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**FOREST FIRE DISTRICT
FOREST, LOUISIANA**

**ANNUAL REPORT
FOR THE YEAR ENDED
DECEMBER 31, 2001**

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

Release Date 6/26/02

FOREST FIRE DISTRICT
Forest, Louisiana

TRANSMITTAL LETTER
ANNUAL GENERAL PURPOSE FINANCIAL STATEMENTS

May 07, 2002

Office of the Legislative Auditor
Attention: Ms. JoAnne Sanders
1600 North Third Street
Post Office Box 94397
Baton Rouge, Louisiana 70804-9397

Dear Ms. Sanders:

In accordance with Louisiana Revised Statute 24:514, enclosed are the annual financial statements for the Forest Fire District as of and for the year ended December 31, 2001. The report includes all funds under the control and authority of the fire district. The accompanying financial statements have been prepared in accordance with generally accepted accounting principles.

Sincerely,


FIRE CHIEF

Enclosure

JOHN M. GATHINGS
Certified Public Accountant
Hwy. 2 East – Oak Grove, Louisiana 71263

318/428-3549

P.O. Box 1088


INDEPENDENT ACCOUNTANT'S REPORT

R. L. Frazier, Fire Chief
Forest Fire District
Forest, Louisiana

I have compiled the accompanying general purpose financial statements of the Forest Fire District as of and for the year ended December 31, 2001, 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. I have not audited or reviewed the accompanying general purpose financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

In accordance with the Louisiana Governmental Audit Guide and the provisions of state law, I have issued a report, dated May 07, 2002, on the results of our agreed-upon procedures.


JOHN M. GATHINGS, CPA
OAK GROVE, LOUISIANA
MAY 07, 2002

FOREST FIRE DISTRICT
Combined Balance Sheet – All Fund Types and Account Groups

December 31, 2001

	<u>Governmental</u> <u>Fund Type</u>	<u>Account</u> <u>Group</u>	<u>Totals</u> <u>Memo Only</u>
	General Fund	General Fixed Assets	
<u>ASSETS:</u>			
Cash in Bank	\$26,653	\$0	\$26,653
Certificate of Deposit	95,421	0	95,421
Fixed Assets	<u>0</u>	<u>144,813</u>	<u>144,813</u>
TOTAL ASSETS	<u><u>\$122,074</u></u>	<u><u>\$144,813</u></u>	<u><u>\$266,887</u></u>
 <u>LIABILITIES and FUND BALANCE:</u>			
<u>LIABILITIES:</u>			
Notes Payable-Regions	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL LIABILITIES	\$0	\$0	\$0
 <u>FUND BALANCE:</u>			
Investment in General Fixed Assets	\$0	\$144,813	\$144,813
<u>FUND BALANCE:</u>			
Undesignated	<u>\$122,074</u>	<u>\$0</u>	<u>122,074</u>
TOTAL FUND BALANCE	<u><u>\$122,074</u></u>	<u><u>\$144,813</u></u>	<u><u>\$266,887</u></u>
TOTAL LIABILITES and FUND BALANCE	<u><u>\$122,074</u></u>	<u><u>\$144,813</u></u>	<u><u>\$266,887</u></u>

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

FOREST FIRE DISTRICT
Statement of Receipts, Disbursements and Changes in Fund Balances
For the Year Ended December 31, 2001

RECEIPTS:

Interest	\$5,102
Grant	14,850
Insurance Rebate	3,342
Miscellaneous	639
Sales Tax	<u>46,161</u>

TOTAL RECEIPTS**\$70,094****EXPENDITURES:**

Repairs to Fire Truck	\$1,026
Supplies	858
Training	600
Professional Fees	1,200
Maintenance	939
Insurance	7,510
Fuel	386
Office Supplies	678
Utilities	3,854
Capital Outlay	<u>24,423</u>

