

**WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana**

**Component Unit Financial Statements
As of and for the Year
Ended December 31, 2019
with Supplemental Information Schedules**

Minda B. Raybourn

Certified Public Accountant

Limited Liability Company

820 11TH AVENUE
FRANKLINTON, LOUISIANA 70438

**WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana**

**Component Unit Financial Statements
As of and for the Year Ended December 31, 2019
With Supplemental Information Schedule**

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Minda B. Raybourn

*Certified Public Accountant
Limited Liability Company*

820 11TH AVENUE
FRANKLINTON, LOUISIANA 70438
(985) 839-4413
FAX (985) 839-4402

MEMBER
A.I.C.P.A.

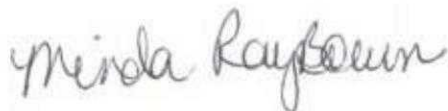
MEMBER
L.C.P.A.

Board of Commissioners
Washington Parish Fire
Protection District No. 3
Franklinton, Louisiana

Management is responsible for the accompanying financial statements of the governmental activities of Washington Parish Fire Protection District No. 3 (a component unit of the Washington Parish Government), as of and for the year ended December 31, 2019, and related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents, in accordance with accounting principles generally accepted in the United States of America. I have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. I did not audit or review the financial statements nor was I required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, I do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Accounting principles generally accepted in the United States of America require that management discussion and analysis and budgetary supplemental information on pages 4 through page 9 and page 28 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. This information is the representation of management. This information was subject to our compilation engagement; however, I have not audited or reviewed the required supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on such information.

I am not independent with respect to Washington Parish Fire Protection District No.3.



Minda B. Raybourn
Certified Public Accountant
Franklinton, Louisiana
October 27, 2020

Management's Discussion and Analysis

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Management's Discussion and Analysis

Introduction

Washington Parish Fire Protection District No. 3 is pleased to present its Annual Financial Report developed in compliance with Governmental Accounting Standard Board Statement No. 34, *Basic Financial Statements-Management's Discussion and Analysis for State and Local Governments* (hereinafter referred to as GASB 34) and related standards.

Financial Highlights

- Total assets at December 31, 2019 were \$597,202 and exceeded liabilities of \$107,504 and deferred inflows of resources of \$25,090 for a net position of \$464,608. Of total net position, \$112,350 may be used to meet the District's ongoing obligations to citizens and creditors. The balance of the total assets is invested in capital assets net of related debt (\$352,258).
- Revenues consist primarily of ad valorem taxes and state revenue sharing. The total revenues for the fiscal year ending December 31, 2019, were \$117,847 representing an approximate decrease of 2% or \$2,009 from total revenues for fiscal year December 31, 2018, of \$119,856.
- The District's operating expenditures for the governmental fund were \$119,112, a decrease of \$12,448 over 2018 expenditures of \$131,560.
- Total debt payments were \$40,672.

Overview of Annual Financial Report

Management's Discussion and Analysis (MD&A) serves as an introduction to basic financial statements. The District's basic financial statements are comprised of three components: 1) government-wide statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements - The government-wide financial statements are designed to provide readers with a broad overview of the District's finances in a manner similar to private-sector business. These financial statements are reported using the full accrual accounting methods.

The statement of net position presents information on all of the District's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

The statement of net position and the statement of activities display information about the District as a whole. These statements distinguish between those activities of the District that are governmental and those that are considered business type activities.

Fund financial statement - A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Management's Discussion and Analysis

segregates transactions related to certain functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. The modified accrual basis of accounting is used by the governmental funds.

Notes to financial statements - The notes to the financial statements provide required disclosures essential to the understanding of the financial statements. The notes present information about the District's accounting policies, significant account balances and activities, commitments, contingencies, and subsequent events, if any. Supplementary information includes a comparative budget schedule.

Financial Analysis

Statement of Net Position

Included below is a condensed Statement of Net Position for the District. The condensed format allows the reader to view the overall financial position of the District. An explanation of the components of this statement is included immediately following the table.

	December 31, 2018	December 31 2019	Dollar Change	Percent Change
Assets:				
Current And Other Assets	\$ 138,986	\$ 137,440	\$ (1,546)	-1.11%
Capital Assets	482,823	459,762	(23,061)	-4.78%
Total Assets	621,809	597,202	(24,607)	-3.96%
Liabilities				
Current Liabilities	39,240	36,447	(2,793)	-7.12%
Long Term Liabilities	107,504	71,057	(36,447)	-33.90%
Total Liabilities	146,744	107,504	(39,240)	-26.74%
Deferred Inflows of Resources	22,219	25,090	2,871	100.00%
Net Position				
Invested in Capital Assets, Net	339,234	352,258	13,024	3.84%
Unrestricted	113,612	112,350	(1,262)	-1.11%
Total Net Position	\$ 452,846	\$ 464,608	\$ 11,762	2.60%

See page 11 for more detailed Statement of Net Position for the District.

