

**FIRE PROTECTION DISTRICT NO. 1
OF GRANT PARISH**

ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED DECEMBER 31, 2023

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Independent Accountant's Report

To the Board of Commissioners
Fire Protection District No. 1
of Grant Parish

I have reviewed the accompanying basic financial statements of Fire Protection District No. 1 of Grant Parish (a governmental entity) as of and for the year ended December 31, 2023, as listed in the table of contents, in accordance with U.S. Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The financial statements present only Fire Protection District No. 1 of Grant Parish, which is a component unit of the Grant Parish Police Jury and do not purport to present fairly the financial position of the Police Jury as of December 31, 2023, and changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, I do not express an opinion.

Management's Responsibility For The Financial Statements

The management of the Fire Protection District No. 1 of Grant Parish is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement due to fraud or error.

Accountant's Responsibility

My responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require me to perform procedures to obtain limited assurance as a basis for reporting whether I am aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. I believe that the results of my procedures provide a reasonable basis for my conclusion.

Accountant's Conclusion

Based on my review, I am not aware of any material modifications that should be made to the accompanying basic financial statements in order for them to be in conformity with generally accepted accounting principles generally accepted in the United States of America.

Other Reporting

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, I have issued a report dated May 28, 2024 on the results of our agreed-upon procedures.

Required Supplementary Information

My review was made for the purpose of expressing limited assurance that there are no material modifications that should be made to the basic financial statements in order to conform with generally accepted accounting principles. The Management's discussion and analysis, budgetary comparison information and schedule of compensation, benefits and other reimbursement to the agency head or chief executive officer is not a required part of the financial statements but is supplementary information required by the Governmental Accounting Standards Board and the Louisiana Legislative Auditor. I have applied certain limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation presentation of the required supplemental information, without audit or review. Accordingly, I do not express any opinion or any other form of assurance on the supplementary information.



Paul Dauzat, CPA
Alexandria, Louisiana
May 28, 2024

REQUIRED SUPPLEMENTAL INFORMATION (PART 1)

MANAGEMENT'S DISCUSSION AND ANALYSIS

Fire Protection District No. 1 of Grant Parish

Management's Discussion and Analysis **December 31, 2023**

This section of the annual financial report presents our discussion and analysis of the Fire District's financial performance during the fiscal year ended December 31, 2023, with comparable information for the previous year.

OVERVIEW OF FINANCIAL STATEMENTS

The basic financial statements include government-wide financial statements and fund financial statements. These two types of financial statements present the Fire District's financial position and results of operations from differing perspectives which are described as follows:

Government –Wide Financial Statements

The government-wide financial statements report information about the Fire District as a whole using accounting methods similar to those used by private-sector companies. These report all revenues and expenses regardless of when cash is received or paid. Furthermore, the government-wide statements include all of the Fire District's assets and all of the Fire District's liabilities. All of the Fire District's activities are classified as governmental activities in the government-wide financial statements. The governmental activities are financed primarily by grants, fines and various fees.

Fund Financial Statements

Fund financial statements provide detailed information regarding the Fire District's most significant activities and are not intended to provide information for the Fire District as a whole. Funds are accounting devices that are used to account for specific sources of funds. All of the Fire District's funds are Governmental Funds. These funds are used to account for essentially the same functions that are reported as governmental activities in the government-wide financial statements. However, unlike government-wide financial statements, the governmental funds use a modified accrual basis of accounting that provides a short-term view of the Fire District's finances. Assets reported by governmental funds are limited to amounts that are available for current needs. In addition, liabilities are limited to amounts that are expected to be paid from currently available assets.

FINANCIAL ANALYSIS OF THE FIRE DISTRICT AS A WHOLE

An analysis of the government-wide Statement of Net Position is presented as follows:

	<u>December</u> <u>31, 2023</u>	<u>December</u> <u>31, 2022</u>
<u>Assets:</u>		
Current and Other Assets	\$ 833,212	\$ 793,090
Capital assets, net	459,762	465,437
Total Assets	1,292,974	1,258,527
<u>Liabilities:</u>		
Current and Other Liabilities	10,218	29,564
Total Liabilities	10,218	29,564

Fire Protection District No. 1 of Grant Parish

Management's Discussion and Analysis December 31, 2023

	<u>December 31, 2023</u>	<u>December 31, 2022</u>
<u>Net Position:</u>		
Invested in Capital Assets, net	459,762	465,437
Unrestricted	822,994	763,526
Total Net Position	\$ 1,282,756	\$ 1,228,963

As the presentation appearing above demonstrates, a substantial portion of the Fire District's net position (35.8%) is invested in capital assets. Net position invested in capital assets consist of land, buildings, and equipment, less any debts used to acquire the assets that remain outstanding. The Fire District uses these capital assets to provide fire protection and other services to local residents; consequently, these amounts are not available for future spending.