TOTAL EXPENDITURES**\$41,474****EXCESS OF RECEIPTS OVER EXPENDITURES****\$28,620****FUND BALANCE AT BEGINNING OF YEAR****\$93,454****FUND BALANCE AT THE END OF YEAR****\$122,074**

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

FOREST FIRE DISTRICT
Statement of Revenues, Expenditures and Changes in Fund Balances
Budget (GAAP Basis) and Actual
For the Year Ended December 31, 2001

	<u>Budget as</u> <u>Amended</u>	<u>Actual</u>	<u>Variance</u> <u>Favorable</u> <u>(Unfavorable)</u>
REVENUES:			
Interest	\$5,000	\$5,102	\$102
Grant	14,850	14,850	0
Insurance Rebate	3,350	3,342	(8)
Miscellaneous	650	638	(12)
Sales Tax	<u>46,150</u>	<u>46,162</u>	<u>12</u>
TOTAL RECEIPTS	\$70,000	\$70,094	\$94
EXPENDITURES:			
Maintenance	\$950	\$939	\$11
Truck Expenses	1,050	1,026	24
Capital Outlay	24,425	24,423	2
Office Expense	675	678	(3)
Supplies	850	858	(8)
Legal & Accounting	1,200	1,200	0
Training	600	600	0
Utilities	3,850	3,854	(4)
Insurance	7,500	7,510	(10)
Fuel	<u>400</u>	<u>386</u>	<u>14</u>
TOTAL EXPENDITURES	<u>\$41,500</u>	<u>\$41,474</u>	<u>\$26</u>
EXCESS OF RECEIPTS OVER EXPENDITURES	\$28,500	\$28,620	<u>\$120</u>
FUND BALANCE AT BEGINNING OF YEAR	<u>\$93,454</u>	<u>\$93,454</u>	
FUND BALANCE AT THE END OF YEAR	<u>\$121,954</u>	<u>\$122,074</u>	

THE ACCOMPANYING NOTES ARE AN INTEGRAL PART OF THIS STATEMENT.

FOREST FIRE DISTRICT

Forest, Louisiana

Notes to the Financial Statements For the Year Ended December 31, 2001

This legal entity was established to provide fire protection for the political subdivision of Ward 3 in the parish of West Carroll. This entity operates independent of any other parish governing body, but functions under guidelines set forth by the West Carroll Parish Police Jury. All members of the board serve with no compensation.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

A. BASIS OF PRESENTATION

The accompanying general purpose financial statements of the Fiske Union Fire District have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

B. REPORTING ENTITY

As the governing authority of the parish, for reporting purposes, the West Carroll Parish Police Jury is the financial reporting entity for West Carroll Parish. The financial reporting entity consist of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which 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. Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the West Carroll Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and
 - a. The ability of the police jury to impose its will on that organization and/or

FOREST FIRE DISTRICT

Forest, Louisiana

Notes to the Financial Statements For the Year Ended December 31, 2001

- b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
3. Organizations for which the reporting entity's financial statements would be misleading if data of the organization is not included because of the nature of significance of the relationship.

Because the Forest Fire District is fiscally dependent on the police jury, the district was determined to be a component unit of the West Carroll Parish Police Jury, 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 police jury, 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 uses funds and account groups to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities.

A fund is a separate accounting entity with a self-balancing set of accounts. On the other hand, an account group is a financial reporting device designed to provide accountability for certain assets and liabilities that are not recored in the funds because they do not directly affect net expendable available financial resources.

The only fund for the district is the governmental fund. Governmental funds account for the district's general activities, including the collection and disbursement

FOREST FIRE DISTRICT

Forest, Louisiana

Notes to the Financial Statements For the Year Ended December 31, 2001

of specific or legally restricted monies, the acquisition or construction of general fixed assets, and the servicing of general long-term debt. Governmental funds of the district include:

1. General Fund – the general operating fund of the district and accounts for all financial resources, except those required to be accounted for in other funds.