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Management's Discussion and Analysis

Government-Wide Review of the Condensed Statement of Net Position

The composition of net position and the change in net position over time serves as a useful indicator of a government's financial position. The District's assets at fiscal year-end exceed liabilities by \$464,608 (net position). The amount invested in capital assets, net of related debt is \$352,258. The remainder is unrestricted (\$112,350) and available to meet the ongoing needs of the District.

Condensed Statement of Activities

	December 31, 2018	December 31 2019	Dollar Change	Percent Change
Program Expenses				
Public Safety	\$ 102,552	\$ 106,085	\$ (3,533)	-3.45%
General Revenues				
Ad valorem Taxes	88,790	91,218	2,428	2.73%
Other Revenues	31,066	26,629	(4,437)	-14.28%
Total Revenues	<u>119,856</u>	<u>117,847</u>	<u>(2,009)</u>	<u>-1.68%</u>
Change in Net Position	17,304	11,762	(5,542)	-32.03%
Net Position, Beginning of Year	<u>435,542</u>	<u>452,846</u>	17,304	3.97%
Net Position, End of Year (restated)	<u><u>452,846</u></u>	<u><u>464,608</u></u>	<u><u>11,762</u></u>	<u><u>2.60%</u></u>

The major expenditures within the Statement of Activities are depreciation of \$23,058 (22%), repairs and maintenance of \$21,381 (20%), and insurance of \$16,728 (16%). Election expenses in the amount of \$12,664 were incurred due to the tax renewal of the District's 17 mill ad valorem tax.

Ad valorem taxes are the primary source of revenue totaling \$91,218 (77% of total revenue) for the fiscal year ending, December 31, 2019. The next highest source of revenue is state revenue-sharing of \$14,241 (12%).

Governmental Fund

The focus of the District's governmental fund is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the District's net resource available for spending at year-end.

As of December 31, 2019, The District's governmental fund reported an ending balance of \$112,350, a decrease of \$1,265 in comparison to the prior year. Approximately 87% of this total (\$97,828) constitutes unassigned fund balance, which is available for spending at the District's discretion. The District had an \$14,522 fund balance that is nonspendable due to prepaid insurance.

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Management's Discussion and Analysis

Budgetary Highlight

The District does not have a formal policy on adopting a budget. The budget for the year ending December 31, 2019, was adopted at the District's December 2018 regular meeting. All appropriations lapse at year-end. The District was not in compliance with the Local Government Budget Act which requires that the budget to actual variance is 5%. The District's expenses were 9% over budget. Revenues were in line with budgeted amounts.

	Final Budget	Actual	Variance
REVENUES:			
Ad valorem taxes	\$ 115,000	\$ 91,218	\$ (23,782)
State revenue sharing	5,000	14,241	9,241
Insurance rebates	-	10,888	10,888
Miscellaneous	-	1,500	1,500
Total Revenues	<u>120,000</u>	<u>117,847</u>	<u>(2,153)</u>
EXPENDITURES:			
Accounting & legal	4,300	4,300	-
Advertising	1,068	230	838
Capital outlay	-	-	-
Debt Service-Principal and Interest	40,517	27,295	13,222
Election expense	-	12,664	(12,664)
Emergency Reporting	-	1,420	(1,420)
Lease Payment	-	13,377	(13,377)
Dues	350	350	-
Fuel, gas, and oil	3,767	2,894	873
Insurance	18,044	16,728	1,316
Miscellaneous	1,290	371	919
Office supplies	6,719	2,803	3,916
Pension expense	-	3,252	(3,252)
Repairs and maintenance	13,724	21,381	(7,657)
Supplies	15,489	7,645	7,844
Telephone	-	1,377	(1,377)
Training	-	583	(583)
Utilities	4,000	2,442	1,558
Total Expenditures	<u>109,268</u>	<u>119,112</u>	<u>(9,844)</u>
NET CHANGE IN FUND BALANCE	10,732	(1,265)	(11,997)
FUND BALANCE, JANUARY 1, 2019	<u>113,615</u>	<u>113,615</u>	<u>-</u>
FUND BALANCE, DECEMBER 31, 2019	<u>\$ 124,347</u>	<u>\$ 112,350</u>	<u>\$ (11,997)</u>

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Management's Discussion and Analysis

Capital Assets

At the end of the fiscal year December 31, 2019, the District had \$459,764 (net of accumulated depreciation) recorded in capital assets. Capital outlays are recorded as expenditures of the general fund and as assets in the government-wide financial statement. Depreciation is recorded on general fixed assets on a government-wide basis using the straight-line method and the following estimated useful life:

Fire Stations	40 years
Fire Trucks and Other Trucks	5-20 years
Equipment	3-10 years

Fixed assets are valued at historical cost or estimated historical cost if actual cost was not available. Donated assets are valued at fair market value on the date donated. The costs of all assets acquired prior to 1989 have been valued using estimated historical cost.

