

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Oak Grove, Louisiana**

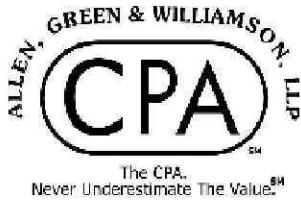
**Annual Financial Report
As of and for the Year Ended December 31, 2012**

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Oak Grove, Louisiana**

**Annual Financial Report
As of and for the Year Ended December 31, 2012**

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Independent Auditors' Report

Board Members
West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Oak Grove, Louisiana

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of the West Carroll Parish Ambulance Service District of the Parish of West Carroll (the District), a component unit of the West Carroll Parish Police Jury, as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

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.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the West Carroll Parish Ambulance Service District, as of December 31, 2012, and the respective changes in financial position and budgetary comparison schedule for the year then ended for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, as listed in the table of contents, 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying other information, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The accompanying other information, as listed in the table of contents, has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 14, 2013 on our consideration of the West Carroll Parish Ambulance District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Commission's internal control over financial reporting and compliance.

Allen, Green & Williamson, LLP

ALLEN, GREEN & WILLIAMSON, LLP
Monroe, Louisiana
June 14, 2013

REQUIRED SUPPLEMENTARY INFORMATION:

**MANAGEMENT'S DISCUSSION
AND ANALYSIS (MD&A)**

**West Carroll Parish Ambulance Service District
Management's Discussion and Analysis (MD&A)
For the Year Ended December 31, 2012**

Our discussion and analysis of the West Carroll Ambulance Service District's financial performance provides an overview of the District's financial activities for the fiscal year ended December 31, 2012.

FINANCIAL HIGHLIGHTS In fiscal year 2012, the District implemented the following GASB Statements:

Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources and Net Position." This Statement establishes standards for reporting of deferred outflows of resources, deferred inflows of resources, and net position.

Statement No. 64, "Items Previously Reported as Assets and Liabilities." This Statement amends or supersedes the accounting and financial guidance for certain items previously required as assets or liabilities as well as establishes accounting and financial reporting standards for the financial statement of state and local governments.

Although these Statements had no current effect on the financial statements as a result of implementation, the Statements did change the presentation of the District's financials, which consisted of the net assets being classified as net position.

Our financial statements provide these insights into the results of this year's operations:

The assets of the District exceeded its liabilities at the close of the most recent fiscal year by \$2,861 thousand (net position). Of this amount, \$2,250 thousand (unrestricted net position) may be used to meet the government's ongoing obligations to citizens and creditors.

The District's revenue received from claims for the year ended December 31, 2012 was \$696 thousand; there was a decrease of \$1 thousand from the revenue received for claims of \$697 thousand in 2011. From year to year several variables may affect the claims revenues in either a positive or negative manner. Claims may be paid or denied for payment due to the nature of each call or run referred to as medical necessity. If a patient has insurance or not has a tremendous influence at times as West Carroll residents are not billed if they have no insurance but all insurance companies are billed. Adjustments to charges are made from time to time to compensate for increases in medical supplies, fuel and other operating costs as well as changes in reimbursement rates that are received. The total number of claims or runs per year affects both by increasing or decreasing expenditures and revenues.