D. BASIS OF ACCOUNTING

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The modified accrual basis of accounting is used by the governmental funds. The governmental funds use the following practices in recording revenues and expenditures:

Revenues:

All revenues are recorded when received.

Expenditures:

Expenditures are generally recognizable under the modified accrual basis of accounting, when the liability is incurred.

E. BUDGETARY PRACTICES:

The Forest Fire District did adopt a budget for the year 2001.

FOREST FIRE DISTRICT

Forest, Louisiana

Notes to the Financial Statements For the Year Ended December 31, 2001

F. CASH AND CASH EQUIVALENTS:

Cash includes amounts in demand deposits, interest-bearing demand deposits, and money market accounts. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Under state law, the district may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

G. INVESTMENTS:

Investments are limited by Louisiana Revised Statue (R.S.) 33:2955 and the political subdivision's investment policy. If the original maturities of investments exceeds 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents. All investments are bank certificates of deposits and are stated at cost.

H. FIXED ASSETS

Fixed assets are recorded as expenditures at the time purchased or constructed, and the related assets are reported in the general fixed assets account group. No depreciation has been provided on general fixed assets. No depreciation has been provided on general fixed assets. All fixed assets are valued at historical cost.

I. COMPENSATED ABSENCES

The district has no paid employees therefore there is no policy relating to vacation and sick leave.

FOREST FIRE DISTRICT

Forest, Louisiana

Notes to the Financial Statements
For the Year Ended December 31, 2001

J. LONG-TERM OBLIGATIONS

Long-term obligations expected to be financed from governmental funds are reported in the general long-term obligations account group. The district had no capital leases or long-term obligations as of December 31, 2001.

K. FUND EQUITY

Reserves

Reserves represent those portions of fund equity not appropriable for expenditures or legally segregated for a specific future use.

Designated Fund Balances

Designated fund balances represent tentative plans for future use of financial resources.

L. SALES TAXES:

In 1997 the West Carroll Parish Policy Jury passed a 1/2% sales tax for fire protection in West Carroll Parish. This tax is divided among the fire protection districts for this purpose. This tax was a 10 year tax.

M. TOTAL COLUMNS ON STATEMENTS

The total columns on the statements are captioned Memorandum Only to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position or result of operations in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation.

FOREST FIRE DISTRICT

Forest, Louisiana

Notes to the Financial Statements For the Year Ended December 31, 2001

2. CASH AND CASH EQUIVALENTS

The Forest Fire District maintains its checking accounts in the Regions Bank in Oak Grove, Louisiana. The District had a balance in its accounts on December 31, 2001 of \$26,653. These accounts are insured by the FDIC in the amount of \$100,000.00.

3. INVESTMENTS

The district has four certificate of deposits in Regions Bank which are stated at cost on the enclosed statements. The certificates had a total balance of \$95,421 on December 31, 2001. All accounts are insured by the FDIC in the amount of \$100,000.

4. CHANGES IN GENERAL FIXED ASSETS

A summary of changes in general fixed assets follows:

	Balance January 1, <u>2001</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>2001</u>
Land	\$0.00	\$0.00	\$0.00	\$0.00
Building	\$32,529.00	\$0.00	\$0.00	\$32,529.00
Equipment	<u>\$88,123.15</u>	<u>\$24,422.81</u>	<u>\$262.00</u>	<u>\$112,283.96</u>
Total	<u>\$120,652.15</u>	<u>\$24,422.81</u>	<u>\$262.00</u>	<u>\$144,812.96</u>

7. LEASES

The district records items under capital leases as assets and obligations in the accompanying financial statements. The Forest Fire District had no capital leases at December 31, 2001.

FOREST FIRE DISTRICT

Forest, Louisiana

Notes to the Financial Statements For the Year Ended December 31, 2001

8. RELATED PARTY TRANSACTIONS

There are no related party transactions to disclose as required by FASB 57.

9. LITIGATION AND CLAIMS

The Forest Fire District is not a defendant in any litigation seeking damages.