Capital asset activity for the year ended December 31, 2019:

	December 31, 2018	December 31, 2019	Dollar Change	Percentage Change
Non-depreciable assets				
Land	17,612	17,612	-	0%
Construction in progress	-	-	-	0%
Total non-depreciable	17,612	17,612	-	0%
Fire Truck	364,354	364,354	-	0%
Fire Station	294,500	294,500	-	0%
Fire Equipment	122,096	122,096	-	0%
Depreciable Assets	780,950	780,950	-	0%
Accumulated Depreciaiton	(315,739)	(338,798)	(23,058)	7%
Net Capital Assets	482,823	459,764	(23,058)	-5%

Depreciation expense for the year ending December 31, 2019, was \$23,058. The District purchased no new assets.

**WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana**

Management's Discussion and Analysis

Long Term Debt Activity

The following is a summary of the long-term liability transaction during the year ended December 31, 2019:

	Beginning Balance 1/1/2019	Addition	Deduction	Ending Balance 12/31/2019
Certificates of Indebtedness	52,000		(26,000)	26,000
Lease Payable	91,589		(10,085)	81,504
	<u>143,589</u>	<u>-</u>	<u>(36,085)</u>	<u>107,504</u>

In 2011, the District approved a resolution to incur debt of \$210,000 of certificates of indebtedness. The terms and conditions are for ten years notes at 3.320% interest.

In 2014, the District entered into a long-term lease for the purchase of a 1997 Freightliner commercial pumper for \$65,600. The terms and conditions of the lease are for 5 years at 6.350%. This lease was paid in full in 2019.

On June 2, 2019, the District entered into a longer-term for the purchase of a new tanker for \$114,700. The agreement is for 10 years at 3.594%.

Future Economic Plans

The District management's approach is conservative. The board actively monitors revenues and expenses and evaluates the cost of all purchases and any proposed expansion projects.

FINANCIAL STATEMENTS

STATEMENT A

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana
Statement of Net Position
December 31, 2019

	Governmental Activities
ASSETS:	
Cash and cash equivalents	\$ 29,178
Property tax receivable	93,740
Prepaid expenses	14,522
Total current assets	<u>137,440</u>
Capital assets	
Land	17,612
Vehicles, building, and equipment	780,948
Less accumulated depreciation	(338,798)
Total capital assets	<u>459,762</u>
Total assets	<u>597,202</u>
CURRENT LIABILITIES:	
Pension Deduction	-
Certificates of Indebtedness Due within One year	26,000
Lease Payable Due within One year	10,447
Total current Liabilities	<u>36,447</u>
NON CURRENT LIABILITIES	
Lease Payable	71,057
Long term Debt	-
Total non-current liabilities	<u>71,057</u>
Total Liabilities	<u>107,504</u>
DEFERRED INFLOWS OF RESOURCES	
Property Taxes	25,090
Total deferred inflows of resources	<u>25,090</u>
Net Position	
Invested in capital assets, net of related debt	352,258
Unrestricted	112,350
Total Net Position	<u>\$ 464,608</u>

See accountant's compilation report and accompanying notes to the financial statements.

STATEMENT B

**WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana
STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2019**

PROGRAM EXPENSES:

Accounting and legal	\$ 4,300
Advertising	230
Depreciation expense	23,058
Election expense	12,664
Emergency reporting	1,420
Fuel, gas, and oil	2,894
Insurance	16,728
Interest expense	4,587
Office supplies	2,803
Miscellaneous	371
Dues	350
Pension deduction	3,252
Repairs and maintenance	21,381
Supplies	7,645
Telephone	1,377
Training	583
Utilities	2,442
TOTAL PROGRAM EXPENSES	<u>106,085</u>

PROGRAM REVENUES:

Ad valorem taxes	\$ 91,218
State revenue sharing	14,241
Insurance rebate	10,888
Other	1,500
Net Program Revenues	<u>117,847</u>

CHANGE IN NET POSITION 11,762

BEGINNING NET POSITION, JANUARY 1, 2019 452,846

ENDING NET POSITION, DECEMBER 31, 2019 \$ 464,608

See accountant's compilation report and accompanying notes to the financial statements.

