

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Financial Statements with Supplementary Information**

**December 31, 2025**

**(With Independent Auditor's Report Thereon)**

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**GRIFFIN &  
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**Independent Auditor's Report**

To the Board of Commissioners of  
St. Tammany Parish Fire Protection District No. 6  
Covington, Louisiana

**Opinions**

We have audited the accompanying financial statements of the governmental activities and the general fund of the St. Tammany Parish Fire Protection District No. 6 (the District), as of and for the year ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the District, as of December 31, 2025, 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.

**Basis for Opinions**

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. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

**Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

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In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

**Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

**Required Supplementary Information**

Management has omitted the management's discussions 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 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.

Accounting principles generally accepted in the United States of America require that the budgetary comparison information, schedule of employer's share of net pension liability, schedule of employer's contributions, and the related notes to the required supplementary information as described in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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. 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.

*Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying schedules of compensation paid to board of commissioners and compensation, benefits, and other payments to agency head are presented to comply with the requirements issued by the State of Louisiana and are not a required part of the basic financial statements. Such information 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. The 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 schedules of compensation paid to board of commissioners and compensation, benefits, and other payments to agency head are 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 March 19, 2026, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, 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 the District's internal control over financial reporting and compliance.

*Griffin & Furman, LLC*

March 19, 2026

Covington, Louisiana

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

Statement of Net Position

December 31, 2025

	<u>Governmental Activities</u>
<u>Assets</u>	
Cash and cash equivalents	\$ 256,231
Due from Governmental Units, net	769,714
Prepaid expenses	54,580
Capital assets, net of accumulated depreciation	<u>1,115,533</u>
<b>Total assets</b>	<b><u>2,196,058</u></b>
<u>Deferred Outflows of Resources</u>	
Changes in net pension liability not yet recognized in pension expense	<u>38,562</u>
<u>Liabilities</u>	
Accounts payable	231,722
Payroll and retirement liabilities	9,288
Sheriff's pension deduction payable	25,939
Compensated absences payable	16,034
Notes payable	253,599
Net pension liability	<u>93,125</u>
<b>Total liabilities</b>	<b><u>629,707</u></b>
<u>Deferred Inflows of Resources</u>	
Changes in net pension liability not yet recognized in pension expense	<u>78,778</u>
<u>Net Position</u>	
Net investment in capital assets	936,934
Unrestricted	<u>589,201</u>
<b>Total net position</b>	<b><u>\$ 1,526,135</u></b>

See accompanying notes to financial statements.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Statement of Activities**

**For the Year Ended December 31, 2025**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		<u>Net (Expense) Revenue &amp; Changes in Net Position</u>
		<u>Charges for Services</u>	<u>Operating Grants</u>	
<b>Governmental Activities:</b>				
Public safety	\$ <u>1,360,346</u>	<u>-</u>	<u>-</u>	<u>(1,360,346)</u>
<b>Total</b>	\$ <u><u>1,360,346</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>(1,360,346)</u></u>
<b>General Revenues:</b>				
Ad valorem				816,625
Fire insurance tax				41,172
State revenue sharing				13,066
Grants				806,075
Interest				17,805
Other income				<u>33,341</u>
<b>Total general revenues</b>				<u><u>1,728,084</u></u>
<b>Change in net position</b>				367,738
<b>Net position - beginning of year</b>				<u>1,158,397</u>
<b>Net position - end of year</b>				\$ <u><u>1,526,135</u></u>

See accompanying notes to the financial statements.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Governmental Funds**

**Balance Sheet**

**December 31, 2025**

**Assets**

	<u><b>General</b></u>	<b>Total Governmental Funds</b>
<b>Assets:</b>		
Cash and cash equivalents	\$ 256,231	256,231
Due from Governmental Units, net	769,714	769,714
Prepaid expenses	<u>54,580</u>	<u>54,580</u>
	<u><u>1,080,525</u></u>	<u><u>1,080,525</u></u>

**Liabilities, Deferred Inflows of Resources, and Fund Balances**

<b>Liabilities:</b>		
Accounts payable	231,722	231,722
Payroll and retirement liabilities	9,288	9,288
Sheriff's pension deduction payable	<u>25,939</u>	<u>25,939</u>
<b>Total liabilities</b>	<u><u>266,949</u></u>	<u><u>266,949</u></u>
<b>Deferred Inflows of Resources:</b>		
Unavailable revenue - ad valorem	<u>43,853</u>	<u>43,853</u>
<b>Fund Balances:</b>		
Nonspendable	54,580	54,580
Unassigned	<u>715,143</u>	<u>715,143</u>
<b>Total fund balances</b>	<u><u>769,723</u></u>	<u><u>769,723</u></u>
<b>Total liabilities, deferred inflows of resources,             and fund balances</b>	\$ <u><u>1,080,525</u></u>	<u><u>1,080,525</u></u>

See accompanying notes to the financial statements.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Reconciliation of the Balance Sheet Fund Balances - Governmental  
Funds to the Statement of Net Position**

**December 31, 2025**

<b>Fund Balances - total governmental funds</b>	<b>\$ <u>769,723</u></b>
<b>Amounts reported for governmental activities in the Statement of Net Position are different because:</b>	
<b>Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds</b>	<b>1,115,533</b>
<b>Deferred outflows related to pensions are not payable from current expendable resources and, therefore are not reported in the funds</b>	<b>38,562</b>
<b>Long-term liabilities at December 31, 2025:</b>	
<b>Compensated absences payable</b>	<b>(16,034)</b>
<b>Notes payable</b>	<b>(253,599)</b>
<b>Net pension liability</b>	<b>(93,125)</b>
<b>Deferred inflows related to pensions are not payable from current expendable resources and, therefore are not reported in the funds</b>	<b>(78,778)</b>
<b>Certain property tax collections are not available to pay for current period expenditures and therefore are reported as deferred inflows of resources in the governmental funds</b>	<b><u>43,853</u></b>
<b>Net Position of Governmental Activities</b>	<b>\$ <u><u>1,526,135</u></u></b>

See accompanying notes to the financial statements.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Governmental Funds**

**Statement of Revenues, Expenditures, and Changes in Fund Balances**

**For the Year Ended December 31, 2025**

	<u>General</u>	<u>Total Governmental Funds</u>
<b>Revenues:</b>		
Ad valorem	\$ 814,643	814,643
Fire insurance tax	41,172	41,172
State revenue sharing	13,066	13,066
Grants	806,075	806,075
Interest	17,805	17,805
Other income	25,641	25,641
<b>Total revenues</b>	<u>1,718,402</u>	<u>1,718,402</u>
<b>Expenditures:</b>		
<b>Public safety:</b>		
Professional fees	26,414	26,414
Personnel	371,570	371,570
Insurance	39,293	39,293
Repairs and maintenance	122,144	122,144
Utilities	35,230	35,230
Training	14,226	14,226
Dispatch fees	42,692	42,692
Telephone	2,883	2,883
Supplies	66,215	66,215
Sheriff's pension deduction	25,939	25,939
<b>Total public safety</b>	<u>746,606</u>	<u>746,606</u>
Debt service - interest	21,601	21,601
Debt service - principal	31,786	31,786
Grant expense (See Note 10)	514,779	514,779
Capital outlay	311,652	311,652
<b>Total expenditures</b>	<u>1,626,424</u>	<u>1,626,424</u>
<b>Net change in fund balances</b>	91,978	91,978
<b>Fund balances, beginning of year</b>	<u>677,745</u>	<u>677,745</u>
<b>Fund balances, end of year</b>	<u>\$ 769,723</u>	<u>769,723</u>

See accompanying notes to the financial statements.

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

Reconciliation of the Statement of Revenues, Expenditures, and Changes in  
Fund Balances - Governmental Funds to the Statement of Activities

For the Year Ended December 31, 2025

Net Change in Fund Balances - total governmental funds \$ 91,978

Amounts reported for governmental activities in the Statement  
of Net Position are different because:

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.

Capital asset additions	311,652
Depreciation expense	(72,046)

Property tax revenues in the government-wide Statement of  
Activities include economic resources that are not reported as  
revenues in the governmental fund operating statement. This  
is the amount by which current year deferred inflows of resources  
in the governmental funds of \$43,853 was more than prior year  
deferred inflows of resources in the governmental funds of \$41,871.

1,982

Pension expense is based on employer contributions in the  
Statement of Revenues, Expenditures, and Changes in Fund  
Balances but is an actuarially calculated expense on the  
Statement of Activities

12,026

Compensated absences - the change in the amount by which current  
year compensated absences of \$16,034 was more than prior year  
compensated absences of \$6,394.

(9,640)

Notes payable provide current financial resources to  
governmental funds, but issuing debt increases long-  
term liabilities in the Statement of Net Position. Repayment  
of principal is an expenditure in the governmental funds,  
but the repayment reduces long-term liabilities in the  
Statement of Net Position:

Debt service - principal	<u>31,786</u>
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Change in Net Position of Governmental Activities \$ 367,738

See accompanying notes to the financial statements.

# ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

## Notes to the Financial Statements

December 31, 2025

### (1) Introduction

The St. Tammany Parish Fire Protection District No. 6 (the District) was created on September 17, 1970 by St. Tammany Parish Police Jury, as provided by Louisiana Revised Statute 40:1492. The District was created to acquire, maintain, and operate buildings, machinery, equipment, water tanks, water hydrants and water lines, and other such things necessary to provide proper fire prevention and control within the District's limits. The administration of the District is governed by a board of commissioners consisting of 5 members who are resident property taxpayers of the District. These members are appointed by the St. Tammany Parish Council and serve 2 years without remuneration. The District operates three fire stations and provides fire protection services in an area covering approximately 55 square miles.

### (2) Summary of Significant Accounting Policies

The accounting policies of the District conform to accounting principles generally accepted in the United States of America (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 following is a summary of significant accounting policies:

#### (a) Basis of Presentation

##### Government-Wide Financial Statements:

The government-wide financial statements include the Statement of Net Position and Statement of Activities for all of the non-fiduciary activities of the District. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which are financed to a significant extent by fees and charges for support. The District has no *business-type activities*.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*. There were program revenues of \$0 for the year ended December 31, 2025.

##### Fund Financial Statements:

The fund financial statements are very similar to the traditional government fund statements as presented by governments prior to the issuance of GASB Statement No. 34. Emphasis is now on the major funds in either the governmental or business-type categories. Non-major funds (by category) or fund type are summarized into a single column. The District has no non-major funds.

# ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

## Notes to the Financial Statements

December 31, 2025

The daily accounts and operation of the District continue to be organized on the basis of funds, each of which is considered a separate accounting entity. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain functions or activities. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise assets, liabilities, equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

The District reports only one governmental fund and it represents the major governmental fund:

The *General Fund* is the principal fund of the District and is used to account for all activities except those required to be accounted for in other funds.

### Management's Discussion and Analysis:

The Governmental Accounting Standards Board Statement requires a Management's Discussion and Analysis (MD&A) section providing an analysis of the District's overall financial position and results of operations and financial statements prepared using full accrual accounting for all of the District's activities. The District has not presented Management's Discussion and Analysis that the Governmental Accounting Standards Board has determined necessary to supplement, although not required to be part of, the basic financial statements.

### (b) Reporting Entity

The District is a component unit of the St. Tammany Parish Government (the Parish) and as such, these financial statements will be included in the Annual Comprehensive Financial Report (ACFR) of the Parish for the year ended December 31, 2025.

The District has reviewed all of its activities and determined that there are no potential component units which should be included in its financial statements.

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

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.

### Government-Wide Financial Statements:

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

Notes to the Financial Statements

December 31, 2025

**Fund Financial Statements:**

All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Governmental funds are maintained on the modified accrual basis of accounting.

**(d) Operating Budgetary Data**

As required by the Louisiana Revised Statute 39:1303, the Board of Commissioners (the Board) adopted a budget for the District's General Fund. The budgetary practices include public notice of the proposed budget, public inspection of the proposed budget and public hearing on the budget prior to adoption. Any amendment involving the transfers of monies from one function to another or increases in expenditures must be approved by the Board. The District amended its budget once during the year. All budgeted amounts which are not expended, or obligated through contracts, lapse at the year end.

The General Fund budget is adopted on a non-GAAP or cash basis and is included in the budget presentation in the basic financial statements.

**(e) Assets, Liabilities, and Net Position**

*Cash and Cash Equivalents*

Cash includes amounts in interest bearing demand deposits. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the District may deposit funds in demand deposits, interest bearing demand deposits, money market accounts, or banks having their principal offices in Louisiana. The District had no cash equivalents at December 31, 2025.

*Due from Governmental Units*

Amounts due from governmental units is comprised of ad valorem taxes, state revenue sharing, and grants receivable from the federal government. These amounts are reported net of estimated uncollectible amounts. The allowance for uncollectible property taxes is -\$16,622, which represents 2% of the total ad valorem tax receivable, at December 31, 2025. The estimate is based on the District's history of collections within this revenue stream.

*Capital Assets*

The accounting treatment over property, plant and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

Notes to the Financial Statements

December 31, 2025

**Government-Wide Financial Statements:**

In the government-wide financial statements, fixed assets are accounted for as capital assets. Capital assets purchased or acquired with an original cost of \$500 or more are valued at historical cost or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. 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 of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Buildings	40 years
Building improvements	15-40 years
Furniture and equipment	5-10 years
Vehicles	15 years

**Fund Financial Statements:**

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

*Compensated Absences*

The cost of current leave privileges, computed in accordance with GASB Codification C60 *Compensated Absences*, is recognized as a current-year expense when leave is actually taken. Annual leave available to employees is earned in the year preceding its availability thus a liability for such leave benefits is reported in the Statement of Net Position. Sick leave cannot be carried over to the following year therefore there are no accumulated sick leave benefits recorded as a liability.

*Long-Term Debt*

The accounting treatment of long-term debt depends on whether they are reported in the government-wide or fund financial statements.

**Government-Wide Financial Statements** - All long-term debt to be repaid from governmental resources is reported as liabilities in the government-wide statements. The long-term debt consists of general obligation bonds and a term loan from a bank.

**Fund Financial Statements** - Long-term debt for governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payments of principal and interest reported as expenditures.

# ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

## Notes to the Financial Statements

December 31, 2025

### *Pensions*

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

### *Deferred Outflows and Inflows of Resources*

The accounting treatment of deferred outflows and inflows of resources depends on whether they are reported in the government-wide or fund financial statements.

**Government-Wide Financial Statements** - In addition to assets, the Statement of Net Position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period and so will not be recognized as an expense or expenditure until then. The District has one item that meets this criterion for this category - pension related deferrals. In addition to liabilities, the Statement of Net Position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as revenue until then. The District has one item that meets the criterion for this category - pension related deferrals.

**Fund Financial Statements** - In addition to liabilities, the balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period and so will not be recognized as revenue until then. The District has one item that meets the criterion for this category - receipt of ad valorem taxes more than 60 days after year-end.

### *Net Position*

In accordance with GASB Codification, net position is classified into three components – net investment in capital assets, restricted, and unrestricted. These classifications are defined as follows:

1. Net investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
2. Restricted net position – Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributions, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.

Notes to the Financial Statements

December 31, 2025

3. **Unrestricted net position** – All other net position that do not meet the definition of “net investment in capital assets” or “restricted”.

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. As of December 31, 2025, and for the year then ended, the District did not have or receive restricted net position.

*Fund Balance*

The District uses fund accounting to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. A fund is a separate accounting entity with a self-balancing set of accounts.

The District has adopted GASB Codification Sections 1300 *Fund Accounting* and 1800 *Classification and Terminology*, which changed the reporting of fund balance in the balance sheets of governmental type funds. In fund financials, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the District is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components - nonspendable, restricted, committed, assigned, and unassigned.

1. **Nonspendable** – This component consists of amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. **Restricted** – This component consists of amounts that have constraints placed on them either externally by third parties (bond creditors) or by law through constitutional provisions or enabling legislation. Enabling legislation authorizes the District to assess payment of resources (from external resource providers) and includes a legally enforceable requirement (compelled by external parties) that those resources be used only for the specific purposes stipulated in the legislation.
3. **Committed** – This component consists of amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the District. Those committed amounts cannot be used for any other purpose unless the District removes or changes the specified use by taking the same type of action (ordinance or resolution) it employed previously to commit those amounts.
4. **Assigned** – This component consists of amounts that are constrained by the District's intent to be used for specific purposes, but are neither restricted nor committed.
5. **Unassigned** – This component consists of amounts that have not been restricted, committed or assigned to specific purposes within the general fund.

The District has no restricted, committed, or assigned fund balances as of December 31, 2025. As of December 31, 2025, the nonspendable fund balance amounted to \$54,580.

# ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

## Notes to the Financial Statements

December 31, 2025

The Board of Commissioners, as the highest level of decision-making authority, can establish, modify or rescind a fund balance commitment by formal vote at a public board meeting. For assigned fund balance the Board of Commissioners authorizes management to assign amounts for a specific purpose.

When both restricted and unassigned fund balances are available for use, it is the District's policy to use restricted resources first, then unassigned as needed. When committed, assigned or unassigned fund balances are available for use it is the District's policy to use committed resources first, then assigned resources and unassigned resources as they are needed.

### *Revenues*

Property taxes, state revenue sharing, and interest associated with the current fiscal period are all considered to be susceptible to accrual, subject to availability, and so have been recognized as revenue of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

Interest income on investments is recorded when the investments have matured and income is available.

All other revenues are recorded when received.

### *Expenditures*

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred.

### (f) Use of Estimates

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

### (3) Deposits and Investments

Louisiana state law allows all political subdivisions to invest excess funds in obligations of the United States, certificates of deposit of any bank domiciled or having a branch office in the State of Louisiana or any other federally insured investment.

#### **Bank Deposits:**

State law requires deposits (cash and certificates of deposit) of all political subdivisions to be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities pledged to the political subdivision. Obligations of the United States, the State of Louisiana, and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision.