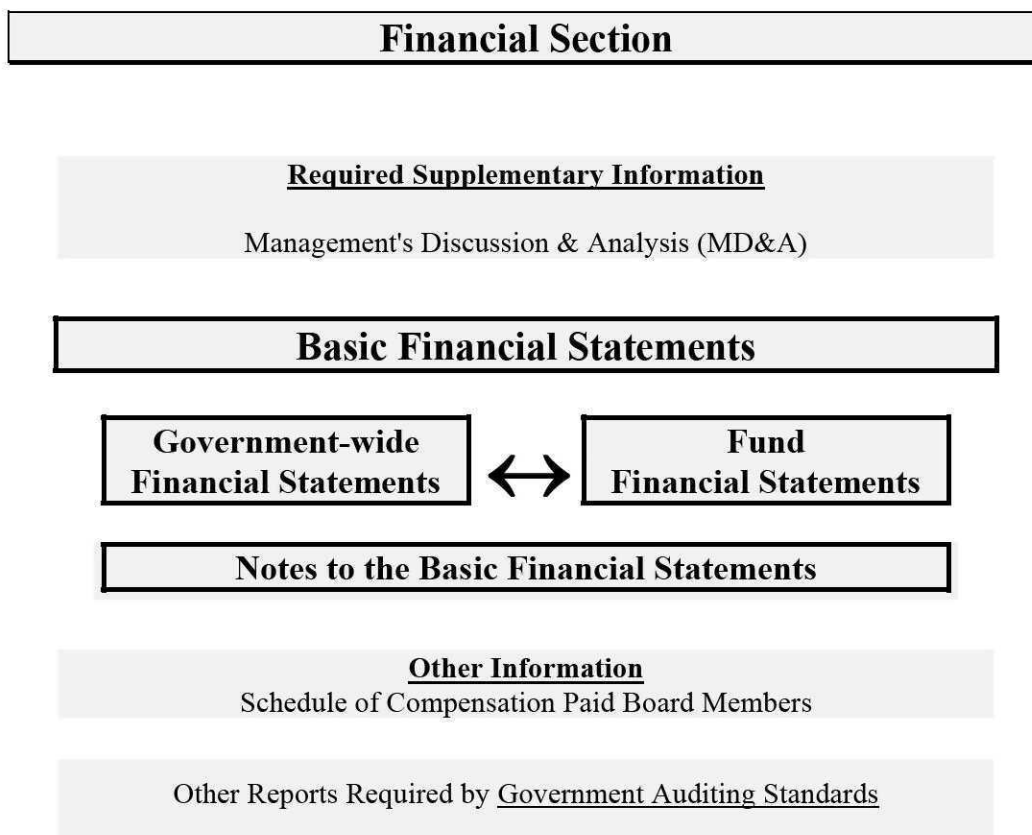
The District's total expenses for the year ended December 31, 2012 was \$1,243 thousand; this is an increase of \$30 thousand from the expenses of \$1,213 thousand in 2011. Spending adjustments are normally made throughout a fiscal year or planned from one year to another to compensate for specific needs of the business.

USING THIS ANNUAL REPORT

The District's annual report consists of a series of financial statements that show information for the District as a whole, and its funds. The Statement of Net Position and the Statement of Activities provide information about the activities of the District as a whole and present a longer-term view of the District's finances. For our governmental activities, the fund financial statements tell how we financed our services in the short-term as well as what remains for future spending. Fund statements also may give you some insights into the District's overall financial health. Fund financial statements also report the District's operations in more detail than the governmental-wide financial statements by providing information about the District's most significant fund - the General Fund.

**West Carroll Parish Ambulance Service District
Management's Discussion and Analysis (MD&A)
For the Year Ended December 31, 2012**

The following chart reflects the information included in this annual report.



Our auditor has provided assurance in the independent auditor's report, located immediately preceding this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. Varying degrees of assurance are being provided by the auditor regarding the Required Supplementary Information and the Supplementary Information identified above. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each of the other parts of this report.

Reporting the District as a Whole

The Statement of Net Position and the Statement of Activities

Our analysis of the District as a whole begins with the government-wide financial statements. One of the most important questions asked about the District's finances is, "Is the District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Position and the Statement of Activities, which appear first in the District's financial statements, report information about the District as a whole and its activities in a way that helps answer this question. We prepare these statements to include all assets, liabilities and deferred outflows/inflows of resources, using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the District's net position – the difference between assets, liabilities and deferred outflows/inflows of resources, as reported in the Statement of Net Position – as one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net position – as reported in

**West Carroll Parish Ambulance Service District
Management's Discussion and Analysis (MD&A)
For the Year Ended December 31, 2012**

the Statement of Activities – are one indicator of whether its financial health is improving or deteriorating. The relationship between revenues and expenses is the District's operating results. However, the District's goal is to provide services to our citizens, not to generate profits as commercial entities do. One must consider other non-financial factors, such as the quality of service.