The remaining net position (64.2%) is unrestricted and may be used to meet the Fire District's ongoing obligations.

An analysis of the government-wide Statement of Activities is presented as follows:

	<u>For the Year Ended</u>	
	<u>December 31, 2023</u>	<u>December 31, 2022</u>
<u>Revenues:</u>		
Program Revenue:		
Charges for Services	\$ 27,045	\$ 12,477
Operating Grants and Contributions	----	----
Capital Grants and Contributions	----	----
General Revenue:		
Property Taxes	315,062	250,397
Other	74,523	56,314
Total Revenue	416,630	319,188
<u>Program Expenses:</u>		
Fire Protection	347,351	308,485
Building Operations	15,486	15,192
Interest on Long-Term Debt	----	----
Total Program Expenses	362,837	323,677
Change in Net Position	53,793	(4,489)
Net Position Beginning	1,228,963	1,233,452
Net Position Ending	\$ 1,282,756	\$ 1,228,963

As the accompanying presentation demonstrates the Fire District's net position increased by 4.4%, as a result of current operations. The increase is attributable to careful management of the Fire District's resources in order to preserve the Fire District's financial position while maintaining an appropriate level of service.

Fire Protection District No. 1 of Grant Parish

Management's Discussion and Analysis **December 31, 2023**

FINANCIAL ANALYSIS OF THE FIRE DISTRICT'S FUNDS

For the year ended December 31, 2023, fund balances increased by \$59,468. Variation between net position and fund balances is due to difference in methods of accounting for capital assets.

BUDGET HIGHLIGHTS

For they year ended Deccember 31, 2023, budget variances were favorable and no amendments were needed.

CAPITAL ASSET ADMINISTRATION

For the year ended December 31, 2023, capital assets activity was limited to depreciating assets acquired during previous years and the addition of an ice machine and service truck.

DEBT ADMINISTRATION

There was no debt activity for the year ended December 31, 2023.

FACTORS EXPECTED TO EFFECT FUTURE OPERATIONS

At the present time, no known issues are expected to have a significant impact on future operations.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

Fire Protection District No. 1 of Grant Parish

Statement of Net Position

December 31, 2023

	<u>Governmental Activities</u>
<u>ASSETS</u>	
Cash and Cash Equivalents	\$ 520,825
Receivables (net)	312,387
Capital Assets - Land	33,264
Capital Assets - Depreciable	<u>426,498</u>
Total Assets	<u>1,292,974</u>
<u>LIABILITIES</u>	
Accounts Payable	<u>10,218</u>
Total Liabilities	<u>10,218</u>
<u>NET POSITION</u>	
Invested in capital assets, net of related debt	459,762
Unrestricted	<u>822,994</u>
Total Net Position	<u>\$ 1,282,756</u>

Fire Protection District No. 1 of Grant Parish

Statement of Activities

For the Year Ended December 31, 2023

		<u>Program Revenues</u>			
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>	<u>Net (Expense) Revenue</u>
<u>Governmental Activities</u>					
Fire Protection	\$ 347,351	\$ -	\$ -	\$ -	\$ (347,351)
Building Operations	<u>15,486</u>	<u>27,045</u>	<u>-</u>	<u>-</u>	<u>11,559</u>
Total Governmental Activities	<u>362,837</u>	<u>27,045</u>	<u>-</u>	<u>-</u>	<u>(335,792)</u>
 <u>General Revenues:</u>					
					315,062
					<u>74,523</u>
					389,585
					53,793
					<u>1,228,963</u>
					<u>\$ 1,282,756</u>

