

**CENTRAL LAFOURCHE  
AMBULANCE SERVICE DISTRICT**

**ANNUAL FINANCIAL REPORT**

**AS OF AND FOR THE YEAR ENDED  
DECEMBER 31, 2019**

# **CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**

*As of and for the Year Ended December 31, 2019*

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**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
*For the Year Ended December 31, 2019*

This discussion and analysis of the Central Lafourche Ambulance Service District's (the District) financial performance provides an overview of the financial activities as of and for the fiscal year ended December 31, 2019. Please read it in conjunction with the basic financial statements and the accompanying notes to the financial statements.

**FINANCIAL HIGHLIGHTS**

Our financial statements provide these insights into the results of this year's operations:

- The net position decreased as a result of this year's operations. Net position of our governmental activities decreased by \$296,942. As a result of this year's operations assets exceeded liabilities and deferred inflows of resources by \$1,150,544 (net position).
- During the year, expenses for governmental activities were \$461,271. General revenues were \$164,329 resulting with expenses exceeding revenues of \$296,942.

**USING THIS ANNUAL REPORT**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities (Government-Wide Financial Statements) provide information about the governmental activities as a whole and present a longer-term view of the finances. The Balance Sheet and Statement of Revenues, Expenditures and Changes in Fund Balance – Governmental Funds (Fund Financial Statements) tell how services were financed in the short term as well as what remains for future spending. Fund financial statements also report the operations in more detail than the government-wide statements by providing information about the most significant funds.

**Government-Wide Financial Statements**

The Statement of Net Position and the Statement of Activities report information as a whole and about activities. These statements include all assets and deferred outflows of resources and liabilities and deferred inflows of resources using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the net position and changes in net position. You can think of net position—the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources—as one way to measure the financial health, or financial position. Over time, increases or decreases in net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other non-financial factors, however, to assess the overall health of the Central Lafourche Ambulance Service District.

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
*For the Year Ended December 31, 2019*

***Fund Financial Statements***

The fund financial statements provide detailed information about the most significant funds—not as a whole. Some funds are required to be established by State laws.

The District utilizes the governmental type of fund with the following accounting approach. Most of the basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in reconciliation at the bottom of the fund financial statements.

***FINANCIAL ANALYSIS AS A WHOLE (GWFS)***

Net position decreased from \$1,447,486 to \$1,150,544. In comparison, last year net position decreased by \$179,293. Unrestricted net position—the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements—absorbed the increase this year. The balance in net position presents the accumulated results of all past years' operations.

Our analysis below focuses on the net position and changes in net position of the governmental-type activities.

|                               | Condensed Statement of Net Positions |              | Dollar      |
|-------------------------------|--------------------------------------|--------------|-------------|
|                               | 2018                                 | 2019         | Change      |
| Current and Other Assets      | \$ 1,599,115                         | \$ 1,296,305 | \$(302,810) |
| Current Liabilities           | -                                    | -            | -           |
| Deferred Inflows of Resources | 151,629                              | 145,761      | (5,868)     |
| Unrestricted Net Assets       | \$ 1,447,486                         | \$ 1,150,544 | \$(296,942) |

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
*For the Year Ended December 31, 2019*

|                               | Condensed Statement of Activities |              | Dollar       |
|-------------------------------|-----------------------------------|--------------|--------------|
|                               | 2018                              | 2019         | Change       |
| Total program expenses        | \$ (476,035)                      | \$ (461,271) | \$ (14,764)  |
| Total program revenues        | -                                 | -            | -            |
| <b>Net program income</b>     | (476,035)                         | (461,271)    | \$ (14,764)  |
| General revenues              | 296,742                           | 164,329      | (132,413)    |
| <b>Change in Net Position</b> | (179,293)                         | (296,942)    | (117,649)    |
| <b>Net Position:</b>          |                                   |              |              |
| Beginning of the year         | 1,626,779                         | 1,447,486    | (179,293)    |
| End of the year               | \$ 1,447,486                      | \$ 1,150,544 | \$ (296,942) |

**FINANCIAL ANALYSIS OF INDIVIDUAL FUNDS (FFS)**

The District uses funds to help it control and manage money for particular purposes. Looking at individual funds helps you consider whether the District is being accountable for the resources provided to it but may also give you more insight into the overall financial health.