STATEMENT C

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
 Franklinton, Louisiana
 Balance Sheet
 Governmental Funds
 December 31, 2019

	<u>General Fund</u>
ASSETS:	
Cash and cash equivalents	\$ 29,178
Property tax receivable	93,740
Prepaid expenses	<u>14,522</u>
TOTAL ASSETS	<u>\$ 137,440</u>
LIABILITIES	
Pension deduction	-
Total Liabilities	<u>\$ -</u>
DEFERRED INFLOWS OF RESOURCES	
Property Taxes	<u>25,090</u>
Total deferred inflows of resources	<u>\$ 25,090</u>
Nonspendable	14,522
Unassigned	<u>97,828</u>
Total Fund Balances	<u>112,350</u>
 TOTAL LIABILITIES AND FUND BALANCE	 <u>\$ 112,350</u>

See accountant's compilation report and accompanying notes to the financial statements.

STATEMENT C

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana
Balance Sheet
Governmental Funds
December 31, 2019

Reconciliation of the Balance Sheet to the Statement of Net Position:

Total Governmental Fund Balance	\$	112,350
Capital Assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds		459,762
Long-term liabilities are not due and payable in the current period and therefore are not reported in the governmental funds		
Lease Payable		(81,504)
Note Payable		(26,000)
Net Position of Governmental Activities	\$	<u>464,608</u>

See accountant's compilation report and accompanying notes to the financial statements.

STATEMENT D

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana
Statement of Revenues, Expenditures
and Changes in Fund Balance
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2019

	General
REVENUES:	
Ad valorem taxes	\$ 91,218
State revenue sharing	14,241
Insurance rebates	10,888
Miscellaneous	1,500
Total Revenues	117,847
 EXPENDITURES:	
Accounting and legal	4,300
Advertising	230
Capital outlay	-
Election expense	12,664
Emergency reporting	1,420
Debt Service- Interest expense	1,295
Debt Service-Principal payment	26,000
Lease payment -interest	3,292
Lease payment -principal	10,085
Fuel, gas, and oil	2,894
Insurance	16,728
Miscellaneous	371
Office supplies	2,803
Dues	350
Pension expense	3,252
Repairs and maintenance	21,381
Supplies	7,645
Telephone	1,377
Training	583
Utilities	2,442
Total expenditures	119,112
 NET CHANGE IN FUND BALANCE	 (1,265)
 FUND BALANCE, JANUARY 1, 2019	 113,615
 FUND BALANCE, DECEMBER 31, 2019	 \$ 112,350

See accountant's compilation report and accompanying notes to the financial statements.

STATEMENT D

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
 Franklinton, Louisiana
Statement of Revenues, Expenditures
and Changes in Fund Balance
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2019

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

Net change in fund balance	\$	(1,265)
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Governmental funds report capital outlay as expenditures. In the Statement of Activities, the costs of those assets are depreciated over their estimated useful lives.

Expenditures for capital assets		-
Current year's depreciation expense		(23,058)

The issuance of long term debt provides current financial resources to governmental funds, while the repayment of the principal of long term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. This amount is the net effect of these differences in the treatment of long-term debt and related items.

Principal payments		36,085
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Capital lease proceeds provide current financial resources to governmental funds, but entering in to capital leases also increases long term liabilities in the Statement of Net Position.

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Change in net position		11,762
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See accountant's compilation report and accompanying notes to the financial statements.

NOTES TO FINANCIAL STATEMENTS

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 2019

INTRODUCTION

The Fire Protection District Number Three of Washington Parish was created under the Louisiana Revised Statute 40:1496.12E. The District shall constitute a public corporation and as such shall have all the powers of a public corporation, including perpetual existence and the right and power to incur debt and contract obligations, to sue and be sued, and to have a corporate seal. The District shall also be authorized to do and perform all acts in its corporate capacity and in its name, necessary and proper, for the purposes of acquiring, maintaining and operating buildings, machinery, equipment, water tank, water hydrants, water lines, and such other things as might be necessary or proper for effective fire prevention and control as considered necessary by the parish governing body of the District for the protection of the property within the limits of the District against fire.

The governing body of the parish shall appoint a five-member board that shall perform all duties, functions, and powers responsible for the operation and maintenance of the District. All funds of the District shall be administered by the board. The board of commissioner members may be paid a per diem of fifty dollars for attending meetings of the board and may be reimbursed any expenses incurred in performing the duties imposed upon them.

The District encompasses approximately 80 square miles in a portion of Wards 8 and 3 of Washington Parish, and serves approximately 2,600 people and several small businesses living and operating within the boundaries of the District. The District operates four fire stations which are located as follows: one in Warnerton, Louisiana, a second on LA Highway 38 in the Hayes Creek Community, a third on LA Highway 430 in Hackley, Louisiana, and the fourth in Clifton, Louisiana, just off Highway 25, with a totally volunteer staff of firefighters.