FUND FINANCIAL STATEMENTS

Fire Protection District No. 1 of Grant Parish

Balance Sheet - Governmental Funds

December 31, 2023

	<u>General</u>
Assets	
Cash and Cash Equivalents	\$ 520,825
Receivables	<u>312,387</u>
Total assets	<u><u>\$ 833,212</u></u>
Liabilities and Fund Balance	
<u>Liabilities</u>	
Accounts Payable and Accrued Expenses	\$ 10,218
Total liabilities	<u>10,218</u>
<u>Fund Balance</u>	
Unassigned	<u>822,994</u>
Total Fund Balances	<u><u>822,994</u></u>
Total Liabilities and Fund Balance	<u><u>\$ 833,212</u></u>

**Reconciliation of the Governmental Funds
Balance Sheets to the Statement of Net Position**

Total Fund Balances - Governmental Funds	\$ 822,994
Amounts reported for governmental activities in the statement of net position are different because:	
Long term liabilities and related accrued interest are not due and payable in the current period and therefore they are not reported in the Governmental Fund Balance Sheet	-
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	<u>459,762</u>
Net Position of Governmental Activities	<u><u>\$ 1,282,756</u></u>

Fire Protection District No. 1 of Grant Parish

**Statement of Revenue, Expenditures and Changes in
Fund Balance - Governmental Funds
For the Year Ended December 31, 2023**

	<u>General</u>
<u>Revenues:</u>	
Ad Valorem Taxes	\$ 315,062
Use of Property	27,045
Other	<u>74,523</u>
Total revenues	<u>416,630</u>
<u>Expenditures:</u>	
Current	
Public Safety - Fire Protection	
Insurance	30,239
Contract Services	15,210
Legal and Professional	33,750
Miscellaneous	12,416
Repairs and Maintenance	57,435
Supplies	133,592
Utilities	12,695
Vehicle Expenses	35,162
Building Operations	9,082
Capital Expenditures	17,581
Debt Service	<u>-</u>
Total expenditures	<u>357,162</u>
Excess (Deficiency) of Revenues Over Expenditures	59,468
Fund Balance - Beginning of Year	<u>763,526</u>
Fund Balance - End of Year	<u>\$ 822,994</u>

Fire Protection District No. 1 of Grant Parish

**Reconciliation of the Statement of Revenues, Expenditures, and Changes in
Fund Balances of Governmental Funds to the Statement of Activities
For the Year Ended December 31, 2023**

Net change in fund balances of Governmental Funds \$ 59,468

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over estimated useful lives and reported as depreciation expense. The effect of Capital Expenditures and debt service is presented as follows:

Depreciation	(23,256)
Capital Expenditures	<u>17,581</u>
Change in net position of governmental activities	<u>\$ 53,793</u>

Fire Protection District No. 1 of Grant Parish

Notes to the Financial Statements **December 31, 2023**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Fire Protection District No. 1 of Grant Parish (the Fire District) was created to provide fire protection for portions of Grant Parish. It is governed by a Board consisting of five members and the majority of the members are appointed by the Grant Parish Police Jury. The Fire District is a component unit of the Grant Parish Police Jury, the primary governing body of the Parish and the governmental body with oversight responsibility. The accompanying financial statements present information only on the funds maintained by the Fire District and do not present financial information on the primary government, the general government services provided by that entity, or the other governmental units that are accountable to the primary government.

The accompanying policies conform to generally accepted accounting principles for governmental units.

Financial Reporting Entity

The Governmental Accounting Standards Board (GASB) established criteria for determining which component units should be considered part of a financial reporting entity. The basic criterion for including a potential component unit within a reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. These criteria include:

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

Based on the previous criteria, the Fire District is a component unit of the Grant Parish Police Jury. The accompanying component unit financial statements present information only on the funds maintained by Fire Protection District No. 1 and do not present information on the police jury, the general government service provided by that governmental unit, or other governmental units that comprise the financial reporting entity.

Basic Financial Statements

The basic financial statements include both government-wide and fund financial statements. Both government-wide and fund financial statements categorize all of the Fire District's operations as

Fire Protection District No. 1 of Grant Parish

Notes to the Financial Statements

December 31, 2023

governmental activities. Governmental activities involve government services that are normally supported by taxes and intergovernmental revenues.

The government-wide and fund financial statements present the Fire District's financial position and results of operations from differing perspectives which are described as follows:

Government-Wide Financial Statements

The Statement of Net Position and the Statement of Activities display information about the Fire District as a whole. The effect of most interfund activity is eliminated from these financial statements. Furthermore, government-wide financial statements exclude any fiduciary activities which are reported in the fund financial statements.

