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**MANSURA VOLUNTEER  
FIRE DEPARTMENT, INC.**

**Financial Report**

**Year Ended December 31, 2002**

Under provisions of state law, this report is a public document. A copy of this report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the State House office of the legislative auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 10-07-03

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**ACCOUNTANTS' REPORT**

To the Board of Directors  
Mandeville Volunteer Fire Department, Inc.  
Mandeville, Louisiana

We have compiled the accompanying statements of financial position of Mandeville Volunteer Fire Department, Inc. (a nonprofit organization), as of December 31, 2001, and the related statements of activities and cash flows for the year then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

**Kolder, Champagne, Slayen & Company, LLC**  
Certified Public Accountants

Metairie, Louisiana  
June 27, 2002

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## FINANCIAL STATEMENTS

**MANHURA VOLUNTEER FIRE DEPARTMENT, INC.**  
**Manhura, Louisiana**

**Statement of Financial Position**  
**(Unaudited)**  
**December 31, 2001**

**ASSETS**

<b>Current assets:</b>	
Cash and cash equivalents	\$ 51,118
Accounts receivable	<u>58,779</u>
Total current assets	<u>110,897</u>
<b>Fixed assets:</b>	
Building and improvements	187,480
Equipment	283,770
Trucks	<u>448,415</u>
Total fixed assets	761,665
Less: accumulated depreciation	<u>(768,800)</u>
Net fixed assets	<u>192,865</u>
<b>Total assets</b>	<b><u>\$303,762</u></b>

**LIABILITIES AND NET ASSETS**

<b>Current liabilities:</b>	
Current maturities of long-term debt	\$ 11,685
Accounts payable	12,408
Accrued interest payable	<u>3,382</u>
Total Current Liabilities	27,475
<b>Long-term liabilities:</b>	
Notes payable (net of current portion)	<u>69,966</u>
Total liabilities	<u>97,441</u>
<b>Net Assets:</b>	
Unrestricted net assets -	
Operations	184,275
Fixed assets	<u>416,152</u>
Total unrestricted net assets	<u>600,427</u>
<b>Total liabilities and net assets</b>	<b><u>\$697,868</u></b>

See accompanying notes.

**MANSURA VOLUNTEER FIRE DEPARTMENT, INC.**

**Mansura, Louisiana**

**Statement of Activities**

**(Unaudited)**

**(12/31/2001)**

<b>Support and revenue:</b>	
<b>Support:</b>	
Contributions	<b>\$ 4,011</b>
Fundraising, net	<u>8,146</u>
Total support	<u>12,157</u>
<b>Revenue:</b>	
All volunteer raises	58,078
Intra-governmental revenue:	
Federal	11,018
State	3,458
A rectifier Parish Police Jury	1,108
Interest income	<u>879</u>
Total revenue	<u>74,471</u>
 Total support and revenue	 <u><b>86,628</b></u>
 <b>Expenses:</b>	
Depreciation	42,432
Training	873
Interest	3,144
Insurance	951
Office	873
Repairs	18,196
Supplies	1,128
Telephone	1,097
Legal & professional	1,128
Meeting expenses	1,941
Other	<u>1,983</u>
Total expenses	<u><b>74,536</b></u>
 Change in net assets	 <u><b>12,092</b></u>
 Net assets, beginning of year	 <u><b>584,499</b></u>
 Net assets, end of year	 <u><b>\$596,591</b></u>
 See accountants' report.	

MASSURA VOLUNTEER FIRE DEPARTMENT, INC.  
Mansura, Louisiana

Statement of Cash Flows  
(Unaudited)  
12/31/2000

Cash flows provided by operating activities:	
Change in net assets	\$ 16,466
Adjustments to reconcile change in net assets to net cash provided by operating activities -	
Depreciation	43,893
Increase in accounts receivable	(7,586)
Increase in accounts payable	8,032
Total adjustments	44,299
Net cash provided by operating activities	60,794
Cash flows from investing activities:	
Purchase of equipment	(28,214)
Cash flows from financing activities:	
Decrease in accrued interest payable	(474)
Payment of principal on notes payable	(18,022)
Net cash used by financing activities	(18,496)
Net increase in cash and cash equivalents	14,054
Cash and cash equivalents, beginning of year	40,184
Cash and cash equivalents, end of year	\$ 57,238

See accountant's report.

**MASSULA VOLUNTEER FIRE DEPARTMENT, INC.**  
Mansura, Louisiana

**Notes to Financial Statements**

**(1) Summary of Significant Accounting Policies**

**Fire Department**

The Mansura Volunteer Fire Department, Inc. (Fire Department) was incorporated on September 12, 1988 as a nonprofit corporation as defined in Louisiana Revised Statutes of R. S. 1993 Title 12, Chapter 2, as amended. The Fire Department operates under a Board of Directors consisting of a president, vice-president, and secretary-treasurer. Board members are elected on an annual basis. The members of the Mansura Volunteer Fire Department vote on all matters brought before the Board. The Fire Department serves approximately 1,758 structures and meetings are held monthly. The following is a summary of certain significant accounting policies.