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

Notes to the Financial Statements

December 31, 2025

At December 31, 2025, the District's carrying amount of deposits was \$256,231, and the bank balance was \$258,244. The difference represents outstanding checks and deposits in transit.

Cash and deposits are categorized into three categories of credit risk:

Category 1 includes deposits covered by federal depository insurance or by collateral held by the District or its agent in the District's name.

Category 2 includes deposits covered by collateral held by the pledging financial institution's trust department or its agent in the District's name.

Category 3 includes deposits covered by collateral held by the pledging financial institution or its trust department or agent but not in the District's name and deposits which are uninsured and collateralized.

The year-end balances of deposits are as follows:

	Bank Balances Category			Book
	1	2	3	Balance
Cash	\$ <u>258,244</u>	<u>-</u>	<u>-</u>	<u>256,231</u>

At December 31, 2025, the District maintained \$250,000 in an interest-bearing demand deposit and \$8,244 in a Promontory Insured Cash Sweep (ICS) account at the same financial institution. Funds in the ICS program are placed with a network of participating banks in amounts that allow all deposits to remain within FDIC insurance limits. Accordingly, the District's deposits were fully insured by FDIC coverage at December 31, 2025.

(4) Due from Governmental Units

Amounts due from governmental units as of December 31, 2025 are as follows:

Property taxes, net of allowance of \$16,622	\$ 756,416
State revenue sharing	<u>13,298</u>
	<u>\$ 769,714</u>

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Notes to the Financial Statements**

**December 31, 2025**

**(5) Property Taxes**

Property taxes are levied each November 1<sup>st</sup> on the assessed value listed as of prior January 1<sup>st</sup> for all real property, merchandise, and movable property located in the Parish. Assessed values are established by the St. Tammany Parish Assessor’s Office and the State Tax Commission at percentages of actual value as specified by Louisiana law. A reevaluation of all property is required to be completed no less than every four years. Taxes are due and payable December 31<sup>st</sup> with interest being charged on payments after January 1<sup>st</sup>. Taxes can be paid through the tax sale date, which is the last Wednesday in June. Properties for which taxes have not been paid are sold for the amount of the taxes. The tax rate for the year ended December 31, 2025 was \$18.63 per \$1,000 of assessed valuation on property within the District for the purpose of constructing, maintaining, and operating fire protection facilities within the District and paying the cost of obtaining water for fire protection purposes. Property taxes are recognized when levied and available.

**(6) Capital Assets**

Capital assets and depreciation activity as of and for the year ended December 31, 2025 for the primary government is as follows:

	Balance January 1, 2025	Increases	Decreases	Balance December 31, 2025
<b>Governmental Activities:</b>				
<b>Capital Assets Not Being Depreciated:</b>				
Land	\$ 173,402	-	-	173,402
<b>Capital Assets Being Depreciated:</b>				
Buildings	493,916	-	-	493,916
Building improvements	98,075	-	-	98,075
Furniture and equipment	833,592	311,652	-	1,145,244
Vehicles	703,994	-	-	703,994
<b>Total Capital Assets Being Depreciated</b>	<b>2,129,577</b>	<b>311,652</b>	-	<b>2,441,229</b>
<b>Less Accumulated Depreciation for:</b>				
Buildings	(208,035)	(12,153)	-	(220,188)
Building improvements	(25,471)	(2,527)	-	(27,998)
Furniture and equipment	(591,567)	(46,674)	-	(638,241)
Vehicles	(601,979)	(10,692)	-	(612,671)
<b>Total Accumulated Depreciation</b>	<b>(1,427,052)</b>	<b>(72,046)</b>	-	<b>(1,499,098)</b>
<b>Total Capital Assets Being Depreciated, Net</b>	<b>702,525</b>	<b>239,606</b>	-	<b>942,131</b>
<b>Total Governmental Activities</b>	<b>\$ 875,927</b>	<b>239,606</b>	-	<b>1,115,533</b>

Notes to the Financial Statements

December 31, 2025

The District recorded \$72,046 of depreciation expense on its capital assets for the year ended December 31, 2025.

(7) Pension Plan

*Plan Description:*

The Firefighters' Retirement System is the administrator of a cost-sharing multiple-employer defined benefit pension plan. The System provides retirement, disability, and death benefits for their members.

The projections of benefit payments in the calculation of the total pension liability includes all benefits to be provided to current active and inactive employees through the System in accordance with benefit terms and any additional legal agreements to provide benefits that are in force at the measurement date.

Benefit provisions are authorized within Act 434 of 1979 and amended by R.S. 11:2251-11:2272. The following is a brief description of the plan and its benefits and is provided for general information purposes only. Participants should refer to the appropriate statutes for more complete information.

Eligibility Requirements

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

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

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

Retirement Benefits

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

Notes to the Financial Statements

December 31, 2025

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

Benefits are payable over the employees' lives in the form of a monthly annuity. An employee may elect an unreduced benefit or any of seven options at retirement.

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

**Disability Benefits**

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

**Death Benefits**

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

**Deferred Retirement Option Plan**

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

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

If employment is not terminated at the end of the 36 months, the participant resumes regular contributions to the System. No payments may be made from the deferred retirement option plan account until the participant retires.

**Initial Benefit Option Plan**

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

Notes to the Financial Statements

December 31, 2025

Cost of Living Adjustments (COLA):

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

*Contributions:*

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

Employer and Employee Contributions

According to State statute, employer contributions are actuarially determined each year. For the year ended June 30, 2025, employer and employee contributions for members above the poverty line were 33.25% and 10.0%, respectively. The employer and employee contribution rates for those members below the poverty line were 35.25% and 8.0%, respectively. For the year ended June 30, 2025, employer and employee contributions for members above the poverty line were 33.25% and 10.0%, respectively. The employer and employee contribution rates for those members below the poverty line were 35.25% and 8.0%, respectively.

Non-employer contributions

According to State statute, the System receives insurance premium tax funds from the State of Louisiana. The tax is considered support from a non-employer contributing entity and appropriated by the legislature each year based on an actuarial study. Non-employer contributions were recognized as revenue during the year ended June 30, 2025, and were excluded from pension expense. Non-employer contributions received by the System during the year ended June 30, 2025 was \$34,828,941 of which the District's allocable share was \$7,700.

*Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*

At December 31, 2025, the District reported a liability of \$93,125 for its proportionate share of the Net Pension Liability. The net pension liability was measured as of June 30, 2025, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Notes to the Financial Statements**

**December 31, 2025**

participating employers, actuarially determined. At June 30, 2025, the District's proportion was 0.022109%, which was a decrease of 0.008527% from its proportion measured as of June 30, 2024.

For the year ended December 31, 2025, the District recognized pension expense of \$14,962. Included in pension expense is \$1,452 related to the amortization of the change in proportionate share and differences between employer contributions and the District's proportionate share of contributions.

At December 31, 2025, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 11,925	(1,680)
Changes in assumptions	4,246	-
Net difference between projected and actual earnings on pension plan investments	-	(17,402)
Changes in proportion and differences between Employer contributions and proportionate share of contributions	13,029	(59,696)
Employer contributions subsequent to measurement date	<u>9,362</u>	<u>-</u>
	<u>\$ 38,562</u>	<u>(78,778)</u>

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

**Year ended:**

December 31, 2026	\$ 4,063
December 31, 2027	\$ (17,684)
December 31, 2028	\$ (12,443)
December 31, 2029	\$ (11,360)
December 31, 2030	\$ (6,995)
December 31, 2031	\$ (5,159)

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

Notes to the Financial Statements

December 31, 2025

*Actuarial Methods and Assumptions*

The net pension liability was measured as the portion of the present value of projected benefit payments to be provided through the pension plan to current active and inactive employees that is attributed to those employees' past periods of service, less the amount of the pension plan's fiduciary net position. The components of the net pension liability of the District as of December 31, 2025 are as follows:

Total Pension Liability	\$ 713,968
Plan Fiduciary Net Position	<u>(620,843)</u>
	<u>\$ 93,125</u>

A summary of the actuarial methods and assumptions used in determining the total net pension liability as of June 30, 2025 are as follows:

Valuation Date	June 30, 2025
Actuarial Cost Method	Entry Age Normal Cost
Investment Rate of Return	6.90% per annum (net of investment expenses, including inflation)
Expected Remaining Service Lives	7 years, closed period
Inflation Rate	2.50% per annum
Salary Increases	14.10% in the first two years of service and 5.00% with 3 or more years of service; includes inflation and merit increases
Cost of Living Adjustments	For purposes of determining the present value of benefits, COLA's were deemed not to be substantially automatic and only those previously granted were included.

