



**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.  
ST. CHARLES PARISH, LOUISIANA**

**FINANCIAL REPORT  
(Excluding the Membership Account Fund)**

**For the Year Ended December 31, 2018**



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**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**  
ST. CHARLES PARISH, LOUISIANA

**FINANCIAL REPORT**  
(Excluding the Membership Account Fund)

For the year ended December 31, 2018

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**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**  
ST. CHARLES PARISH, LOUISIANA

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(Excluding the Membership Account Fund)

For the year ended December 31, 2018

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## INDEPENDENT AUDITOR'S REPORT

**Board of Directors  
Hahnville Volunteer Fire Department, Inc.  
St. Charles Parish, Louisiana**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Hahnville Volunteer Fire Department, Inc. (the department) as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the department's basic financial statements as listed in the table of contents.

### ***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.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Hahnville Volunteer Fire Department, Inc. as of December 31, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

As discussed in Note 1A, the financial statements present only the general fund. They do not purport to, and do not present fairly the financial position of the department as of December 31, 2018, or the changes in its financial position, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

### **Other Matters**

#### *Required Supplementary Information*

Management has omitted the management's discussion and analysis and budgetary comparison information 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 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 for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the department's basic financial statements. The Schedule of Compensation, Benefits, and Other Payments to Agency Head or Chief Executive Officers is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The Schedule of Compensation, Benefits, and Other Payments to Agency Head or Chief Executive Officers is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Schedule of Compensation, Benefits, and Other Payments to Agency Head or Chief Executive Officers is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated June 19, 2019, on our consideration of the department's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on effectiveness of the department's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the department's internal control over financial reporting and compliance.



Thibodaux, Louisiana  
June 19, 2019

# **Basic Financial Statements**

## **Government-Wide Financial Statements (GWFS)**

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**

ST. CHARLES PARISH, LOUISIANA

STATEMENT OF NET POSITION  
(Excluding the Membership Account Fund)  
December 31, 2018

	<b>Governmental Activities</b>
<b>Assets</b>	
Current assets:	
Cash and cash equivalents	\$ 1,041,065
Prepaid insurance	45,882
Receivables:	
Ad valorem taxes	254,418
Sales taxes	30,479
Total current assets	1,371,844
Noncurrent assets:	
Capital assets, not being depreciated	195,352
Capital assets, net of accumulated depreciation	743,953
Total noncurrent assets	939,305
<b>Total Assets</b>	2,311,149
<b>Liabilities</b>	
Current liabilities	
Accounts payable	15,619
Accrued payroll	1,834
Total current liabilities	17,453
<b>Total Liabilities</b>	17,453
<b>Deferred Inflows of Resources</b>	
Ad valorem tax revenue	22,338
<b>Total Deferred Inflows of Resources</b>	22,338
<b>Net Position</b>	
Net investment in capital assets	939,305
Net Position - Restricted	3,711
Net Position - Unrestricted	1,328,342
<b>Total Net Position</b>	\$ 2,271,358

The accompanying notes are an integral part of this statement

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**

ST. CHARLES PARISH, LOUISIANA

Statement of Activities  
 (Excluding the Membership Account Fund)  
 For the Year Ended December 31, 2018

	Program Revenues			Net (Expense) Revenue and Changes in Net Position
	Expenses	Charges for Services	Operating Grants & Contributions	
<b>Expenses:</b>				
Governmental activities:				
Public safety - fire protection:				
Salaries and related benefits	\$ 79,033	\$ -	\$ -	\$ (79,033)
Repairs and maintenance	41,097	-	-	(41,097)
Professional services	5,810	-	-	(5,810)
Insurance	36,118	-	-	(36,118)
Fuel	4,210	-	-	(4,210)
Supplies and materials	32,050	-	-	(32,050)
Utilities	21,108	-	-	(21,108)
Training	26,683	33,122	-	6,439
Personnel insurance and medical	11,829	-	-	(11,829)
Fire prevention	2,303	-	-	(2,303)
Dues and memberships	8,767	-	-	(8,767)
Office expense	14,876	-	-	(14,876)
Meals	9,815	-	-	(9,815)
Miscellaneous	1,943	-	-	(1,943)
Depreciation expense	99,870	-	-	(99,870)
<b>Total Governmental activities</b>	<b>\$ 395,512</b>	<b>\$ 33,122</b>	<b>\$ -</b>	<b>\$ (362,390)</b>

