

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

FINANCIAL REPORT

As of December 31, 2018

**THIBODEAUX ACCOUNTING COMPANY
A LIMITED LIABILITY COMPANY
POST OFFICE BOX 34
RAYNE, LOUISIANA 70578**

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

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THIBODEAUX ACCOUNTING COMPANY

A LIMITED LIABILITY COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

P. O. Box 34 • 801 THE BOULEVARD, SUITE B • RAYNE, LOUISIANA 70578 • (337) 334-7251 FAX (337) 334-7002

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors and Management of
Crowley Service Area Fire Protection
District No. 11
Crowley, Louisiana

We have audited the accompanying financial statements of the governmental activities and each major fund of the Crowley Service Area Fire Protection District No. 11, a component unit of the Acadia Parish Policy Jury, as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the District'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.

MEMBER OF
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
SOCIETY OF LOUISIANA
CERTIFIED PUBLIC ACCOUNTANTS

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Crowley Service Area Fire Protection District No. 11 as of December 31, 2018, and the respective changes in its financial position for the year then ended in accordance 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 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 (GASB), who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historic context. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in United States of America require that the budgetary comparison information on page 23 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of the financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the District's basic financial statements. The accompanying schedule of compensation, benefits, and other payments to agency head or chief executive officer on page 25, as required by the State of Louisiana, is presented for purposes of additional analysis and is not a required part of the financial statements.

The schedule of compensation, benefits, and other payments to agency head or chief executive officer is the responsibility of management and was derived from and relate 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 financial statements or to the 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 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 August 16, 2019 on our consideration of the Crowley Service Area Fire Protection District No. 11'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 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 the 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 District's internal control over financial reporting and compliance.

Thibodeaux Accounting Company
Thibodeaux Accounting Company
A Limited Liability Company

Rayne, Louisiana
August 16, 2019

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWFS)**

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

STATEMENT OF NET POSITION
December 31, 2018

With Comparative Actual Amounts for Year Ended December 31, 2017

	GOVERNMENTAL ACTIVITIES	
ASSETS	2018	(Memo Only) 2017
Current Assets:		
Cash and cash equivalents	\$ 271,542	\$ 195,205
Prepaid expenses	1,105	3,175
Parcel fees receivable, net	153,200	151,200
Total current assets	\$ 425,847	\$ 349,580
Noncurrent Assets:		
Restricted assets	\$ 77,769	\$ 14,070
Capital assets (net)	341,453	339,203
Total noncurrent assets	\$ 419,222	\$ 353,273
Total Assets	\$ 845,069	\$ 702,853
<u>LIABILITIES</u>		
Current Liabilities:		
Overdrawn cash	\$ -	\$ -
Accounts and other payables	13,501	351
Bonds payable	69,000	49,000
Total current liabilities	\$ 82,501	\$ 49,351
Long-Term Liabilities:		
Bonds payable	\$ 294,000	\$ 263,000
Total long-term liabilities	\$ 294,000	\$ 263,000
Total Liabilities	\$ 376,501	\$ 312,351
<u>NET POSITION</u>		
Net investment in capital assets	\$ 78,543	\$ 27,203
Restricted for capital projects	100,000	
Restricted for debt service	77,769	14,070
Unrestricted	212,256	349,229
Total Net Position	\$ 468,568	\$ 390,502

The Accompanying Notes Are An Integral Part of
These Financial Statements

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

**STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2018**

With Comparative Actual Amounts for Year Ended December 31, 2017

	GOVERNMENTAL ACTIVITIES	
	2018	(Memo Only) 2017
<u>EXPENSES</u>		
General Government:		
Finance and administration	\$ 61,034	\$ 59,058
Interest on long-term debt	7,280	8,151
Depreciation	25,887	22,513
Total Expenses	\$ 94,201	\$ 89,722
 <u>GENERAL REVENUES</u>		
Parcel fees	\$ 153,200	\$ 151,200
Intergovernmental revenue - fire insurance rebate	17,488	19,213
Interest income	1,149	479
Miscellaneous income	430	-
Grant income	-	54,751
Total General Revenues	172,267	\$ 225,643
Change in Net Position	\$ 78,066	\$ 135,921
Net Position, Beginning of Year	390,502	254,581
Net Position, End of Year	\$ 468,568	\$ 390,502

The Accompanying Notes Are An Integral Part Of
These Financial Statements

FUND FINANCIAL STATEMENTS (FSS)