The governmental fund reported a fund balance of \$1,150,544; all considered unassigned. This reflects a decrease of \$296,942 from last year. Total revenues for governmental funds were \$164,329, mainly due to Ad Valorem taxes collected. Current expenditures for governmental activities were \$461,271, including \$29,607 of grants from the BP settlement monies to other governments for training and equipment. The result for the year was an excess of expenditures over revenues of \$296,942.

**GENERAL FUND BUDGETARY HIGHLIGHTS**

The original budget for the General Fund was amended during the year. The total revenue and expenditure variances were in compliance with the State Budget Law.

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
*For the Year Ended December 31, 2019*

**ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES**

Highlights of the 2020 Budget adopted on October 28, 2019 follows:

|                            |                         |
|----------------------------|-------------------------|
| Revenues                   | \$147,000               |
| Expenditures               | <u>(436,183)</u>        |
| Net change in fund balance | (289,183)               |
| <b>Fund balance:</b>       |                         |
| Beginning of year          | <u>1,127,820</u>        |
| End of year                | <u><u>\$838,637</u></u> |

**CONTACTING FINANCIAL MANAGEMENT**

This financial report is designed to provide a general overview of the District's finances and to show accountability for the money it received. If you have questions about this report or need additional financial information, contact:

Mr. Mitch Orgeron, Chairman  
PO Box 388  
Raceland, Louisiana 70394

# ***FINANCIAL SECTION***



# STAGNI & COMPANY, LLC

CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

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## INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Commissioners,  
Of the Central Lafourche Ambulance Service District  
Thibodaux, Louisiana

We have reviewed the accompanying financial statements of the governmental activities and each major fund of the Central Lafourche Ambulance Service District, a component unit of the Lafourche Parish Council, as of and for the year ended December 31, 2019, and the related notes to the financial statements which collectively comprises the basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to managements' financial data and making inquiries of the management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management 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.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

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

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report, dated May 12, 2020, on the results of our agreed-upon procedures.

To the Board of Commissioners,  
Of the Central Lafourche Ambulance Service District  
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Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements but were compiled from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any other form of assurance on the supplementary information.

The Schedule of Compensation, Benefits and Other Payments to Agency Head is presented for the purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the inquiry and analytical procedures applied in the review of the financial statements, and we did not become aware of any material modifications that should be made to such information.

*Stagni & Company*

May 12, 2020  
Thibodaux, LA



**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**

Statement of Net Position

December 31, 2019

|                                      | <u>Governmental<br/>Activities</u> |
|--------------------------------------|------------------------------------|
| <b>ASSETS</b>                        |                                    |
| Current assets:                      |                                    |
| Cash and cash equivalents            | \$ 1,159,950                       |
| Due from other governments           | 116,841                            |
| Taxes Receivable                     | <u>19,514</u>                      |
| Total assets                         | 1,296,305                          |
| <b>LIABILITIES</b>                   |                                    |
| Current liabilities:                 |                                    |
| Accounts Payable                     | \$ -                               |
| <b>DEFERRED INFLOWS OF RESOURCES</b> |                                    |
| Ad Valorem Taxes - subsequent year   | <u>145,761</u>                     |
| <b>NET POSITION</b>                  |                                    |
| Unrestricted                         | <u>1,150,544</u>                   |
| Total net position                   | <u><u>\$ 1,150,544</u></u>         |