In the Statement of Net Position and the Statement of Activities, the District's activities are shown as:

Governmental Activities - Most of the District's basic services are reported here, including salaries and contract labor, employee benefits, professional fees, operations and maintenance, repairs and upkeep, and administrative expenses. Sales tax revenue and claims finance most of these activities.

Reporting the District's Most Significant Funds

Fund Financial Statements

The District reports all of its activity in one governmental fund which uses the following approach:

Governmental funds Governmental fund reporting focuses on showing how money flows into and out of funds and the balances left at year-end that are available for spending. They are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the District's operations and the services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the District's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds in the reconciliations (Statements D and F).

**West Carroll Parish Ambulance Service District
Management's Discussion and Analysis (MD&A)
For the Year Ended December 31, 2012**

THE DISTRICT AS A WHOLE

Our analysis below focuses on the net position (Table 1) and changes in net position (Table 2) of the District's governmental activities.

Table 1
Net Position
December 31,
(in thousands)

	2012	2011	Variance
Current and other assets	\$ 2,469	\$ 2,152	\$ 317
Capital assets, net	611	511	100
Total assets	<u>3,080</u>	<u>2,663</u>	<u>417</u>
Current and other liabilities	194	36	158
Noncurrent liabilities	25	25	-
Total liabilities	<u>219</u>	<u>61</u>	<u>158</u>
Net position			
Net investment in capital assets	611	511	100
Unrestricted	2,250	2,091	159
Total net position	<u>\$ 2,861</u>	<u>\$ 2,602</u>	<u>\$ 259</u>

Net position of the District's governmental activities for December 31, 2012 was \$2,861 thousand. Unrestricted net position that are the part of net position that can be used to finance day-to-day operations without constraints established by debt covenants, enabling legislation, or other legal requirements were \$2,250 thousand.

**West Carroll Parish Ambulance Service District
Management's Discussion and Analysis (MD&A)
For the Year Ended December 31, 2012**

Table 2
Changes in Net Position
For the year ended, December 31,
(in thousands)

	2012	2011	Variance
Revenues			
Program Revenues			
Charges for services	\$ 696	\$ 697	\$ (1)
Grants	18	38	(20)
General Revenues			
Sales tax	579	547	32
Interest revenue	19	18	1
Other revenue	190	12	178
Total Revenues	<u>1,502</u>	<u>1,312</u>	<u>190</u>
Expenses:			
Public safety – ambulance service:			
Salaries and contract labor	673	619	54
Employee benefits	213	195	18
Professional fees	12	11	1
Operations and maintenance	168	127	41
Repairs and upkeep	33	56	(23)
Administrative expense	69	71	(2)
Depreciation expense	75	134	(59)
Total functions/program expenses	<u>1,243</u>	<u>1,213</u>	<u>30</u>
Increase (decrease) in net position	259	99	160
Net position – beginning	2,602	2,503	99
Net position – ending	<u>\$ 2,861</u>	<u>\$ 2,602</u>	<u>\$ 259</u>

Governmental Activities

The cost of all governmental activities this year was \$1,243 thousand. However, as shown in the Statement of Activities, the amount that our taxpayers ultimately financed for these activities through District taxes was \$579 thousand because some of the cost was paid by those who directly benefited from the programs or by other governments and organizations that subsidized certain programs with grants and contributions.

THE DISTRICT'S FUNDS

As the District completed the year, its governmental funds reported a fund balance of \$2,300 thousand which was an increase of \$159 thousand. Total revenues for 2012 increased \$190 thousand from total revenues for 2011. This increase is due mainly to unexpected revenues totaling over \$179 thousand received when we participated in the Emergency Response during Hurricane Isaac paid through the Louisiana Ambulance Alliance contract with the State of Louisiana. We also received unexpected dividend revenues of over \$9 thousand from our Workmen's Compensation Insurance Carrier.