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

BALANCE SHEET - GOVERNMENTAL FUNDS
December 31, 2018

With Comparative Actual Amounts for Year Ended December 31, 2017

<u>ASSETS</u>	General Fund	Debt Service Fund	Total (Memorandum Only)	
			2018	2017
Current Assets:				
Cash and cash equivalents	\$ 271,542	\$ -	\$ 271,542	\$ 195,205
Grant receivable	-	-	-	-
Restricted assets	77,769	-	77,769	14,070
Prepaid expenses	1,105	-	1,105	3,175
Parcel fees receivable, net	153,200	-	153,200	151,200
Total Assets	\$ 503,616	\$ -	\$ 503,616	\$ 363,650
 <u>LIABILITIES & FUND BALANCES</u>				
Current Liabilities:				
Overdrawn cash	\$ -	\$ -	\$ -	\$ -
Accounts and other payables	13,501	-	13,501	351
Total Current Liabilities	\$ 13,501	\$ -	\$ 13,501	\$ 351
Fund Balances:				
Restricted for debt service	\$ 77,769	\$ -	\$ 77,769	\$ 14,070
Restricted for equipment	-	-	-	-
Nonspendable, prepaid expenses	1,105	-	1,105	3,175
Unassigned	411,241	-	411,241	346,054
Total Fund Balances	\$ 490,115	\$ -	\$ 490,115	\$ 363,299
Total Liabilities and Fund Balances	\$ 503,616	\$ -	\$ 503,616	\$ 363,650

The Accompanying Notes Are An Integral Part of
These Financial Statements

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
December 31, 2018

	2018
Total fund balance for governmental funds	\$ 490,115
Total net position reported for governmental activities in the statement of net position is different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. Those assets consist of:	
Buildings, net of \$15,936 accumulated depreciation	162,200
Building improvements, net of \$15,643 accumulated depreciation	26,886
Equipment, net of \$70,432 accumulated depreciation	152,367
Long-term liabilities including bonds payable are not due and payable in the current period and, therefore, are not reported in the governmental funds.	
Bonds, notes payable, and capital leases	(363,000)
Total net position of governmental activities	\$ 468,568

The Accompanying Notes Are An Integral Part of
These Financial Statements

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE
For the Year Ended December 31, 2018

With Comparative Actual Amounts for Year Ended December 31, 2017

<u>REVENUES</u>	General Fund	Debt Service Fund	Total (Memorandum Only)	
	2018	2017	2018	2017
Parcel fees	\$ 153,200	\$ -	\$ 153,200	\$ 151,200
Intergovernmental revenues - fire insurance rebate	17,488	-	17,488	19,213
Grant income	-	-	-	54,751
Miscellaneous income	430	-	430	-
Interest income	1,149	-	1,149	479
Total Revenues	\$ 172,267	\$ -	\$ 172,267	\$ 225,643
<u>EXPENDITURES</u>				
General Government:				
Finance and administration	\$ 61,034	\$ -	\$ 61,034	\$ 59,058
Capital outlay	28,137	-	28,137	44,639
Debt Service:				
Principle retirement	-	49,000	49,000	48,000
Interest and fiscal changes	-	7,280	7,280	8,151
Total Expenditures	\$ 89,171	\$ 56,280	\$ 145,451	\$ 159,848
Excess (deficiency) of revenues over (under) expenditures	\$ 83,096	\$ (56,280)	\$ 26,816	\$ 65,795
OTHER FINANCING SOURCES (USES)				
Bond proceeds	\$ 100,000	\$ -	\$ 100,000	\$ -
Transfers in	-	56,280	56,280	56,151
Transfers out	(56,280)	-	(56,280)	(56,151)
Total other financing sources and uses	\$ 43,720	\$ 56,280	\$ 100,000	\$ -
Net Change in Fund Balance	\$ 126,816	\$ -	\$ 126,816	\$ 65,795
Fund Balance, Beginning of Year	363,299	-	363,299	297,504
Fund Balance, End of Year	\$ 490,115	\$ -	\$ 490,115	\$ 363,299

The Accompanying Notes Are An Integral Part Of
These Financial Statements

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE TO CHANGE IN NET POSITION FOR THE
STATEMENT OF ACTIVITIES
December 31, 2018

