

**FIRE PROTECTION DISTRICT NO. 3 OF
THE PARISH OF ST. MARY**

State of Louisiana

Year Ended September 30, 2024

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INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Commissioners
Fire Protection District No. 3 of the Parish of St. Mary
Amelia, Louisiana

Report on the Financial Statements

We have reviewed the accompanying financial statements of the governmental activities, and the major fund, of Fire Protection District No. 3 of the Parish of St. Mary (District), a component unit of the Parish of St. Mary as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of 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's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our 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 us to perform procedures to obtain limited assurance as a basis for reporting whether we are 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. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

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 accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that budgetary comparison information and schedules for employer's share of net pension liability and employer pension contributions on page 34 through page 36 be presented to supplement the basic financial statements. Such information, although not a required 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 is the responsibility of management. The supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. We are not aware of any material modifications that should be made to the information in order for it to be in accordance with accounting principles generally accepted in the United States of America. We have not audited the information and, accordingly, do not express an opinion on such information.

The district has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although no 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 for placing the basic financial statements in an appropriate operational, economic, or historical context.

Other Reporting Requirements

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, we have issued a report dated May 30, 2025, on the results of our agreed-upon procedures.



CERTIFIED PUBLIC ACCOUNTANTS

Morgan City, Louisiana
May 30, 2025

BASIC FINANCIAL STATEMENTS

GOVERNMENT-WIDE FINANCIAL STATEMENTS

**FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
STATE OF LOUISIANA**

**Statement of Net Position
September 30, 2024**

	<u>Governmental Activities</u>
ASSETS	
Cash	\$ 166,286
Due from other governmental units	2,107
Prepaid expenses	48,164
Deposits	1,489
Capital Assets	
Land	477,508
Other, net of accumulated depreciation	905,844
Total assets	<u>1,601,398</u>
DEFERRED OUTFLOWS OF RESOURCES	
Deferred outflows related to net pension liability	<u>43,189</u>
LIABILITIES	
Accounts and other payables	79,662
Long term liabilities:	
Net pension liability	<u>235,475</u>
	<u>315,137</u>
DEFERRED INFLOWS OF RESOURCES	
Deferred inflows related to net pension liability	<u>157,003</u>
NET POSITION	
Net investment in capital assets	1,383,353
Unrestricted (deficit)	(210,906)
Total net position	<u>\$ 1,172,447</u>

See the accompanying notes and independent accountants' review report.

**FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
STATE OF LOUISIANA**

**Statement of Activities
For the Period Ended September 30, 2024**

Functions/Programs	Expenses	Program Revenues Operating Grants and Contributions	Net (Expense) Revenue and Changes in Net Position
Governmental activities:			
Public safety - fire protection	\$ 636,803	\$ 50,740	\$ (586,063)
Total governmental activities	\$ 636,803	\$ 50,740	\$ (586,063)
<u>General revenues</u>			
Taxes-			
Property taxes, operations, and maintenance			\$ 414,716
Interest and investment earnings			567
Other Income			15,613
Total general revenues			<u>430,896</u>
Change in net position			(155,167)
Net position - October 1, 2023			<u>1,327,614</u>
Net position - September 30, 2024			<u>\$ 1,172,447</u>

See the accompanying notes and independent accountants' review report.

FUND FINANCIAL STATEMENTS

**FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
STATE OF LOUISIANA**

**Balance Sheet
Governmental Funds
September 30, 2024**

ASSETS	General Fund
Current assets:	
Cash	\$ 166,286
Due from other government	2,107
Prepaid expenditures	<u>48,164</u>
Total current assets	216,557
Other assets:	
Deposits	<u>1,489</u>
Total assets	<u><u>\$ 218,046</u></u>
LIABILITIES AND FUND BALANCE	
Liabilities:	
Accounts payable	\$ 2,780
Retirement payable	1,054
Payroll taxes payable	3,907
Compensated absences	<u>71,921</u>
Total liabilities	<u>79,662</u>
Fund balance:	
Nonspendable	48,164
Unassigned	<u>90,220</u>
Total fund balance	<u>138,384</u>
Total liabilities and fund balance	<u><u>\$ 218,046</u></u>

See the accompanying notes and independent accountants' review report.

**FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
STATE OF LOUISIANA**

**Balance Sheet (continued)
Governmental Funds
September 30, 2024**

Reconciliation of the Governmental Fund Balance Sheet to the Statement of Net Position

Total fund balance for governmental funds at September 30, 2023		\$ 138,384
Cost of capital assets:		
Land	\$ 477,508	
Capital assets, net of accumulated depreciation	<u>905,844</u>	1,383,352
Deferred outflows of resources related to net pension liability		43,189
Net pension liability		(235,475)
Deferred inflows of resources related to net pension liability		<u>(157,003)</u>
Net position at September 30, 2024		<u>\$ 1,172,447</u>

See the accompanying notes and independent accountants' review report.

**FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
STATE OF LOUISIANA**

**Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
For the Period Ended September 30, 2024**

	General Fund
<u>Revenues</u>	
Ad valorem taxes	\$ 414,716
Interest income	567
Intergovernmental	14,400
Total revenues	<u>429,683</u>
<u>Expenditures</u>	
Current:	
Amelia Volunteer Fire Department reimbursements	3,753
Auto and truck expense	15,859
Commissioner per diem	1,380
Insurance	90,620
Other	12,356
Professional fees	18,650
Repairs and maintenance	9,596
Salaries and benefits	241,194
Supplies	38,767
Utilities	13,543
Capital expenditures	65,234
Total expenditures	<u>510,953</u>
Net change in fund balance	(81,270)
Fund balances, beginning as previously reported	<u>219,654</u>
Fund balances, ending	<u>\$ 138,384</u>

See the accompanying notes and independent accountants' review report.

**FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
STATE OF LOUISIANA**

**Statement of Revenues, Expenditures, and Changes in Fund Balances (continued)
Governmental Funds
For the Period Ended September 30, 2024**

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance
of the Governmental Fund to the Statement of Activities

Total net changes in fund balance for the year ended September 30, 2023 per Statement of Revenues, Expenditures and Changes in Fund Balances	\$ (81,270)
Depreciation expense	(125,850)
Effects of recording net pension liability and deferring inflows and outflows of resources related to net pension liability:	
Decrease in pension expense	36,340
Nonemployer pension contribution revenue	13,040
Decrease in accrued interest	2,572
Total changes in net position for the year ended September 30, 2024 per Statement of Activities	<u>\$ (155,167)</u>

See the accompanying notes and independent accountants' review report.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

Fire Protection District No. 3 of the Parish of St. Mary (the "District") was created by Ordinance No. 1044 of the St. Mary Parish Council on July 27, 1988 for the purpose of providing fire protection, medical assistance, and extrication rescue. The District encompasses Ward Nine of the Parish of St. Mary.

The accompanying financial statements of the District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:513, and to the guides set forth in the *Louisiana Governmental Audit Guide*, and to the audit and accounting guide, *Audits of State and Local Governmental Units*.

(I) Summary of Significant Accounting Policies

The following is a summary of certain significant accounting policies.

A. Reporting Entity

As the governing authority of the parish, for reporting purposes, the St. Mary Parish Government is the financial reporting entity for St. Mary Parish. The financial reporting entity consists of (a) the primary government (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement (GASB) No. 14, *The Financial Reporting Entity*, as amended, established criteria for determining which component units should be considered part of the St. Mary Parish Government for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

- Appointing a voting majority of an organization's governing body, and the ability of the Parish Council to impose its will on that organization and/or the potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Parish Council.
- Organizations for which the Parish Council does not appoint a voting majority but are fiscally dependent on the Parish Council.
- 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.

Because the Parish Council appoints the governing body and has the ability to significantly impose its will, the District is a component unit of the St. Mary Parish Government, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the District and do not present information on the Parish Government, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

B. Basis of Presentation

The accompanying basic financial statements of the District have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*.

Government-Wide Financial Statements

The Statement of Net Position and the Statement of Activities display information about the District as a whole. These statements include all the financial activities of the District. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*.

The statement of activities presents a comparison between direct expenses and program revenues for the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients of services offered by the District, and (b) grants and contributions that are restricted to meeting the operational or capital requirement of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements

The District uses fund accounting to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain District functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts. The emphasis on fund financial statements is on major funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the District or its total assets, liabilities, revenues, or expenditures of the individual governmental fund is at least 10 percent of the corresponding total for all governmental funds. The District's General Fund is its only fund and is considered to be the major fund as described below:

Governmental Fund -

General Fund- this fund is the primary operating fund of the District and it accounts for the operations of the District's office. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to District policy. The general fund is always classified as a major fund.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

C. Capital Assets

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The District maintains a threshold level of \$500 or more for capitalizing capital assets.

Capital assets are recorded in the statement of net position. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

Leasehold	20 – 40 years
improvements	5 - 12 years
Equipment	5 - 7 years
Furniture	

D. Measurement Focus/Basis of Accounting

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current position.

The modified accrual basis of accounting is used by all governmental fund types. 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. Revenues are considered to be available if they are collected within 60 days of the end of the current fiscal period. The District uses the following practices in recording certain revenues and expenditures:

Revenues

Intergovernmental revenues are recorded when approved for payment by the payer or governing body.

Substantially all other revenues are recorded when received.

Expenditures

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 long-term debt is recognized when due.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

E. Cash

Cash includes amounts in demand deposits and interest-bearing demand deposits.

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.

F. Investments

Under state law, the District may deposit funds with a fiscal agent organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The District may invest in United States bonds, treasury notes and bills, government backed agency securities, or certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. In addition, local governments in Louisiana are authorized to invest in the Louisiana Asset Management Pool (LAMP), a nonprofit corporation formed by the State Treasurer and organized under the laws of the State of Louisiana, which operates a local government investment pool.

G. Prepaid Items

Payments made to vendors that will benefit periods beyond the current period are recorded as prepaid items.

H. Deferred Outflows of Resources and Deferred Inflows of Resources

The District reports decreases (increases) in net position that relate to future periods as deferred outflows (inflows) of resources in separate sections of its government-wide statement of net position. The District reports deferred outflows of resources and deferred inflows of resources related to its net pension liability.

I. Equity Classifications

In the government-wide statements, equity is classified as net position and displayed in three components:

- a. Net investment 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.
- b. Restricted - consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted - all other net position that does not meet the definition of "restricted" or "net investment in capital assets."

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

Fund balance for the District's governmental fund is displayed in the following classifications depicting the relative strength of the spending constraints placed on the purposes for which resources can be used:

- a. Nonspendable - amounts that cannot be spent either because they are in nonspendable form (such as prepaid amounts) or because they are legally or contractually required to be maintained intact.
- b. Restricted - amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.
- c. Committed - amounts that can be used only for specific purposes determined by a formal action of the Board of Commissioners. The Board is the highest level of decision-making authority for the District. Commitments may be established, modified, or rescinded only through formal actions of the Board of Commissioners.
- d. Assigned - amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Under the District's adopted policy, only the Board of Commissioners may assign amounts for specific purposes.
- e. Unassigned - amounts that are available for any purpose.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Board of Commissioners has provided otherwise in its commitment of assignment actions.

J. Pensions

For purposes of measuring the net pension liability, deferred outflows or resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Firefighters' Retirement System (the Plan), and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

K. Budgets

Annual appropriated budgets are adopted for the General Fund. All annual appropriations lapse at fiscal year end. Budgets are amended when needed upon approval by the Board. In the financial statement budgetary comparison of the budget to actual amounts, both the original and actual budget amounts are shown.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

(2) Cash

Under state law, the District may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The District may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At September 30, 2024, the District has cash and interest-bearing deposits (book balances) totaling \$166,286 as follows:

Demand deposits	\$ 22,074
Time deposits	<u>144,212</u>
Total	\$ <u>166,286</u>

Under state law, deposits, (or the resulting bank balances) must be secured by federal deposit insurance or similar federal security 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 bank. 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.

Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the District's deposits may not be recovered, or the District will not be able to recover collateral securities that are in the possession of an outside party. The District has not formally adopted policies that limit allowable deposits or investments and address the specific type of risk to which the District is exposed, or a policy to monitor or attempt to reduce exposure to custodial credit risk. As of September 30, 2024, all of the District's deposits are fully covered by federal deposit insurance and not subject to custodial credit risk.

(3) Ad Valorem Taxes

Ad valorem taxes attach as an enforceable lien on property within the District's taxing area as of January 1 of each year. Taxes are levied by the District in September or October and are billed to taxpayers in November or December. Billed taxes become delinquent on January 1 of the following year. The St. Mary Parish Sheriff bills and collects the District's property taxes using the assessed values determined by the tax assessor of St. Mary Parish. District property tax revenues are budgeted in the year billed. For the year ended September 30, 2024, the District levied a property tax of 10.0 mills for maintenance and operations on property with assessed valuations totaling \$44,426,284. The total taxes collected were \$414,716.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

(4) Capital Assets

Capital asset activity for the year ended September 30, 2024 was as follows:

	<u>Balance 10/1/2023</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance 9/30/2024</u>
Governmental activities:				
Capital assets, not being depreciated: Land	<u>\$477,508</u>	<u>\$</u>	<u>\$</u>	<u>\$ 477,508</u>
Capital assets, being depreciated:				
Buildings	884,150			884,150
Equipment	1,760,280			1,760,280
Improvements	<u>79,422</u>	<u> </u>	<u> </u>	<u>79,422</u>
Total capital assets, being depreciated	<u>2,723,852</u>	<u> </u>	<u> </u>	<u>2,723,852</u>
Less: accumulated depreciation				
Buildings	377,941	26,161		404,102
Equipment	1,254,903	96,533		1,351,436
Improvements	<u>59,314</u>	<u>3,156</u>		<u>62,470</u>
Total accumulated depreciation	<u>1,692,158</u>	<u>125,850</u>	<u> </u>	<u>1,818,008</u>
Net capital assets, being depreciated	<u>1,031,694</u>	<u>125,850</u>	<u> </u>	<u>905,844</u>
Net capital assets	<u>\$1,509,202</u>	<u>\$(125,850)</u>	<u>\$</u>	<u>\$1,383,352</u>

Depreciation expense in the amount of \$125,850.

Capital assets, not being depreciated, are recorded at historical costs of \$477,508. Of the amount reported, \$470,176 accounts for the acquisition of a 4.7972 acre tract of land purchased in a prior period. The property was purchased without appraisal, which may have been in violation of state statutes. During the year ended September 30, 2019, the District provided for a retrospective appraisal which valued the property at \$131,900 as of the approximate date of acquisition, March 24, 2014, and a value of \$179,900 as of the date of the appraisal, April 30, 2019. Since the appraised values are not due to a significant and unexpected decline in the service utility of the property, the property is not considered impaired and continues to be reported at historical cost.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

(5) Retirement Plan

Firefighters' Retirement System (System)

Plan Description: The Firefighters' Retirement System is a cost-sharing multiple-employer defined benefit pension plan established by Act 434 of 1979 to provide retirement, disability and survivor benefits to firefighters in Louisiana.

Eligibility Requirements: Any person who becomes an employee as defined in RS 11:2252 on and after January 1, 1980, shall become a member as a condition of employment. Members in the System consist of full-time firefighters, eligible employees of the retirement system, or any person in a position as defined in the municipal fire and police civil service system that earns at least \$375 per month, excluding state supplemental pay, and is employed by a fire department of any municipality, parish, or fire district of the state of Louisiana, except for Orleans Parish and the City of Baton Rouge.

No person who has attained age 50 or over shall become a member of the System unless the person becomes a member by reason of merger or unless the System received an application for membership before the applicant attained the age of 50. No person who has not attained the age of 18 shall become a member of the System.

Any person who has retired from service under any retirement system or pension fund maintained basically for public officers and employees of the state, its agencies or political subdivisions, and who is receiving retirement benefits therefrom may become a member of the System, provided the person meets all other requirements for membership. Service credit from the retirement system or pension plan from which the member is retired shall not be used for reciprocal recognition of service with the System, or for any other purpose in order to attain eligibility or increase the amount of service credit in the System.

Retirement Benefits: Employees with 20 or more years of service who have attained age 50, or employees who have 12 years of service who have attained age 55, or 25 years of service at any age are entitled to annual pension benefits equal to 3.333% of their average final compensation based on the 36 consecutive months of highest pay multiplied by their total years of service, not to exceed 100%. Employees may elect to receive their pension benefits in the form of a joint and survivor annuity.

If employees terminate before rendering 12 years of service, they forfeit the right to receive the portion of their accumulated plan benefits attributable to their employer's contributions.

Benefits are payable over the retirees' lives in the form of a monthly annuity. A member may elect an unreduced benefit or any of six options at retirement.

See R.S. 11:2256(A) for additional details on retirement benefits.

Disability Benefits: A member who acquires a disability, and who files for disability benefits while in service, and who upon medical examination and certification as provided for in Title 11, is found to have a total disability solely as the result of injuries sustained in the performance of his official duties, or for any cause, provided the member has at least five years of creditable service and provided that the disability was incurred while the member was an active contributing member in active service, shall be entitled to disability benefits under the provisions of R.S. 11:2258(B).

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

Death Benefits: Benefits shall be payable to the surviving eligible spouse or designated beneficiary of a deceased member as specified in R.S. 11 :2256(B) & (C).

Deferred Retirement Option Plan (DROP): After completing 20 years of creditable service and attaining the age of 50 years, or 25 years at any age, a member may elect to participate in the deferred retirement option plan (DROP) for up to 36 months.

Upon commencement of participation in DROP, employer and employee contributions to the System cease. The monthly retirement benefit that would have been payable is paid into the member's DROP account. Upon termination of employment, a participant in the program has several options to receive their DROP benefit. A member may (1) elect to roll over all or a portion of their DROP balance into another eligible qualified plan, (2) receive a lump-sum payment from the account, (3) receive single withdrawals at the discretion of the member, (4) receive monthly or annual withdrawals, or (5) receive an annuity based on the DROP account balance. These withdrawals are in addition to his regular monthly benefit.

