

**LIVINGSTON PARISH FIRE PROTECTION DISTRICT No. 9
MAUREPAS, LOUISIANA**

REPORT ON REVIEW OF ANNUAL FINANCIAL STATEMENTS AND

REPORT ON APPLYING AGREED-UPON PROCEDURES

INCLUDING THE LOUISIANA ATTESTATION QUESTIONNAIRE

AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
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For The Year Ended December 31, 2016

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Dennis E. James, CPA
Lyle E. Lambert, CPA
Paul M. Riggs, Jr., CPA

Ashley L. Braud, CPA
Samantha D. Wagner, CPA
Christie J. Barado
Megan E. Lynch
B. Jacob Steib
Debbie G. Faust, EA
Ramona K. Huckabee, EA



**JAMES
LAMBERT RIGGS
& ASSOCIATES, INC.**
CERTIFIED PUBLIC ACCOUNTANTS
www.jlrcpafirm.com



June 27, 2017

Independent Accountant's Review Report

To the Members of the Board of Commissioners of
Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana

We have reviewed the accompanying financial statements of the governmental activities and the general fund of the Livingston Parish Fire Protection District No. 9, Maurepas, Louisiana, a component unit of Livingston Parish Government, as of and for the year ended December 31, 2016, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. A review includes primarily applying analytical procedures to management's financial data and making inquiries of the management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statement as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

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

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the budgetary comparison information on page 19 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. The information is the representation of management. We have not audited or

reviewed such required supplementary information, and, accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on it.

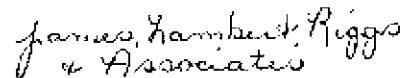
Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context.

Other Information

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, we have issued a report dated June 27, 2017.

The supplementary information contained in the Schedule of Compensation, Benefits and Other Payments to Agency Head, the Independent Accountant's Report on Applying Agreed-Upon Procedures, and the Louisiana Attestation Questionnaire are presented for purposes of additional analysis and are not a required part of the basic financial statements. We have not compiled, reviewed, or audited the supplementary information, and do not express an opinion or provide any form of assurance on it.

Respectfully submitted,

A handwritten signature in cursive script that reads "James Lambert Riggs & Associates".

James, Lambert, Riggs and Associates, Inc.
(A Professional Corporation)

Basic Financial Statements

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Statement of Net Position
December 31, 2016

Exhibit A

	<u>Governmental Activities</u>
Assets	
Cash and Cash Equivalents	\$ 104,893
Accounts Receivable, Net	256,528
Capital Assets not Being Depreciated:	
Land	117,000
Capital Assets, Net of Accumulated Depreciation	<u>700,822</u>
Total Assets	<u>\$ 1,179,243</u>
Liabilities	
Accounts Payable and Accrued Expenses	\$ 8,417
Payroll Taxes Payable	2,996
Sheriff's Pension Payable	<u>7,030</u>
Total Liabilities	<u>\$ 18,443</u>
Net Position	
Net Investment in Capital Assets	\$ 700,822
Unrestricted	<u>459,978</u>
Total Net Position	<u>\$ 1,160,800</u>

See accompanying notes and independent accountant's review report.

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Statement of Activities
For the Year Ended December 31, 2016

Exhibit B

	<u>Governmental Activities</u>
Expenses:	
Fire Protection:	
Collection Fees	\$ 8,312
Equipment Rental	4,233
Firefighting Supplies	2,850
Insurance	63,439
Miscellaneous	7,966
Office Expenses	2,644
Payroll Taxes	3,683
Professional Fees	18,099
Repairs and Maintenance	5,496
Sheriff's Pension Fund	7,030
Supplies & Small Equipment	23,950
Telephone & Utilities	15,248
Uniforms	-
Vehicle Expenses	32,350
Wages	38,104
Depreciation	<u>110,753</u>
Total Expenses	344,157
Program Revenues:	
Charges for Services	<u>-</u>
Total Program Revenues	-
Net Program (Expense) / Revenue	(344,157)
General Revenues:	
Ad Valorem Taxes	180,769
User Fee	70,144
State Revenue Sharing	1,689
Fire Insurance Premium Rebate	25,968
Other Income	<u>12,794</u>
Total General Revenues	291,364
Change in Net Position	(52,793)
Net Position - Beginning of the Year	<u>1,213,593</u>
Net Position - End of the Year	<u><u>\$ 1,160,800</u></u>

See accompanying notes and independent accountant's review report.