	2018
Net change in fund balance - governmental fund	\$ 126,816
<p>Amounts reported for governmental activities in the statement of activities are different because:</p> <p>Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.</p>	
Capital outlay which is considered expenditures on Statement of Revenues, Expenditures and Changes in Fund Balance	28,137
Depreciation expense for the year then ended	(25,887)
<p>Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the Statement of Net Position. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces the long-term liabilities in the Statement of Net Position.</p>	
Debt proceeds	(100,000)
Debt principal repayment	49,000
Change in net position for statement of activities	\$ 78,066

The Accompanying Notes Are An Integral Part of
These Financial Statements

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2018**

Note 1. Summary of Significant Accounting Policies:

(A) Financial Reporting Entity

The Crowley Service Area Fire Protection District No 11 was created as a fire protection district by resolution of the Police Jury of the Parish of Acadia, State of Louisiana on January 15, 2013 to provide fire protection services for certain rural areas outside of the City of Crowley. The District officially opened for operations on December 1, 2014. The district shall have all the powers of public corporations, including perpetual existence and the right and power to incur debt and contract obligations, to sue and be sued, and to have a corporate seal. The district shall also be authorized to do and perform all acts in its corporate capacity and in its name, necessary or proper for effective fire prevention and control.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Acadia 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:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the Acadia Parish Government to impose its will on that organization and/or
 - b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the Acadia Parish Government.
2. Organizations for which the Acadia Parish Government does not appoint a voting majority but are fiscally dependent on the parish government.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

The district was determined to be a component unit of the Acadia Parish Police Jury 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.

Acadia Parish Policy Jury maintains fiscal and budgetary control over the District and must approve any holding of an election or incurring of debt or levy of any taxes or parcel fees by the board.

(B) Basis of Presentation

The accompanying basic financial statements of the Crowley Service Area Fire Protection District No. 11 (hereafter referred to as 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.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2018**

(C) Fund Accounting

The District uses funds to maintain its financial records and report the results of its operations. 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.

Governmental Funds

Governmental funds account for all or most of the District's general activities including the collection and disbursements of specific or legally restrictive monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used. Current liabilities are assigned to the fund from which they will be paid. The difference between a governmental fund's assets and liabilities is reported as fund balance. In general, fund balance represents the accumulated expendable resources which may be used to finance future period programs or operations of the District. The following is a description of the District's governmental funds:

- a. General Fund – the primary operating fund of the District and it accounts for all financial resources, except those required to be accounted for in other funds. 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.
- b. Debt Service Fund – accounts for transactions related to resources retained and used for the payment of principal and interest on those long-term obligations recorded in the General Long-Term Debt Account Group.

(D) Measurement Focus, Basis of Accounting and Financial Statement Presentation

Fund Financial Statements

The amounts reflected in the Governmental Funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financial sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to the government-wide view of the District's operations.

The amounts reflected in the Governmental Funds use the modified accrual basis of accounting. Under this basis of accounting, revenues are generally recognized when they both become 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 pay liabilities of the current period. The District considers all revenues available if they are collected within 60 days after the year end. Ad valorem tax revenue and insurance rebate revenue are recorded when due. Substantially, all other revenues are recorded when received.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2018**

Expenditures (including capital outlays) are generally recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due.

Government-Wide Financial Statements

The government-wide financial statements (i.e. the statement of net position and the statement of activities) report information on all of the financial activities of the Crowley Service Area Fire Protection District No. 11 as a whole. These statements include all the non-fiduciary activities of the District. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Ad valorem or property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

(E) Capital Assets

Capital assets, which include property, plant and equipment, are reported in the applicable government-wide financial statements, capital assets are capitalized at historical cost. 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 \$2,500 for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

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

(F) Fund Balance - Fund Financial Statements –

Crowley Service Area Fire Protection District No. 11 adopted GASB 54 in the year ended December 31, 2013. As such, fund balances of the governmental funds are classified as follows:

Nonspendable- funds that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.

Restricted- funds 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.

Committed- funds that are constrained by limitations that the government imposes on itself. These amounts are imposed at the highest level of authority. These amounts are binding unless removed in the same manner that it was imposed and any action must be taken prior to year-end.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2018**

Assigned- funds whose intended use has been established. These amounts can be, but are not required to be, imposed at the highest level of authority. They do not have to be binding and action does not have to be taken prior to year-end.

Unassigned- all other spendable amounts.

The District considers restricted fund balances to be spent for governmental expenditures first when both restricted and unrestricted resources are available. The District also considers committed fund balances to be spent first when other unrestricted fund balance classification are available for use.

