:

Land and building	\$ 544,889
Trucks and automobiles	432,603
Machinery and equipment	39,696
Office furniture and equipment	<u>8,199</u>
Total	<u>\$1,025,387</u>

There was no change in the fixed assets held by the Parish for the District in 1999.

**Note 5 - LONG-TERM DEBT**

During 1999, the District paid out all outstanding general obligation bonds. The outstanding bonds were called for redemption and repaid on March 15, 1999 primarily from ad valorem tax revenues.

The following is a summary of bond transactions of the District for the year ended December 31, 1999:

Bonds payable at January 1, 1999	\$ 55,000
Bonds retired	<u>(55,000)</u>
Bonds payable at December 31, 1999	<u>\$ -0-</u>

**Note 6 - DEFINED BENEFIT PENSION PLAN**

**Plan Description** - The District contributes to the Firefighters' Retirement System of Louisiana (the System), a cost-sharing multiple-employer defined benefit public retirement system, which is controlled and administered by a separate Board of Trustees. The System provides retirement, deferred and disability benefits, survivor's benefits and cost of living adjustments to plan members and beneficiaries. Act 434 of the 1979 Louisiana Legislative Session established the plan. The System is governed by Louisiana Revised Statutes 11:2251 through 11:2269, specifically, and other general laws of the State of Louisiana. The System issues a publicly available financial report that includes financial statements and required supplementary information for the System. The report may be obtained by writing to Firefighters' Retirement System of Louisiana, 2051 Silverside Drive, Suite 210, Baton Rouge, LA 70808-4136.

**Funding Policy** - Plan members are required to contribute 8% of their earnable compensation and the District is required to contribute at an actuarially determined rate. The current rate is 9% of annual covered payroll. The contribution requirements of plan members and the District are established and may be amended by state statute. The District's contributions to the System for the years ending December 31, 1999, 1998 and 1997 were \$9,378, \$7,238 and \$7,334, respectively, equal to the required contributions for each year.

**Note 7 - POSTRETIREMENT HOSPITALIZATION AND LIFE INSURANCE BENEFITS**

The District provides for the payment of hospitalization and life insurance premiums for one retired employee as approved by the Board. The District will fund the entire premium for all employees retiring with at least ten years service or retiring from the formal retirement systems. A retired employee may provide dependent hospitalization coverage at a cost ranging from \$40 to \$44 per month depending on their retirement date. The cost of providing this benefit is recognized as an expenditure as premiums are paid. For the year ended December 31, 1999, those costs amounted to \$2,347.

Future liabilities under the District's plan for potentially eligible employees are dependent upon the age and length of service of those employees. The average employee age and service years are not available. At December 31, 1999, the average hospitalization and life insurance costs were approximately \$182 per month.



**Note 8 - SUPPLEMENTAL PAY**

In addition to the compensation paid to the District's employees, firemen may be eligible to receive supplemental pay. The amount of the compensation is determined by State Law and is revised periodically.

As per Louisiana Revised Statute 33:2002, any full-time, regular employee of the parish fire protection district who is hired after March 31, 1986, who has passed a certified firemen's training program equal to the National Fire Protection Association Standard 1001 and who is paid three hundred dollars per month from public funds is eligible for supplemental pay. These full-time employees are carried on the payroll paid from funds of the parish obtained through lawfully adopted bond issues or lawfully assessed taxes, either directly or through a board or commission set up by law or ordinance. Employees employed by the District are not eligible for supplemental pay if they are presently drawing a retirement or disability pension, clerical employees and mechanics and for those employees who have not passed a certified firemen's training program but are hired after March 31, 1986. State supplemental pay for firefighters must be taken into account in calculating firefighters longevity pay, holiday pay and overtime pay. The period of service for computing additional compensation includes prior service of employees who have returned or who hereafter return to such service provided that service in any parish or fire protection district fire department shall be used in computing such prior service which includes full-time employees of a volunteer fire department.