**General Revenues:**

Ad valorem tax	\$ 232,080
Sales tax - 1/8 percent	175,367
Fire insurance rebate	13,862
Interest income	2,204
Gain on sale of asset	3,051
Other revenues	3,115

<b>Total general revenues</b>	<b>429,679</b>
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<b>Change in net position</b>	<b>67,289</b>
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<b>Net Position - Beginning</b>	<b>2,204,069</b>
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<b>Net Position - Ending</b>	<b>\$ 2,271,358</b>
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The accompanying notes are an integral part of this statement

# **Basic Financial Statements**

## **Fund Financial Statements (FFS)**

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**  
ST. CHARLES PARISH, LOUISIANA

Balance Sheet - Governmental Funds  
(Excluding the Membership Account Fund)  
December 31, 2018

	<u>General Fund</u>	<u>Special Revenue Fund (Major)</u>	<u>Total (Memo Only)</u>
<b>Assets</b>			
Cash and cash equivalents	\$ 1,037,354	\$ 3,711	\$ 1,041,065
Prepaid Insurance	45,882		45,882
Receivables:			
Ad valorem taxes	254,418		254,418
Sales taxes	30,480		30,480
<b>Total Assets</b>	<u>1,368,134</u>	<u>3,711</u>	<u>1,371,845</u>
<b>Liabilities</b>			
Current liabilities			
Accounts payable	15,620		15,620
Accrued payroll	1,834		1,834
<b>Total Liabilities</b>	<u>17,454</u>	<u>-</u>	<u>17,454</u>
<b>Deferred Inflows of Resources</b>			
Ad valorem tax revenue	22,338		22,338
<b>Total Deferred Inflows of Resources</b>	<u>22,338</u>	<u>-</u>	<u>22,338</u>
<b>Fund balance</b>			
Nonspendable - prepaid expenses	45,882		45,882
Fund Balance - Restricted		\$ 3,711	3,711
Fund Balance - Unassigned	1,282,460		1,282,460
<b>Total Fund Balance</b>	<u>\$ 1,328,342</u>	<u>\$ 3,711</u>	<u>\$ 1,332,053</u>

The accompanying notes are an integral part of this statement

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**

ST. CHARLES PARISH, LOUISIANA

Statement of Revenues, Expenditures, and Changes in Fund Balances  
- Governmental Fund

(Excluding the Membership Account Fund)

For the Year Ended December 31, 2018

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total (Memo Only)</u>
<b>Revenues</b>			
Ad valorem tax	\$ 232,080		\$ 232,080
Sales tax - 1/8 percent	175,367		175,367
Training Reimbursements	-	33,123	33,123
Fire insurance rebate	13,862		13,862
Interest income	2,193	10	2,203
Other revenues	3,115		3,115
<b>Total revenues</b>	<u>426,617</u>	<u>33,133</u>	<u>459,750</u>
<b>Expenditures</b>			
Public safety - fire protection:			
Current:			
Salaries and related benefits	79,033		79,033
Repairs and maintenance	41,097		41,097
Professional services	5,810		5,810
Insurance	36,118		36,118
Fuel	4,210		4,210
Supplies and materials	32,050		32,050
Utilities	21,108		21,108
Training	4,450	22,233	26,683
Personnel insurance and medical	11,829		11,829
Fire prevention	2,303		2,303
Dues and memberships	8,767		8,767
Office expense	14,876		14,876
Meals	2,626	7,189	9,815
Miscellaneous	1,944		1,944
Capital Outlay:			
Equipment purchases	19,205		19,205
Buildings	91,461		91,461
<b>Total expenditures</b>	<u>376,887</u>	<u>29,422</u>	<u>406,309</u>
<b>Excess of revenues over/(under) expenditures</b>	49,730	3,711	53,441
<b>Other Financing Sources (Uses)</b>			
Proceeds from the sale of surplus property	3,051		3,051
<b>Total other financing sources (uses)</b>	<u>3,051</u>		<u>3,051</u>
<b>Excess (deficiency) of revenues and other sources Over expenditures and other uses</b>	52,781	3,711	56,492
<b>Fund Balance - Beginning</b>	<u>1,275,561</u>	<u>-</u>	<u>1,275,561</u>
<b>Fund Balance - End of Year</b>	<u>\$ 1,328,342</u>	<u>\$ 3,711</u>	<u>\$ 1,332,053</u>