NOTE 1—SUMMARY SIGIFICANT ACCOUNTING POLICIES

A. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING AND FINANCIAL STATEMENT

The District's financial statements are prepared on the modified accrual basis in accordance with accounting principles generally accepted in the United States of America. The District applies all Governmental Accounting Standards Board (GASB) pronouncements as well as Financial Accounting Standards Board (FASB) statements and interpretations, and the Accounting Principle Board (APB) of the Committee on Accounting Procedures, issued on or before November 1989, unless those pronouncements conflict or contradict with GASB pronouncements.

These financial statements are presented in conformance with GASB Statement No.34, *Basic Financial Statements, Management's Discussion and Analysis, for State and Local Governments*. Statement No. 34 established standards for financial reporting, with presentation requirements including a statement of net assets (or balance sheet), a statement of activities and change in net assets, and a statement of cash flows.

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 2019

B. REPORTING ENTITY

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

GASB Statement No. 14 established criteria for determining which component units should be considered part of the Washington Parish Government for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. These criteria include:

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

Because the parish council appoints a voting majority of the District's governing board and the parish council has the ability to impose its will on the District, the District was determined to be a component unit of the Washington Parish Government, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the District and do not present information on the parish government, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

C. FUND ACCOUNTING

The District maintains its financial records on a fund basis, whereby a self-balancing set of accounts (Governmental Fund) is maintained that comprises its assets, liabilities, fund equity, revenues, and expenses. The general fund of the District accounts for all financial resources, except those required to be accounted for in other funds.

D. BASIS OF ACCOUNTING

The accompanying financial statements of the Washington Parish Fire Protection District No. 3 have been prepared in conformity with generally accepted accounting principles of the United State of America (GAAP) as applied to government units. The accompanying financial statements have been prepared in conformity with GASB-34, *Basic Financial Statements, Management's Discussion and Analysis, for State and Local Governments*. Under GASB-34, a statement of net assets and statement of activities are prepared which are presented on the accrual basis of accounting. The significant differences are capital outlay is reported as an asset and depreciated in the government-wide statement. Also, long term obligations are recorded as liabilities. The Governmental

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 2019

Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, effective for financial statement periods ending after December 15, 2012, provides guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in a statement of financial position and related disclosures. Concepts Statement No. 4, *Elements of Financial Statements*, introduced and defined *Deferred Outflows of Resources* as a consumption of net assets by the government that is applicable to a future reporting period, and *Deferred Inflows of Resources* as an acquisition of net assets by the government that is applicable to a future reporting period, respectively. Previous financial reporting standards do not include guidance for reporting those financial statement elements, which are distinct from assets and liabilities. GASB Concepts Statement 4 identifies net position as the residual of all other elements presented in a statement of financial position. This Statement amends the net asset reporting requirements in Statement No. 34, *Basic Financial Statements— and Management’s Discussion and Analysis—for State and Local Governments*, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets. The accounting and financial reporting treatment applied to a fund is determined by its measurement of focus. With this measurement of focus, only current assets and current liabilities generally are included on the balance sheet in the fund statements. Long term assets and long term liabilities are included in the governmental-wide statements. Operating statements of governmental funds present increases (revenues), other financing sources and decreases (expenditures), and other financing uses are included in current assets.

The government-wide statements of net position and statement of activities are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and all liabilities associated with operation of these activities are included on the statement of net position.

The statements of net position and statements of activities are presented on the accrual basis of accounting. Under this method of accounting exchange, revenues are recognized when earned and expenses are recorded when liabilities are incurred without regard to receipt or disbursement of cash.

The modified accrual basis of accounting is used by the governmental funds. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. 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 and decreases in net current assets. Effective for financial statements issued after June 30, 2000, GASB Statement 33, *Accounting and Financial reporting for Nonexchange Transactions*, defines a nonexchange transaction as a transaction whereby the government gives or receives value without directly receiving or giving equal value in return. Property taxes are imposed nonexchange revenues which result from assessments imposed on nongovernmental entities including individuals. Assets should be recognized when the government has an enforceable lien or legal claim to the resources, or the resources are received, whichever occurs first. Property tax revenues are recognized in the period in which the District has legal claim to the resources. However, for revenue to be recognized under the modified accrual basis, the measurable and available criteria must also be met. Governmental funds use the following practices in recording revenues and expenditures:

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
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Notes to the Financial Statements
For the Year Ended December 31, 2019

Revenues

Revenues are recognized in the accounting period they become available and measurable. Donations, fund raising net revenues and state revenue sharing is recorded when received. Ad valorem taxes become a lien against the assessed property on assessment date or levy date. Property taxes collected by the taxing authority, but not remitted to the District at year-end, are accrued in revenue and included in property tax receivable.