As of December 31, 1999, the District has recognized revenue and expenditures of \$10,800 in salary supplements that the State of Louisiana has paid directly to the District's employees.

**Note 9 - RISK MANAGEMENT**

The District is exposed to various risks of loss related to workers' compensation; torts; theft of, damage to and destruction of assets; errors and omissions; natural disasters; and group health benefits for which the District carries commercial insurance and also participates in the Parish's risk management program for workers' compensation and group insurance. No settlements were made during the year that exceeded the District's insurance coverage. The District's premiums for workers' compensation are based on a fixed percentage of payroll. The premiums for group insurance are based on a fixed rate per employee. The Parish handles all claims filed against the District. The District could have additional exposure for claims in excess of the Parish's insurance contracts as described below:

**Note 9 - RISK MANAGEMENT (Continued)**

<u>Policy</u>	<u>Coverage Limits</u>
Workers' Compensation Group Insurance	Statutory \$1,125,000

Coverage for claims in excess of the above stated limits are to be funded first by assets of the Parish's risk management internal service fund, \$122,294 for workers' compensation and \$3,069,030 for group insurance at December 31, 1998, then secondly by the District. At December 31, 1999, the District had no claims in excess of the above coverage limits.

**Note 10 - COMPENSATION OF BOARD MEMBERS**

No compensation was paid to Board Members for the year ended December 31, 1999.

**SUPPLEMENTARY INFORMATION SECTION**



**Bourgeois Bennett**

**INDEPENDENT AUDITOR'S REPORT ON ADDITIONAL INFORMATION**

To the Board of Commissioners,  
Terrebonne Parish Fire District No. 6,  
Montegut, Louisiana.

Our report on our audit of the general-purpose financial statements of Terrebonne Parish Fire District No. 6 (the District) for the year ended December 31, 1999, appears on page 1. That audit was conducted for the purpose of forming an opinion on such financial statements taken as a whole. The information contained in the schedule of revenues and expenditures and graphs of revenues and expenditures for the year ended December 31, 1999 is presented for purposes of additional analysis and is not a required part of the general-purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general-purpose financial statements for the year ended December 31, 1999, taken as a whole.

We also have previously audited, in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the balance sheets of Terrebonne Parish Fire District No. 6 as of December 31, 1998 and 1997, and the related statements of revenues, expenditures and changes in fund balance for each of the two years in the period ended December 31, 1998 (none of which is presented herein), and we expressed unqualified opinions on those financial statements. In our opinion, the information presented in the schedule of revenues and expenditures and graphs of revenues and expenditures for the years ended December 31, 1998 and 1997 is fairly stated in all material respects in relation to the general-purpose financial statements from which it has been derived.

*Bourgeois Bennett, L.L.C.*

Certified Public Accountants.

Houma, La.,  
May 17, 2000.