The accompanying notes are an integral part of this statement

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**

ST. CHARLES PARISH, LOUISIANA

Reconciliation of the Governmental Fund Balance Sheet to the  
Government-Wide Statement of Net Position

(Excluding the Membership Account Fund)

December 31, 2018

Total Fund Balances - Governmental Funds at December 31, 2018			\$ 1,332,053
Total net position reported for governmental activities in the statement of net position is different because:			
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the Governmental Fund Balance Sheet. Those assets consist of:			
Land		108,241	
Construction in progress		87,111	
Buildings, net of \$580,780 accumulated depreciation		484,925	
Vehicles, net of \$757,580 accumulated depreciation		185,802	
Equipment, net of \$568,128 accumulated depreciation		73,226	
		<u>73,226</u>	<u>\$ 939,305</u>
Total Net Position - Governmental activities at December 31, 2018			<u>\$ 2,271,358</u>

The accompanying notes are an integral part of this statement

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**

ST. CHARLES PARISH, LOUISIANA

Reconciliation of the Statement of Revenues, Expenditures and  
Changes in Fund Balances of Governmental Funds to the Statement of Activities  
(Excluding the Membership Account Fund)

For the Year Ended December 31, 2018

Total net changes in fund balances at December 31, 2018 per  
Statement of Revenues, Expenditures and Changes in Fund Balances \$ 56,492

Total change in net position reported for governmental activities in the  
Statement of Activities is different because:

Governmental funds report capital outlays as expenditures. However, in the  
Statement of Activities, the costs of those assets are allocated over their  
estimated useful lives and reported as depreciation expense.

Capital outlay which is considered expenditures on the Statement of Revenue, Expenditures and Changes in Fund Balances	\$ 110,667	
Basis of capital assets removed from service	-	
Depreciation expense for the year ended December 31, 2018	<u>(99,870)</u>	<u>10,797</u>
Change in Net Position - Governmental activities at December 31, 2018		<u>\$ 67,289</u>

The accompanying notes are an integral part of this statement

## **Notes to the Financial Statements**

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.  
ST. CHARLES PARISH, LOUISIANA**

Notes to the Financial Statements  
(Excluding the Membership Account Fund)  
For the year ended December 31, 2018

**INTRODUCTION**

The Hahnville Volunteer Fire Department, Inc. (the Department) was organized as a non-profit corporation as defined by Revised Statutes of Louisiana Title 12, Section 101 (8). The Department is exempt from federal income tax under section 501(c)(4) of the Internal Revenue Code. Its objective is to provide fire protection to the Hahnville and Taft area, Fire Protection District No.3 of St. Charles Parish.

The Department receives funding from local and state government sources and must comply with the same requirements of these funding source entities. However, the Department is a “primary government” and is not included as a component unit of any other St. Charles Parish governmental “reporting entity” as defined in GASB pronouncements, since the entity is a non-profit corporation, and the board members have decision making authority, the power to designate management, the ability to significantly influence operations and primary accountability for fiscal matters. The Department includes all activities that are controlled by it as a quasi-public non-profit corporation organized to provide fire protection to the Parish of St. Charles. The Department has no component units.