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
 Governmental Fund – Balance Sheet
 December 31, 2016

Exhibit C

	General Fund
Assets	
Cash and Cash Equivalents	\$ 104,893
Receivables (Net of Allowances for Uncollectibles):	
Ad Valorem Tax	179,147
User Fee	75,578
State Revenue Sharing	1,803
Total Assets	\$ 361,421
Liabilities and Fund Balance	
Liabilities:	
Accounts Payable and Accrued Expenses	\$ 8,417
Payroll Taxes Payable	2,996
Sheriff's Pension Payable	7,030
Total Liabilities	18,443
Fund Balance:	
Unassigned	342,978
Total Fund Balance	342,978
Total Liabilities and Fund Balance	\$ 361,421

See accompanying notes and independent accountant's review report.

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Reconciliation of the Governmental Fund Balance Sheet to the
Government-Wide Statement of Net Position
For the Year Ended December 31, 2016

Exhibit D

Total Fund Balance, Governmental Fund (Exhibit C)	\$ 342,978
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Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. These assets consist of:

Governmental Capital Assets, Net of Depreciation	<u>817,822</u>
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Net Position of Governmental Activities (Exhibit A)	<u>\$ 1,160,800</u>
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See accompanying notes and independent accountant's review report.

Livingston Parish Fire Protection District No. 9

Exhibit E

Maurepas, Louisiana

Statement of Governmental Fund Revenues, Expenditures, and Changes in Fund Balance

For the Year Ended December 31, 2016

	<u>General Fund</u>
Revenues:	
Ad Valorem Taxes	\$ 180,769
User Fee	70,144
State Revenue Sharing	1,689
Fire Insurance Premium Rebate	25,968
Interest Income	3,317
Other Income	<u>9,477</u>
Total Revenues	291,364
 Expenditures:	
Collection Fees	8,312
Equipment Rental	4,233
Firefighting Supplies	2,850
Insurance	63,439
Miscellaneous	7,966
Office Expenses	2,644
Payroll Taxes	3,683
Professional Fees	18,099
Repairs and Maintenance	5,496
Sheriff's Pension Fund	7,030
Supplies & Small Equipment	23,950
Telephone & Utilities	15,248
Vehicle Expenses	32,350
Wages	38,104
Capital Outlay	<u>78,404</u>
Total Expenditures	<u>311,808</u>
Excess of Revenues over Expenditures	(20,444)
 Fund Balance - Beginning of the Year	 <u>363,422</u>
Fund Balance - End of the Year	<u>\$ 342,978</u>

See accompanying notes and independent accountant's review report.

Livingston Parish Fire Protection District No. 9

Exhibit F

Maurepas, Louisiana

**Reconciliation of the Statement of Governmental Fund Revenues, Expenditures, and
Changes in Fund Balance of the Governmental Fund to the Statement of Activities
For the Year Ended December 31, 2016**

Net Change in Fund Balance, Governmental Fund (Exhibit E) \$ (20,444)

Amounts reported for governmental activities in the statement of activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense. These differences consist of:

Capital Outlay	78,404
Depreciation Expense	<u>(110,753)</u>

Change in Net Position of Governmental Activities (Exhibit B) \$ (52,793)

See accompanying notes and independent accountant's review report.

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Notes to Financial Statements
For The Year Ended December 31, 2016

Narrative Profile

Livingston Parish Fire Protection District No. 9 (the "District") was created by resolution of the Livingston Parish Government under the authority of Louisiana Revised Statutes (LRS) 40:1492-1505 for the purpose of purchasing fire equipment and providing fire protection for the people of District No. 9 of Livingston Parish. The District is governed by a board of commissioners consisting of five members appointed by the Livingston Parish Government. Members serve staggered five-year terms and receive no compensation for their services.