**SCHEDULE OF REVENUES AND EXPENDITURES****Terrebonne Parish Fire District No. 6**

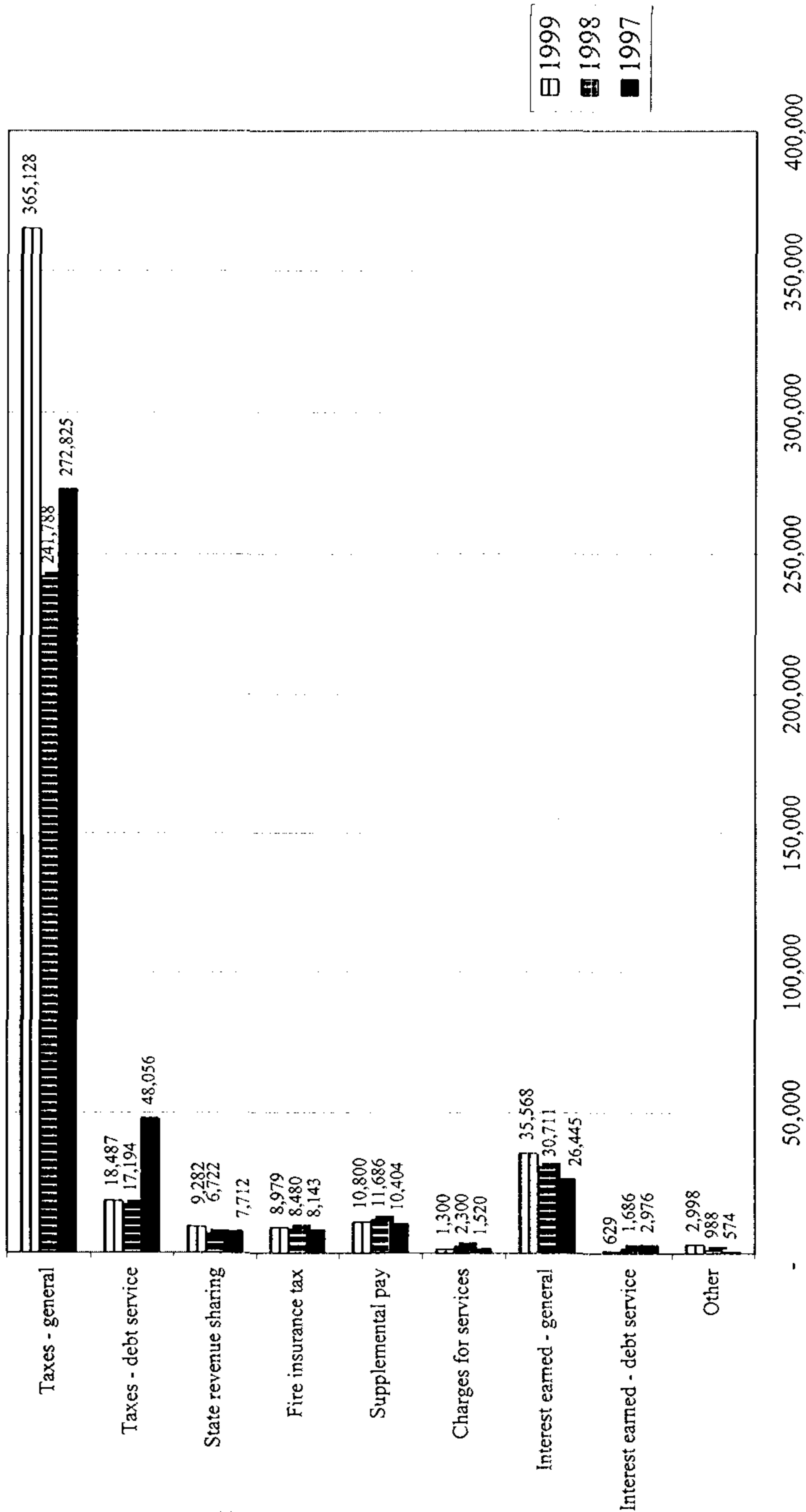
For the years ended December 31, 1999, 1998 and 1997

	<u>1999</u>	<u>1998</u>	<u>1997</u>
<b>Revenues</b>			
Taxes - general	\$ 365,128	\$ 241,788	\$ 272,825
Taxes - debt service	18,487	17,194	48,056
State revenue sharing	9,282	6,722	7,712
Fire insurance tax	8,979	8,480	8,143
Supplemental pay	10,800	11,686	10,404
Charges for services	1,300	2,300	1,520
Interest earned - general	35,568	30,711	26,445
Interest earned - debt service	629	1,686	2,976
Other	2,998	988	574
	<u>\$ 453,171</u>	<u>\$ 321,555</u>	<u>\$ 378,655</u>
<b>Expenditures</b>			
General government - general	\$ 22,681	\$ 13,404	\$ 14,459
General government - debt service	1,172	954	2,546
Personal services	151,160	127,042	117,437
Supplies and materials	33,740	36,257	38,665
Other services and charges	62,278	60,147	65,210
Repairs and maintenance	24,622	18,582	17,732
Capital expenditures	200,904	138,209	21,631
Principal retirement - debt service	55,000	45,000	45,000
Interest - debt service	2,583	5,971	9,114
	<u>\$ 554,140</u>	<u>\$ 445,566</u>	<u>\$ 331,794</u>