The accounting and reporting policies of the Department conform to generally accepted accounting principles as applicable to governmental units.

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Funds Excluded From This Report**

This financial report does not include the Membership Account Fund. This fund does not include public funds and is, therefore, not required to be audited. It is the only fund of the Department that is not included in these financial statements, notes, and reports.

**B. Basis of Presentation**

The accompanying financial statements of Hahnville Volunteer Fire Department, Inc. have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant accounting policies established in GAAP and used by the Fire Department are discussed below,

The accompanying basic financial statements have been prepared in conformity with GASB Statement No. 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*, issued in June 1999, as amended by GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*.

**Government-Wide Financial Statements (GWFS)**

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**  
**ST. CHARLES PARISH, LOUISIANA**

Notes to the Financial Statements  
(Excluding the Membership Account Fund)  
For the year ended December 31, 2018

The statement of net position and statement of activities display information about the reporting government as a whole, except for as noted in note 1A. They include the fund of the reporting entity, which is considered to be a governmental activity.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Department'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 for goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenue

**Fund Financial Statements (FFS)**

The accounts of the Department are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a separate set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance- related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The fund of the Department is classified as a governmental fund. The emphasis on fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. The Department has one fund, a governmental fund. A fund is considered major if it is the primary operating fund of the entity or meets the following criteria:

- a. Total assets, deferred outflows of resources, liabilities, deferred inflows of resources, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. Total assets, deferred outflows of resources, liabilities, deferred inflows of resources, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The major fund of the Department is described below:

**Governmental Fund - General Fund**

The General Fund, as provided by Louisiana Revised Statute 13:781 is the principal fund of the Department and is used to account for the operations of the Department. General operating expenditures are paid from this fund.

**Governmental Fund – Special Revenue Fund**

The purpose of the special revenue fund is to account for funds collected by the Department which must be used for a specific purpose. Special revenue funds provide for an extra level of accountability and transparency to taxpayers that their tax dollars go toward an intended purpose.

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**  
**ST. CHARLES PARISH, LOUISIANA**

Notes to the Financial Statements  
(Excluding the Membership Account Fund)  
For the year ended December 31, 2018

**C. Measurement Focus / Basis of Accounting**

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

**Measurement Focus**

On the government-wide statement of net position and the statement of activities, governmental activities are presented using the economic resources measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery) and financial position.

All assets, deferred outflows of resources, liabilities, and deferred inflows of resources associated with its activities are reported. Government-wide fund equity is classified as net position. In the fund financial statements, the "current financial resources" measurement focus is used. Only current financial assets and liabilities are generally included on its balance sheet. Their operating statement presents sources and uses of available spendable financial resources during a given period. This fund uses fund balance as its measure of available spendable financial resources at the end of the period.

**Basis of Accounting**

In the government-wide statement of net position and statement of activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Revenues are classified by source and expenditures are classified by function and character. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

The Department reports deferred inflows of resources on its governmental fund balance sheet. For governmental fund financial statements, deferred inflows arise when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period. Deferred inflows also arise when resources are received before the Department has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the Department has a legal claim to the resources, the deferred inflow is removed from the balance sheet and revenue is recognized.

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**  
**ST. CHARLES PARISH, LOUISIANA**

Notes to the Financial Statements  
(Excluding the Membership Account Fund)  
For the year ended December 31, 2018

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

**D. Budgets and Budgetary Accounting**

The Department prepares a budget for its General fund which is approved by its board of directors. However, the budget is not legally adopted or required in the basic financial presentation. The budget is reviewed monthly by the finance committee and quarterly by the full membership and compared to actual expenditures for use in managing expenditures.

**E. Encumbrances**

The Department does not use encumbrance accounting

**F. Cash and Interest-bearing Deposits**

Under state law, the Department may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

For purposes of the statement of net position, cash and interest-bearing deposits include all demand accounts, savings accounts and certificates of deposit with an original maturity of less than 90 days, and are stated at cost, which approximates fair market value.