Program revenues reported in the Statement of Activities consist of amounts that are directly associated with a governmental service. Program revenues include any charges for services and most grants.

Fund Financial Statements

Funds are separate accounting entities that are designed to assist with demonstrating legal compliance and segregating transactions by activity. Major individual funds are reported as separate columns in the fund financial statements. The Fire District's major funds are described as follows:

- **General Fund** – This fund is the primary operating fund of the Fire District is used to account for all resources, except those required to be accounted for in other funds.

Basis of Accounting and Measurement Focus

Basis of accounting refers to when revenues and expenditures or expenses 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. The basis of accounting and measurement focus used for various financial statement presentations are described as follows:

<u>Financial Statement Presentation</u>	<u>Basis of Accounting</u>	<u>Measurement Focus</u>
Government-Wide Financial Statements	Accrual Basis	Economic Resources
Fund Financial Statements	Modified Accrual Basis	Current Financial Resources

Under the accrual basis of accounting and the economic resources measurement focus, revenues are recorded when earned and expenses are recorded when a liability is incurred.

Under the modified accrual basis of account and the current financial resources measurement focus revenue is recognized when it is considered measurable and available. Revenue is considered available if it is collected within 60 days of year end. In addition, expenses are generally recorded when a liability has been incurred. Furthermore, when the current financial resources measure focus is used, amounts recorded as assets exclude capital assets and the acquisition of capital assets is treated as an expenditure of funds. In addition, long-term debts are excluded from amounts reported as liabilities. Proceeds from issuing long-

Fire Protection District No. 1 of Grant Parish

Notes to the Financial Statements

December 31, 2023

term debt are reported as other financing sources and repayment of long-term debt is reported as an expenditure of funds.

Use of Estimates

The preparation of financial statement 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.

Budget Practices

Budgets of the General Fund are prepared on the modified accrual basis of accounting. Unexpended appropriations of this fund lapse at the end of each fiscal year. Budgets of the General Fund and all changes and amendments to these budgets are approved by the Board of Commissioners as a whole.

Capital Assets

Capital assets include significant acquisitions of equipment that are expected to remain in service for a period of years. Capital assets are reported in the government-wide financial statements but are excluded from the fund financial statements. Instead, the funds report the acquisition of capital assets as expenditures rather than asset acquisitions.

All capital assets are reported at historical cost less accumulated depreciation. Depreciation is computed using the straight-line method and estimated useful lives that are based on the expected durability of the particular asset. Useful lives typically range from five to forty years.

Cash

Amounts reported as cash and cash equivalents (restricted and unrestricted) include all cash on hand, cash in bank accounts, certificates of deposit and highly liquid investments.

Internal Balances

Internal balances arise from transactions between funds are provided without expectation of repayment, the transaction is reported as a transfer. Transfers are treated as a source of income by the recipient and as an expense or expenditure by the provider. If repayment is eventually expected to occur, interfund receivables and payables are recorded. Internal balances are eliminated in preparing government-wide financial statements.

NOTE 2 - CASH

Deposits are stated at cost, which approximates market. Under state law, these deposits must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. 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, 2023, the Fire District had \$537,256 in deposits (collected bank balance). These deposits are secured from risk by \$289,889 of federal deposit insurance and \$402,158 of pledged securities held by the custodial bank in the name of the fiscal agent bank. State law imposes a statutory requirement on

Fire Protection District No. 1 of Grant Parish

Notes to the Financial Statements

December 31, 2023

the custodial bank to advertise and sell the pledged securities within 10 days of being notified that the fiscal agent has failed to pay deposited funds upon demand.

NOTE 3 - RECEIVABLES

At December 31, 2023, receivables were limited to ad valorem taxes and related revenue sharing collected by other governmental units on behalf of the Fire District. These amounts are considered fully collectible and there is no allowance for doubtful accounts.

NOTE 4 – CAPITAL ASSETS

A summary of the Fire District's capital assets is provided as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Disposals</u>	<u>Ending Balance</u>
<u>Non Depreciable Capital Assets</u>				
Land	\$ 33,264	\$ ---	\$ ---	\$ 33,264
<u>Depreciable Capital Assets</u>				
Equipment	662,510	17,581	---	680,091
Buildings and Improvements	828,177	---	---	828,177
Accumulated Depreciation	(1,058,514)	(23,256)	---	(1,081,770)
Depreciable Capital Assets (Net)	432,173	(5,675)	---	426,498
Total Capital Assets	\$ 465,437	\$ (5,675)	---	\$ 459,762

For the year ended December 31, 2023, depreciation expense totaled \$23,256. This total included \$16,852 reported as fire protection and \$6,404 reported as building operations.