If employment is not terminated at the end of the 36 months, the participant resumes regular contributions to the System. No withdrawals may be made from the DROP account until the participant retires.

Initial Benefit Option Plan: Effective June 16, 1999, members eligible to retire and who do not choose to participate in DROP may elect to receive, at the time of retirement, an initial benefit option (IBO) in an amount up to 36 months of benefits, with an actuarial reduction of their future benefits. Such amounts may be withdrawn or remain in the IBO account earning interest at the same rate as the DROP account.

Cost of Living Adjustments (COLAs): Under the provisions of R.S. 11:246 and 11 :2260(A)(7), the board of trustees is authorized to grant retired members and widows of members who have retired an annual cost of living increase of up to 3% of their current benefit, and all retired members and widows who are 65 years of age and older a 2% increase in their original benefit. In order for the board to grant either of these increases, the System must meet certain criteria detailed in the statute related to funding status and interest earnings (R.S. 11:243). In lieu of these COLAs, pursuant to R.S. 11:241, the board may also grant an increase based on a formula equal to up to \$1 times the total number of years of credited service accrued at retirement or at death of the member or retiree plus the number of years since retirement or since death of the member or retiree to the System's fiscal year end preceding the payment of the benefit increase. If there are not sufficient funds to fund the benefit at the rate of one dollar per year for such total number of years, then the rate shall be reduced in proportion to the amount of funds that are available to fund the cost-of living adjustment.

Contributions: Contribution requirements for employers, non-employer contributing entities, and employees are established and may be amended in accordance with Title 11 and Title 22 of the Louisiana Revised Statutes.

Employer Contributions: According to state statute, employer contributions are actuarially-determined each year. For the year ended June 30, 2024, employer and employee contribution rates for members above the poverty line were 33.25% and 10.00%, respectively. The employer and employee contribution rates for those members below the poverty line were 35.25% and 8.00%, respectively.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana
Notes to Financial Statements

Non-Employer Contributions: According to state statute, the System receives insurance premium assessments from the state of Louisiana. The assessment is considered support from a non-employer contribution entity and appropriated by the legislature each year based on an actuarial study. Non-employer contributions were recognized as revenue during the year ended June 30, 2024 and were excluded from pension expense.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources: At September 30, 2024, The District reported liabilities in its government-wide financial statements of \$235,475 in its governmental activities for its proportionate share of the net pension liabilities of the System. The net pension liabilities were measured as of June 30, 2024 and the total pension liability used to calculate the net pension obligation was determined by separate actuarial valuations performed on each of the retirement systems as of that date. Under each retirement system, the District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2024, the District's proportional share of the System was 0.041821%, which was an decrease of 0.004034% from its proportion measured as of June 30, 2023.

For the year ended September 30, 2024, the District recognized pension expense of \$2,615 in its governmental activities related to its participation in the System.

At September 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Governmental Activities</u>	
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ 17,679	\$ 5,600
Changes in assumptions	10,074	
Net difference between projected and actual earnings on pension plan investments	2,382	
Changes in proportion and differences between employer contributions and proportionate share of contributions	3,910	151,403
Employer contributions subsequent to the measurement date	<u>9,144</u>	<u> </u>
	<u>\$ 43,189</u>	<u>\$ 157,003</u>

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
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Notes to Financial Statements

Deferred outflows of resources of \$9,144 related to pension resulting from the District's contributions subsequent to the measurement date will be recognized as an adjustment to the net pension liability in the following fiscal year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

<u>Year</u>	
2025	\$(43,594)
2026	(3,769)
2027	(41,125)
2028	(24,172)
2029	(9,045)
2023	<u>(1,253)</u>
	<u>\$(122,958)</u>

Actuarial Assumptions: The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position.

For each year, the actuary determines the reasonable range of the actuarial valuation interest rate, an expected long-term portfolio rate of return and standard deviation based upon the System's target asset allocation and a long-term time horizon. These rates were based on an analysis of the System's portfolio along with expected long-term rates of return, standard deviations of return, and correlations between asset classes collected from a number of investment consulting firms in addition to the System's investment consultant, NEPC, L.L.C. Using these values and assuming that future portfolio returns are normally distributed, ten thousand trials of returns over the upcoming thirty years was performed. The results of these trials were organized into percentiles and a reasonable range equal to the 40th through 60th percentiles was set. For the fiscal year ended June 30, 2024, the reasonable range was set at 6.73% through 7.91% and the Board of Trustees elected to set the System's assumed rate of return at 6.90% for Fiscal 2024.

The remaining actuarial assumptions utilized for this report for fiscal year 2024 are based on the results of an actuarial experience study for the period July 1, 2014 - June 30, 2019, unless otherwise specified in this report. The assumptions in the report for fiscal year 2020 were based on the results of an actuarial experience study for the period July 1, 2014 - June 30, 2019. Additional details are given in the actuary's complete Experience Reports for each period.

A summary of the actuarial methods and assumptions used in determining the total pension liability as of June 30, 2024 are as follows:

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana

Notes to Financial Statements

	<u>Firefighters' Retirement System</u>
Valuation Date	June 30, 2024
Actuarial cost method	Entry Age Normal
Actuarial cost assumptions:	
Expected remaining service lives	7 years, closed period
Investment rate of return	6.90% per annum (net of investment expenses, including inflation)
Inflation rate	2.50% per annum
Projected salary increases	14.10% in the first two years of service and 5.20% with 3 or more years of service; includes inflation and merit increases
Cost of Living Adjustments (COLAs)	For the purpose of determining the present value of benefits, COLAs were deemed not to be substantively automatic and only those previously granted were included.

The investment rate of return was 6.90%, which was equal to the rate used as of June 30, 2023.