See accompanying notes to the Financial Statements

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**

Statement of Activities  
For the Year Ended December 31, 2019

| <b>FUNCTIONS / PROGRAMS</b>    | <b>Expenses</b> | <b>Program Revenues</b>         |   | <b>Net<br/>(Expense)<br/>Revenue</b> |
|--------------------------------|-----------------|---------------------------------|---|--------------------------------------|
|                                |                 | <b>Charges for<br/>Services</b> | <b>Operating<br/>Grants &amp;<br/>Contributions</b> |                                      |
| Governmental activities:       |                 |                                 |   |                                      |
| General government             | \$ 461,271      | \$ -                            | \$ -  | \$ (461,271)                         |
| Total governmental activities: |                 |                                 |   | <u>(461,271)</u>                     |
| General revenues:              |                 |                                 |   |                                      |
| Ad Valorem Taxes               |                 |                                 |   | 158,543                              |
| Interest                       |                 |                                 |   | <u>5,786</u>                         |
| Total general revenues         |                 |                                 |   | <u>164,329</u>                       |
| Change in net assets           |                 |                                 |   | <u>(296,942)</u>                     |
| Net position                   |                 |                                 |   |                                      |
| Beginning of year              |                 |                                 |   | <u>1,447,486</u>                     |
| End of year                    |                 |                                 |   | <u><u>\$ 1,150,544</u></u>           |

See accompanying notes to the Financial Statements

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**

Balance Sheet

Governmental Fund Type - General Fund

December 31, 2019

|   | <u>General</u>             |
|---|----------------------------|
| <b>ASSETS</b>   |                            |
| Cash  | \$ 1,159,950               |
| Due from other governments  | 116,841                    |
| Taxes receivable  | <u>19,514</u>              |
| Total assets  | <u><u>\$ 1,296,305</u></u> |
| <b>LIABILITIES</b>  |                            |
| Current liabilities:  |                            |
| Accounts payable  | \$ -                       |
| <b>DEFERRED INFLOWS OF RESOURCES</b>  |                            |
| Ad Valorem taxes - subsequent year  | <u>145,761</u>             |
| Total deferred inflows of resources   | <u><u>145,761</u></u>      |
| <b>FUND BALANCES</b>  |                            |
| Unassigned  | <u>1,150,544</u>           |
| Total fund balances   | <u><u>1,150,544</u></u>    |
| <br>  |                            |
| Total liabilities, deferred inflows of resources, and fund balances   | <u><u>\$ 1,296,305</u></u> |
| <br>  |                            |
| <b>RECONCILIATION OF THE GOVERNMENT FUNDS BALANCE SHEET<br/>FUND BALANCE - TO THE GOVERNMENT- WIDE STATEMENT<br/>OF NET POSITION - NET POSITION</b> |                            |
| <br>  |                            |
| Total fund balances - from above  | <u>1,150,544</u>           |
| <br>  |                            |
| Net position of governmental activities   | <u><u>\$ 1,150,544</u></u> |

See accompanying notes to the Financial Statements

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
Statement of Revenues, Expenditures, and Changes in Fund Balances  
Governmental Fund Type - General Fund  
For the Year Ended December 31, 2019

| <u>REVENUES</u>                   |             |
|-----------------------------------|-------------|
| Ad Valorem Taxes                  | \$158,543   |
| Interest                          | 5,786       |
| Total Revenues                    | 164,329     |
| <u>EXPENDITURES</u>               |             |
| General government - current:     |             |
| Ambulance Service Contract        | 416,160     |
| Ad Valorem Pension Deduction      | 9,407       |
| Office Operations                 | 734         |
| Accounting & Auditing             | 5,363       |
| Grants for Training and Equipment | 29,607      |
| Total current expenditures        | 461,271     |
| Net change in fund balances       | (296,942)   |
| <u>FUND BALANCES</u>              |             |
| Beginning of year                 | 1,447,486   |
| Ending of year                    | \$1,150,544 |

**RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES, AND CHANGES IN FUND BALANCES  
OF GOVERNMENTAL FUNDS TO THE  
STATEMENT OF ACTIVITIES:**

|   |              |
|---|--------------|
| Net change in fund balances - from above          | \$ (296,942) |
| Change in net position of governmental activities | \$ (296,942) |

See accompanying notes to the Financial Statements

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
For the Year Ended December 31, 2019

The Central Lafourche Ambulance Service District (the District) operates under provisions of the Louisiana Revised Statutes and local ordinances established by the Lafourche Parish Council. The District was created by ordinance enacted by the Lafourche Parish Council on July 23, 1983 and is an integral part of the Lafourche Parish Council.