**G. Investments**

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

The Department's only investments are certificates of deposit, with an original maturity of greater than 90 days, which are stated at cost, which approximates market. Investments in certificates of deposit are reported at cost because they are "nonparticipating" interest-earning investment contracts as discussed in GASB 31. The term "nonparticipating" means that the investment value does not vary with market interest rate changes. Investments which include securities traded on a national or international exchange are valued based on their last reported sales price (fair value). Investments that do not have an established market are reported at estimated fair value.

**H. Prepaid Expenditures**

Payments made for goods and services that will benefit periods beyond December 31, 2018 have been recorded as prepaid expenditures.

**I. Receivables**

Ad Valorem taxes are levied on a calendar year basis and become delinquent on January 1 of each year. Delinquent property taxes are considered fully collectible and therefore no allowance for

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**  
**ST. CHARLES PARISH, LOUISIANA**

Notes to the Financial Statements  
(Excluding the Membership Account Fund)  
For the year ended December 31, 2018

uncollectible fees is provided. Any prior-year delinquent property taxes are recorded as receivable; in addition to the current year assessment.

Sales tax receivables are recorded based on current year actual amounts collected within 60 days after year end.

**J. Inventories**

Physical inventories consist of expendable supplies held for consumption. Because inventories are expended within one operating cycle they are recorded as expenditures when paid for and are not recorded as an inventory asset.

**K. Deferred Outflows of Resources and Deferred Inflows of Resources**

In some instances, the GASB requires an entity to delay recognition of decreases in net position as expenditures until a future period. In other instances, entities are required to delay recognition of increases in net position as revenues until a future period. In these circumstances, deferred outflows and deferred inflows of resources result from the delayed recognition of expenditures or revenues, respectively.

**L. Use of Estimates**

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

**M. Capital Assets**

Capital assets, which include property, vehicles, and equipment, purchased or acquired with an original cost of \$1,000 or more are reported at historical cost or estimated historical cost. Donated assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation is recorded using the straight-line method over the useful lives of the assets as follows:

<u>Description</u>	<u>Estimated Lives</u>
Buildings	40 years
Building improvements	10-40 years
Equipment	5-15 years
Vehicles	5-15 years

In the fund financial statements, capital assets used in the Department's operations are accounted for as capital outlay expenditures of the governmental fund that provided the resources to acquire the assets. Depreciation is not computed or recorded on capital assets for purposes of the fund financial statements.

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**  
**ST. CHARLES PARISH, LOUISIANA**

Notes to the Financial Statements  
(Excluding the Membership Account Fund)  
For the year ended December 31, 2018

**N. Long-Term Obligations**

In the government-wide financial statements, debt and principal payments of both government and business-type activities are reported as decreases in the balance of the liability on the Statement of Net Position. In the fund financial statements, however, debt and principal payments of governmental funds are recognized as expenditures when paid.

**O. Equity Classifications**

In the Government-Wide Financial Statements, the difference between a government's assets and liabilities is recorded as net position. The three components of net position are as follows:

1. Net Investment in Capital Assets This category records capital assets net of accumulated depreciation and reduced by any outstanding balances of bonds, mortgages, notes or other borrowing attributable to the acquisition, construction or improvement of capital assets.
2. Restricted Net Position Net positions that are restricted by external sources such as creditors, grantors, contributors, or by law through either enabling legislation or constitutional provisions are reported separately as restricted net position. When assets are required to be retained in perpetuity, these non-expendable net positions are recorded separately from expendable net positions. These are components of restricted net positions.
3. Unrestricted Net Position All other net positions that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

In the Fund financial statements, governmental fund equity is classified as fund balance. As such, fund balance of the governmental fund is classified as follows:

1. Nonspendable Amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact. The Department has prepaid insurance which is considered *nonspendable* fund balance on the fund financial statements.
2. 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.
3. Committed Amounts that can be used only for specific purposes determined by a formal decision of the Board.
4. 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 by a decision of the Board.
5. Unassigned All other spendable amounts.