For the June 30, 2024 valuation, assumptions for mortality rates were based on the following:

- For active members, mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Employees.
- For annuitants and beneficiaries, mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for Safety Below-Median Healthy Retirees.
- For disabled retirees, mortality was set equal to the Pub-2010 Public Retirement Plans Mortality Table for Safety Disabled Retirees.
- In all cases the base table was multiplied by 105% for males and 115% for females, each with full generational projection using the appropriate MP2019 scale.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
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Notes to Financial Statements

The long-term expected real rate of return is an important input into the actuary's determination of the reasonable range for the discount rate which is used in determining the total pension liability. The actuary's method incorporates information from multiple consultants and investments firms regarding future expected rates of return, standard deviations, and correlation coefficients for each asset class. The change integrates data from multiple sources to produce average values thereby reducing reliance on a single data source.

The June 30, 2024, estimated long-term expected rate of return on pension plan investments was determined by the System's actuary using the System's target asset allocation as of January 2024 and the Curran Actuarial Consulting average study for 2024. The consultant average study included projected nominal rates of return, standard deviations of returns, and correlations of returns for a list of common asset classes collected from a number of investment consultants and investment management firms. Each consultant's response included nominal expected long term rates of return. In order to arrive at long-term expected arithmetic real rates of return, the actuary normalized the data received from the consultant's responses in the following ways. Where nominal returns received were arithmetic, the actuary simply reduced the return assumption by the long-term inflation assumption. Where nominal returns were geometric, the actuary converted the return to arithmetic by adjusting for the long-term standard deviation and then reduced the assumption by the long-term inflation assumption. Using the target asset allocation for the System and the average values for expected real rates of return, standard deviation of returns, and correlation of returns, an arithmetic expected nominal rate of return and standard deviation for the portfolio was determined. The target asset allocation changed slightly from June 30, 2023 to June 30, 2024. These changes include a decrease to target weight in U.S. public equity, a decrease to U.S. Core fixed income and increase to multisector fixed income and decrease to emerging market equity. The System's long-term assumed rate of inflation of 2.50% was used in this process for fiscal year ended June 30, 2024.

Best estimates of arithmetic real rates of return for each major class included in the System's target asset allocation as of June 30, 2024, are summarized in the following table:

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana

Notes to Financial Statements

As of June 30, 2024:

<u>Asset Class</u>	<u>Target Asset Allocation</u>	<u>Long-Term Expected Real Rates of Return</u>
Equity:		
U.S. Equity	28.50%	6.24%
Non-US Equity	11.00%	6.36%
Global Equity	10.00%	6.42%
Emerging Market Equity	4.50%	8.26%
Fixed Income:		
U.S. Core Fixed Income	22.00%	2.09%
Emerging Market Debt	2.00%	4.05%
US Tips	2.00%	2.00%
Global Multisector Fixed Income	4.00%	2.34%
Alternatives:		
Real Estate	4.00%	4.85%
Private Equity	9.00%	9.77%
Real Assets	<u>3.00%</u>	5.93%
	\$100.00%	

As of June 30, 2023:

<u>Asset Class</u>	<u>Target Asset Allocation</u>	<u>Long-Term Expected Real Rates of Return</u>
Equity:		
U.S. Equity	29.50%	6.24%
Non-US Equity	11.50%	6.49%
Global Equity	10.00%	6.49%
Emerging Market Equity	5.00%	8.37%
Fixed Income:		
U.S. Core Fixed Income	20.00%	1.89%
US Tips	2.00%	1.72%
Emerging Market Debt	2.00%	4.30%
Multisector Fixed Income		
Multi-Asset Strategies:		
Global Multisector Fixed Income	0.00%	4.02%
Alternatives:		
Real Estate	6.00%	4.41%
Private Equity	9.00%	9.57%
Real Assets	<u>3.00%</u>	5.62%
	\$100.00%	

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana

Notes to Financial Statements

The discount rate used to measure the total pension liability was 6.90%, which was equal to the rate used as of June 30, 2024. The projection of cash flows used to determine the discount rate assumes that contributions from plan members will be made at the current contribution rates, and that contributions from participating employers and non-employer contributing entities will be made at the actuarially-determined rates approved by the Board of Trustees and by the Public Retirement Systems' Actuarial Committee taking into consideration the recommendation of the System's actuary. Based on these assumptions, the System's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity to Changes in Discount Rate: The following presents the net pension liability of the participating employers calculated using the discount rate of 6.90%, as well as what the employers' net pension liability would be if it were calculated using a discount rate that is one percentage point lower or percentage point higher than the current rate as of June 30, 2024.

Changes in Discount Rate: Firefighters' Retirement System			
	1% Decrease <u>5.90%</u>	Current Discount Rate <u>6.90%</u>	1% Increase <u>7.90%</u>
Net Pension Liability	<u>\$390,938</u>	<u>\$235,475</u>	<u>\$105,804</u>

Support of Non-Employer Contributing Entities: Contributions received by a pension plan from non-employer contributing entities that are not in a special funding situation are recorded as revenue by the respective pension plan. The District recognizes revenue in an amount equal to its proportionate share of the total contributions to the pension plan from these non-employer contributing entities. During the year ended September 30, 2024, the District recognized revenue as a result of support received from the non-employer contributing entities of \$13,040 for its participation in the System.

Payables to the Pension Plan: The District recorded accrued liabilities to the System for the year ended September 30, 2024, primarily due to the accrual of accounts payable at the end of the fiscal year. The amounts due are included in liabilities under the amounts reported as accounts and other payables. The balance due to the System as of September 30, 2024 is \$1,054.

Pension Plan Fiduciary Net Positions: Detailed information about the pension plan's fiduciary net position is available in the separately issued financial report for the System available at [1www.lafirefightersret.com](http://www.lafirefightersret.com).

(6) Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District is named insured on commercial insurance policies, purchased through the market, by the Amelia Volunteer Fire Department, which covers its exposure to loss. The District is insured up to policy limits for each of the above risks. There were no significant changes in coverage, retentions, or limits during the year ended September 30, 2024. Settled claims have not exceeded the commercial coverage in any of the previous three fiscal years.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana

Notes to Financial Statements

(7) Net Position

Net position is classified as net investment in capital assets, restricted and/or unrestricted. The unrestricted deficit presented in the government-wide statement of net position is significantly affected by the recognition of net pension liability in accordance with GASB 68. At September 30, 2024, the District reported liabilities on its government-wide financial statements of \$235,475 for its proportionate share of the net pension liabilities. The recordation of net pension liability on the District's government-wide financial statements resulted in a deficit of unrestricted net position of \$210,906.