The accounting and reporting policies of the District conform to generally accepted accounting principles as applicable to governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. Such accounting and reporting procedures also conform to the requirements of LRS 24:513 and to the guidance set forth in the *Louisiana Governmental Audit Guide*, and to the industry audit guide, *Audits of State and Local Governmental Units*.

1. Summary of Significant Accounting Policies

A. Financial Reporting Entity

All board members of the District are appointed by the Livingston Parish Council. As the governing authority of the Parish, for reporting purposes, the Livingston Parish Council is the financial reporting entity for Livingston Parish. The financial reporting entity consists of (a) 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 statement to be misleading or incomplete. Because the board members of the District are appointed by the Livingston Parish Council, the District was determined to be a component unit of the Livingston Parish Council.

The accompanying basic financial statements present information only on the fund maintained by the District and do not present information on the Livingston Parish Council, the general government services provided by that governmental unit, or the other governmental units that comprise the financial reporting entity.

B. Fund Accounting

The District uses fund accounting to maintain its financial records and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain District functions and activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts.

Governmental Funds

Governmental funds account for all of the District's general activities. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used. Current liabilities are assigned to the fund from which they will be paid. The difference between a governmental fund's assets and liabilities is reported as fund balance. In general, fund balance represents the accumulated

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Notes to Financial Statements (Continued)
For The Year Ended December 31, 2016

expendable resources that may be used to finance future period programs or operations of the District. The following is the District's governmental fund.

General Fund – the primary operating fund of the District, which accounts for all the operations of the District, except those required to be accounted for in other funds. The General Fund is available for any purpose provided it is expended or transferred in accordance with state and federal laws and according to District policy.

C. Measurement Focus / Basis of Accounting

Basic Financial Statements – Government-Wide Financial Statements

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

The statement of activities 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. Interest earnings and other revenues not properly included among program revenues are reported instead as general revenues.

The District does not allocate indirect expenses.

Basic Financial Statements – Governmental Funds

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

The amounts reflected in the General Fund use the modified accrual basis of accounting. Under this basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The District considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related liability is incurred, except for interest and principal payments on long-term debt, which are recognized when due, and claims and judgments which are recognized when the obligations are expected to be liquidated with

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Notes to Financial Statements (Continued)
For The Year Ended December 31, 2016

expendable available financial resources. The governmental funds use the following practices in recording revenues and expenditures:

Revenues – Revenues are generally recognized when they become measurable and available as net current assets. Ad valorem tax revenue, state revenue sharing revenue, and interest revenue are recorded when due. Substantially all other revenues are recorded when received.

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

Reconciliation – Explanation of differences between the governmental fund balance sheet and the government-wide statement of net position is presented in Exhibit D of the basic financial statements. Explanation of differences between the governmental fund statement of revenues, expenditures, and changes in fund balance and the government-wide statement of activities is presented in Exhibit F of the basic financial statements

D. Budgets and Budgetary Accounting

Budgetary procedures applicable to the District are defined in state law, LRS 39:1301-15. The major requirements of the Local Government Budget Act are summarized as follows:

1. The District adopts a budget each year for the general fund and special revenue funds, if applicable.
2. The President prepares a proposed budget and submits it to the Board for consideration no later than fifteen days prior to the beginning of each fiscal year. At the same time, if total proposed expenditures are \$500,000 or more, a notice of public hearing on the proposed budget must be published in the official journal in each parish in which the District has jurisdiction. As the proposed expenditures for the general fund were less than \$500,000, the proposed budget was not published in the official journal.
3. A public hearing on the proposed budget must be held at least ten days after publication of the call for the hearing. A public hearing was not held on the proposed budget because the proposed expenditures for the general fund were less than \$500,000.
4. After the public hearing, the budget is adopted by resolution. All action necessary to adopt and implement the budget must be completed prior to the end of the fiscal year in progress. The budget was adopted on December 2, 2015.
5. The District must certify completion of all actions required to adopt and implement the budget by publishing a notice in the official journal in each parish in which the District has jurisdiction.
6. Budgetary amendments involving the transfer of funds from one program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the Board. The 2016 budget was amended December 4, 2016.