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

The accounting and reporting policies of the Central Lafourche Ambulance Service District (the District) conform to generally accepted accounting principles as applicable to governments. 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 certain significant accounting policies:

**A. Reporting Entity**

As the governing authority of the parish, for reporting purposes, the Lafourche Parish Council is the financial reporting entity for Lafourche Parish. The GASB established criteria for determining which component units should be considered part of the Lafourche Parish Council for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. Based on criterion applied, the District is a component unit of the Lafourche Parish Council. The accompanying financial statements present information only on the funds maintained by the District and do not present information on the Lafourche Parish Council, the general government services provided by the Council, or the other governmental units that comprise the financial reporting entity.

**B. Basic Financial Statements – Basis of Presentation**

**Government-Wide and Fund Financial Statements**

The District's basic financial statements include both government-wide (reporting the entity as a whole) and fund financial statements (reporting the major funds). Both the government-wide and fund financial statements categorize primary activities as governmental type activities. All of the District's administrative services are classified as governmental activities.

In the government-wide Statement of Net Position, the governmental activities are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations.

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
For the Year Ended December 31, 2019

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

**B.      Basic Financial Statements – Basis of Presentation (continued)**

The government-wide Statement of Activities reports both the gross and net cost of each of the District's functions and activities. These functions are also supported by general government revenues (ad valorem taxes and interest earned.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues. The net costs (by function) are normally covered by general revenue (ad valorem taxes and interest earned). This government-wide focus is more on the sustainability of the District as an entity and the change in the District's net assets resulting from the current year's activities.

**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.

**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 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.

**C.      Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied.

The governmental fund financial statements are accounted for using a current financial resources measurement focus. With this measurement focus only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The governmental fund financial statements use the modified accrual basis of accounting.

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
For the Year Ended December 31, 2019

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

**C.      Measurement Focus, Basis of Accounting and Financial Statement Presentation  
(continued)**

Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available).

“Measurable” means the amount of the transaction can be determined and “available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The governmental funds use the following practices in recording revenues and expenditures:

Ad valorem taxes and revenue sharing are considered susceptible to accrual. Interest income is recorded when received by the District. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

**D.      Budgets**

The District is legally required to comply with the “Louisiana Local Government Budget Act” and henceforth; budgets are required to be adopted for its governmental fund on a modified accrual basis that is consistent with generally accepted accounting principles.

Annual budgets are by the Secretary/Treasurer of the Board and presented to the Board for adoption no later than 15 days prior to the beginning of the fiscal year.

Budgets are adopted for the fiscal year and lapse at a year-end. The budget is amended by supplemental appropriations as needed to during the year to comply with state law.

**E.      Cash**

Cash includes amounts in demand deposits, interest-bearing deposits, and money market accounts. 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. Investments are stated at cost. State law also requires that deposits of all political subdivisions be fully collateralized at all times. Acceptable collateralization includes the FDIC insurance and the market value of securities purchased and pledged to the political subdivision.

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
For the Year Ended December 31, 2019

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

**E.      Cash (continued)**

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.

**F.      Fund Equity**

For government-wide financial statements net assets are classified and displayed in three components:

- Net invested in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets, if any.
- Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributions or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “net invested in capital assets.”

Governmental fund equity is classified as fund balance. Fund balance is further classified as non-spendable, restricted, committed, assigned, or unassigned.

- Non-spendable fund balance cannot be spent because of its form.
- Restricted fund balance has limitations imposed by creditors, grantors, or contributors or by enabling legislation or constitutional provisions.
- Committed fund balance is a limitation imposed by the Board through approval in minutes.
- Assigned fund balances is a limitation imposed by a designee of the Board.
- Unassigned fund balance in the General Fund is the net resources in excess of what can be properly classified in one of the above four categories. Negative unassigned fund balance in other governmental funds represents excess expenditures incurred over the amounts restricted, committed, or assigned to those purposes.

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
**NOTES TO FINANCIAL STATEMENTS**  
For the Year Ended December 31, 2019

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

G.      Taxes 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 in the financial position or operations of the funds.

H.      Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the reported amounts of revenues, expenditures, and expenses during the reporting period. Actual results could differ from those estimates.