(8) On-Behalf Payments for Salaries

GASB Statement No. 24, *Accounting and Financial Reporting for Certain Grants and Other Financial Assistance*, requires the District to report on-behalf payments made by the State of Louisiana (State) to the District's employees. The basis for recognizing the revenues and expenditure payments is that the actual contribution is made by the State and not by the District. During the year ended September 30, 2024, the State paid supplemental compensation in accordance with R.S. 40:1666.1 directly to the District's employees. On-behalf payments recorded as revenue and expenditures for the year ended September 30, 2024 totaled \$14,400.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana

Notes to Financial Statements

(9) Compensation Paid to Board Members

A detail of compensation paid to the Board of Commissioners for the period ended September 30, 2024 follows:

	Per Diem <u>Received</u>
Larry Aucoin, Chair	\$360
Clint Abshire	90
Royal Young	210
Dennise Chaisson	360
Joey Foret	330
Joey Chaisson	<u>30</u>
	<u>\$1,380</u>

Act 706 of the 2014 Legislative Session amended RS 24:513A requires additional disclosure of total compensation, reimbursements, benefits, or other payments made to an agency head or chief officer. With the exception of per diem, no other payments which would require disclosure were made to the District's chief officer. During the year ended September 30, 2024, Larry Aucoin received \$360.

(10) Compensated Absences

The District has adopted a policy for use of unpaid leave. Employees are not allowed to carryover unused leave unless such carryovers are approved by the Board of Commissioners. The District reserves the option to payout such leave currently. The following is a summary of changes in compensated absences for the year ending September 30, 2024.

	<u>9/30/23</u>	<u>Net Change</u>	<u>9/30/24</u>
Compensated Absences	\$51,863	\$20,058	\$71,921

REQUIRED SUPPLEMENTARY INFORMATION

**FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
STATE OF LOUISIANA**

**Budgetary Comparison Schedule (Non-GAAP Basis)
General Fund
For the Year Ended September 30, 2024**

	Original Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
<u>Revenues</u>			
Ad valorem taxes	\$ 370,993	\$ 414,716	\$ 43,723
Interest income	181	567	386
Intergovernmental	-	14,400	14,400
Total revenues	<u>371,174</u>	<u>429,683</u>	<u>58,509</u>
<u>Expenditures</u>			
Current:			
Ad valorem tax deductions	-		-
Amelia Volunteer Fire Department	100,000	3,753	96,247
Commissioner per diem	1,800	1,380	420
Insurance	62,023	90,620	(28,597)
Professional fees	17,316	18,650	(1,334)
Salaries and benefits	244,977	241,194	3,783
Truck fund	97,130	15,859	81,271
Building fund	97,130		97,130
Repairs and maintenance		9,596	(9,596)
Supplies	500	38,767	(38,267)
Utilities		13,543	(13,543)
Other		12,356	(12,356)
Capital Expenditures	-	65,234	(65,234)
Total expenditures	<u>620,876</u>	<u>510,953</u>	<u>109,923</u>
Net change in fund balance	(249,702)	(81,270)	168,432
Fund balance at beginning of year	<u>347,985</u>	<u>219,654</u>	<u>1,302</u>
Fund balance at end of year	<u>\$ 98,283</u>	<u>\$ 138,384</u>	<u>\$ 169,734</u>

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

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana

Schedule of Employer's Share of Net Pension Liability
Year Ended September 30, 2024

Plan Year Ended June 30	Employer Proportion of the Net Pension Liability (Asset)	Employer Proportionate Share of the Net Pension Liability (Asset) (a)	Employer's Covered Payroll (b)	Employer's Proportionate Share of the Net Pension Liability (Asset) as a Percentage of its Covered Payroll (a/b)	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	0.088403%	\$ 477,121	\$159,738	298.69%	72.45%
2016	0.072803%	\$ 476,197	\$164,154	290.09%	68.16%
2017	0.094377%	\$ 540,955	\$220,378	245.47%	73.55%
2018	0.098797%	\$ 568,288	\$235,357	241.46%	74.76%
2019	0.084168%	\$ 527,052	\$203,424	259.09%	73.96%
2020	0.086559%	\$ 599,988	\$215,498	278.42%	72.61%
2021	0.068298%	\$ 242,038	\$156,719	154.44%	86.78%
2022	0.058028%	\$ 409,172	\$125,870	325.08%	74.68%
2023	0.045855%	\$ 299,287	\$151,030	198.16%	77.69%
2024	0.041821%	\$ 235,475	\$153,667	153.24%	81.68%

This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana

Schedule of Employer Contributions
Year Ended September 30, 2024

Fiscal Year Ended Sept 30	Contractually Required Contribution	Contributions in Relation to Contractually Required Contribution	Contribution Deficiency (Excess)	Employer's Covered Payroll	Contributions as a %of Covered Payroll
2015	\$ 46,337	\$ 46,337	\$ -	\$ 161,172	28.75%
2016	\$ 46,500	\$ 46,500	\$ -	\$ 172,845	26.90%
2017	\$ 58,649	\$ 58,649	\$ -	\$ 229,384	25.57%
2018	\$ 59,888	\$ 59,888	\$ -	\$ 225,992	26.50%
2019	\$ 55,560	\$ 55,560	\$ -	\$ 207,174	26.82%
2020	\$ 62,968	\$ 62,968	\$ -	\$ 217,963	28.89%
2021	\$ 54,603	\$ 54,603	\$ -	\$ 156,719	34.84%
2022	\$ 42,166	\$ 42,166	\$ -	\$ 125,870	33.50%
2023	\$ 37,519	\$ 37,519	\$ -	\$ 151,030	24.84%
2024	\$ 37,832	\$ 37,832	\$ -	\$ 152,396	24.82%

This schedule is intended to show information for 10 years. Additional years will be displayed as they become available.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
State of Louisiana

Notes to Required Supplementary Information
Year Ended September 30, 2024

(1) Basis of Accounting

The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP).