When an expenditure is incurred for the purposed for which both restricted and unrestricted fund balance is available, the Board considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the

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Board considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the Board has provided otherwise in its commitment or assignment actions.

**NOTE 2. CASH AND CASH EQUIVALENTS**

At December 31, 2018, the Department has cash and cash equivalents (book balances) totaling \$1,041,065, as follows:

Demand Deposits	\$ 782,084
Time and savings deposits	<u>258,981</u>
Total	<u>\$ 1,041,065</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities must be held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

**NOTE 3. CUSTODIAL CREDIT RISK**

Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution the Department's deposits may not be recovered or will not be able to recover collateral securities that are in the possession of an outside party. These deposits are stated at cost, which approximates market. Under state law, these 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 Department or the pledging fiscal agent bank by a holding or custodial bank that is mutually acceptable to both parties.

Deposit balances (bank balances) at December 31, 2018 in the amount of \$1,057,902 were secured with \$681,978 of federal deposit insurance and pledged securities of \$375,923, respectively. Deposits secured by pledged securities were exposed to custodial credit risk. These deposits are uninsured and collateralized with securities held by the pledging institution's trust Department or agent, but not in the Department's name. Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the Department that the fiscal agent has failed to pay deposited funds on demand. The Department does not have a policy for custodial credit risk.

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Notes to the Financial Statements  
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**NOTE 4. RECEIVABLES**

Receivables at December 31, 2018 consisted of Ad Valorem taxes in the amount of \$254,418. This amount represents current year tax roll, in addition to prior year delinquent taxes. Also included in receivables at year end are sales taxes in the amount of \$30,479.

**NOTE 5. CAPITAL ASSETS**

Capital asset activity for the year ended December 31, 2018 was as follows:

	Balance at 12/31/2017	Additions	Deletions	Balance at 12/31/2018
Capital assets, not being depreciated:				
Construction in progress	\$ -	\$ 87,111	\$ -	\$ 87,111
Land	108,241	-	-	108,241
Total	108,241	87,111	-	195,352
Capital assets, being depreciated:				
Equipment	628,448	19,205	(6,302)	641,351
Buildings	1,061,355	4,350	-	1,065,705
Vehicles	968,327	-	(24,945)	943,382
Total	2,658,130	23,555	(31,247)	2,650,438
Less: accumulated depreciation	(1,837,862)	(99,870)	31,247	(1,906,485)
Total capital, assets being depr; net	820,268	(76,315)	-	743,953
Total capital assets, net	\$ 928,509	\$ 10,797	\$ -	\$ 939,306

Depreciation expense for the year of \$99,870 was charged to public safety.

**NOTE 6. LONG-TERM DEBT**

There is no long-term debt for the year ended December 31, 2018.

**NOTE 7. AD VALOREM TAX**

Effective July 21, 1990, the voters of St. Charles Parish approved a property tax millage in the amount of 1.6 mills. This tax is collected by the St. Charles Parish Sheriff to be used for the fire protection of the Parish of St. Charles. The funds are distributed to the nine individual Fire Departments of the St. Charles Parish Firemen's Association, Inc. by the parish's Department of Finance. The Department's share of the total property tax on the 2018 tax roll is \$229,541 paid at a millage rate of 1.45.

The St. Charles Parish Assessor levies the ad valorem tax each year on November 15 based upon the assessed value, less homestead exemptions. The 1st day of January preceding the annual levy date (Nov. 15th) is used as the date to value the property subject to tax. The tax becomes due on

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November 15 and is considered delinquent if not paid by December 31. Most of the property tax revenues are collected during the months of December, January, and February.