All budgetary appropriations lapse at the end of each fiscal year.

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Notes to Financial Statements (Continued)
For The Year Ended December 31, 2016

E. Cash, Cash Equivalents, and Investments

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. Under State law, the District may deposit funds in demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana. In addition, the District may invest in United States bonds, treasury notes, or certificates. These are classified as investments if their original maturities exceed 90 days; however, if the original maturities are 90 days or less, they are classified as cash equivalents. Investments for the District are stated at cost.

F. Capital Assets

Capital outlays are recorded as expenditures of the governmental funds and as assets in the government-wide financial statements. Capital assets are valued at historical cost or estimated historical cost if actual cost was not available. Donated capital assets are valued at their estimated fair market value at the date of donation. At December 31, 2016, the District did not have a formal capitalization policy establishing a capitalization / expense threshold.

Maintenance, repairs, and minor equipment are charged to operations when incurred. Expenditures that materially change capacities or extend useful lives are capitalized. Upon sale or retirement of land, buildings, and equipment, the cost and related accumulated depreciation, if applicable, are eliminated from the respective accounts and any resulting gain or loss is included in the results of operations.

G. Net Position

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

1. Net Investment in Capital Assets – consists of the historical cost of capital assets, including any 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 – consists of assets that have constraints that are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
3. Unrestricted – all other net position is reported in this category.

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.

H. Fund Balance

In the governmental fund financial statements, fund balance is classified as follows:

1. Nonspendable Fund Balance – amounts that cannot be spent because they are either not in spendable form or legally or contractually required to be maintained intact.

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Notes to Financial Statements (Continued)
For The Year Ended December 31, 2016

2. Restricted Fund Balance – amounts that can be spent only for specific purposes because of enabling legislation, or externally imposed conditions by grantors, creditors, or citizens.
3. Committed Fund Balance – amounts that can be used only for the specific purposes determined by a formal action of the Board of Commissioners (the District’s highest level of decision-making authority).
4. Assigned Fund Balance – amounts that are intended to be used by the District for specific purposes but do not meet the criteria to be classified as restricted or committed.
5. Unassigned Fund Balance – all amounts not included in other spendable classifications.

The District considers restricted fund balances to be spent for governmental expenditures first when both restricted and unrestricted resources are available.

As of December 31, 2016, the District did not have any nonspendable, restricted, committed, or assigned fund balances.

I. Estimates

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

2. **Stewardship, Compliance and Accountability**

A. Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds. All annual appropriations lapse at year-end. See Note 1-D regarding operating budgets. The District did not comply with the Louisiana Local Government Budget Act in adopting its budget for the year ended December 31, 2016. The District reported did not report a favorable variance in actual expenditures over budgeted expenditures for the fiscal year ended December 31, 2016, in violation of state law.

B. Deposits and Investment Laws and Regulations

In accordance with state law, all uninsured deposits of funds in financial institutions must be secured with acceptable collateral valued at the lower of market or par. As reflected in Note 3 regarding cash and cash equivalents, the District complied with the deposits and investments laws and regulations.

C. Deficit Fund Equity

As of December 31, 2016, the District’s general fund did not have a deficit fund equity.

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Notes to Financial Statements (Continued)
For The Year Ended December 31, 2016

3. Cash, Cash Equivalents, and Investments

As reflected on Exhibit A, the District has cash and cash equivalents totaling \$104,893 at December 31, 2016. 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 pledged 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 bank. These pledged securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

The following is a summary of cash and investments at December 31, 2016, with the related federal deposit insurance and pledge securities:

Bank Balances and Investments:	
Insured (FDIC Insurance)	\$ 140,614
Collateralized:	
Collateral held by pledging bank's trust department not in the District's name	-
Uninsured and Uncollateralized	-
Total Deposits	<u>\$ 140,614</u>

Even though the pledged securities are not held in the entity's name, LRS 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within ten days of being notified by the District that the fiscal agent has failed to pay deposited funds upon demand. Deposits collateralized by pledged securities are considered to be exposed to credit risk (Category 3) under the provisions of GASB Statement 40. Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a deposit policy for custodial risk. As of December 31, 2016, the District was in compliance with state law which requires any uninsured cash balances with the fiscal agent bank to be adequately collateralized by a pledge of securities.