For the June 30, 2025 valuation, assumptions for mortality rates were based on the following:

- For active members, mortality was set equal to the Pub-2016 Public Retirement Plans Mortality Table for Safety Below-Median Employees.
- For annuitants and beneficiaries, mortality was set equal to the Pub-2016 Public Retirement Plans Mortality Table for Safety Below-Median Healthy Retirees.
- For disabled retirees, mortality was set equal to the Pub-2016 Public Retirement Plans Mortality Table for Safety Disabled Retirees.
- In all cases the base table was multiplied by 110% for males and 110% for females, each with full generational projection using the appropriate MP-2021 scale.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Notes to the Financial Statements**

**December 31, 2025**

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

The June 30, 2025, estimated long-term expected rate of return on pension plan investments was determined by the System’s actuary using the System’s target asset allocation and the Curran Actuarial Consulting average study. The consultant’s average study included projected nominal rates of return, standard deviations of returns, and correlations of returns for a list of common asset classes collected from several investment consultants and investment management firms. Each consultant’s response included nominal expected long term rates of return. In order to arrive at long-term expected arithmetic real rates of return, the actuary normalized the data received from responses in the following ways. Where nominal returns received were arithmetic, the actuary simply reduced the return assumption by the long-term inflation assumption. Where nominal returns were geometric, the actuary converted the return to arithmetic by adjusting for the long-term standard deviation and then reduced the assumption by the long-term inflation assumption. Using the target asset allocation for the System and the average values for expected real rates of return, standard deviation of returns, and correlation of returns, an arithmetic expected nominal rate of return and standard deviation for the portfolio was determined. The target asset allocation changed slightly from June 30, 2024 to June 30, 2025. The System’s long-term assumed rate of inflation of 2.50% was used in this process for the fiscal year ended June 30, 2025.

Best estimates of arithmetic real rates of return for each major class included in the System’s target asset allocation as of June 30, 2025, are summarized in the following table:

<u>Asset Class</u>	<u>Target Asset Allocation</u>	<u>Long Term Expected Real Rate of Return</u>
Equity – U.S.	27.00%	6.23%
Equity – Non U.S.	11.00%	6.36%
Equity – Global	10.00%	6.50%
Equity – Emerging Market Equity	4.00%	8.26%
Fixed Income – U.S. Core	23.00%	2.09%
Fixed Income – TIPS	2.00%	2.00%
Fixed Income – Emerging Market Debt	2.00%	4.05%
Fixed Income – Multisector Fixed Income	5.00%	2.34%
Alternatives – Real Estate	4.00%	4.85%
Alternatives – Private Equity	9.00%	9.77%
Alternatives – Real Assets	<u>3.00%</u>	5.93%
	<u>100.00%</u>	

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Notes to the Financial Statements**

**December 31, 2025**

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

*Sensitivity to Changes in Discount Rate*

The following presents the net pension liability of the participating employers calculated using the discount rate of 6.90%, as well as what the employer's net pension liability would be if it were calculated using a discount rate that is one percentage point lower, or one percentage point higher than the current rate as of June 30, 2025:

	1% Decrease <u>(5.90%)</u>	Current Discount Rate <u>(6.90%)</u>	1% Increase <u>(7.90%)</u>
Employer's proportionate share of the net pension liability	\$ <u>179,686</u>	<u>93,125</u>	<u>20,968</u>

*Change in Net Pension Liability*

The changes in the net pension liability for the year ended June 30, 2025 were recognized in the current reporting period except as follows:

Differences between Expected and Actual Experience

Differences between expected and actual experience with regard to economic or demographic factors in the measurement of the total pension liability resulted in a deferred outflow of resources of \$11,925 and a deferred inflow of resources of \$1,680 at December 31, 2025. These amounts will be recognized in pension expense over the average remaining service lives of plan participants.

Differences between Projected and Actual Investment Earnings

Differences between projected and actual investment earnings on pension plan investments resulted in a deferred inflow of resources of \$17,402 at December 31, 2025. These amounts will be recognized in pension expense over a five-year period.

Changes in Assumptions or Other Inputs

Changes in actuarial assumptions resulted in a deferred outflow of resources of \$4,246 at December 31, 2025.

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

Notes to the Financial Statements

December 31, 2025

Change in Proportion

Changes in the employer's proportionate share resulted in a deferred outflow of \$13,029 and deferred inflow of \$59,696 at December 31, 2025.

Contributions – Subsequent to Measurement Date

Employer contributions subsequent to the measurement date totaled \$9,362 and will be recognized as a reduction of the net pension liability in the year ending December 31, 2026.

Retirement System Audit Report

The System issued a standalone audit report on its financial statements for the year ended June 30, 2025. Access to the audit report can be found on the Louisiana Legislative Auditor's official website ([www.la.gov](http://www.la.gov)) and the System's website ([www.lafirs.org](http://www.lafirs.org)).

(8) Supplemental Salaries

During the year ended December 31, 2025, the full-time employees received additional pay in the amount of \$7,200 from the State of Louisiana. These intergovernmental funds are reflected in the statement of revenues, expenditures, and changes in fund balance - governmental fund in personnel expense for the year ended December 31, 2025.

(9) Long-Term Liabilities

On April 16, 2020, the District purchased land and buildings in the amount of \$220,000. The purchase was financed with a note payable to Citizens Savings Bank. The note bears interest at 4.7%, is payable in monthly installments of \$1,416, and matures April 16, 2040.

The future debt service requirements of the note are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>
2026	\$ 8,862	8,126
2027	9,288	7,701
2028	9,734	7,255
2029	10,201	6,787
2030	10,691	6,297
2031-2035	61,666	23,274
2036-2040	68,157	7,130
Total	<u>\$ 178,599</u>	<u>66,570</u>

On September 24, 2024, the District received a loan advance of \$100,000 from Gulf Coast Bank & Trust Company. The loan is an unsecured commercial note bearing interest at 10.75%.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Notes to the Financial Statements**

**December 31, 2025**

During the year ended December 31, 2025, the District made principal payments totaling \$25,000, leaving an outstanding balance of \$75,000 at December 31, 2025. The note matures on September 20, 2026. Interest continues to accrue at 10.75% until the note is paid in full. The remaining balance is classified as a current liability in the accompanying Statement of Net Position.

The future debt service requirements of the note are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>
2026	\$ <u>75,000</u>	<u>8,063</u>

Long-term liability activity for the year ended December 31, 2025 was as follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Net pension liability	\$ 172,498	-	(79,373)	93,125	-
Compensated absences	6,394	9,640	-	16,034	-
Note payable	<u>285,385</u>	<u>-</u>	<u>(31,786)</u>	<u>253,599</u>	<u>83,862</u>
<b>Total</b>	\$ <u>464,277</u>	<u>9,640</u>	<u>(111,159)</u>	<u>362,758</u>	<u>83,862</u>

**(10) Grant Revenue**

During the year ended December 31, 2025, the District participated in a Federal Emergency Management Agency (FEMA) grant program to acquire firefighting equipment for the District and participating neighboring fire districts.

Total grant activity recognized during the year was \$806,075, consisting of the following funding sources.

<u>Funding Source</u>	<u>Amount</u>
FEMA federal funds	\$ 732,796
Fire Protection District No. 5 contribution	30,569
Fire Protection District No. 7 contribution	16,169
Fire Protection District No. 6 matching	<u>26,541</u>
	\$ <u>806,075</u>

ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6

Notes to the Financial Statements

December 31, 2025

Grant proceeds were used to purchase firefighting equipment totaling \$806,075, which was allocated as follows:

<u>Equipment Purchased for</u>	<u>Amount</u>
Fire Protection District No. 6	\$ 291,296
Fire Protection District No. 5	336,916
Fire Protection District No. 7	<u>177,863</u>
	\$ <u>806,075</u>

The District administered the grant and facilitated the purchase of equipment for the participating districts. Equipment purchased for Fire Protection District No. 5 and Fire Protection District No. 7 was transferred to those districts upon receipt. Equipment purchased on behalf of the other districts was not recorded as capital assets of the District as the District acted as a fiscal agent for the grant. The District recognized grant revenue and related expenditures totaling \$806,075 in the accompanying financial statements.

(11) Risk Management

The District is exposed to various risks of loss related to workers' compensation; torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters; for which the District carries commercial insurance. The premiums for group insurance are based on a fixed rate per employee. There have been no significant reductions in insurance coverage from the prior year and settled claims have not reached the level of commercial coverage in any of the past three fiscal years.

(12) Compensation of Board of Commissioners

The Board of Commissioners serves the District without compensation.