(G) Deferred Outflows and Deferred Inflows

In March 2012, the GASB issued Statement No. 65, Items Previously Reported as Assets and Liabilities. This statement establishes accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities. This statement is effective for periods beginning after December 15, 2012, and was implemented in fiscal year 2013. The District has determined that they have no deferred outflows or inflows as defined by this standard.

(H) Net Position - Government-Wide Statements

In June 2011, the GASB issued Statement 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position. GASB 63 provides guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in the statement of financial position and related disclosures. The statement of net assets is renamed the statement of net position and includes four components assets, deferred outflows or resources, liabilities and deferred inflows of resources. The District adopted GASB Statement 63 in 2013.

Net position represents the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. The District reports three categories of net position as follows:

1. Net investment in capital assets – consists of net capital assets reduced by outstanding balances of any related debt obligations and deferred inflows or resources attributable to the acquisition, constructions, or improvement of those assets and increase by balances of deferred outflows of resources related to those assets.
2. Restricted net position – net position is considered restricted if their use is constrained to a particular purpose. Restrictions are imposed by external organizations such as federal or state laws or buyers of the District's bonds. Restricted net position is reduced by liabilities and deferred inflows of resources related to the restricted assets.
3. Unrestricted net position – consist of all other net position that does not meet the definition of the above two components and is available for general use by the District.

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, management applies restricted resources first, then unrestricted resources as they are needed.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2018**

(I) Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could vary from those estimates.

(J) Budgets

The District prepares a budget for the General Fund and uses the following budget practices:

1. A preliminary budget for the ensuing year is prepared prior to December 31 of each year and is made available for public inspection at least fifteen days prior to the December meeting.
2. After completion of all action necessary to finalize and implement the budget, the budget is adopted by vote at a meeting.
3. All budgetary appropriations lapse at the end of each fiscal year.
4. The budget is established and controlled by the board at the object level of expenditure. All changes in the budget must be approved by the board.
5. All budget amendments require approval of the board. Those amendments are reflected in the budgetary comparisons included in the accompanying financial statements.

(K) Encumbrances

Encumbrance accounting is employed as an extension of the formal budgetary process. Under this method, purchase orders, contracts, and other commitments for the expenditures of monies are recorded in order to reserve that portion of the applicable appropriation. Any encumbrances outstanding at year end are reported as reservations of fund balances since they do not constitute expenditures of liabilities. There were no encumbrances outstanding at December 31, 2018 as the District does not utilize this method.

(L) Interfund Transfers

Permanent reallocations of resources between funds of the reporting entity are classified as interfund transfers. For the purposes of the statement of activities, all interfund transfers between individual governmental funds have been eliminated.

Note 2. Cash and Investments

Cash consists of amounts in demand deposit, cash on hand, passbook savings accounts, and interest bearing demand deposit accounts with federally insured financial institutions. 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 are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2018**

Cash and Investments (Continued)

At December 31, 2018, the carrying amount of the District's deposits totaled \$349,311 and the bank balance was \$352,377. The deposits were covered by federal depository insurance and \$493,270 of pledged securities.

Note 3. Capital Assets

Capital assets and depreciation activities as of and for the year ended December 31, 2018 are as follows:

	2018			Balance 12/31/2018
	12/31/2017	Additions	Retirements	
Governmental activities:				
Capital assets being depreciated				
Buildings	\$ 150,000	\$ 28,137	\$ -	\$ 178,137
Building Improvements	42,529	-	-	42,529
Equipment	222,799	-	-	222,799
Total capital assets being depreciated	<u>\$ 415,328</u>	<u>\$ 28,137</u>	<u>\$ -</u>	<u>\$ 443,465</u>
Less accumulated depreciation for:				
Buildings	\$ 12,187	\$ 3,750	\$ -	\$ 15,937
Building Improvements	11,880	3,764	-	15,644
Equipment	52,058	18,373	-	70,431
Total accumulated depreciation	<u>\$ 76,125</u>	<u>\$ 25,887</u>	<u>\$ -</u>	<u>\$ 102,012</u>
Total capital assets	<u>\$ 339,203</u>	<u>\$ 2,250</u>	<u>\$ -</u>	<u>\$ 341,453</u>

Total depreciation expense for the year ended December 31, 2018 was \$25,887.

Note 4. Parcel Fees

Parcel fees attach as an enforceable lien on property as of January 1 of each year. Billed parcel fees are due by December 31, becoming delinquent on January 1 of the following year. The fees are based on property improvements determined by the Tax Assessor of Acadia Parish and are collected by the Acadia Parish Sheriff. The taxes are remitted to the District net of deductions for Pension Fund contributions.