**NOTE 8. FIRE PROTECTION CONTRACT**

Effective March 1, 1980, sales tax in the amount of one-eighth of one percent is collected by the St. Charles Parish School Board and administered by the Parish President. The sales tax is to be used for the fire protection of the Parish of St. Charles. The funds are distributed monthly by the Parish President to the individual Fire Departments of the St. Charles Parish Firemen's Association, Inc. Effective April 4, 2011 (Ord#11-4-4), the sales tax is distributed on the following basis:

<u>Department</u>	<u>Basis</u>	<u>Funds</u>
Bayou Gauche Volunteer Fire Dept., Inc.	\$2,500	3.78%
Des Allemands Volunteer Fire Dept., Inc.	\$2,500	4.10%
East Side St. Charles Volunteer Fire Dept., Inc.	\$2,500	22.72%
Hahnville Volunteer Fire Dept., Inc.	\$2,500	7.00%
Killona Volunteer Fire Dept. Inc.	\$2,500	1.47%
Luling Volunteer Fire Dept., Inc.	\$2,500	30.85%
Norco Area Volunteer Fire Dept., Inc.	\$2,500	9.81%
Paradis Volunteer Fire Dept., Inc.	\$2,500	4.93%
St. Rose Volunteer Fire Dept., Inc.	\$2,500	15.34%

The Department receives a monthly base amount of \$2,500 in sales tax plus 7.00% of the remaining funds. The total revenue under this agreement for the year ended December 31, 2018, was \$175,367.

Sales tax receivable at December 31, 2018 of \$30,480, consists of the Department's share of the 1/8th cent sales tax for the months of November and December 2018, collected on or before December 20, 2018, by the St. Charles Parish School Board and remitted by St. Charles Parish in January and February 2019.

**NOTE 9. ASSOCIATION TRAINING ACADEMY**

The Department receives funds from other fire departments within the parish to conduct training exercises for the members and employees. These funds are accounted for in the special revenue fund. The amount restricted on the Statement of Net Position and Statement of Revenues, Expenditures, and Changes in Fund Balance of \$3,711 is to be used for upcoming training exercises.

**NOTE 10. LEASES**

The Department had no leases for the year ended December 31, 2018.

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ST. CHARLES PARISH, LOUISIANA**

Notes to the Financial Statements  
(Excluding the Membership Account Fund)  
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**NOTE 11. RISK MANAGEMENT**

The Department is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; illnesses or injuries to its volunteers; and natural disasters. The Department has purchased commercial insurance to cover or reduce the risk of loss. No settlements were made during the current or prior three fiscal years that exceeded the Department's insurance coverage.

**NOTE 12. SUBSEQUENT EVENTS**

Management evaluates events occurring subsequent to the date of financial statements in determining the accounting for and disclosure of transactions and events that effect the financial statements. Subsequent events have been evaluated through June 19, 2019, which is the date the financial statements were available to be issued.

**NOTE 13. LITIGATION AND CLAIMS**

At December 31, 2018, the Department had no litigation or claims pending.

## **SUPPLEMENTAL INFORMATION**

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.  
HAHNVILLE, LOUISIANA**

For the Year Ended December 31, 2018

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

**Darren Drumm, President**

<b>Purpose</b>	<b>Amount</b>
Salary	0
Benefits-insurance	0
Benefits-retirement	0
Benefits-other	0
Car allowance	0
Vehicle provided by government	0
Per diem	0
Reimbursements	0
Travel	0
Registration fees	0
Conference travel	0
Continuing professional education fees	\$390
Housing	0
Unvouchered expenses*	0
Special meals	0
Others (Uniforms/Gear)	0

## **Reports by Management**

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.  
(Excluding the Membership Account Fund)**

**Summary Schedule of Prior Audit Findings  
For the Year Ended December 31, 2018**

**Section I – Internal Control and Compliance Material to the Financial Statements:**

**Ref. No.**

1217-01

**Description of Finding**

Inadequate Segregation of Duties – Internal Control Material Weakness

The size of the Hahnville Volunteer Fire Department, Inc.'s operations and its limited staff preclude an adequate segregation of duties and other features of an adequate system of internal control, although to employ such controls may not be cost beneficial.