Expenditures

Expenditures are recognized in the accounting period when the fund liability is incurred.

E. BUDGETS

The District does not have a formal policy on adopting a budget. The budget for year ending December 31, 2019, was adopted at the District's meeting. The District was not in compliance with the Local Government Budget Act which requires a 5% variance in expenditures and revenues. Actual expenditures were over budget by 9%.

F. ENCUMBRANCES

The District does not use encumbrance accounting.

G. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits and interest-bearing demand deposits. Under state law, the District may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

H. PREPAID ITEMS

Prepaid items consist of expenses, paid in the current year, that cover operations, during the next fiscal year.

I. CAPITAL ASSETS

Capital outlays are recorded as expenditures of the General Fund and as assets in the government-wide financial statement. Depreciation is recorded on general fixed assets on a government-wide basis using the straight-line method and the following estimated useful life:

Fire Stations	40 years
Fire Trucks and Other Trucks	5-20 years
Equipment	3-10 years

Fixed assets are valued at historical cost or estimated historical cost if actual cost was not available. Donated assets are valued at fair market value on the date donated. The cost of all assets acquired prior to 1989 have been valued using estimated historical cost.

J. COMPENSATED ABSENCES

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

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 2019

K. LONG-TERM OBLIGATIONS

Long-term obligations are reported in the government-wide financial statement.

L. NET POSITION-GOVERNMENT WIDE

GASB Statement No. 34, *Basic Financial Statements, Management's Discussion and Analysis, for State and Local Governments*, required reclassification of net assets into three separate components. GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, revised the terminology by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets. GASB Statement No. 63 requires the following components of net position:

- **Invested in capital assets, net of related debt** – This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds or indebtedness attributable to acquisition, construction, or improvement of those assets. If there are significant unspent proceeds at year-end, the portion of the debt attributable to unspent proceeds is not included in the calculation of invested in capital assets, net of related debt. Rather, that portion of the debt is included in the same net position calculation as unspent proceeds.
- **Restricted** – This component of net position consists of constraints placed on the asset use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or law or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- **Unrestricted** – This component of net position consists of assets and liabilities that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”
-

M. FUND BALANCE-GOVERNMENTAL FUND STATEMENT

In the fund financial statements, governmental fund equity is classified as fund balance. Governmental funds are classified as follows:

- **Nonspendable** - These are amounts that cannot be spent either because they are in nonspendable form or because they are legally or contractually required to be maintained intact.
- **Restricted** - These are amounts that can be spent only for specific purpose because of constitutional provisions, enabling legislation, or externally imposed constraints by creditors, grantor, contributors or the laws or regulations of other governments.
- **Committed** - These are amounts that can be used for specific purpose determined by a formal decision by the Board Members, which are the highest level of decision-making authority for the District.
- **Assigned** - These are amounts that do not meet the criteria to be classified as restricted or committed, but that are intended to be used for specific purpose.
- **Unassigned** - These are all other spendable amounts.

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
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Notes to the Financial Statements
For the Year Ended December 31, 2019

NOTE2—LEVIED TAXES

On November 20, 1999, the voters of Washington Parish passed a proposition approving the levy of a 10-year, 17 mill property tax for acquiring, constructing, improving, maintaining and/or operating fire protection facilities and equipment for the District and paying the cost of obtaining water for fire protection purposes. On March 30, 2019 the voters of the District voted to renew the tax for a period of 10 years beginning with the year 2020 and ending with the year 2029. The tax was renewed for 17 mills. For 2019, the millage was set at 17.28 mills.

2019 Assessed Property Value	9,602,270
Exemptions	<u>(4,177,488)</u>
Taxable Value	<u><u>5,424,782</u></u>
17.28 mill assessment	165,929
Homestead Exemption	<u>(72,188)</u>
Total Tax	<u><u>93,742</u></u>

NOTE-3—CASH AND CASH EQUIVALENTS

At December 31, 2019, the District has cash and cash equivalents totaling \$29,178 as follows:

Non-interest bearing demand deposit	<u>29,178</u>
Total Cash	<u><u>29,178</u></u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are to be held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. At December 31, 2019, the District had \$30,474 in deposits (collected bank balances). These deposits were secured from risk by \$250,000 of the federal deposit insurance and the remaining collateralized by Whitney Bank.