Parcel fees are budgeted and the revenue is recognized in the year they are billed.

A 10-year parcel fee of one hundred dollars per improvement was passed by the voters of the District in May, 2013 for the funding of fire protection for a period of ten (10) years, beginning with the year 2013 and ending with the year 2023. The fee was for the purpose of acquiring, constructing, improving, maintaining and/or operating fire protection facilities and equipment in the district, including fire trucks, and paying the cost of

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2018

Parcel Fees (Continued)

obtaining water for fire protection purposes. For the year ended December 31, 2018, parcel fees levied totaled \$153,200, all of which is considered collectible.

Note 5. Bonds

On October 1, 2018, a resolution authorizing the incurring of debt and issuance of One Hundred Thousand Dollars (\$100,000) of Certificates of Indebtedness, Series 2018, by the Crowley Service Area Fire Protection District No. 11 was passed. These bonds were issued for the purpose of paying costs of acquiring and constructing fire protection facilities and equipment and paying costs of issuance of the certificates. The Certificates were dated December 19, 2018. Certificates totaling \$100,000 have an interest rate of 3.750% payable semiannually on April 1 and October 1 of each year commencing on April 1, 2019.

The annual requirements to amortize the outstanding debt as of December 31, 2019, including interest payments, are as follows:

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019	19,000	2,581	21,581
2020	19,000	2,681	21,681
2021	20,000	1,950	21,950
2022	21,000	1,181	22,181
2023	21,000	395	21,395
	<u>\$ 100,000</u>	<u>\$ 8,788</u>	<u>\$ 108,788</u>

The Certificates mature serially on April 1, of each year through 2023 and are secured by and payable from a pledge and dedication of the excess annual revenues of the District.

The Certificates are callable for redemption in full or in part at any time, and, in part, in inverse order of maturity, at the principal amount thereof, plus accrued interest to the date of redemption. Official notice of such call of any of the Certificates for redemption shall be given by means of first class mail, postage prepaid, by notice deposited in the United States mail not less than fifteen (15) days prior to the redemption date addressed to the registered owner of each Certificate to be redeemed at his address as shown on the registration books of the Paying Agent.

On October 16, 2013, a resolution authorizing the incurring of debt and issuance of Five Hundred Thousand Dollars (\$500,000) of Certificates of Indebtedness, Series 2013, by the Crowley Service Area Fire Protection District No. 11 was passed. These bonds were issued for the purpose of paying costs of acquiring and constructing fire protection facilities and equipment and paying costs of issuance of the certificates. The Certificates were dated December 10, 2013. Certificates totaling \$425,000 have an interest rate of 2.60% payable semiannually on April 1 and October 1 of each year commencing on April 1, 2014. Certificates totaling \$75,000 bear no interest and are payable annually on April 1 of each year commencing on April 1, 2014.

The annual requirements to amortize the outstanding debt as of December 31, 2018, including interest payments, are as follows:

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2018**

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2019	50,000	6,188	56,188
2020	51,000	4,875	55,875
2021	53,000	3,523	56,523
2022	54,000	2,132	56,132
2023	55,000	715	55,715
	<u>\$ 263,000</u>	<u>\$ 17,433</u>	<u>\$ 280,433</u>

The Certificates mature serially on April 1, of each year through 2023 and are secured by and payable from a pledge and dedication of the excess annual revenues of the District.

The Certificates maturing on April 1, 2014 and thereafter are callable for redemption in full or in part at any time, on or after April 1, 2014 and if in part, in inverse order of maturity, at the principal amount thereof, plus accrued interest to the date of redemption. Official notice of such call of any of the Certificates for redemption shall be given by means of first class mail, postage prepaid, by notice deposited in the United States mail not less than fifteen (15) days prior to the redemption date addressed to the registered owner of each Certificate to be redeemed at his address as shown on the registration books of the Paying Agent.

Note 6. Changes in General Long-Term Debt

	<u>Balance January 1, 2018</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance December 31, 2018</u>
Governmental activities:				
Certificates of Indebtedness, Series 2018	\$ -	\$ 100,000	\$ -	\$ 100,000
Certificates of Indebtedness, Series 2013	312,000	-	(49,000)	263,000
Total	<u>\$ 312,000</u>	<u>\$ 100,000</u>	<u>\$ (49,000)</u>	<u>\$ 363,000</u>

Note 7. Compensated Absences

The District does not have any paid employees; therefore, it does not have a formal leave policy.