REVENUES

Terrebonne Parish Fire District No. 6

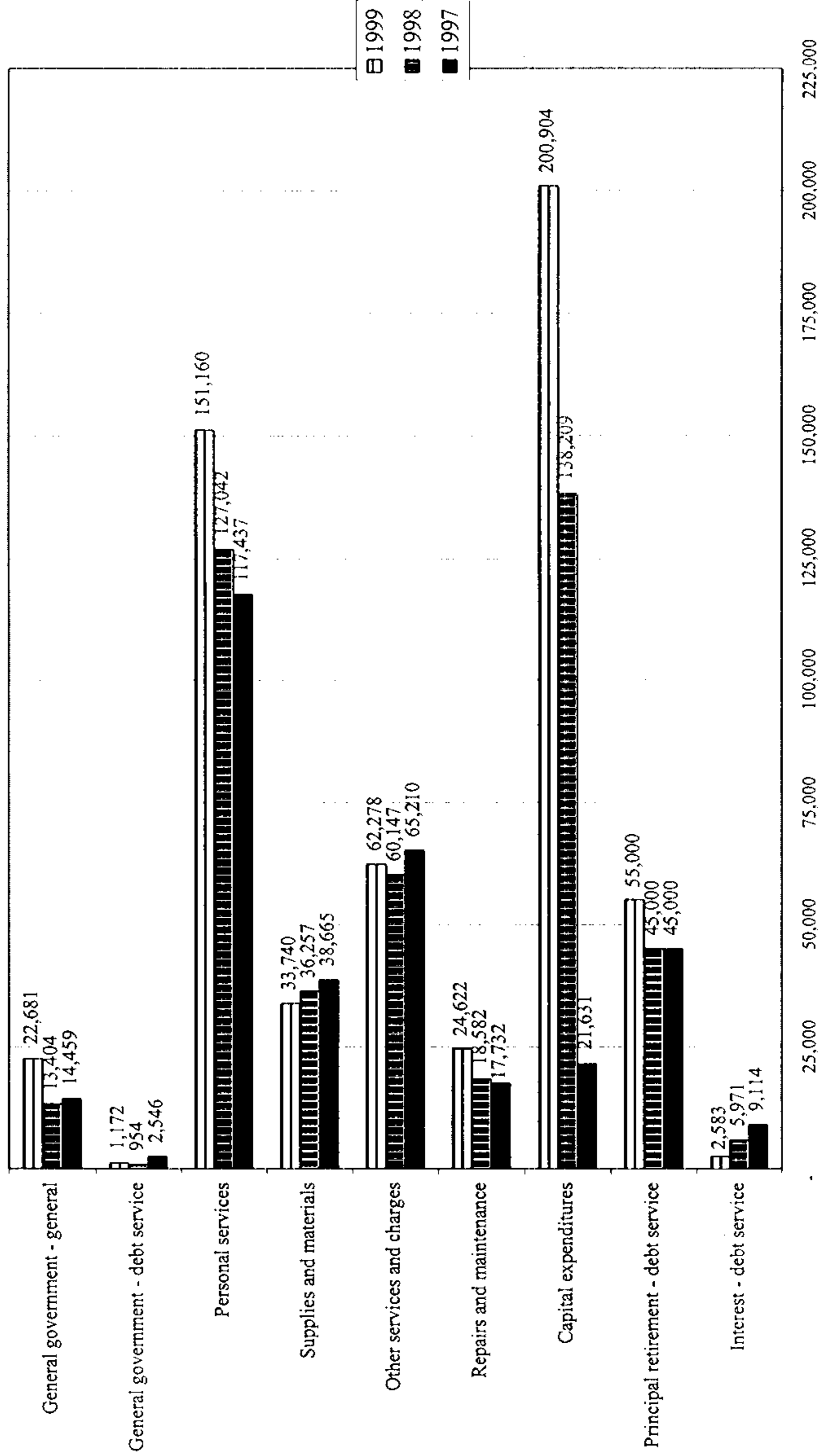
For the years ended December 31, 1999, 1998 and 1997