(13) Subsequent Events

The District evaluated subsequent events through March 19, 2026, the date which the financial statements were available to be issued.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Governmental Funds**

**Statement of Revenues, Expenditures, and Changes in  
Fund Balances - Budget and Actual (Budgetary Basis) - General Fund**

**For the Year Ended December 31, 2025**

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Adjustments to Budgetary Basis</u>	<u>Non-GAAP Budgetary Basis</u>	<u>Variance Favorable (Unfavorable)</u>
<b>Revenues:</b>						
Ad valorem	\$ 715,100	785,000	814,643	(32,060)	782,583	(2,417)
Fire insurance tax	38,000	41,000	41,172	-	41,172	172
State revenue sharing	21,500	13,000	13,066	-	13,066	66
Grants	-	-	806,075	(514,779)	291,296	291,296
Interest	400	16,000	17,805	-	17,805	1,805
Other	-	34,000	25,641	(7,200)	18,441	(15,559)
<b>Total revenues</b>	<u>775,000</u>	<u>889,000</u>	<u>1,718,402</u>	<u>(554,039)</u>	<u>1,164,363</u>	<u>275,363</u>
<b>Expenditures:</b>						
<b>Public safety</b>						
Professional fees	32,000	30,000	26,414	-	26,414	3,586
Personnel	475,000	450,000	371,570	(7,200)	364,370	85,630
Insurance	-	-	39,293	-	39,293	(39,293)
Repairs and maintenance	52,000	125,000	122,144	-	122,144	2,856
Utilities	35,000	35,000	35,230	-	35,230	(230)
Training	-	-	14,226	-	14,226	(14,226)
Dispatch fees	5,000	26,000	42,692	-	42,692	(16,692)
Supplies	40,000	50,000	69,098	-	69,098	(19,098)
Sheriff's pension deduction	-	-	25,939	(25,939)	-	-
Pest control	-	2,000	-	-	-	2,000
Debt service - interest	132,000	55,000	21,601	31,786	53,387	1,613
Debt service - principal	-	-	31,786	(31,786)	-	-
Grant expense	-	-	514,779	(514,779)	-	-
Capital outlay	4,000	116,000	311,652	-	311,652	(195,652)
<b>Total expenditures</b>	<u>775,000</u>	<u>889,000</u>	<u>1,626,424</u>	<u>(547,918)</u>	<u>1,078,506</u>	<u>(189,506)</u>
<b>Net change in fund balance</b>	-	-	91,978	<u>(6,121)</u>	<u>85,857</u>	<u>85,857</u>
<b>Fund balance, beginning of year</b>	<u>677,745</u>	<u>677,745</u>	<u>677,745</u>			
<b>Fund balance, end of year</b>	<u>\$ 677,745</u>	<u>677,745</u>	<u>769,723</u>			

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Schedule of Employer's Share of Net Pension Liability**

**Last 10 Years**

**Firefighters' Retirement System:**

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
<b>Employer's proportion of net pension liability</b>	0.04286%	0.02610%	0.02419%	0.03155%	0.03525%	0.02998%	0.03387%	0.03433%	0.03064%	0.02211%
<b>Employer's proportionate share of net pension liability</b>	280,370	149,607	139,143	197,538	244,365	106,259	238,848	224,046	172,498	93,125
<b>Employer's covered-employee payroll</b>	96,651	60,940	57,591	76,243	87,770	82,104	89,418	91,465	97,458	76,629
<b>Employer's proportionate share of the net pension liability as a percentage of its covered-employee payroll</b>	290%	240%	242%	259%	278%	129%	267%	245%	177%	122%
<b>Plan fiduciary net position as a percentage of the total pension liability</b>	68.2%	73.6%	74.8%	74.0%	72.6%	86.8%	74.7%	77.7%	81.7%	87.0%
<b>Measurement date</b>	6/30/2016	6/30/2017	6/30/2018	6/30/2019	6/30/2020	6/30/2021	6/30/2022	6/30/2023	6/30/2024	6/30/2025

**See accompanying notes to required supplementary information.**

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Schedule of Employer's Contributions**

**Last 10 Years**

**Firefighters' Retirement System:**

<u>Date</u>	<u>Contractually Required Contribution</u>	<u>Contributions in Relation to Contractually Required Contribution</u>	<u>Contribution Deficiency (Excess)</u>	<u>Employer's Covered Payroll</u>	<u>Contributions as a % of Covered Employee Payroll January to June</u>	<u>Contributions as a % of Covered Employee Payroll July to December</u>
2016	22,573	22,573	-	85,621	27.25%	25.25%
2017	10,497	10,497	-	40,555	25.25%	26.50%
2018	19,899	19,899	-	75,092	26.50%	26.50%
2019	21,926	21,926	-	80,731	26.50%	27.75%
2020	25,636	25,636	-	85,801	27.75%	32.25%
2021	27,516	27,516	-	83,374	32.25%	33.75%
2022	31,349	31,449	(100)	93,568	33.75%	33.25%
2023	30,745	27,167	3,578	92,466	33.25%	33.25%
2024	33,911	30,891	3,020	101,988	33.25%	33.25%
2025	15,542	14,720	822	46,744	33.25%	33.25%

See accompanying notes to required supplementary information.

Notes to Required Supplementary Information

Last 10 Years

**Firefighters' Retirement System:**

*Changes in Benefit Terms:*

There were no changes in benefit terms during any of the years presented.

*Changes in Assumptions:*

For the year ended December 31, 2025, there were no changes in assumptions.

For the year ended December 31, 2024, there were no changes in assumptions.

For the year ended December 31, 2023, there were no changes in assumptions.

For the year ended December 31, 2022 (measurement date of June 30, 2022), the Firefighter's Retirement System real investment rate of return was lowered from 7.00% to 6.90%, the tables utilized for mortality were updated to the Pub-2010 Public Retirement Plans mortality table, and salary growth rates changed to 14.10% for 1-2 years and 5.20% for service of 3 years and over. Previously these were 14.75% for 1-2 years of service, 5.50% for 3-14 years of service, 5.00% for 15-24 years of service, and 4.50% for service of 25 years and over.

For the year ended December 31, 2021 (measurement date of June 30, 2021), the Firefighter's Retirement System real investment rate of return was lowered from 7.00% to 6.90%, the tables utilized for mortality were updated to the Pub-2010 Public Retirement Plans mortality table, and salary growth rates changed to 14.10% for 1-2 years and 5.20% for service of 3 years and over. Previously these were 14.75% for 1-2 years of service, 5.50% for 3-14 years of service, 5.00% for 15-24 years of service, and 4.50% for service of 25 years and over.

For the year ended December 31, 2020 (measurement date of June 30, 2020), the Firefighter's Retirement System real investment rate of return was lowered from 7.15% to 7.00%, the tables utilized for mortality were updated to the Pub-2010 Public Retirement Plans mortality table, and salary growth rates changed to 14.10% for 1-2 years and 5.20% for service of 3 years and over. Previously these were 14.75% for 1-2 years of service, 5.50% for 3-14 years of service, 5.00% for 15-24 years of service, and 4.50% for service of 25 years and over.

For the year ended December 31, 2019 (measurement date of June 30, 2019), the Firefighter's Retirement System inflation rate assumption was lowered from 2.70% to 2.50% annually, and the real investment rate of return was lowered from 7.3% to 7.15%.

For the year ended December 31, 2018 (measurement date of June 30, 2018), the Firefighter's Retirement System inflation rate assumption was lowered from 2.775% to 2.70% annually, and the real investment rate of return was lowered from 7.4% to 7.3%.

For the year ended December 31, 2017 (measurement date of June 30, 2017), the Firefighter's Retirement System inflation rate assumption was lowered from 2.875% to 2.775% annually, and the real investment rate of return was lowered from 7.5% to 7.4%.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Schedule of Compensation Paid to Board of Commissioners**

**For the Year Ended December 31, 2025**

<b>Amelia Barker</b>	<b>\$</b>	<b>-</b>
<b>Gregory Beyers</b>		<b>-</b>
<b>Larry Dupre Jr.</b>		<b>-</b>
<b>Dan Flynn</b>		<b>-</b>
<b>Clayton Foreman</b>		<b>-</b>
		<hr/>
<b>Total</b>	<b>\$</b>	<b>-</b>
		<hr/> <hr/>

**The schedule of compensation paid to board of commissioners was prepared in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. In accordance with Louisiana Revised Statute 40:1498, members, including police jurors serving ex-officio, may be paid per diem of \$30 for attending board meetings - not to exceed two meetings in one calendar month.**

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Schedule of Compensation, Benefits, and Other  
Payments to Agency Head**

**For the Year Ended December 31, 2025**

**Agency Head Name: John Taylor, Fire Chief**

<u>Purpose</u>	<u>Amount</u>
Salary	\$ 57,709
Benefits - Retirement	<u>2,918</u>
	<u>\$ 60,627</u>



**GRIFFIN &  
FURMAN** LLC  
CERTIFIED PUBLIC ACCOUNTANTS

American Institute of Certified Public Accountants  
Society of Louisiana CPAs

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Racheal D. Alvey  
Michael J. Caparotta, CPA

Angela M. Warden

Michael R. Choate, CPA  
Kent A. Berger, CPA

**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 Commissioners of  
St. Tammany Parish Fire Protection District No. 6  
Covington, Louisiana

We have audited, 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, the financial statements of the governmental activities and the general fund of the St. Tammany Parish Fire Protection District No. 6 (the District), as of and for the year then ended December 31, 2025, and the related notes to the financial statements, which collectively comprise the District’s basic financial statements and have issued our report thereon dated March 19, 2026.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District’s internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District’s internal control. Accordingly, we do not express an opinion on the effectiveness of the District’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 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.

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West Monroe, LA 71291  
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**New Orleans**

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New Orleans, LA 70130  
Phone (504) 299-3434

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. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of 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 an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings as item 2025-1.