**Corrective Action Taken**

This deficiency cannot be remedied in a cost-effective manner.

**Ref. No.**

1217-02

**Description of Finding**

Inadequate Controls over Financial Statement Preparation - Internal Control Material Weakness

A material weakness exists in financial reporting because the Department does not have a staff person who has the qualifications and training to apply generally accepted accounting principles (GAAP) in recording the entity's financial transactions or preparing its financial statements, including the related notes.

**Corrective Action Taken**

Management has evaluated the cost versus benefit of hiring a person who has the qualifications and training to apply generally accepted accounting principles in the preparation of financial statements. Management has determined that it is in the best interest of the Department at this time, to outsource this task to its independent auditors, and to carefully review the draft financial statements and notes prior to approving them. Management understands that it accepts final responsibility for the financial statements content and presentation.

**Section II – Management Letter:**

There was no management letter issued in the prior year.

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.**  
**(Excluding the Membership Account Fund)**

**Corrective Action Plan for Current Year Audit Findings**  
**For the Year Ended December 31, 2018**

**Section I – Internal Control and Compliance Material to the Financial Statements:**

**Ref. No.**

1218-01

**Description of Finding**

Inadequate Segregation of Duties – Internal Control Material Weakness

The size of the Hahnville Volunteer Fire Department, Inc.'s operations and its limited staff preclude an adequate segregation of duties and other features of an adequate system of internal control, although to employ such controls may not be cost beneficial.

**Corrective Action Planned**

This is a common deficiency noted in audits of small entities. The department's office does not employ enough people in its accounting department to adequately segregate duties such as approving purchase orders, approving invoices for payment, printing checks, recording checks, signing checks, mailing checks, and reconciling bank statements. This is one example of the circumstances that resulted in the reportable condition.

Therefore, this deficiency cannot be remedied in a cost effective manner.

**Name of Contact Person**

Matthew Allhouse, Chief

**Anticipated Completion Date**

None

**HAHNVILLE VOLUNTEER FIRE DEPARTMENT, INC.  
(Excluding the Membership Account Fund)**

**Corrective Action Plan for Current Year Audit Findings  
For the Year Ended December 31, 2018**

**Section I – Internal Control and Compliance Material to the Financial Statements  
(continued):**

**Ref. No.**

1218-02

**Description of Finding**

Inadequate Controls over Financial Statement Preparation – Internal Control Material Weakness

A material weakness exists in financial reporting because the department does not have a staff person who has the qualifications and training to apply generally accepted accounting principles (GAAP) in recording the entity's financial transactions or preparing its financial statements, including the related notes.

**Corrective Action Plan**

Management has evaluated the cost versus benefit of hiring a person who has the qualifications and training to apply generally accepted accounting principles in the preparation of financial statements. Management has determined that it is in the best interest of the department at this time, to outsource this task to its independent auditors, and to carefully review the draft financial statements and notes prior to approving them. Management understands that it accepts final responsibility for the financial statements content and presentation.

**Name of Contact Person**

Matthew Allhouse, Chief

**Anticipated Completion Date**

None

**Section II – Management Letter:**

There was no management letter issued in the current year.

**OTHER REPORT REQUIRED BY  
GOVERNMENT AUDITING STANDARDS**



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

**Board of Directors  
Hahnville Volunteer Fire Department, Inc.  
St. Charles Parish, Louisiana**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the government activities, each major fund, and the aggregate remaining fund information of the Hahnville Volunteer Fire Department, Inc. (the department) as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the department's basic financial statements and have issued our report thereon dated June 19, 2019.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the department's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the department's internal control. Accordingly, we do not express an opinion on the effectiveness of the department's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal control, described in the accompanying schedule of corrective action plan for current year audit findings that we consider to be material weaknesses, see findings (1218-01 and 1218-02).

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the department's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Thibodaux, Louisiana  
June 19, 2019