4. Receivables

Receivables represent revenues earned in 2016 and received in 2017 as follows:

Ad Valorem Taxes	\$ 183,715
User Fees	75,578
State Revenue Sharing	1,803
Less: Allowance for Uncollectable Taxes	<u>(4,568)</u>
Accounts Receivable, Net	<u>\$ 256,528</u>

5. Ad Valorem Taxes, User Fees, and State Revenue Sharing

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the District during the year and are billed to taxpayers and become due in November. Billed taxes become delinquent on December 31 of each year. Revenues from ad valorem taxes are budgeted in the year billed and are recognized as revenue when billed. The Livingston Parish Sheriff's Office bills and collects the property taxes using the assessed value determined by the Livingston Parish Assessor. The taxes are generally

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Notes to Financial Statements (Continued)
For The Year Ended December 31, 2016

collected in December of the current year and January and February of the ensuing year. For 2016, the District levied 9.83 mills for a total tax levy of \$182,708. At December 31, 2016, the ad valorem tax receivable, including uncollected taxes from prior years, was \$183,715. Ad valorem taxes receivable at December 31, 2016, are recorded net of a 2.5% allowance for uncollectible taxes (\$4,568).

For the year 2016, a user fee of \$32 was assessed on each household within the District's boundaries. Total fees levied were \$70,144. At December 31, 2016, the user fee receivable, including uncollected taxes from prior years, was \$75,578. The District considers this receivable fully collectible and, therefore, has not recorded an allowance for uncollectible user fees. For the year 2016, the District received \$1,689 in Louisiana State Revenue Sharing. At December 31, 2016, state revenue sharing receivable totaled \$1,803. The District considers this receivable fully collectible and, therefore, has not recorded an allowance for uncollectible state revenue sharing.

6. Capital Assets

Capital assets and depreciation activity as of and for the year ended December 31, 2016, are as follows:

	Balance 01/01/16	Increases	Decreases	Balance 12/31/16
Capital Assets not Depreciated:				
Land	\$ 70,000	\$ 47,000	\$ -	\$ 117,000
Total Capital Assets not Depreciated	70,000	47,000	-	117,000
Other Capital Assets:				
Buildings	269,254	5,836	-	275,090
Equipment	400,935	25,568	-	426,503
Leasehold Improvements	3,100	-	-	3,100
Fire Trucks	877,390	-	-	877,390
Boats	33,347	-	-	33,347
Vehicles	1,000	-	-	1,000
Total Other Capital Assets	1,585,026	31,404	-	1,616,430
Less Accumulated Depreciation:				
Buildings	155,482	7,013	-	162,495
Equipment	276,503	39,554	-	316,057
Leasehold Improvements	406	204	-	610
Fire Trucks	369,539	60,489	-	430,028
Boats	2,761	3,280	-	6,041
Vehicles	164	213	-	377
Total Accumulated Depreciation	804,855	110,753	-	915,608
Total Other Capital Assets, Net	780,171	(79,349)	-	700,822
Totals	\$ 850,171	\$ (32,349)	\$ -	\$ 817,822

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Notes to Financial Statements (Continued)
For The Year Ended December 31, 2016

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

Buildings	40 Years
Fire Trucks	15 Years
Leasehold Improvements	15 Years
Boats	10 Years
Vehicles	5 Years
Equipment	5 Years
Furniture & Fixtures	5 Years

7. Compensation Paid Board Members

In accordance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature, the District is required to present a schedule of per diem payments to Board members. As authorized by LRS 40:1498, each member of the Board shall be reimbursed \$30 for attending meetings of the board, not to exceed two meetings in any one calendar month, and may be reimbursed any expenses incurred in performing the duties imposed upon them by virtue of their serving as members. Currently, the District does not pay compensation to board members.