#### St. Tammany Parish Fire District No. 6's Response to Findings

*Government Auditing Standards* requires the auditor to perform limited procedures on the District's response to the findings identified in our audit and described in the accompanying schedule of findings. The District's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

#### 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 District'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 District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Griffin & Furman, LLC*

March 19, 2026

Covington, Louisiana

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Schedule of Findings and Management Corrective Action Plan**

**December 31, 2025**

**Summary of Audit Results:**

- 1. Type of Report Issued – Unmodified**
- 2. Internal Control Over Financial Reporting**
  - a. Significant Deficiencies – No**
  - b. Material Weaknesses – No**
- 3. Compliance and Other Matters – Yes (2025-1)**
- 4. Management Letter – No**

**Finding 2025-1:**

***Criteria:***

Louisiana Revised Statute (LRS) 39:1311 requires that a political subdivision amend its budget when actual expenditures plus projected expenditures within a fund exceed the total budgeted expenditures by five percent or more.

***Condition & Cause:***

During our audit procedures, we noted that actual expenditures exceeded the final budgeted expenditures by more than 5 percent in the District's General Fund for the year ended December 31, 2025. The District did not amend the budget as required by the Louisiana Local Government Budget Act. The variance occurred because the District did not amend the budget to reflect capital outlay costs related to a FEMA grant.

***Effect:***

The District was not in compliance with LRS 39:1311.

***Recommendation:***

Management should monitor grant activity and amend the budget when necessary to ensure that budgeted amounts properly reflect expected grant revenues and expenditures and remain in compliance with the Louisiana Local Government Budget Act.

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Status of Prior Findings**

**December 31, 2025**

**Finding 2024-1:**

***Criteria:***

**Louisiana Revised Statute (LRS) 39:1410.60 requires all political subdivisions of the State to obtain approval from the State Bond Commission prior to incurring debt.**

***Condition & Cause:***

**The District issued debt during the year ending December 31, 2024 without obtaining prior approval of the State Bond Commission.**

***Effect:***

**The District was not in compliance with LRS 39:1410.60.**

***Recommendation:***

**We recommend the District obtain approval from the State Bond Commission prior to the issuance of any debt.**

***Management Corrective Action Plan:***

**St. Tammany Parish Fire District No. 6 utilized the line of credit to help offset the repair cost overruns in fleet apparatus. The repairs were needed to ensure that the equipment was fit and operational for public fire protection. St. Tammany Parish Fire District No. 6 had a standing line of credit with its banking provider. It was St. Tammany Parish Fire District No. 6's understanding that utilizing the line of credit did not require State Bond Commission approval. In the future, the St. Tammany Parish Fire District No. 6 will utilize the State Bond Commission to secure a line of credit.**

***Status:***

**Resolved.**



# St. Tammany Fire Protection District #6

## Lee Road Fire Department

78424 Hwy 437

Covington, LA 70435

Office: 985-893-3311 FAX 985-900-2545

March 19, 2026

Griffin & Furman, LLC  
205 E. Lockwood St.  
Covington, LA 70433

Re: Fiscal Year 2025 Audit Schedule of Findings

Dear Mr. Furman,

In response to the above referenced Schedule of Findings, the St. Tammany Parish Fire Protection District No. 6 acknowledges the finding and agrees to take the following corrective actions.

**Finding 2025-1:**

***Criteria:***

Louisiana Revised Statute (LRS) 39:1311 requires that a political subdivision amend its budget when actual expenditures plus projected expenditures within a fund exceed the total budgeted expenditures by five percent or more.

***Condition & Cause:***

During our audit procedures, we noted that actual expenditures exceeded the final budgeted expenditures by more than 5 percent in the District's General Fund for the year ended December 31, 2025. The District did not amend the budget as required by the Louisiana Local Government Budget Act. The variance occurred because the District did not amend the budget to reflect grant-related revenues and expenditures incurred during the year.


***Effect:***

The District was not in compliance with LRS 39:1311.

***Recommendation:***

Management should monitor grant activity and amend the budget when necessary to ensure that budgeted amounts properly reflect expected grant revenues and expenditures and remain in compliance with the Louisiana Local Government Budget Act.

Sincerely,

  
JP Taylor  
Fire Chief

**ST. TAMMANY PARISH FIRE PROTECTION DISTRICT NO. 6**

**Agreed-Upon Procedures**

**For the Year Ending December 31, 2025**



**GRIFFIN &  
FURMAN** LLC  
CERTIFIED PUBLIC ACCOUNTANTS

American Institute of Certified Public Accountants  
Society of Louisiana CPAs

Stephen M. Griffin, CPA  
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Angela M. Warden

Michael R. Choate, CPA  
Kent A. Berger, CPA

Independent Accountant’s Report  
On Applying Agreed-Upon Procedures  
For The Year Ended December 31, 2025

To the Board of Commissioners of St. Tammany Parish Fire Protection District No. 6 and the Louisiana Legislative Auditor:

We have performed the procedures enumerated below on the control and compliance (C/C) areas identified in the Louisiana Legislative Auditor’s (LLA’s) Statewide Agreed-Upon Procedures (SAUPs) for the fiscal period January 1, 2025, through December 31, 2025. St. Tammany Parish Fire Protection District No. 6’s management is responsible for those C/C areas identified in the SAUPs.

St. Tammany Parish Fire Protection District No. 6 has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to perform specified procedures on the C/C areas identified in LLA’s SAUPs for the fiscal period January 1, 2025 through December 31, 2025. Additionally, LLA has agreed to and acknowledged that the procedures performed are appropriate for its purposes. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

**1) *Written Policies and Procedures***

- A. Obtain and inspect the entity’s written policies and procedures and observe whether they address each of the following categories and subcategories if applicable to public funds and the entity’s operations:
  - a) **Budgeting**, including preparing, adopting, monitoring, and amending the budget.
  - b) **Purchasing**, including (1) how purchases are initiated, (2) how vendors are added to the vendor list, (3) the preparation and approval process of purchase requisitions and purchase orders, (4) controls to ensure compliance with the Public Bid Law, and (5) documentation required to be maintained for all bids and price quotes.
  - c) **Disbursements**, including processing, reviewing, and approving.

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- d) **Receipts/Collections**, including receiving, recording, and preparing deposits. Also, policies and procedures should include management's actions to determine the completeness of all collections for each type of revenue or agency fund additions (e.g., periodic confirmation with outside parties, reconciliation to utility billing after cutoff procedures, reconciliation of traffic ticket number sequences, agency fund forfeiture monies confirmation).
- e) **Payroll/Personnel**, including (1) payroll processing, (2) reviewing and approving time and attendance records, including leave and overtime worked, and (3) approval process for employee rates of pay or approval and maintenance of pay rate schedules.
- f) **Contracting**, including (1) types of services requiring written contracts, (2) standard terms and conditions, (3) legal review, (4) approval process, and (5) monitoring process.
- g) **Travel and Expense Reimbursement**, including (1) allowable expenses, (2) dollar thresholds by category of expense, (3) documentation requirements, and (4) required approvers.
- h) **Credit Cards (and debit cards, fuel cards, purchase cards, if applicable)**, including (1) how cards are to be controlled, (2) allowable business uses, (3) documentation requirements, (4) required approvers of statements, and (5) monitoring card usage (e.g., determining the reasonableness of fuel card purchases).
- i) **Ethics**, including (1) the prohibitions as defined in Louisiana Revised Statute (R.S.) 42:1111-1121, (2) actions to be taken if an ethics violation takes place, (3) system to monitor possible ethics violations, and (4) a requirement that documentation is maintained to demonstrate that all employees and officials were notified of any changes to the entity's ethics policy.
- j) **Debt Service**, including (1) debt issuance approval, (2) continuing disclosure/EMMA reporting requirements, (3) debt reserve requirements, and (4) debt service requirements.
- k) **Information Technology Disaster Recovery/Business Continuity**, including (1) identification of critical data and frequency of data backups, (2) storage of backups in a separate physical location isolated from the network, (3) periodic testing/verification that backups can be restored, (4) use of antivirus software on all systems, (5) timely application of all available system and software patches/updates, and (6) identification of personnel, processes, and tools needed to recover operations after a critical event.
- l) **Prevention of Sexual Harassment**, including R.S. 42:342-344 requirements for (1) agency responsibilities and prohibitions, (2) annual employee training, and (3) annual reporting.

*Results: Procedures performed without exception.*

## 2) **Board or Finance Committee**

- A. Obtain and inspect the board/finance committee minutes for the fiscal period, as well as the board's enabling legislation, charter, bylaws, or equivalent document in effect during the fiscal period, and
  - i. Observe that the board/finance committee met with a quorum at least monthly, or on a frequency in accordance with the board's enabling legislation, charter, bylaws, or other equivalent document.
  - ii. For those entities reporting on the governmental accounting model, review the minutes from all regularly scheduled board/finance committee meetings held during the fiscal year and observe whether the minutes from at least one meeting each month referenced or included monthly budget-to-actual comparisons on the general fund, quarterly budget-to-actual comparisons, at a minimum, on all proprietary funds, and semi-annual budget-to-actual comparisons, at a minimum, on all special revenue funds. Alternatively, for those entities reporting on the not-for-profit accounting model, observe that the minutes referenced or included financial activity relating to public funds if those public funds comprised more than 10% of the entity's collections during the fiscal period.
  - iii. For governmental entities, obtain the prior year audit report and observe the unassigned fund balance in the general fund. If the general fund had a negative ending unassigned fund balance in

the prior year audit report, observe that the minutes for at least one meeting during the fiscal period referenced or included a formal plan to eliminate the negative unassigned fund balance in the general fund.