(2) Budgetary Practices

The District prepares and adopts a budget in accordance with RS 39:1301 et seq. The annual budget for the General Fund is prepared in accordance with the basis of accounting utilized by the fund.

Neither encumbrance accounting nor formal integration of the budget into the accounting records is employed as a management control device. However, periodic comparisons of budget and actual amounts are performed.

(3) Firefighters' Retirement System

Changes of benefit terms - There were no changes of benefit terms.

Changes of assumptions -

Plan Year ended June 30,	Discount Rate	Investment Rate of Return	Inflation Rate	Expected Remaining Service Lives	Projected Salary Increase
2015	7.500%	7.500%	2.875%	7	4.75% - 15.0%
2016	7.500%	7.500%	2.875%	7	4.75% - 15.0%
2017	7.400%	7.400%	2.775%	7	4.75% - 15.0%
2018	7.300%	7.300%	2.700%	7	4.75% - 15.0%
2019	7.150%	7.150%	2.500%	7	4.5% - 14.75%
2020	7.000%	7.000%	2.500%	7	5.20%- 14.10%
2021	6.900%	6.900%	2.500%	7	5.20%- 14.10%
2022	6.900%	6.900%	2.500%	7	5.20%- 14.10%
2023	6.900%	6.900%	2.500%	7	5.20%-14.10%
2024	6.900%	6.900%	2.500%	7	5.20%- 14.10%



**Independent Accountant's Report
On Applying Agreed-Upon Procedures**

The Board of Commissioners
Fire Protection District No. 3 of the Parish of St. Mary
Amelia, Louisiana

We have performed the procedures enumerated below, which were agreed to by Fire Protection District No. 3, of the Parish of St. Mary, and the Louisiana Legislative Auditor (the specified parties), on the District's compliance with certain laws and regulations contained in the accompanying Louisiana Attestation Questionnaire during the fiscal year ended September 30, 2024, as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*. The District's management is responsible for its financial records and compliance with applicable laws and regulations. The sufficiency of these procedures is solely the responsibility of the specified parties. Consequently, we make no representation regarding the sufficiency of the procedures enumerated below either for the purpose for which this report has been requested or for any other purpose.

Public Bid Law

1. Obtain documentation for all expenditures made during the year for material and supplies exceeding \$60,000, and public works exceeding \$250,000. Compare the documentation for these expenditures to LRS 38:2211-2296 (the public bid law) or RS 39:1551-1775 (state procurement code), whichever is applicable; and report whether the expenditures were made in accordance with these laws.

There were no expenditures made during the year for material and supplies exceeding \$60,000 and or for public works exceeding \$250,000.

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 LRS 42:1101-1124 (the ethics law).

Management provided us with the required list.

3. Obtain a list of all employees paid during the fiscal year.

The District provided a list of employees paid during the year.

4. Report whether any employees' names appear on both list obtained in Procedures 2 and 3.

The District did not have any employees per agreed-upon procedure (3) that appeared on a list in agreed-upon procedure (2).

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. No vendors appear on both lists.

Budgeting

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

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

7. Trace documentation for the adoption of the budget and approval of any amendments to the minute books, and report whether there are any exceptions.

We traced the adoption of the original budget to the minutes of a meeting held on September 17, 2024. We traced the adoption of the amended budget to the minutes of a meeting held in September 2024.

8. Compare the revenues and expenditures of the final budget to actual revenues and expenses. Report whether actual revenues failed to meet budgeted revenues by 5% or more, and whether actual expenditures exceed 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 for 2024. Actual expenditures did not exceed budgeted expenditures.

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 payee in the supporting documentation;
No exceptions.

- (b.) Report whether the six disbursements were coded to the correct fund and general ledger account
No exceptions.

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

Inspection of the images of the cancelled checks indicated approval from Board Members for all invoices paid. We considered the signature of the Sec/Treas on the cancelled check as approval of disbursements paid.

Meetings

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

The District has asserted that it has complied with the open meetings laws.

Debt

11. Obtain bank deposits slips for the fiscal year, and scan the deposit slips in order to identify and report whether there are any deposits 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.

No exceptions.

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, advance or gifts.

A review of payroll disbursements and a reading of the minutes of the District did not indicate approval for payments to any individuals which would constitute bonuses, advance or gifts.

State Audit Law

13. Report whether the agency provided for a timely report in accordance with R.S. 24:513. The Agency's report was not submitted to the Legislative Auditor before statutory due date of April 1, 2024.
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).

Management represented that the District did not enter into any contracts during the fiscal year that were subject to the bid law.

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

This report is intended solely for the use of management 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. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

CERTIFIED PUBLIC ACCOUNTANTS

Morgan City, Louisiana
May 30, 2025

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
Amelia, Louisiana

Schedule of Current Year and Prior Year's Findings
Year Ended September 30, 2024

Part I. Current Year Findings

A. Internal Control

2024-001 - Segregation of Duties

Year Initially Occurring: Unknown

CONDITION: Accounting and financial functions are not adequately segregated.

CRITERIA: Internal control is a process - effected by those charged with governance, management, and other personnel - designed to provide reasonable assurance about the achievement of objectives with regard to reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations. The District's internal control over financial reporting includes those policies and procedures that pertain to the District's ability to record, process, summarize, and report financial data consistent with the assertions embodied in financial statements.

CAUSE: The cause of the condition is the result of a failure to design and implement policies and procedures necessary to achieve adequate internal control.

EFFECT: Failure to adequately segregate accounting and financial functions increases the risk that errors and/or irregularities including fraud and/or defalcations may occur and not be prevented and/or detected.

RECOMMENDATION: Due to the size of the operation and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of duties.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
Amelia, Louisiana

Schedule of Current Year and Prior Year's Findings
Year Ended September 30, 2024

2024-002 - Financial Reporting

Year Initially Occurring: Unknown

CONDITION: Management and staff lack the expertise and/or experience in the selection and application of generally accepted accounting principles, as applicable to governmental entities, in the financial statement preparation process.