8. Contingent Liabilities

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets, errors and omissions, injuries to employees, and natural disasters. These risks of loss are covered by a comprehensive commercial insurance policy and workers compensation insurance. Claims resulting from these risks have historically not exceeded insurance coverage. Therefore, no accrual for any loss contingency has been made in the financial statements.

9. Subsequent Events

Management has evaluated subsequent events through the date that the financial statements were available to be issued, June 27, 2017, and determined that no events occurred that require disclosure. No subsequent events occurring after this date have been evaluated for inclusion in these financial statements.

Required Supplemental Information:
Budgetary Comparison Schedule

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Budgetary Comparison Schedule – General Fund
For the Year Ended December 31, 2016

Schedule 1

	<u>Original Budget</u>	<u>Final Budget</u>	<u>Actual Amounts - Budgetary Basis</u>	<u>Variance with Final Budget Favorable / (Unfavorable)</u>
Revenues:				
Ad Valorem Taxes	\$ 158,000	\$ 158,000	\$ 180,769	\$ 22,769
User Fee	52,500	52,500	70,144	17,644
State Revenue Sharing	2,800	2,800	1,689	(1,111)
Fire Insurance Premium Rebate	28,500	28,500	25,968	(2,532)
Interest Income	1,800	1,800	3,317	1,517
Other Income	100	100	9,477	9,377
Total Revenues	<u>243,700</u>	<u>243,700</u>	<u>291,364</u>	<u>47,664</u>
Expenditures:				
Collection Fees	7,000	7,000	8,312	(1,312)
Equipment Rental	1,500	2,500	4,233	(1,733)
Firefighting Supplies	10,000	10,000	2,850	7,150
Insurance	65,000	60,000	63,439	(3,439)
Miscellaneous	11,000	8,900	7,966	934
Office Expenses	4,200	2,200	2,644	(444)
Payroll Taxes	4,200	4,000	3,683	317
Professional Fees	12,500	10,500	18,099	(7,599)
Repairs and Maintenance	20,000	15,000	5,496	9,504
Sheriff's Pension Fund	7,100	7,100	7,030	70
Supplies & Small Equipment	20,000	20,000	23,950	(3,950)
Telephone & Utilities	17,600	17,600	15,248	2,352
Uniforms	4,000	3,500	-	3,500
Vehicle Expenses	25,000	20,000	32,350	(12,350)
Wages	41,500	40,000	38,104	1,896
Capital Outlay	56,000	55,000	78,404	(23,404)
Total Expenditures	<u>306,600</u>	<u>283,300</u>	<u>311,808</u>	<u>(28,508)</u>
Excess of Revenues over Expenditures	(62,900)	(39,600)	(20,444)	19,156
Fund Balance - Beginning of the Year	<u>363,422</u>	<u>363,422</u>	<u>363,422</u>	<u>-</u>
Fund Balance - End of the Year	<u>\$ 300,522</u>	<u>\$ 323,822</u>	<u>\$ 342,978</u>	<u>\$ 19,156</u>

See independent accountant's review report.

Other Supplemental Information:

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

Livingston Parish Fire Protection District No. 9

Schedule 2

Maurepas, Louisiana

Schedule of Compensation, Benefits and Other Payments to Agency Head

For the Year Ended December 31, 2016

Agency Head: Samantha Breaud, Fire Chief

Purpose	Amount
Salary	\$ 11,400
Benefits - Insurance	-
Benefits - Retirement	-
Deferred Compensation	-
Benefits - Other - Supplemental Pay	-
Car Allowance	-
Vehicle Provided by Government	-
Vehicle Rental	-
Cell Phone	-
Dues	-
Per Diem	-
Reimbursements	1,487
Travel	-
Registration Fees	-
Conference Travel	-
Housing	-
Unvouchered Expenses	-
Special Meals	-
Other	-
	\$ 12,887

See independent accountant's review report.