- iv. Observe whether the board/finance committee received written updates of the progress of resolving audit finding(s), according to management's corrective action plan at each meeting until the findings are considered fully resolved.

*Results: Procedures performed without exception.*

### **3) Bank Reconciliations**

- A. Obtain a listing of entity bank accounts for the fiscal period from management and management's representation that the listing is complete. Ask management to identify the entity's main operating account. Select the entity's main operating account and randomly select 4 additional accounts (or all accounts if less than 5). Randomly select one month from the fiscal period, obtain and inspect the corresponding bank statement and reconciliation for each selected account, and observe that:
  - i. Bank reconciliations include evidence that they were prepared within 2 months of the related statement closing date (e.g., initialed and dated or electronically logged);
  - ii. Bank reconciliations include written evidence that a member of management or a board member who does not handle cash, post ledgers, or issue checks has reviewed each bank reconciliation within 1 month of the date the reconciliation was prepared (e.g., initialed and dated or electronically logged); and
  - iii. Management has documentation reflecting it has researched reconciling items that have been outstanding for more than 12 months from the statement closing date, if applicable.

*Results: Procedures performed without exception.*

### **4) Collections (excluding electronic funds transfers)**

- A. Obtain a listing of deposit sites for the fiscal period where deposits for cash/checks/money orders (cash) are prepared and management's representation that the listing is complete. Randomly select 5 deposit sites (or all deposit sites if less than 5).

*Results: Procedure performed without exception.*

- B. For each deposit site selected, obtain a listing of collection locations and management's representation that the listing is complete. Randomly select one collection location for each deposit site (e.g., 5 collection locations for 5 deposit sites), obtain and inspect written policies and procedures relating to employee job duties (if there are no written policies or procedures, then inquire of employees about their job duties) at each collection location, and observe that job duties are properly segregated at each collection location such that
  - i. Employees responsible for cash collections do not share cash drawers/registers;
  - ii. Each employee responsible for collecting cash is not also responsible for preparing/making bank deposits, unless another employee/official is responsible for reconciling collection documentation (e.g., pre-numbered receipts) to the deposit;
  - iii. Each employee responsible for collecting cash is not also responsible for posting collection entries to the general ledger or subsidiary ledgers, unless another employee/official is responsible for reconciling ledger postings to each other and to the deposit; and

- iv. The employee(s) responsible for reconciling cash collections to the general ledger and/or subsidiary ledgers, by revenue source and/or custodial fund additions, is (are) not also responsible for collecting cash, unless another employee/official verifies the reconciliation.

*Results: Procedures performed without exception.*

- C. Obtain from management a copy of the bond or insurance policy for theft covering all employees who have access to cash. Observe that the bond or insurance policy for theft was in force during the fiscal period.

*Results: Procedure performed without exception.*

- D. Randomly select two deposit dates for each of the 5 bank accounts selected for Bank Reconciliations procedure #3A (select the next deposit date chronologically if no deposits were made on the dates randomly selected and randomly select a deposit if multiple deposits are made on the same day). Alternatively, the practitioner may use a source document other than bank statements when selecting the deposit dates for testing, such as a cash collection log, daily revenue report, receipt book, etc. Obtain supporting documentation for each of the 10 deposits and
  - i. Observe that receipts are sequentially pre-numbered.
  - ii. Trace sequentially pre-numbered receipts, system reports, and other related collection documentation to the deposit slip.
  - iii. Trace the deposit slip total to the actual deposit per the bank statement.
  - iv. Observe that the deposit was made within one business day of receipt at the collection location (within one week if the depository is more than 10 miles from the collection location or the deposit is less than \$100 and the cash is stored securely in a locked safe or drawer).
  - v. Trace the actual deposit per the bank statement to the general ledger.

*Results: Procedures performed without exception.*

**5) Non-Payroll Disbursements (excluding card purchases, travel reimbursements, and petty cash purchases)**

- A. Obtain a listing of locations that process payments for the fiscal period and management's representation that the listing is complete. Randomly select 5 locations (or all locations if less than 5).

*Results: Procedure performed without exception.*

- B. For each location selected under procedure #5A above, obtain a listing of those employees involved with non-payroll purchasing and payment functions. Obtain written policies and procedures relating to employee job duties (if the agency has no written policies and procedures, then inquire of employees about their job duties), and observe that job duties are properly segregated such that
  - i. At least two employees are involved in initiating a purchase request, approving a purchase, and placing an order or making the purchase;
  - ii. At least two employees are involved in processing and approving payments to vendors;
  - iii. The employee responsible for processing payments is prohibited from adding/modifying vendor files, unless another employee is responsible for periodically reviewing changes to vendor files;
  - iv. Either the employee/official responsible for signing checks mails the payment or gives the signed checks to an employee to mail who is not responsible for processing payments; and

- v. Only employees/officials authorized to sign checks approve the electronic disbursement (release) of funds, whether through automated clearinghouse (ACH), electronic funds transfer (EFT), wire transfer, or some other electronic means.

*Results: Procedures performed without exception.*

- C. For each location selected under procedure #5A above, obtain the entity's non-payroll disbursement transaction population (excluding cards and travel reimbursements) and obtain management's representation that the population is complete. Randomly select 5 disbursements for each location, obtain supporting documentation for each transaction, and
  - i. Observe whether the disbursement, whether by paper or electronic means, matched the related original itemized invoice and supporting documentation indicates that deliverables included on the invoice were received by the entity, and
  - ii. Observe whether the disbursement documentation included evidence (e.g., initial/date, electronic logging) of segregation of duties tested under procedure #5B above, as applicable.

*Results: Procedures performed without exception.*

- D. Using the entity's main operating account and the month selected in Bank Reconciliations procedure #3A, randomly select 5 non-payroll-related electronic disbursements (or all electronic disbursements if less than 5) and observe that each electronic disbursement was (a) approved by only those persons authorized to disburse funds (e.g., sign checks) per the entity's policy, and (b) approved by the required number of authorized signers per the entity's policy. Note: If no electronic payments were made from the main operating account during the month selected the practitioner should select an alternative month and/or account for testing that does include electronic disbursements.

*Results: Procedure performed without exception.*

#### **6) Credit Cards/Debit Cards/Fuel Cards/Purchase Cards (Cards)**

- A. Obtain from management a listing of all active credit cards, bank debit cards, fuel cards, and purchase cards (cards) for the fiscal period, including the card numbers and the names of the persons who maintained possession of the cards. Obtain management's representation that the listing is complete.

*Results: Procedure performed without exception.*

- B. Using the listing prepared by management, randomly select 5 cards (or all cards if less than 5) that were used during the fiscal period. Randomly select one monthly statement or combined statement for each card (for a debit card, randomly select one monthly bank statement). Obtain supporting documentation, and
- I. Observe whether there is evidence that the monthly statement or combined statement and supporting documentation (e.g., itemized receipts for credit/debit card purchases, exception reports for excessive fuel card usage) were reviewed and approved, in writing (or electronically approved) by someone other than the authorized card holder (those instances requiring such approval that may constrain the legal authority of certain public officials, such as the mayor of a Lawrason Act municipality, should not be reported); and
  - II. Observe that finance charges and late fees were not assessed on the selected statements.

*Results: Procedures performed without exception.*

- C. Using the monthly statements or combined statements selected under procedure #6B above, excluding fuel cards, randomly select 10 transactions (or all transactions if less than 10) from each statement, and obtain supporting documentation for the transactions (e.g., each card should have 10 transactions subject to inspection). For each transaction, observe that it is supported by (1) an original itemized receipt that identifies precisely what was purchased, (2) written documentation of the business/public purpose, and (3) documentation of the individuals participating in meals (for meal charges only). For missing receipts, the practitioner should describe the nature of the transaction and observe whether management had a compensating control to address missing receipts, such as a “missing receipt statement” that is subject to increased scrutiny.

*Results: Procedure performed without exception.*

- D. Using the list of terminated employees obtained in Payroll and Personnel procedure #9C identify those individuals who had access to cards and randomly select 5 terminated employees (or all terminated employees with card access if less than 5) from this population. Observe evidence that the cards have been deactivated for these terminated employees. In cases where a card is shared by multiple users, obtain evidence that the terminated employees’ authorization has been removed.