CRITERIA: The District's internal control over financial reporting includes those policies and procedures that pertain to its ability to record, process, summarize, and report financial data consistent with the assertions embodied in the financial statements, including the ability of its management and staff to detect potential misstatements that may exist in the financial statements and related disclosures.

CAUSE: The condition results from a reliance on the auditor as part of the internal control process.

EFFECT: Financial statements and related notes may reflect a material departure from generally accepted accounting principles.

RECOMMENDATION: The additional costs required to achieve the desired benefit may not be economically feasible.

2024-003 - FAILURE TO FILE REVIEW REPORT ON TIME

CONDITION: The District's review was completed and furnished to the Louisiana Legislative Auditor within the required time frame of the approved extension request. However, because the extension is a nonemergency extension, a late filing finding is required to be reported.

CRITERIA: Review reports should be filed with the Office of the Legislative Auditor no later than six months after the entity's fiscal year end.

EFFECT: Failure to complete and furnish the audit on time violated state statute. In addition, management should be presented with timely financial information so that they can better manage the Commission's operation.

CAUSE: Submission of the report beyond the due date, although extended on a non-emergency basis requires a finding.

RECOMMENDATIONS: The District should submit its audited financial statement within the required time frame.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
Amelia, Louisiana

Schedule of Prior Year's Findings
Year Ended September 30, 2024

Part II. Prior Year Findings

A. Internal Control -

2023-001 - Inadequate Segregation of Duties

CONDITION: Accounting and financial functions are not adequately segregated.

RECOMMENDATION: Due to the size of the operation and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of duties.

CURRENT STATUS: See schedule of current year and findings item 2024-001.

2023-002 - Financial Reporting

CONDITION: Management and staff lack the expertise and/or experience in the selection and application of generally accepted accounting principles, as applicable to governmental entities, in the financial statement preparation process.

RECOMMENDATION: The additional costs required to achieve the desired benefit may not be economically feasible.

CURRENT STATUS: See schedule of audit results and findings item 2024-002.

FIRE PROTECTION DISTRICT NO. 3 OF THE PARISH OF ST. MARY
Amelia, Louisiana

Summary Schedule of Prior Year Findings (continued)
Year Ended September 30, 2024

B. Compliance

2023-003 -Late Report Issuance

CONDITION: The Fire Protection District No. 3 of the Parish of St. Mary failed to submit its annual financial statements to the Louisiana Legislative Auditors Office by the statutory due date.

RECOMMENDATION: The District should take the necessary steps to ensure that all financial records are accurate and made available to the District's accountant in a timely manner.

CURRENT STATUS: See schedule of audit results and findings item 2024-003.

CORRECTIVE ACTION PLAN FOR CURRENT FINDINGS

APPENDIX A

Mr. Joseph Foret
FIRE PROTECTION DISTRICT NO. 3
PARISH OF ST. MARY

P.O. Box 921
Amelia, La. 70340
Phone (985) 631-2883

May 30, 2025

Pitts & Matte, CPAs
P.O. Box 2363
Morgan City, LA 70381

The following is in response to the finding resulting from the District's review for the fiscal year ended September 30, 2024:

2024-001 - Segregation of Duties

Accounting and financial functions are not adequately segregated.

Management's Response

Corrective Action Plan: Due to the size of the operation and the cost-benefit of additional personnel, it may not be feasible to achieve complete segregation of duties. We were advised that a response to this issue is not required.

Name of contact person responsible for corrective action: As described above, corrective action is not considered necessary.

Anticipated completion date for the corrective action: As described above, corrective action is not considered necessary.

2024-002 - Financial Reporting

Management and staff lack the expertise and/or experience in the selection and application of generally accepted accounting principles, as applicable to governmental entities, in the financial statement preparation process.

Management's Response

Corrective Action Plan: The Board of Commissioners has determined that it would be more cost effective to outsource the preparation of the District's financial statements to its independent auditors rather than incur the costs of additional personnel.

Name of contact person responsible for corrective action: As described above, corrective action is not considered necessary.

Anticipated completion date for the corrective action: As described above, corrective action is not considered necessary.

2024-003 – Failure to File Review Report on Time

The District's annual financial report was submitted beyond the six month due date for the report as required by state law.

Management's Response

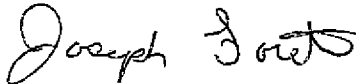
The District will take necessary steps to ensure that future financial statements are accurate and submitted within the prescribed time period.

Name of contact person responsible for corrective action: Joseph Foret

President

Anticipated completion date for the corrective action: 9/30/2025.

Sincerely,


Joseph Foret

2024-003 – Failure to File Review Report on Time

The District's annual financial report was submitted beyond the six month due date for the report as required by state law.

Management's Response

The District will take necessary steps to ensure that future financial statements are accurate and submitted within the prescribed time period.

Name of contact person responsible for corrective action: Joseph Foret

President

Anticipated completion date for the corrective action: 9/30/2025.

Sincerely,

Joseph Foret

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Governmental Agencies)

(Date Transmitted)

Pitts & Matte, A Corp of CPA's (CPA Firm Name)
P O Box 2363 (CPA Firm Address)
Morgan City, La. 70381 (City, State Zip)

In connection with your engagement to apply agreed-upon procedures to the control and compliance matters identified below, as of September 30, 2024 _____ (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 ☐

Meetings

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

Yes ☒ 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 ☐

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 ☐ N/A ☐

Prior-Year Comments

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

Yes ☒ 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 ☒ No ☐ N/A ☐

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

Yes ☒ No ☐ N/A ☐

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

Yes ☒ No ☐ N/A ☐

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

Yes ☒ 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 ☒ No ☐ N/A ☐

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

Yes ☒ 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


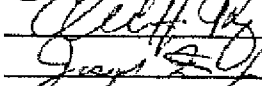
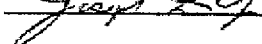
disclose to you any such communication received between the end of the period under examination and the date of your report.

Yes ☒ 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 ☒ No ☐ N/A ☐

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

	Secretary	11/19/24	Date
	Treasurer	11/19/24	Date
	President	11/19/24	Date