Note 8. Risk Management

The District is exposed to certain risks of losses such as property damage, liability issues, and other potential losses that may occur. The District minimizes its losses by purchase of commercial insurance. The District's exposure over the amount of insurance is considered to be immaterial.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

**NOTES TO FINANCIAL STATEMENTS
For the Year Ended December 31, 2018**

Note 9. Lease

A lease was signed with Lawson Land Company to lease the land that the District's facility is located. The lease was dated July 10, 2014 and is for a term of ninety-nine (99) years commencing on January 1, 2014 and continuing year to year for so long as the premises are used as a fire station or until the end of the specified term. Upon giving 180 days of their intent to renew, the District may renew the lease for an additional ninety-nine (99) years.

A lease was signed with Charles Broussard, Sr. to lease the land that a new facility will be located. The lease was dated September 8, 2016 and is for a term of ninety-nine (99) years commencing on October 1, 2016 and continuing year to year for so long as the premises are used as a fire station or until the end of the specified term. Upon giving 180 days of their intent to renew, the District may renew the lease for an additional ninety-nine (99) years.

Note 10. Litigation

As of December 31, 2018, there was no litigation or claims against the District.

Note 11. Related Party Transactions

There were no related party transactions during the period ended December 31, 2018.

Note 12. Evaluation of Subsequent Events

A new building is currently being constructed southeast of Crowley. As of the date of this report, there is no expected date of completion. The District has evaluated subsequent events through August 16, 2019 the date which the financial statements were available to be issued.

REQUIRED SUPPLEMENTAL INFORMATION

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

**BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
For the Year Ended December 31, 2018**

With Comparative Actual Amounts for the Year Ended December 31, 2017

	2018			Variance Favorable (Unfavorable)	(Memo Only) 2017 Actual
	Budget		Actual		
	Original	Final			
Revenues:					
Income - parcel fees	\$ 145,000	\$ 151,907	\$ 153,200	\$ 1,293	\$ 151,200
Insurance rebate	17,000	17,488	17,488	-	19,213
Grant income	-	-	-	-	54,751
Miscellaneous income	-	-	430	430	-
Interest	-	754	1,149	395	479
Total Revenues	\$ 162,000	\$ 170,149	\$ 172,267	\$ 2,118	\$ 225,643
Expenditures:					
Current					
General government	\$ 70,500	\$ 71,778	\$ 61,034	\$ 10,744	\$ 59,058
Capital outlay	-	-	28,137	(28,137)	44,639
Total Expenditures	\$ 70,500	\$ 71,778	\$ 89,171	\$ (17,393)	\$ 103,697
Excess (deficiency) of revenues over expenditures	\$ 91,500	\$ 98,371	\$ 83,096	\$ (15,275)	\$ 121,946
Other sources (uses)					
Bond proceeds	\$ -	\$ -	\$ 100,000	\$ (100,000)	\$ -
Operating transfers in	-	-	-	-	-
Operating transfers out	(60,000)	(56,280)	(56,280)	-	(56,151)
Total other sources (uses)	\$ (60,000)	\$ (56,280)	\$ 43,720	\$ (100,000)	\$ (56,151)
Excess (deficiency) of revenues and other sources over expenditures and other uses	\$ 31,500	\$ 42,091	\$ 126,816	\$ (115,275)	\$ 65,795
Fund Balances - Beginning of year	363,299	363,299	363,299	-	297,504
Fund Balances - End of year	<u>\$ 394,799</u>	<u>\$ 405,390</u>	<u>\$ 490,115</u>	<u>\$ 84,725</u>	<u>\$ 363,299</u>

The Accompanying Notes Are An Integral Part of
These Financial Statements

OTHER SUPPLEMENTARY INFORMATION

**CROWLEY SERVICE AREA
FIRE PROTECTION DISTRICT NO. 11
CROWLEY, LOUISIANA**

**SCHEDULE OF COMPENSATION, BENEFITS, AND OTHER PAYMENTS
TO AGENCY HEAD OR CHIEF EXECUTIVE OFFICER
For the Year Ended December 31, 2018**

Agency Head Name: Glenn Hebert, Chairman

Purpose	Amount
Salary	\$ -
Benefits-insurance	-
Benefits-retirement	-
Benefits-other	-
Car allowance	-
Vehicle provided by government	-
Per diem	-
Reimbursements	-
Travel	-
Registration fees	-
Conference travel	-
Continuing professional education fees	-
Housing	-
Unvouchered expenses	-
Special meals	-
Other	-
	<hr style="width: 100%; border: 1px solid black;"/>
	\$ -

See independent auditor's report.