**A. Financial Statement Presentation:**

The Fire Department adopted Statement of Financial Accounting Standards (SFAS) No. 117, "Financial Statements of Not-for-Profit Organizations." Under SFAS No. 117, the Fire Department is required to report information regarding its financial position and activities according to three classes of net assets (unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets) based upon the existence or absence of donor-imposed restrictions.

The Fire Department also adopted SFAS No. 118, "Accounting for Contributions Received and Contributions Made" in accordance with SFAS No. 118, contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. In addition, the Fire Department has not received any contributions with donor-imposed restrictions that would result in temporarily or permanently restricted net assets.

**B. Basis of Accounting**

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with generally accepted accounting principles.

**C. Cash Equivalents**

Cash equivalents consist of short-term, highly liquid investments, which are readily convertible into cash within ninety (90) days of purchase.

MANSLUA VOLUNTEER FIRE DEPARTMENT, INC.  
Mansura, Louisiana

## Property Taxes

**Figure 1**



The Fire Department follows the practice of capitalizing, at cost, all expenditures for fixed assets. Depreciation is computed on a straight-line basis over the useful lives of the assets generally as follows:

Building and improvements	18 - 40 years
Furniture and equipment	5 - 15 years
Vehicles	5 - 10 years

The net fixed asset balance has been recorded as a separate component in unrestricted net assets.

MANHATTAN VOLUNTARY FIRE DEPARTMENT, INC.  
Manhasset, Louisiana

Notes to Financial Statements

(2) Deposits and Investments

Deposits

At year-end, the carrying amount of the Fire Department's deposits was \$37,228 and the bank balance was \$57,244. Of the bank balance, \$57,244 was covered by Federal Depositary Insurance. Of this amount, \$18,721 was tax monies, which is required to be expended on fire equipment and supplies.

Certificates of Deposit

The Corporation had no Certificates of Deposit at December 31, 2002.

(3) Accounts Receivable

The billed receivable balance at December 31, 2002 of \$59,199 consisted of property taxes due from the Fire Protection District No. 2 in the amount of \$58,419 and \$380 due from the Averyelles Parish Police Jury for local fire protection.

(4) Fixed Assets

A summary of changes in Property, Plant and Equipment are as follows:

	Balance 12/31/2001	Additions	Deletions	Balance 12/31/2002
Land and buildings	\$ 107,480	\$ -	\$ -	\$ 107,480
Equipment	189,356	18,214	-	207,570
Trucks	448,415	-	-	448,415
	<u>\$ 745,251</u>	<u>\$18,214</u>	<u>\$ -</u>	<u>\$ 763,465</u>

(5) Changes in Long-term Debt

The following is a summary of note transactions of the Fire Department for the year ended December 31, 2002:

Notes payable at 12/31/01	\$ 90,670
Debt issued	-
Principal payments	<u>(18,021)</u>
Notes payable at 12/31/02	<u>\$ 72,649</u>

**MANUSHA VOLUNTEER FIRE DEPARTMENT, INC.**  
**Manusha, Louisiana**

**Notes to Financial Statements**

Notes payable (current and long-term portions) are financed with the Community Bank, Manusha, Louisiana and Farmers Home Administration, Natchitoches, Louisiana.

Notes payable at December 31, 2002 consist of the following individual liabilities:

<b>Community Bank-</b> \$13,650 note dated June 9, 2000 bearing interest at 9.075% per annum. Final maturity date June 9, 2001; secured by fire truck.	\$ 6,252
<b>Farmers Home Administration-</b> \$33,600 note dated May 17, 2001 due in annual installments of \$4,533; interest at 5.0% per annum; maturity in 2011; secured by fire truck.	32,115
<b>Farmers Home Administration-</b> \$45,000 note dated September 28, 1991 due in annual installments of \$3,207; interest at 8.25 per annum; maturity in 2015; secured by fire station building	43,244
	<u>\$ 81,651</u>

The annual requirements to amortize all notes outstanding at December 31, 2002 are as follows:

<u>Period Ending</u> <u>December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2003	11,615	4,817	16,602
2004	3,738	4,804	9,740
2005	6,857	3,883	9,740
2006	6,395	3,345	9,740
2007-2011	37,750	10,948	48,698
2012-2014	<u>14,823</u>	<u>1,801</u>	<u>15,628</u>
	<u>\$ 81,651</u>	<u>\$ 28,695</u>	<u>\$ 110,346</u>

MANUSULA VOLUNTEER FIRE DEPARTMENT, INC.  
Manusula, Louisiana

Notes to Financial Statements

(6) Retirement Commitments

Individuals who serve the Fire Department are volunteers; therefore, there is no liability for retirement benefits.

(7) Commitments and Contingencies

As of December 31, 2002 there were no lawsuits against the Fire Department.