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Schedule of Compensation Paid to the Board of Commissioners
For the Year Ended December 31, 2016

Schedule 3

<u>Name and Address</u>	<u>Position</u>	<u>Salary</u>	<u>Term Expires</u>
Bryan Soulie 21775 Waterfront Maurepas, LA 70449	Commissioner	\$ -	January 1, 2019
Shawn Bercegeay 13777 Bear Island Road Maurepas, LA 70449	Commissioner	-	January 1, 2019
McArthur Simoneaux 14007 Old River Road Maurepas, LA 70449	Commissioner	-	January 1, 2019
Dwayne Brown 14039 Old River Road Maurepas, LA 70449	Commissioner	-	January 1, 2019
Les Forrest, Jr. 14140 Bear Island Road Maurepas, LA 70449	Commissioner		January 1, 2019
		<u>\$ -</u>	

See independent accountant's review report.

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

Dennis E. James, CPA
Lyle E. Lambert, CPA
Paul M. Riggs, Jr., CPA

Ashley L. Braud, CPA
Samantha D. Wagner, CPA
Christie J. Barado
Megan E. Lynch
B. Jacob Steib
Debbie G. Faust, EA
Ramona K. Huckabee, EA



JAMES
LAMBERT RIGGS
& ASSOCIATES, INC.
CERTIFIED PUBLIC ACCOUNTANTS
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AICPA®
Member of
American Institute of CPAs
Society of Louisiana CPAs

June 27, 2017

Independent Accountant's Report on Applying Agreed-Upon Procedures

Board of Commissioners
Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of the Livingston Parish Fire Protection District No. 9 and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Livingston Parish Fire Protection District No. 9's compliance with certain laws and regulations during the year ended December 31, 2016, included in the accompanying *Louisiana Attestation Questionnaire*. Management of the Livingston Parish Fire Protection District No. 9 is responsible for its financial records and compliance with applicable laws and regulations. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards*. The sufficiency of these procedures is solely the responsibility of the specified users of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested of for any other purpose.

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$30,000, or public works exceeding \$150,000, and determine whether such purchases were made in accordance with R.S. 38:2211-2296 (the public bid law) or R.S. 39:1551-39:1775 (the state procurement code), whichever is applicable.

There were no purchases of material and supplies exceeding \$30,000 or public works exceeding \$150,000 during the year.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by R.S. 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with the required list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon Procedure 3 were also included on the listing obtained from management in agreed-upon Procedure 2 as immediate family members.

None of the employees included on the list of employees provided by management in agreed-upon Procedure 3 appeared on the list provided by management in agreed-upon Procedure 2.

Budgeting

5. Obtain a copy of the legally adopted budget and all amendments.

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

6. Trace the budget adoption and amendments to the minute book.

We traced the adoption of the original budget to the minutes of a meeting held on December 2, 2015, which indicated that the budget had been adopted by the Board of Commissioners of the Livingston Parish Fire Protection District No. 9. We traced the adoption of the amended budget to the minutes of a meeting held on December 4, 2016, which indicated that the amended budget had been adopted by the Board of Commissioners of the Livingston Parish Fire Protection District No. 9.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more, or if actual expenditures exceed budgeted amounts by 5% or more.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues for the year exceeded budgeted amounts. Actual expenditures for the year exceeded budgeted amounts by more than 5% in violation of state law. We recommend that the District work more closely with their outside accounting firm in preparing its annual budget and any amendments.

Accounting and Reporting

8. Randomly select six disbursements made during the period under examination and:

- a. Trace payments to supporting documentation as to proper amount and payee;

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

- b. Determine if payments were properly coded to the correct fund and general ledger account, and

We examined supporting documentation for each of the six selected disbursements and found that all payments were properly coded to the correct general ledger account.

- c. Determine whether payments received approval from proper authorities.

We examined supporting documentation for each of the six selected disbursements and found that all payments received approval from proper authorities.

Meetings

9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by R.S. 42:1 through 42:28 (the open meetings law).

We reviewed documentation that agendas for meetings are posted on the Fire Station door more than 24 hours in advance of a meeting.

Debt

10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected copies of all bank deposit slips for the period under examination and noted no deposits that appeared to be proceeds of bank loans, bonds, or like indebtedness.