**Note 2      DEPOSITS**

Demand (deposits and interest bearing demand deposits) are recorded at cost, which approximates fair value. At year-end, the reported amount of deposits were \$1,159,950 and the corresponding bank balances was \$1,182,950.

Custodial credit risk is the risk that in an event of a bank failure, the District's deposits may not be returned to it. Of the total deposit balance, \$932,950 is considered exposed to custodial credit risk. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposits insurance or the pledge of securities owned by the fiscal agent bank. The market values of the pledged securities plus the federal deposit insurance (FDIC) must at all time 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. All of the District's deposits are covered by FDIC insurance and pledged securities under the Lafourche Parish Government.

Even though the pledged securities are considered uncollateralized under the provisions of GASB Statement 3, R.S. 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 entity that the fiscal agent has failed to pay deposited funds upon demand.



***REQUIRED SUPPLEMENTARY  
INFORMATION***

# CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT

## Budget Comparison Schedule

### General Fund

For the Year Ended December 31, 2019

|                               | Budgeted Amounts    |                     | Actual              | Variance -<br>Favorable<br>(Unfavorable) |
|-------------------------------|---------------------|---------------------|---------------------|--|
|                               | Original            | Final               |                     |  |
| <b>REVENUES</b>               |                     |                     |                     |  |
| Ad Valorem Taxes              | \$151,629           | \$145,000           | \$158,543           | \$13,543                                 |
| Interest                      | 3,000               | 5,500               | 5,786               | 286                                      |
| Total Revenues                | 154,629             | 150,500             | 164,329             | 13,829                                   |
| <b>EXPENDITURES</b>           |                     |                     |                     |  |
| General government - current: |                     |                     |                     |  |
| Ambulance Service Contract    | 412,000             | 416,160             | 416,160             | -  |
| Ad Valorem Pension Deduct     | -                   | -                   | 9,407               | (9,407)                                  |
| Professional fees             | 21,000              | 6,000               | 5,363               | 637                                      |
| Office Operations             | 2,850               | 850                 | 734                 | 116                                      |
| Grants for Training/Equipment | 40,000              | 29,607              | 29,607              | -  |
| Total expenditures            | 475,850             | 452,617             | 461,271             | (8,654)                                  |
| Net change in fund balances   | (321,221)           | (302,117)           | (296,942)           | 5,175                                    |
| <b>FUND BALANCES</b>          |                     |                     |                     |  |
| Beginning of year             | 1,424,579           | 1,429,937           | 1,447,486           | 17,549                                   |
| Ending of year                | <u>\$ 1,103,358</u> | <u>\$ 1,127,820</u> | <u>\$ 1,150,544</u> | <u>\$22,724</u>                          |

See accompanying notes to the Financial Statements

## ***OTHER INFORMATION***

**CENTRAL LAFOURCHE AMBULANCE SERVICE DISTRICT**  
 Schedule of Compensation, Benefits and Other Payments to Agency Head  
 For the Year Ended December 31, 2019

**Agency Head Name: MITCH ORGERON, CHAIRMAN**

| <b>Purpose</b>  | <b>Amount</b> |
|---|---------------|
| Salary  | \$0           |
| Benefits-insurance  | \$0           |
| Benefits-retirement   | \$0           |
| Deferred compensation (contributions made by the agency)  | \$0           |
| Benefits-other (describe)   | \$0           |
| Car allowance   | \$0           |
| Vehicle provided by government (enter amount reported on W-2 adjusted for various fiscal years) | \$0           |
| Cell phone  | \$0           |
| Dues  | \$0           |
| Vehicle rental  | \$0           |
| Per diem  | \$0           |
| Reimbursements  | \$0           |
| Travel  | \$0           |
| Registration fees   | \$0           |
| Conference travel   | \$0           |
| Housing   | \$0           |
| Unvouchered expenses (expample: travel advances, etc.)  | \$0           |
| Special meals   | \$0           |
| Other (including payments made by other parties on behalf of the agency head)                   | \$0           |

*This form is used to satisfy the supplemental reporting requirement of R.S. 24:513(A)(3)*

***REPORTS REQUIRED BY GAO***



# STAGNI & COMPANY, LLC

CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

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

To the Board of Commissioners  
Central Lafourche Ambulance Service District  
Thibodaux, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of Central Lafourche Ambulance Service District, (the District) and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating the management's assertions about the District's compliance with certain laws and regulations during the year ended December 31, 2019 included in the accompanying *Louisiana Attestation Questionnaire*. Management of Central Lafourche Ambulance Service District is responsible for its financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants and applicable standard of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we 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.