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
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Notes to the Financial Statements
For the Year Ended December 31, 2019

NOTE 4—RECEIVABLES

The following is a summary of receivables at December 31, 2019:

<u>Class of receivables</u>	<u>December 31,</u> <u>2019</u>
Ad valorem Tax Receivable	<u>93,740</u>

NOTE 5—CAPITAL ASSETS:

	<u>Balance</u> <u>January 1,</u> <u>2019</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>December 31,</u> <u>2019</u>
Non-depreciable assets				
Land	17,612	-	-	17,612
Construction in progress				
Total non-depreciable	<u>17,612</u>	<u>-</u>	<u>-</u>	<u>17,612</u>
Depreciable				
Fire Trucks	364,354	-	-	364,354
Fire Station	294,500	-	-	294,500
Fire Equipment	122,096	-	-	122,096
Depreciable assets	<u>780,950</u>	<u>-</u>	<u>-</u>	<u>780,950</u>
Accumulated Depreciation				
Fire Trucks	(143,041)	(14,766)		(157,806)
Fire Station	(52,592)	(7,939)		(60,531)
Fire Equipment	(120,107)	(354)		(120,461)
Total Accumulated Depreciation	<u>(315,739)</u>	<u>(23,058)</u>	<u>-</u>	<u>(338,798)</u>
Net Depreciable Assets	<u>465,211</u>	<u>(23,058)</u>	<u>-</u>	<u>442,152</u>
Net Capital Assets	<u>482,823</u>	<u>(23,058)</u>	<u>-</u>	<u>459,764</u>

Depreciation expense for the year ending December 31, 2019, was \$23,058. The District purchased no new assets.

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
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Notes to the Financial Statements
For the Year Ended December 31, 2019

NOTE 6—LONG-TERM DEBT

In 2011, the District approved a resolution to incur debt of \$210,000 of certificates of indebtedness. The terms and conditions of the certificates are for ten years at 3.320% interest.

In 2014, the District entered into a long-term lease for the purchase of a 1997 Freightliner commercial pumper for \$65,600. The terms and conditions of the lease are for 5 years at 6.350%. This lease was paid in full in 2019.

On June 2, 2019, the District entered into a longer-term for the purchase of a new tanker for \$114,700. The agreement is for 10 years at 3.594%.

The following is a summary of the long-term liability transaction during the year ended December 31, 2019:

	Beginning Balance 1/1/2019	Addition	Deduction	Ending Balance 12/31/2019	Due Within 1 Year
Certificates of Indebtedness	52,000		(26,000)	26,000	26,000
Lease Payable	91,589		(10,085)	81,504	10,447
	<u>143,589</u>	<u>-</u>	<u>(36,085)</u>	<u>107,504</u>	<u>36,447</u>

Following is a schedule of future debt payments on these certificates of indebtedness:

Years	Principal	Interest	Total
2020	26,000	431	26,431
	<u>26,000</u>	<u>431</u>	<u>26,431</u>

The District has one lease for the tanker. Future minimum lease payments on the tanker are as follows:

Years	Principal	Interest	Total
2020	10,447	2,929	13,376
2021	10,823	2,554	13,377
2022	11,212	2,165	13,377
2023	11,614	1,762	13,376
2024	12,032	1,344	13,376
2025-2025	25,376	1,376	26,752
	<u>81,504</u>	<u>12,130</u>	<u>93,634</u>

**WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana**

**Notes to the Financial Statements
For the Year Ended December 31, 2019**

NOTE 7— DEFERRED INFLOWS OF RESOURCES

The District received \$25,090 in property tax funds in December 2019. These resources will be recognized as revenue in 2019.

NOTE 8—LITIGATION AND CLAIMS

As of December 31, 2019, the District was not involved in any outstanding litigation.

NOTE 9—RELATED PARTY TRANSACTION

There were no related party transactions.

NOTE 10—SUBSEQUENT EVENTS.

These financial statements considered subsequent events through October 27, 2020, the date the financial statements were available to be issued. No other events were noted that require recording or disclosure in the financial statements for the fiscal year ending December 31, 2019.

REQUIRED SUPPLEMENTAL INFORMATION

SCHEDULE I

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana
Budgetary Comparison Schedule
General Fund
For the Year Ended December 31, 2019