Advances and Bonuses

11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees that may constitute bonuses, advances, or gifts.

A reading of the minutes of the District for the year indicated no approval for the payments noted. We also inspected payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

Prior Comments and Recommendations

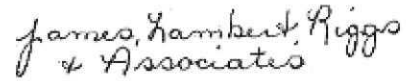
Our prior report, dated June 21, 2016, did not include any comments or unresolved matters.

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

Livingston Parish Fire Protection District No. 9
June 27, 2017

This report is intended solely for the use of management of the Livingston Parish Fire Protection District No. 9 and the Legislative Auditor, State of Louisiana, and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes. Under LRS 24:513, this report is distributed by the Legislative Auditor as a public document.

Respectfully submitted,

A handwritten signature in cursive script that reads "James Lambert Riggs & Associates".

James, Lambert, Riggs and Associates, Inc.
(A Professional Corporation)

Louisiana Attestation Questionnaire

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)

May 2, 2017 (Date Transmitted)

James, Lambert, Riggs and Associates, Inc.

401 East Thomas Street

Hammond, LA 70401

(Auditors)

In connection with your review of our financial statements as of [date] and for the year then ended, and as required by Louisiana Revised Statute (R.S.) 24:513 and the Louisiana Governmental Audit Guide, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of (date of completion/representations).

Public Bid Law

It is true that we have complied with the public bid law, R.S. Title 38:2211-2296, and, where applicable, the regulations of the Division of Administration and the State Purchasing Office.

Yes No

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of R.S. 42:1101-1124.

Yes No

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of R.S. 42:1119.

Yes No

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (R.S. 39:1301-15), R.S. 39:33, or the budget requirements of R.S. 39:1331-1342, as applicable.

Yes No

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by R.S. 44:1, 44:7, 44:31, and 44:36.

Yes No

We have filed our annual financial statements in accordance with R.S. 24:514, and 33:463 where applicable.

Yes No

We have had our financial statements reviewed in accordance with R.S. 24:513.

Yes No

We have complied with R.S. 24:513 A. (3) regarding disclosure of compensation, reimbursements, benefits and other payments to the agency head, political subdivision head, or chief executive officer.

Yes No

Meetings

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

Yes No

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and R.S. 39:1410.60-1410.65.

Yes No []

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, R.S. 14:138, and AG opinion 79-729.

Yes No []

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance that may occur subsequent to the issuance of your report.

<u>Danella Leonard</u>	Secretary	<u>5-2-17</u>	Date
<u>Dawn Bergeron</u>	Treasurer	<u>5-2-17</u>	Date
<u>Dwayne Brown</u>	President	<u>5-2-17</u>	Date

Livingston Parish Fire Protection District No. 9
Maurepas, Louisiana
Schedule of Current Year Review Findings
For the Year Ended December 31, 2016

Schedule 4

2016-001 – Local Government Budget Act

Condition: The District did not comply with certain provisions of the Local Government Budget Act, which requires the District to amend its budget when actual expenditures exceed budgeted expenditures by more than 5%.

Criteria: Budget procedures applicable to the District are specified in state law, LRS 39:1301-1315. The pertinent parts of the law and the manner in which the District failed to comply is as follows: LSA-R.S. 39:1311(A)(2) requires a budgetary amendment when “Total actual expenditures and other uses plus projected expenditures and other uses for the remainder of the year, within a fund, are exceeding the total budgeted expenditures and other uses by five percent or more.”

Cause: During the year, the District’s amended budget did not account for capital expenditures that took place in the last few days of the calendar year. As a result, total actual expenditures and other uses exceeded budgeted amounts by more than 5%.

Effect: As a result of this oversight, the District was not in compliance with certain aspects of the Local Government Budget laws.

Recommendation: We recommend that the District work more closely with their outside accounting firm in preparing its annual budget and any amendments.

Management’s Response: In Management’s Response dated June 27, 2017, the District stated that it will comply with the Local Government Budget Act and budget procedures specified in state law. The District will work more closely with their outside accounting firm in preparing its annual budget and any amendments.