Our applied procedures, together with any observation or findings, follow:

### ***Public Bid Law***

1. Obtain documentation for all expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$154,450. Compare the documentation for these expenditures to Louisiana Revised Statute R.S. 38:2211-2296 (the public bid law); and report whether the expenditures were made in accordance with these laws.

*There were no expenditures that exceed \$30,000 for materials and supplies. There were also no contracts entered into public works exceeding \$154,450.*

**Code of Ethics for Public Officials and Public Employees**

2. Obtain a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the ethics law).

*Management provided us with the requested information.*

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

*The District did not have any employees during the period under examination.*

4. Determine whether any of those employees included in the listing 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.

*The District did not have any employees during the period under examination.*

5. Obtain a list of all disbursements made during the year; and a list of outside business interests of board members, employees, and board members' and employees' immediate families. Report whether any vendors appear on both lists.

*Management provided the requested information. None of the businesses of board members, employees, and board members' and employees' immediate families appeared as vendors on the list of disbursements.*

**Budgeting**

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

*Management provided us with a copy of the 2019 adopted original budget and the amended budget.*

7. Trace the budget and approval of any amendments to the minute book, and report whether there are any exceptions.

*We traced the adoption of the 2019 original budget to the minutes of November 14, 2018 and amended budget to the minutes of October 28, 2019.*



8. Compare the revenues and expenditures of the final budget to actual revenues and expenditures. Report whether actual revenues failed to meet budgeted revenues by 5% or more, and whether actual expenditures exceeded budgeted amounts by 5% or more.

*We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues exceeded budgeted revenues. Expenditures for the year did not exceed budgeted amounts by more than 5% for the year.*

***Accounting and Reporting***

9. Obtain the list of all disbursements made during the fiscal year. Randomly select 6 disbursements and obtain documentation from management for these disbursements. Compare the selected disbursements to the supporting documentation, and:

(a) Report whether the six disbursements agree to the amount and the payee in the supporting documentation.

*Each of the six selected disbursements agreed with the amount and payee in the supporting documentation.*

(b) Report whether the six disbursements were coded to the correct fund and general ledger account.

*Each of the six selected disbursements were properly coded to the correct fund and general ledger account.*

(c) Report whether the six disbursements were approved in accordance with management's policies and procedures.

*The District's policies and procedures state that the chairman of the District's Board of Commissioners must approve all non-routine disbursements, with subsequent approval by the full board. Documentation supporting each of the six selected disbursements included the signature of the chairman of the Board of Commissioners, if applicable. In addition, approval by the full commission for each of the disbursements was traced to the District's minute book.*



**Meetings**

10. Obtain evidence from management to support that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:11 through 42:28 (the open meetings law) and report whether there are any exceptions.

*The District is only required to post a notice of each meeting and the accompanying agenda on the door of the building where their meetings are held – St. Anne General Hospital. It was noted by inquiry during the year that agendas for meetings were posted or advertised on the door as required.*

**Debt**

11. Obtain bank deposit slips for the fiscal year and scan the deposit slips in order to identify and report whether there are any deposits that appear to be proceeds of bank loans, bonds, or like indebtedness. If any such proceeds are identified, obtain from management evidence of approval by the State Bond Commission, and report any exceptions.

*We inspected all bank deposit slips for the period under examination and noted no deposits that appeared to be proceeds of bank loans, bonds, or like indebtedness*

**Advances and Bonuses**

12. Obtain the list of payroll disbursements and meeting minutes of the governing board, if applicable. Scan these documents to identify and report whether there are any payments or approval of payments to employees that may constitute bonuses, advances, or gifts.