NOTE 5 - RISK MANAGEMENT

The Fire District is exposed to various risks of loss related to torts; theft, damage or destruction of assets; errors and omissions; injuries to employees; and natural disasters.

The Fire District insures against these risks by participating in a public entity risk pool that operates as a common insurance program and by purchasing commercial insurance. Settled claims resulting from these risks have not exceeded insurance coverage in any of the past three fiscal years.

NOTE 6 – PROPERTY TAXES

Property taxes are assessed on a calendar year basis and are due on or before December 31 in the year the tax is levied. Revenues from property taxes are recognized as revenue in the year billed. Assessments for the year ended December 31, 2022, are presented as follows:

	<u>Mills</u>
Operations and Maintenance	20.43

REQUIRED SUPPLEMENTAL INFORMATION (PART 11)

Budgetary Comparison-General Fund

**Schedule of Compensation, Benefits and Other Payments
to Agency Head or Chief Executive Officer**

Fire Protection District No. 1 of Grant Parish

***Statement of Revenue, Expenditures and Changes in
Fund Balance - General Fund Budget and Actual
For the Year Ended December 31, 2023***

	Budget Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
<u>Revenues:</u>				
Ad Valorem Taxes	\$ 250,000	\$ 250,000	\$ 315,062	\$ 65,062
Use of Property	12,000	12,000	27,045	15,045
Other	<u>50,000</u>	<u>50,000</u>	<u>74,523</u>	<u>24,523</u>
Total revenues	<u>312,000</u>	<u>312,000</u>	<u>416,630</u>	<u>104,630</u>
<u>Expenditures:</u>				
Current				
Public Safety - Fire Protection	296,500	296,500	330,499	(33,999)
Building Operations	10,000	10,000	9,082	918
Capital Expenditures	<u>150,000</u>	<u>150,000</u>	<u>17,581</u>	<u>132,419</u>
Total expenditures	<u>456,500</u>	<u>456,500</u>	<u>357,162</u>	<u>99,338</u>
Excess (Deficiency) of Revenues Over Expenditures	(144,500)	(144,500)	59,468	203,968
Fund balance - beginning of year	<u>763,526</u>	<u>763,526</u>	<u>763,526</u>	<u>-</u>
Fund balance - end of year	<u>\$ 619,026</u>	<u>\$ 619,026</u>	<u>\$ 822,994</u>	<u>\$ 203,968</u>

Budget Note:

Budget variances are favorable and no amendments were needed.

FIRE PROTECTION DISTRICT NO. 1 OF GRANT PARISH

Schedule of Compensation, Benefits and Other Payments to Agency Head or Chief Executive Officer

Year Ended December 31, 2023

Agency Head Name: Randall Fletcher, President

Purpose	Amount
Salary	none
Benefits-Insurance	none
Benefits-Retirement	none
Car Allowance	none
Vehicle Provided By Government	none
Per Diem	none
Reimbursements	none
Travel	none
Registration Fees	none
Conference Travel	none
Continuing Professional Education Fees	none
Housing	none
Unvouchered Expenses	none
Special Meals	none

The President of the Fire District is the head of the agency and its chief executive officer. The President volunteers his services and does not receive any compensation, benefits or reimbursements.

OTHER REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS

Independent Accountant's Report On Applying Agreed-Upon Procedures

**INDEPENDENT ACCOUNTANT'S REPORT ON
APPLYING AGREED-UPON PROCEDURES**

To the Board of Directors
Fire Protection District No. 1
of Grant Parish

I have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of Fire Protection District No. 1 and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Fire District's compliance with certain laws and regulations during the year ended December 31, 2023, included in the *Louisiana Attestation Questionnaire*. Management of Fire District No. 1 is responsible for its financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, I make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

PUBLIC BID LAW:

1. Select all expenditures made during the year for material and supplies exceeding \$ 30,000, or public works exceeding \$ 150,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2296 (the public bid law).

There were no transactions meeting this scope of bid law.

CODE OF ETHICS FOR PUBLIC OFFICIALS AND PUBLIC EMPLOYEES

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

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

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

There were no employees during the fiscal year.