## SUPPLEMENTAL INFORMATION

# KOLDER, CHAMPAGNE, SLAVEN & COMPANY, LLC

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\* A Louisiana limited liability partnership

## ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Directors  
Mansura Volunteer Fire Department, Inc.  
Mansura, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and summarized below, which were agreed to by the management of Mansura Volunteer Fire Department, Inc. and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about Mansura Volunteer Fire Department, Inc.'s compliance with certain laws and regulations during the year ended December 31, 2002 included in the accompanying *Louisiana Assertion Questionnaire*. This agreed-upon procedures engagement was performed in accordance with standards established by the American Institute of Certified Public Accountants. 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 or for any other purpose.

### *Federal, State, and Local Awards*

1. Determine the amount of Federal, state and local award expenditures for the year by grant and grant year.

The Fire Department received \$81,818 and \$3,558 of federal and state grant money, respectively. Expenditures made during the year for these grants were in accordance with grant requirements.

### *Meetings*

2. Examine evidence indicating that agendas for meetings recorded in the minute book were posted as an open meeting as required by LSA-RS 42:1 through 42:12 (the open meeting law).

Management provided us with the newspaper clippings announcing the Fire Department meetings and we observed the notices posted on the fire station building.

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MANUSULA VOLUNTEER FIRE DEPARTMENT, INC.  
Manusula, Louisiana

Notes to Financial Statements

*Comprehensive Budget*

1. For all grants exceeding five thousand dollars, determine that each applicable federal, state, or local grantor agency was provided with a comprehensive budget of those grants that included the purpose and duration, and for state grants that included specific goals and measures of performance.

Manusula Volunteer Fire Department, Inc. prepared budgets for grants received in excess of \$5,000 for the year ended December 31, 2002.

*Prior Comments and Recommendations*

4. Review prior year suggestions, recommendations, and/or comments and indicate the extent to which such matters have been resolved.

There were no prior year comments and/or suggestions to review.

*Other Compliance Matters*

5. Review expenditures paid with ad valorem tax monies to determine that expenditures were spent in accordance with the tax issue approved by voters.

We reviewed all expenditures paid with tax monies and noted all expenditures were for equipment, buildings, supplies and training in accordance with the ad valorem tax issue.

We were not engaged to and did not perform an examination, 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.

MANUSULA VOLUNTEER FIRE DEPARTMENT, INC.  
Manusula, Louisiana

Notes to Financial Statements

This report is intended solely for the use of management of the Manusula Volunteer Fire Department, Inc. 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. However, this report is a matter of public record and its distribution is not limited.

**Kolder, Champagne, Slaven & Company, LLC**  
Certified Public Accountants

Marksville, Louisiana  
June 27, 2015

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LOUISIANA ATTENTION QUESTIONNAIRE  
(For Attention Requirements of Quasi-public Entities)

9/6/03 (Date Transmitted)

Kelton Champagne Sales & Company, LLC  
22 East 1st St  
Baton Rouge, LA 70801  
\_\_\_\_\_  
(Auditor)

In connection with your completion of our financial statements as of December 31, 2002 and for the period then ended, and as required by Louisiana Revised Statutes 28:2711 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/representation).

Federal, State, and Local Awards

We have devoted for you the amount of Federal, state and local award expenditures for the fiscal year, by grant and grant year.

Yes ( ☒ ) No ( )

All transactions relating to federal, state, and local grants have been properly recorded within our accounting records and reported to the appropriate state, federal, and grantor officials.

Yes ( ☒ ) No ( )

The reports filed with federal, state, and local agencies are properly supported by copies of original entry and supporting documentation.

Yes ( ☒ ) No ( )

We have complied with all applicable specific requirements of all federal, state, and local programs we administer, to include matters contained in the Compliance Supplement, matters contained in the grant awards, eligibility requirements, activities allowed and unallowed, and reporting and budget requirements.

Yes ☒ No ☐

#### Open Meetings

Our meetings, as they relate to public funds, have been posted as an open meeting as required by LSA-RS 421 through 42:12 (the open meetings law).

Yes ☒ No ☐

#### Budget

For each federal, state, and local grant we have filed with the appropriate grantor agency a comprehensive budget for those grants that included the purpose and function, and for state grants included specific goals and objectives and measures of performance.

Yes ☒ No ☐

#### Prior Year Comments

We have resolved all prior year recommendations and/or comments.

Yes ☒ No ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any violations in the foregoing representations. We have made available to you documentation relating to the federal, state, and local grants, to include the applicable 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 will also disclose to you, the Legislative Auditor, and the applicable state grantor agency/agencies any known noncompliance which may occur as of the date of your report.

<u>Travis Dugan, III</u>	Secretary	<u>9/24/03</u>	Date
<u>Robert G. Edwards</u>	Treasurer	<u>9/29/03</u>	Date
<u>[Signature]</u>	President	<u>9/29/03</u>	Date