*The District did not have any employees during the period under examination.*

**State Audit Law**

13. Report whether the agency provided for a timely report in accordance with R.S. 24:513.

*The District's prior year report was due on June 30, 2019 and was submitted timely on June 11, 2019.*



14. Inquire of management and report whether the agency entered 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).

*The District was in compliance with R.S. 24:513 (the audit law).*

***Prior-Year Comments***

15. Obtain and report management's representation as to whether any prior-year suggestions, exceptions, recommendations, and/or comments have been resolved.

*Our prior year report, dated May 28, 2019 did not include any suggestions, exceptions, recommendations, or comments.*

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, and the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the United States Comptroller General. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the District's compliance with the foregoing matters. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures; other matters might have come to our attention that would have been reported to you.

The purpose of this report is solely to describe the scope of testing performed on the District's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire, as required by Louisiana Revised Statute 24:513 and the Louisiana Governmental Audit Guide, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the Louisiana Legislative Auditor as a public document.

*Stagni & Company*

Thibodaux, Louisiana  
May 12, 2020



**LOUISIANA ATTESTATION QUESTIONNAIRE**  
(For Attestation Engagements of Governmental Agencies)

**Stagni & Company, LLC**  
207 Lafayette Ave  
Thibodaux, LA 70301

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of December 31, 2019 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 public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes  No [ ]

**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 [ ]

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 [ ]

**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 [ ]

**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 [ ]

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

Yes  No [ ]

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

Yes  No [ ]

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 [ ]

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 [ ]

**Meetings**

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

Yes  No [ ]

**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 [ ]

**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  No [ ]

**Prior-Year Comments**

We have resolved all prior-year recommendations and/or comments.  
Yes  No [ ]

**General**

We are responsible for our compliance with the foregoing laws and regulations and the internal controls over compliance with such laws and regulations.  
Yes  No [ ]

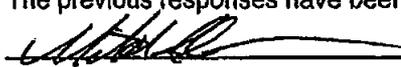
We have evaluated our compliance with these laws and regulations prior to making these representations.  
Yes  No [ ]

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations.  
Yes  No [ ]

We have made available to you all records that we believe are relevant to the foregoing agreed-upon procedures.  
Yes  No [ ]

We have provided you with any communications from regulatory agencies, internal auditors, other independent practitioners or consultants or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of your report.  
Yes  No [ ]

We will disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance that may occur up to the date of your report.  
Yes  No [ ]

The previous responses have been made to the best of our belief and knowledge.  
 Chairman 5/13/2000 Date

Adopted by the governing body by means of a formal resolution in an open meeting on \_\_\_\_\_

Please attach resolution.

Central Lafourche Ambulance Service District  
P.O. Box 388  
Raceland, LA 70394

On motion by G. Bridein, seconded by R. Polrichaux the following resolution was introduced and adopted;

RESOLUTION NO. 19-01

RESOLUTION APPROVING THE 2019 LOUISIANA COMPLIANCE QUESTIONNAIRE AND AUTHORIZING THE CHAIRMAN TO SIGN, EXECUTE, AND ADMINISTER ANY AND ALL RELEVANT DOCUMENTS

WHEREAS, it is necessary to approve the 2019 Louisiana Attestation Questionnaire for in connection with the review of financial statements:

THEREFORE, BE IT RESOLVED, that the Central Lafourche Ambulance Service District convened in regular session on June 22, 2020 and does hereby approve the 2019 Louisiana Attestation Questionnaire and authorizing the Chairman to sign, execute and administer any and all relevant documents

This resolution having been submitted to a vote; the vote thereon was as follows:

YEAS: M. Orgeron, R. Polrichaux, C. Richard, R. Boudreaux,  
NAYS: W. Bourg, G. Bridein and F. Cretini.  
ABSENT: none.

And the resolution was declared adopted this June 22 day of 22, 2020

/s/ Mitch Engeron

MITCH ORGERON, CHAIRMAN  
C.L. AMBULANCE SERVICE DISTRICT

/s/ Roxanne Boudreaux

ROXANNE BOUDREAUX, SECRETARY/TREASURER  
C.L. AMBULANCE SERVICE DISTRICT

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