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual</u>	<u>Variance</u>
REVENUES:				
Ad valorem taxes	\$ 115,000	\$ 115,000	\$ 91,218	\$ (23,782)
State revenue sharing	5,000	5,000	14,241	9,241
Insurance rebates	-	-	10,888	10,888
Miscellaneous	-	-	1,500	1,500
Total Revenues	<u>120,000</u>	<u>120,000</u>	<u>117,847</u>	<u>(2,153)</u>
EXPENDITURES:				
Accounting & legal	4,300	4,300	4,300	-
Advertising	1,068	1,068	230	838
Capital outlay	-	-	-	-
Debt Service-Principal and Interest	40,517	40,517	27,295	13,222
Election expense	-	-	12,664	(12,664)
Emergency Reporting	-	-	1,420	(1,420)
Lease Payment	-	-	13,377	(13,377)
Dues	350	350	350	-
Fuel, gas, and oil	3,767	3,767	2,894	873
Insurance	18,044	18,044	16,728	1,316
Miscellaneous	1,290	1,290	371	919
Office supplies	6,719	6,719	2,803	3,916
Pension expense	-	-	3,252	(3,252)
Repairs and maintenance	13,724	13,724	21,381	(7,657)
Supplies	15,489	15,489	7,645	7,844
Telephone	-	-	1,377	(1,377)
Training	-	-	583	(583)
Utilities	4,000	4,000	2,442	1,558
Total Expenditures	<u>109,268</u>	<u>109,268</u>	<u>119,112</u>	<u>(9,844)</u>
NET CHANGE IN FUND BALANCE	10,732	10,732	(1,265)	(11,997)
FUND BALANCE, JANUARY 1, 2019	<u>113,615</u>	<u>113,615</u>	<u>113,615</u>	<u>-</u>
FUND BALANCE, DECEMBER 31, 2019	<u>\$ 124,347</u>	<u>\$ 124,347</u>	<u>\$ 112,350</u>	<u>\$ (11,997)</u>

See accountant's compilation report and accompanying notes to the financial statements.

SUPPLEMENTAL INFORMATION

SCHEDULE II

**WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana**

**SUPPLEMENTAL INFORMATION SCHEDULE
For the Year Ended December 31, 2019**

COMPENSATION PAID BOARD MEMBERS

The schedule of compensation paid to board members is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature. Board members were not paid compensation in any form.

	<u>Term</u>
Larry L. Magee	12/31/2020
Hackley Magee	12/31/2021
Ivan Clay Hinote II	12/31/2021
William Ferguson	12/31/2021
Justin Porche	12/31/2020

See accountant's compilation report and accompanying notes to financial statements.

SCHEDULE III

**WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana**

**SUPPLEMENTAL INFORMATION SCHEDULE
For the Year Ended December 31, 2019**

COMPENSATION, BENEFITS, & OTHER PAYMENTS TO AGENCY HEAD

Agency Head: Ivan Hinote

There were no compensation, benefits, or other payments made to the agency head during 2019.

See accountant's compilation report and accompanying notes to financial statements.

WASHINGTON PARISH FIRE PROTECTION DISTRICT NO. 3
WASHINGTON PARISH GOVERNMENT
Franklinton, Louisiana

Schedule of Current Year Findings and Responses
For the Year Ended December 31, 2019

Finding 2019-001 Local Government Budget Act

CRITERIA: Per La. R.S. 39:1311, a governing authority must adopt a budget amendment if there is a 5% or greater shortage in revenue or a 5% or greater overage in expenditures, or if there is a 5% or greater variance in the actual fund balance at the beginning of the year.

CONDITION: At the end of the fiscal year, expenditures were over budget by 9%.

CAUSE: The District did not have the expenditures budgeted high enough to actual before the end of the year.

EFFECT: Noncompliance with the Local Government Budget Act.

RECOMMENDATION: The District needs to ensure that budgets are amended at the end of the year so that revenues and expenditures are within the legal thresholds.

MANAGEMENT'S RESPONSE: The Board will implement the recommendation.

Finding 2019-002 Open Meeting Law

CRITERIA: Per La R.S. 42:19: To add items to an agenda at the meeting itself, the Open Meetings Law requires unanimous approval of the members present to add an item to the agenda. In no case may a public body, by ordinance, charter provision or policy, lessen this requirement to a majority vote. (AG Op. No. 15-0122).

Any motion for a vote to add an item to the agenda shall include with reasonable specificity the subject matter of the additional agenda item and the purpose for adding the item to the agenda. Public comment on the motion must be allowed prior to any vote to add an item to the agenda.

R.S. 42:19, which sets forth the requirements for notice of meetings, states at (A)(1)(b)(ii) that the notice shall include the agenda. Furthermore, any matter proposed that is not on the agenda shall be identified with reasonable specificity in the motion to take up the matter not on the agenda, including the purpose for the addition to the agenda. The matter must also be entered into the minutes of the meeting. Prior to any vote by the public body on the motion to take up a matter not on the agenda, there must be an opportunity for public comment on the motion in accordance with R.S. 42:14 or 15. The public body shall not use its authority to take up a matter not on the agenda as a subterfuge to defeat the purposes of R.S. 42:12 through 23.

Unless required by ordinance, charter provision or adopted policy to the contrary, public entities may remove, table, or withdraw agenda items by a majority vote of those members present.

CONDITION: The District had a public meeting on April 16, 2019 to adopt the millage rate. This was renewal of millage for the purposes of acquiring, constructing, improving, maintain and/or operating fire protection facilities and equipment for the District and paying for the cost of obtaining water for fire protection purposes. It was not a bond millage. The millage adoption was handled correctly. It was