Total expenditures for 2012 were \$1,343, which increased \$165 thousand due mainly to the purchase of a new ambulance at a cost of over \$163 thousand and an increase of ambulance runs from fifteen hundred eighty-one to nineteen hundred forty-one.

**West Carroll Parish Ambulance Service District
Management's Discussion and Analysis (MD&A)
For the Year Ended December 31, 2012**

GENERAL FUND BUDGETARY HIGHLIGHTS

Actual revenues exceeded budgeted revenues by \$19 thousand. This favorable variance was due mainly to an increase in claims revenue created by an increase of ambulance runs and an increase of sales and use tax revenue. The budgeted expenditures exceeded actual expenditures by \$11 thousand, mainly due to an increase in ambulance runs/fuel and supplies. "Note" the original budgeted expenditures for year 2012 exceeded revenues by \$143 thousand, which was due to capital outlay. However, original budgeted revenues were increased \$272 thousand due to unexpected revenues received from the District participating in the Emergency Response during Hurricane Isaac along with expected increase in claims and sales tax revenues.

CAPITAL ASSETS AND LONG TERM DEBT

Capital Assets

At December 31, 2012, the District had invested in the following capital assets:

	Capital Assets, net December 31,		
	<u>2012</u>	<u>2011</u>	Variance
Land	\$ 6,500	\$ 6,500	\$ -
Land Improvements	9,430	9,960	(530)
Buildings	143,730	149,562	(5,832)
Appliances	-	34	(34)
Vehicles	268,865	142,942	125,923
Furniture and fixtures	451	1,140	(689)
Equipment	<u>181,994</u>	<u>201,015</u>	<u>(19,021)</u>
Total Capital assets, net	<u>\$ 610,970</u>	<u>\$ 511,153</u>	<u>\$ 99,817</u>

Debt

Our long term debt includes annual leave of \$49 thousand. We present more detail about our long term liabilities in Note 6 to the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS Our elected and appointed officials and citizens consider many factors when setting the District's budget and tax rates. One of the most important factors affecting the budget is our unpredictable nature of claims and sales tax collections. Approximately, 85% of total revenues are claims and sales tax. The change in fiscal year ended December 31, 2013 is expected to have reduction in other revenue and in capital outlay.

**GOVERNMENT-WIDE FINANCAL
STATEMENTS**

**WEST CARROLL PARISH AMBULANCE SERVICE DISTRICT
OF THE PARISH OF WEST CARROLL
Oak Grove, Louisiana**

**STATEMENT OF NET POSITION
December 31, 2012**

	Statement A
ASSETS	
Cash	\$ 527,846
Investments	1,785,703
Receivables, net	145,561
Prepaid expenses	<u>10,259</u>
 Total current assets	 2,469,369
 Capital assets, net of accumulated depreciation	
Land, building and equipment	<u>610,970</u>
 TOTAL ASSETS	 <u>3,080,339</u>
LIABILITIES	
Current Liabilities	
Accounts, salaries and other payables	<u>169,317</u>
 Total current liabilities	 <u>169,317</u>
Noncurrent Liabilities	
Due within one year	24,431
Due in more than one year	<u>25,067</u>
 Total noncurrent liabilities	 <u>49,498</u>
 TOTAL LIABILITIES	 <u>218,815</u>
NET POSITION	
Net invested in capital assets	610,970
Unrestricted	<u>2,250,554</u>
 TOTAL NET POSITION	 <u>\$ 2,861,524</u>

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**WEST CARROLL PARISH AMBULANCE SERVICE DISTRICT
OF THE PARISH OF WEST CARROLL
Oak Grove, Louisiana**

**STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2012**

Statement B

EXPENSES

Public safety - ambulance service:

Salaries and contract labor	\$ 672,796
Employee benefits	213,391
Professional fees	12,126
Operations and maintenance	167,838
Repairs and upkeep	32,845
Administrative expense	69,328
Depreciation	74,882
	74,882

TOTAL PROGRAM EXPENSES	1,243,206
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PROGRAM REVENUES:

Charges for services	695,821
Grant revenue - operating	18,542
	18,542

TOTAL PROGRAM REVENUES	714,363
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NET PROGRAM EXPENSE	(528,843)
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GENERAL REVENUES:

Sales tax revenue	579,476
Interest revenue	18,812
Other revenue	189,863
	189,863

TOTAL GENERAL REVENUES	788,151
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INCREASE (DECREASE) IN NET POSITION	259,308
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NET POSITION - BEGINNING	2,602,216
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NET POSITION - END OF YEAR	\$ 2,861,524
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THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

FUND FINANCAL STATEMENTS

**WEST CARROLL PARISH AMBULANCE SERVICE DISTRICT
OF THE PARISH OF WEST CARROLL
Oak Grove, Louisiana**

**GOVERNMENTAL FUNDS
BALANCE SHEET
December 31, 2012**

	Statement C
ASSETS	
Cash	\$ 527,846
Investments	1,785,703
Receivables, net	145,561
Prepaid expenses	<u>10,259</u>
 TOTAL ASSETS	 <u><u>2,469,369</u></u>
 LIABILITIES AND FUND BALANCES	
Liabilities	
Accounts, salaries and other payables	<u>169,317</u>
 TOTAL LIABILITIES	 <u>169,317</u>
 Fund balances:	
Nonspendable - prepaid	10,259
Unassigned	<u>2,289,793</u>
 TOTAL FUND BALANCE	 <u>2,300,052</u>
 TOTAL LIABILITIES AND FUND BALANCE	 <u><u>\$ 2,469,369</u></u>

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**WEST CARROLL PARISH AMBULANCE SERVICE DISTRICT
OF THE PARISH OF WEST CARROLL
Oak Grove, Louisiana**

**Reconciliation of the Governmental Funds
Balance Sheet to the Statement of Net Position
December 31, 2012**

Statement D

Total fund balances - governmental funds	\$	2,300,052
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The cost of capital assets (land, buildings, furniture and equipment and infrastructure) purchased or constructed is reported as an expenditure in governmental funds. The Statement of Net Position includes those capital assets among the assets of the District as a whole. The cost of those capital assets is allocated over their estimated useful lives (as depreciation expense) to the various programs reported as governmental activities in the Statement of Activities. Because depreciation expense does not affect financial resources, it is not reported in governmental funds.

Costs of capital assets	\$	1,432,320	
Depreciation expense to date		<u>(821,350)</u>	
			610,970

Long-term liabilities applicable to the Ambulance District's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities - both current and long-term - are reported in the Statement of Net Position.

Balances at December 31, 2012 are:			
Compensated absences payable			<u>(49,498)</u>

Net position of governmental activities	\$	<u><u>2,861,524</u></u>
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THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**WEST CARROLL PARISH AMBULANCE SERVICE DISTRICT
OF THE PARISH OF WEST CARROLL
Oak Grove, Louisiana**

**GOVERNMENTAL FUNDS
Statement of Revenues, Expenditures,
and Changes in Fund Balances
For the Year Ended December 31, 2012**

Statement E

REVENUES	
Local sources:	
Sales tax revenue	\$ 579,476
Grant revenue	18,542
Claims	695,821
Interest revenue	18,812
Other revenue	189,863
	1,502,514
TOTAL REVENUES	1,502,514
EXPENDITURES	
Current:	
Salaries and contract labor	672,796
Employee benefits	213,828
Professional fees	12,126
Operations and maintenance	167,838
Repairs and upkeep	32,845
Administrative expense	69,328
Capital outlay	174,699
	1,343,460
TOTAL EXPENDITURES	1,343,460
Net Change in Fund Balances	159,054
FUND BALANCES - BEGINNING OF YEAR	2,140,998
FUND BALANCES - END OF YEAR	\$ 2,300,052

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**WEST CARROLL PARISH AMBULANCE SERVICE DISTRICT
OF THE PARISH OF WEST CARROLL
Oak Grove, Louisiana**