**EXPENDITURES**

**Terrebonne Parish Fire District No. 6**

For the years ended December 31, 1999, 1998 and 1997



**SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS**



**Bourgeois Bennett**

**REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING BASED ON AN AUDIT OF GENERAL-  
PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Commissioners,  
Terrebonne Parish Fire District No. 6,  
Montegut, Louisiana.

We have audited the general-purpose financial statements of Terrebonne Parish Fire District No. 6 (the District), a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 1999, and have issued our report thereon dated May 17, 2000. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

**Compliance**

As part of obtaining reasonable assurance about whether the District's general-purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, 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.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the District's internal control over financial reporting 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 over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one

or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the 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 over financial reporting and its operations that we consider to be material weaknesses.

This report is intended for the information of the Board of Commissioners, management, the State of Louisiana and the Legislative Auditor for the State of Louisiana and is not intended to be and should not be used by anyone other than these specified parties.

*Bourgeois Bennett, L.L.C.*

Certified Public Accountants.

Houma, La.,  
May 17, 2000.

**SCHEDULE OF FINDINGS**

**Terrebonne Parish Fire District No. 6**

For the year ended December 31, 1999

**Section I Summary of Auditor's Results**

a) Financial Statements

Type of auditor's report issued: unqualified

Internal control over financial reporting:

- Material weakness(es) identified?                     yes             no
- Reportable condition(s) identified that are not  
  considered to be material weaknesses?             yes             none reported
  
- Noncompliance material to financial statements noted?    yes             no

b) Federal Awards

Terrebonne Parish Fire District No. 6 did not receive federal awards in excess of \$300,000 during the year ended December 31, 1999 and therefore is exempt from the audit requirements under the Single Audit Act and OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations.

**Section II Financial Statement Findings**

No financial statement findings were noted during the audit for the year ended December 31, 1999.

**Section III Federal Award Findings and Questioned Costs**

Not applicable.

**REPORTS BY MANAGEMENT**



## **SCHEDULE OF PRIOR YEAR FINDINGS**

### **Terrebonne Parish Fire District No. 6**

For the year ended December 31, 1999

#### **Section I Internal Control and Compliance Material to the General-Purpose Financial Statements**

##### **Internal Control**

No material weaknesses were reported during the audit for the year ended December 31, 1998.  
*No reportable conditions were reported during the audit for the year ended December 31, 1998.*

##### **Compliance**

No compliance findings material to the general-purpose financial statements were noted during the audit for the year ended December 31, 1998.

#### **Section II Internal Control and Compliance Material to Federal Awards**

Terrebonne Parish Fire District No. 6 did not receive federal awards in excess of \$300,000 during the year ended December 31, 1998.

#### **Section III Management Letter**

A management letter was not issued in connection with the audit for the year ended December 31, 1998.

# **MANAGEMENT'S CORRECTIVE ACTION PLAN**

## **Terrebonne Parish Fire District No. 6**

For the year ended December 31, 1999

### **Section I Internal Control and Compliance Material to the General-Purpose Financial Statements**

#### **Internal Control**

No material weaknesses were reported during the audit for the year ended December 31, 1999.  
No reportable conditions were reported during the audit for the year ended December 31, 1999.

#### **Compliance**

No compliance findings material to the general-purpose financial statements were noted during the audit for the year ended December 31, 1999.

### **Section II Internal Control and Compliance Material to Federal Awards**

Terrebonne Parish Fire District No. 6 did not receive federal awards in excess of \$300,000 during the year ended December 31, 1999 and therefore is exempt from the audit requirements under the Single Audit Act and OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations.

### **Section III Management Letter**

A management letter was not issued in connection with the audit for the year ended December 31, 1999.