**COMPLIANCE, INTERNAL CONTROL
& OTHER INFORMATION**

THIBODEAUX ACCOUNTING COMPANY

A LIMITED LIABILITY COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

P. O. Box 34 • 801 THE BOULEVARD, SUITE B • RAYNE, LOUISIANA 70578 • (337) 334-7251 FAX (337) 334-7002

**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***

To the Board of Directors and Management of
Crowley Service Area Fire Protection
District No. 11
Crowley, 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 governmental activities and each major fund of the Crowley Service Area Fire Protection District No. 11 as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Crowley Service Area Fire Protection District No. 11's basic financial statements and have issued or report thereon dated August 16, 2019.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Crowley Service Area Fire Protection District No. 11'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 Crowley Service Area Fire Protection District No. 11's internal control. Accordingly, we do not express an opinion on the effectiveness of the Crowley Service Area Fire Protection District No. 11'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 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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings and corrective action plan at 2018-1 and 2018-2 that we consider to be significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Crowley Service Area Fire Protection District No. 11'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 seven instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and corrective action plan as items 2018-3, 2018-4, 2018-5, 2018-6, 2018-7, 2017-8 and 2018-9.

Crowley Service Area Fire Protection District No. 11's Response to Findings

The Crowley Service Area Fire Protection District No. 11's response to the findings identified in our audit is described in the accompanying schedule of findings and corrective action plan. Crowley Service Area Fire Protection District No. 11's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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. Although the intended use of this report may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.


Thibodeaux Accounting Company
A Limited Liability Company

Rayne, Louisiana
August 16, 2019

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

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

2017-1 The Fire District does not have a 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.

Recommendation: The District should hire a CPA to prepare the financial statements; however, the District's Board should review and take responsibility for the financial statements, including the related notes, and any adjusting journal entries.

Status: Unresolved.

2017-2 The Fire District has no employees. A board is appointed and maintains all financial records. Due to this fact, the Fire District did not have adequate segregation of duties to provide effective internal control.

Recommendation: No action is recommended.

Status: Unresolved.

2017-3 The District did not prepare their budgets using the required format and also failed to formally adopt their amended budget.

Recommendation: The District should review and comply with the Local Budget Act.

Status: Unresolved.

2017-4 The District failed to comply with bond requirements related to the sinking fund.

Recommendation: The District should obtain an understanding of the bond requirements and comply with them. The District should also hire an outside bookkeeper to make sure that proper transfers are made.

Status: Unresolved.

2017-5 The District failed to submit minutes of its board meetings to the official journal in a timely fashion.

Recommendation: We recommend the Fire District familiarize themselves with this statute and publish minutes in the newspaper.

Status: Unresolved.

2017-6 An employee did not complete the required ethics course.

Recommendation: The District should educate themselves on this statute and comply with it in the future.

Status: Unresolved.

2017-7 Late filing of audit report.

Recommendation: The District should educate themselves on this statute and comply with it in the future.

Status: Unresolved.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

Schedule of Current Year Findings and
Management's Responses and Corrective Action Plan
For the Year Ended December 31, 2018

PART I. SUMMARY OF AUDITOR'S RESULTS

FINANCIAL STATEMENTS

Auditor's Report

An unmodified opinion has been issued on the basic financial statements of the Crowley Service Area Fire Protection District No. 11 as of and for the year ended December 31, 2018.

Internal Control - Financial Reporting

There were two significant deficiencies in internal control on financial reporting that were disclosed during the audit of the financial statements for the period ended December 31, 2018 and are identified as 2018-1 and 2018-2.

Material Noncompliance – Financial Reporting

There were seven instances of noncompliance that were disclosed during the audit of the financial statements for the period ended December 31, 2018 and are identified as 2018-3, 2018-4 2018-5, 2018-6, 2018-7 and 2018-8 and 2018-9.

PART II. FINDING RELATING TO AN AUDIT IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

2018-1 Unqualified Staff to Apply GAAP

Finding: The Fire District does not have a 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.

Cause: The District's volunteers lack training in implementation of generally accepted accounting principles.

Recommendation: The District should hire a CPA to prepare the financial statements; however, the District's Board should review and take responsibility for the financial statements, including the related notes, and any adjusting journal entries.