*Results: Procedure performed without exception.*

#### **7) Travel and Travel-Related Expense Reimbursements (excluding card transactions)**

- A. Obtain from management a listing of all travel and travel-related expense reimbursements during the fiscal period and management’s representation that the listing or general ledger is complete. Randomly select 5 reimbursements and obtain the related expense reimbursement forms/prepaid expense documentation of each selected reimbursement, as well as the supporting documentation. For each of the 5 reimbursements selected
- i. If reimbursed using a per diem, observe that the approved reimbursement rate is no more than those rates established either by the State of Louisiana ([doa.la.gov/doa/ost/ppm-49-travel-guide/](http://doa.la.gov/doa/ost/ppm-49-travel-guide/)) or the U.S. General Services Administration ([www.gsa.gov](http://www.gsa.gov));
  - ii. If reimbursed using actual costs, observe that the reimbursement is supported by an original itemized receipt that identifies precisely what was purchased;

- iii. Observe that each reimbursement is supported by documentation of the business/public purpose (for meal charges, observe that the documentation includes the names of those individuals participating) and other documentation required by Written Policies and Procedures procedure #1A(vii); and
- iv. Observe that each reimbursement was reviewed and approved, in writing, by someone other than the person receiving reimbursement.

*Results: Procedures performed without exception.*

## **8) Contracts**

- A. Obtain from management a listing of all agreements/contracts for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. Alternatively, the practitioner may use an equivalent selection source, such as an active vendor list. Obtain management's representation that the listing is complete. Randomly select 5 contracts (or all contracts if less than 5) from the listing, excluding the practitioner's contract, and
  - i. Observe whether the contract was bid in accordance with the Louisiana Public Bid Law (e.g., solicited quotes or bids, advertised), if required by law;
  - ii. Observe whether the contract was approved by the governing body/board, if required by policy or law (e.g., Lawrason Act, Home Rule Charter);
  - iii. If the contract was amended (e.g., change order), observe that the original contract terms provided for such an amendment and that amendments were made in compliance with the contract terms (e.g., if approval is required for any amendment, the documented approval); and
  - iv. Randomly select one payment from the fiscal period for each of the 5 contracts, obtain the supporting invoice, agree the invoice to the contract terms, and observe that the invoice and related payment agreed to the terms and conditions of the contract.

*Results: Procedures performed without exception.*

## **9) Payroll and Personnel**

- A. Obtain a listing of employees and officials employed during the fiscal period and management's representation that the listing is complete. Randomly select 5 employees or officials, obtain related paid salaries and personnel files, and agree paid salaries to authorized salaries/pay rates in the personnel files.

*Results: Procedure performed without exception.*

- B. Randomly select one pay period during the fiscal period. For the 5 employees or officials selected under procedure #9A above, obtain attendance records and leave documentation for the pay period, and
- i. Observe that all selected employees or officials documented their daily attendance and leave (e.g., vacation, sick, compensatory);
  - ii. Observe whether supervisors approved the attendance and leave of the selected employees or officials;
  - iii. Observe that any leave accrued or taken during the pay period is reflected in the entity's cumulative leave records; and
  - iv. Observe the rate paid to the employees or officials agrees to the authorized salary/pay rate found within the personnel file.

*Results: Procedures performed without exception.*

- C. Obtain a listing of those employees or officials that received termination payments during the fiscal period and management's representation that the list is complete. Randomly select two employees or officials and obtain related documentation of the hours and pay rates used in management's termination payment calculations and the entity's policy on termination payments. Agree the hours to the employee's or official's cumulative leave records, agree the pay rates to the employee's or official's authorized pay rates in the employee's or official's personnel files, and agree the termination payment to entity policy.

*Results: Procedure performed without exception.*

- D. Obtain management's representation that employer and employee portions of third-party payroll related amounts (e.g., payroll taxes, retirement contributions, health insurance premiums, garnishments, workers' compensation premiums) have been paid, and any associated forms have been filed, by required deadlines.

*Results: Procedure performed without exception.*

## **10) Ethics**

- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A obtain ethics documentation from management, and
- a. Observe whether the documentation demonstrates that each employee/official completed one hour of ethics training during the calendar year as required by R.S. 42:1170; and
  - b. Observe whether the entity maintains documentation which demonstrates that each employee and official were notified of any changes to the entity's ethics policy during the fiscal period, as applicable.

*Results: Procedures performed without exception.*

2. Inquire and/or observe whether the agency has appointed an ethics designee as required by R.S. 42:1170.

*Results: Procedure performed without exception.*

### ***11) Debt Service***

- A. Obtain a listing of bonds/notes and other debt instruments issued during the fiscal period and management's representation that the listing is complete. Select all debt instruments on the listing, obtain supporting documentation, and observe that State Bond Commission approval was obtained for each debt instrument issued as required by Article VII, Section 8 of the Louisiana Constitution.

*Results: Not applicable – there were no bonds/notes or other debt instruments issued during the fiscal period.*

- B. Obtain a listing of bonds/notes outstanding at the end of the fiscal period and management's representation that the listing is complete. Randomly select one bond/note, inspect debt covenants, obtain supporting documentation for the reserve balance and payments, and agree actual reserve balances and payments to those required by debt covenants (including contingency funds, short-lived asset funds, or other funds required by the debt covenants).

*Results: Procedure performed without exception.*

### ***12) Fraud Notice***

- A. Obtain a listing of misappropriations of public funds and assets during the fiscal period and management's representation that the listing is complete. Select all misappropriations on the listing, obtain supporting documentation, and observe that the entity reported the misappropriation(s) to the legislative auditor and the district attorney of the parish in which the entity is domiciled as required by R.S. 24:523.

*Results: Not applicable – there were no misappropriations of public funds and assets during the fiscal period.*

- B. Observe that the entity has posted, on its premises and website, the notice required by R.S. 24:523.1 concerning the reporting of misappropriation, fraud, waste, or abuse of public funds.

*Results: Procedure performed without exception.*

### ***13) Information Technology Disaster Recovery/Business Continuity***

Perform the following procedures, **verbally discuss the results with management, and report “We performed the procedure and discussed the results with management”**:

- A. Obtain and inspect the entity's most recent documentation that it has backed up its critical data (if there is no written documentation, then inquire of personnel responsible for backing up critical data) and observe evidence that such backup (a) occurred within the past week, (b) was not stored on the government's local server or network, and (c) was encrypted.

*Results: We performed the procedure and discussed the results with management.*

- B. Obtain and inspect the entity's most recent documentation that it has tested/verified that its backups can be restored (if there is no written documentation, then inquire of personnel responsible for testing/verifying backup restoration) and observe evidence that the test/verification was successfully performed within the past 3 months.

*Results: We performed the procedure and discussed the results with management.*

- C. Obtain a listing of the entity's computers currently in use and their related locations, and management's representation that the listing is complete. Randomly select 5 computers and observe while management demonstrates that the selected computers have current and active antivirus software and that the operating system and accounting system software in use are currently supported by the vendor.

*Results: We performed the procedure and discussed the results with management.*

- D. Randomly select 5 terminated employees (or all terminated employees if less than 5) using the list of terminated employees obtained in Payroll and Personnel procedure #9C. Observe evidence that the selected terminated employees have been removed or disabled from the network.

*Results: We performed the procedure and discussed the results with management.*

- E. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain cybersecurity training documentation from management, and observe that the documentation demonstrates that the following employees/officials with access to the agency's information technology assets have completed cybersecurity training as required by R.S. 42:1267. The requirements are as follows:

- Hired before June 9, 2020 - completed the training; and
- Hired on or after June 9, 2020 - completed the training within 30 days of initial service or employment.

*Results: We performed the procedure and discussed the results with management.*

#### **14) Prevention of Sexual Harassment**

- A. Using the 5 randomly selected employees/officials from Payroll and Personnel procedure #9A, obtain sexual harassment training documentation from management, and observe that the documentation demonstrates each employee/official completed at least one hour of sexual harassment training during the calendar year as required by R.S. 42:343.

*Results: Procedure performed without exception.*

- B. Observe that the entity has posted its sexual harassment policy and complaint procedure on its website (or in a conspicuous location on the entity's premises if the entity does not have a website).

*Results: Procedure performed without exception.*

- C. Obtain the entity's annual sexual harassment report for the current fiscal period, observe that the report was dated on or before February 1, and observe that the report includes the applicable requirements of R.S. 42:344:
- i. Number and percentage of public servants in the agency who have completed the training requirements;
  - ii. Number of sexual harassment complaints received by the agency;
  - iii. Number of complaints which resulted in a finding that sexual harassment occurred;
  - iv. Number of complaints in which the finding of sexual harassment resulted in discipline or corrective action; and
  - v. Amount of time it took to resolve each complaint.

***Results:*** *Procedures performed without exception.*

We were engaged by St. Tammany Parish Fire Protection District No. 6 to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on those C/C areas identified in the SAUPs. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of St. Tammany Parish Fire Protection District No. 6 and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely to describe the scope of testing performed on those C/C areas identified in the SAUPs, and the result of that testing, and not to provide an opinion on control or compliance. Accordingly, this report is not suitable for any other purpose. Under Louisiana Revised Statute 24:513, this report is distributed by the LLA as a public document.

***Griffin & Furman, LLC***

**Covington, Louisiana**

**March 19, 2026**