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

Not applicable.

BUDGETING

5. Obtain a copy of the legally adopted budget and all amendments.

Obtained copy of approved budget.

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

The budget was approved and recorded in the meeting minutes.

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

not applicable

ACCOUNTING AND REPORTING

8. Randomly select six disbursements made during the period under examination and:

(a) Trace payments to supporting documentation as to proper amount and payee.

I examined supporting documentation and found that payment was for the proper amount and made to the correct payee.

(b) Determine if payments were properly recorded to the correct fund and general ledger account.

All payments selected were properly recorded to the correct fund and general ledger account.

(c) Determine whether payments received approval from proper authorities.

Inspection of the documentation for items selected indicated that the checks were signed by the proper official. No further approval was required.

(d) Determine that the schedule of compensation, benefits, and other payments to the agency head or chief executive officer is reported accurately.

Inspection of the records indicated that the schedule of compensation, benefits and other payments to the agency head is accurately presented.

MEETINGS

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

The District complied with this requirement.

DEBT

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

I inspected deposits for the period and noted no deposits that appeared to be such proceeds.

ADVANCES AND BONUSES

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

I inspected the records for the year and noted no employees or instances that indicated payments to any District personnel which would constitute bonuses, advances, or gifts.

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

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



Paul Dauzat
Certified Public Accountant
May 28, 2024

**FIRE PROTECTION DISTRICT NO. 1
SCHEDULE OF PRIOR YEAR FINDINGS
For The Year Ended December 31, 2023**

SECTION 1-Financial Statements

None Reported

SECTION 2-Attestation Report

The Fire District did not adopt a budget for year ended December 31, 2022.

Corrected for year ended December 31, 2023.

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Governmental Agencies)

May 13, 2024 (Date Transmitted)

PAUL DAUZAT CPA, LLC (CPA Firm Name)

PO BOX 12359 (CPA Firm Address)

ALEXANDRIA, LA. 71315 (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of December 31, 2023 (date) and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you.

Public Bid Law

It is true that we have complied with the state procurement code (R.S. 39:1551 – 39:1755); the public bid law (R.S. 38:2211-2296), and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes No N/A

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes No N/A

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes No N/A

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes No N/A

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes No N/A

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes No N/A

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes No N/A

We did not enter into any contracts that utilized state funds as defined in R.S. 39:72.1 A. (2); and that were subject to the public bid law (R.S. 38:2211, et seq.), while the agency was not in compliance with R.S. 24:513 (the audit law).

Yes No N/A

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes No N/A

We have complied with R.S. 24:515.2 regarding reporting of pre- and post- adjudication court costs, fines and fees assessed or imposed; the amounts collected; the amounts outstanding; the amounts retained; the amounts disbursed, and the amounts received from disbursements.

Yes [] No [] N/A [X]

Meetings

We have complied with the provisions of the Open Meetings Law, provided in R.S. 42:11 through 42:28.

Yes [X] No [] N/A []

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes [] No [] N/A [X]

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes [X] No [] N/A []

Prior-Year Comments

We have resolved all prior-year recommendations and/or comments.

Yes [X] No [] N/A []

General

We acknowledge that we are responsible for the Agency's compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.

Yes [X] No [] N/A []

We acknowledge that we are responsible for determining that that the procedures performed are appropriate for the purposes of this engagement.

Yes [X] No [] N/A []

We have evaluated our compliance with these laws and regulations prior to making these representations.

Yes [X] No [] N/A []

We have provided you with all relevant information and access under the terms of our agreement.

Yes [X] No [] N/A []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.

Yes [X] No [] N/A []

We are not aware of any material misstatements in the information we have provided to you.

Yes [X] No [] N/A []

We have disclosed to you any communications from regulatory agencies, internal auditors, other independent practitioners or consultants, and others concerning noncompliance with the foregoing laws

and regulations, including communications received during the period under examination; and will disclose to you any such communication received between the end of the period under examination and the date of your report.

Yes [X] No [] N/A []

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies all known noncompliance and other events subsequent to the date of this representation and the date of your report that could have a material effect on our compliance with laws and regulations and the internal controls with such laws and regulations, or would require adjustment or modification to the results of the agreed-upon procedures.

Yes [X] No [] N/A []

The previous responses have been made to the best of our belief and knowledge.



President

FIRE PROTECTION DISTRICT NO. 1