Response: Management concurs.

Planned Corrective Action: The Fire District has evaluated the cost vs. benefit of establishing internal controls over the preparation of financial statements in accordance with GAAP, and determined that it is in the best interest of the government to outsource this task to its independent auditors, and to carefully review the draft financial statements and notes prior to approving them and accepting responsibility for their contents and presentation and any adjusting journal entries.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

Schedule of Current Year Findings and
Management's Responses and Corrective Action Plan
For the Year Ended December 31, 2018

2018-2 Inadequate Segregation of Duties

Finding: The Fire District has no employees. A board is appointed and maintains all financial records. Due to this fact, the Fire District did not have adequate segregation of duties to provide effective internal control.

Cause: The condition is due to economic and space limitations.

Recommendation: No action is recommended.

Response: Management concurs.

Planned Corrective Action: None as this condition is common to most agencies of this type with limited resources and is difficult to resolve due to the funding limitations.

2018-3 Budget Violation

Finding: The District did not prepare their budgets using the required format.

Cause: Louisiana Revised Statute 39:1305 states the proper format for budgets.

Recommendation: The District should review and comply with the Local Budget Act.

Response: Management concurs.

Planned Corrective Action: The District will follow Louisiana Revised Statute 39:1305.

2018-4 Sinking Fund Violation

Finding: The District failed to comply with bond requirements related to the sinking fund.

Cause: The bond agreement requires the District to create a separate bond sinking fund bank account and make monthly deposits on or before the 20th day of each month a sum equal to the principal and interest accruing on the certificates for such calendar month.

Recommendation: The District should obtain an understanding of the bond requirements and comply with them. The District should also hire an outside bookkeeper to make sure that proper transfers are made.

Response: Management concurs.

Planned Corrective Action: The District will make the required monthly payments.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

Schedule of Current Year Findings and
Management's Responses and Corrective Action Plan
For the Year Ended December 31, 2018

2018-5 Failure to Submit Board Minutes to the Official Journal

Finding: The Fire District failed to submit minutes of its board meetings to the official journal in a timely fashion.

Cause: Louisiana Revised Statute 43 requires public bodies to publish its meeting minutes in its official journal.

Recommendation: The District should educate themselves on this statute and comply with it in the future.

Response: Management concurs.

Planned Corrective Action: The District will ensure that it is in compliance with this statute. The District estimates this to be resolved by December 31, 2018.

2018-6 Ethics Course Violation

Finding: The District's bookkeeper failed to complete the one hour ethics course as required by law.

Cause: The bookkeeper was unaware that this pertained to her.

Recommendation: The District should educate themselves on this statute and comply with it in the future.

Response: Management concurs.

Planned Corrective Action: The bookkeeper will be sure that everyone completes the course in the future.

2018-7 Bond Requirement Violation

Finding: The District failed to comply with bond requirements related to the principal proceeds of the Certificates of Indebtedness, Series 2018, being accounted for in a separate fund or account.

Cause: The bond proceeds were deposited into the general fund checking account.

Recommendation: The District should set up a separate account for the bond proceeds solely for the purpose of paying costs of the project.

Response: Management concurs.

Planned Corrective Action: Management will ensure that all bond requirements are adhered to in the future.

**CROWLEY SERVICE AREA FIRE PROTECTION
DISTRICT NO. 11
CROWLEY, LOUISIANA**

Schedule of Current Year Findings and
Management's Responses and Corrective Action Plan
For the Year Ended December 31, 2018

2018-8 Budget Violation

Finding: The District did not properly amend their budget and exceeded budgeted expenses and uses by 5% or more in the General Fund.

Cause: Management did not properly amend the budget.

Recommendation: The District should comply with Louisiana Revised Statute 39:1309 and amend its budget upon a change in operations or conditions so that it can be in compliance with Louisiana Revised Statute 39:1311.

Response: Management concurs.

Planned Corrective Action: The District will comply with Louisiana Revised Statutes 39:1309 and 39:1311.

2018-9 Late Filing of Audit Report

Finding: The District failed to submit their audit report within six months as required by Louisiana Revised Statute 24:513.

Cause: The District recently hired a new bookkeeper and had not given her all the records from before she started. These records were stored and it took extra time to produce them.

Recommendation: The District should have a records policy which allows timely access to requested documents.

Response: Management concurs.

Planned Corrective Action: Management will ensure that all reporting requirements are adhered to in the future.