10. COMBINING OF REPORTS

Due to a ruling by the Legislative Auditor's office after December 30, 2000's report was filed, the Forest Fire District and the Forest Volunteer Fire District are reported as a single entity. Accordingly, all assets have been combined on one financial statement. As a result of this action, the assets and fund balances for the report will appear to be inconsistent with the preceding year's report.

10. SUBSEQUENT EVENTS

There were no events that occurred after year end and the issuing of this report that would materially effect the financial statements as issued.

JOHN M. GATHINGS
Certified Public Accountant
Hwy. 2 East – Oak Grove, Louisiana 71263

318/428-3549

P.O. Box 1088

INDEPENDENT ACCOUNTANT'S REPORT
on APPLYING AGREED-UPON PROCEDURES

R. L. Frazier, Fire Chief
Forest Fire District
Forest, Louisiana 71242

I have performed the procedures included in the Louisiana Government Audit Guide and enumerated below, which were agreed to by the Forest Fire District and the Legislative Auditor, State of Louisiana, solely to assist the users in evaluating management's assertions about the Forest Fire District's compliance with certain laws and regulations during the year ended December 31, 2001 included in the accompanying Louisiana Attestation 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, I 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.

PUBLIC BID LAW

1. Select all expenditures made during the year for material and supplies exceeding \$15,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2251 (the public bid law).

There were one purchases made during the period that exceeded the spending limits set by LSA-RS 38:2211-2251. The bid law was followed.

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 LSA-RS 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.

All persons involved with the fire district serve on a voluntary basis.

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

There were no employees for the fire district.

BUDGETING

5. Obtained a copy of the budget and all amendments.

Management provided us with a copy of the original budget. There were no amendments to the budget during the year.

6. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues or expenditures exceed budgeted amounts by more than 5%

I compared the revenues and expenditures of the final budget to actual revenues and expenditures. The budget was within the 5% limit. The budget had a positive revenue amount when compared to the disbursements.

ACCOUNTING AND REPORTING

7. Randomly selected 6 disbursements made during the period under examination and:
(a) trace payments to supporting documentation as to proper amounts and payee:

I examined supporting documentation for each of the six selected disbursements and found that payments 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

All payments were properly coded to the correct fund and general ledger account.

- (c) determine whether payments received approval from proper authorities.

Inspection of documentation supporting each of the six selected disbursements indicated that each check had 2 signatures as required by the Fire District Board.

MEETINGS

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

The Forest Fire District met on an irregular basis. Each time there was a meeting each member of the Board was informed of the meeting by the Fire Chief.

DEBT

- 9. 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.

I inspected copies of all bank deposit slips for the period under examination and noted that no deposits appeared to be from loan proceeds.

ADVANCES AND BONUSES


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

There were no employees for the fire district.

The prior year report, for the period ended December 31, 2000, was a compilation and no findings were listed and no management letter was issued.

I was 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, I do not express such an opinion. Had I performed additional procedures, other matters might have come to my attention that would have been reported to you.

This report is intended solely for the use of management of the Forest Fire District 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.


JOHN M. GATHINGS, CPA
OAK GROVE, LOUISIANA
May 07, 2002

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)

APRIL 30, 2008 (Date Transmitted)

JOHN M. GATHINGS
P.O. Box 1088
DAK GROVE, LA 71263 (Auditors)

In connection with your compilation of our financial statements as of [date] and for the year then ended, and as required by Louisiana Revised Statute 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 regulation 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, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, 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 LSA-RS 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 LSA-RS 42:1119.

Yes [] No []

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

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 LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes [] No []

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes [] No []

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes [] No []

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

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 LSA-RS 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, LSA-RS 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 which may occur subsequent to the issuance of your report.

_____	Secretary	_____	Date
_____	Treasurer	_____	Date
<i>B. J. Traquin</i>	President	<i>4-30-2002</i>	Date
	<i>Fire Chief</i>		