**Reconciliation of the Governmental Funds
Statement of Revenues, Expenditures, and Changes in Fund Balances
to the Statement of Activities
For the Year Ended December 31, 2012**

		Statement F
Total net change in fund balances - governmental funds	\$	159,054
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 those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlay exceeds depreciation in the period:		
Capital outlay	\$	174,699
Depreciation		<u>(74,882)</u>
		99,817
In the Statement of Activities, certain operating expenses-compensated absences (vacations and comp time) - are measured by the amounts earned during the year. In the governmental funds, however, expenditures for these items are measured by the amount of financial resources used (essentially, the amounts actually paid). This year, vacation and comp time used (\$31,038) was more than the amounts earned (\$30,601) by \$437		
		<u>437</u>
Change in net position of governmental activities.	\$	<u><u>259,308</u></u>

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**WEST CARROLL PARISH AMBULANCE SERVICE DISTRICT
OF THE PARISH OF WEST CARROLL
Oak Grove, Louisiana**

**GENERAL FUND
Budgetary Comparison Schedule
For the Year Ended December 31, 2012**

Statement G

	BUDGETED AMOUNTS		ACTUAL AMOUNTS	VARIANCE WITH FINAL BUDGET
	ORIGINAL	FINAL		POSITIVE (NEGATIVE)
Resources (inflows)				
Local sources:				
Sales tax revenue	\$ 525,000	\$ 570,000	\$ 579,476	\$ 9,476
Grant revenue	0	0	18,542	18,542
Claims	672,000	720,000	695,821	(24,179)
Interest revenue	14,328	14,328	18,812	4,484
Other revenue	0	179,079	189,863	10,784
	<u>1,211,328</u>	<u>1,483,407</u>	<u>1,502,514</u>	<u>19,107</u>
Amounts available for appropriations				
Charges to appropriations (outflows)				
General government:				
Salaries and contract labor	665,027	665,027	672,796	(7,769)
Employee benefits	225,267	225,267	213,828	11,439
Professional fees	13,453	13,453	12,126	1,327
Operations and maintenance	143,556	171,156	167,838	3,318
Repairs and upkeep	59,400	31,800	32,845	(1,045)
Administrative expense	66,975	66,975	69,328	(2,353)
Capital outlay	181,200	181,200	174,699	6,501
	<u>1,354,878</u>	<u>1,354,878</u>	<u>1,343,460</u>	<u>11,418</u>
Total charges to appropriations				
Net change in fund balance	(143,550)	128,529	159,054	30,525
BUDGETARY FUND BALANCES, BEGINNING	<u>2,140,998</u>	<u>2,140,998</u>	<u>2,140,998</u>	<u>0</u>
BUDGETARY FUND BALANCES, ENDING	<u>\$ 1,997,448</u>	<u>\$ 2,269,527</u>	<u>\$ 2,300,052</u>	<u>\$ 30,525</u>

THE NOTES TO THE FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT.

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Notes to the Financial Statements**

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**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Notes to the Financial Statements
December 31, 2012**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES The accompanying financial statements of the West Carroll Parish District of the Parish of West Carroll, Oak Grove, Louisiana (the District), have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

A. REPORTING ENTITY The District was established by the West Carroll Parish Police Jury in 1996 under the provisions of LSA-R.S. 33:9056 to run and operate ambulances and a rescue unit for the care and transportation of persons suffering from illness or disabilities which necessitate ambulance care or extrication. Appointed Board members serve staggering terms of six years.

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 consists 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 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
 - 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 and the potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury exists.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury appoints members to the District's Board and the District is financially accountable to 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.

B. FUNDS AND ACCOUNT GROUPS The accounts of the District are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The District has only one fund.

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Notes to the Financial Statements
December 31, 2012**

Governmental Funds Governmental funds are used to account for the District's general government activities, including the collection and disbursement of specific or legally restricted monies, the acquisition, or construction of capital assets, and the servicing of long-term debt. Governmental funds include:

General fund - the only fund of the District. It accounts for all financial resources of the District.

C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Government-Wide Financial Statements (GWFS) The Statement of Net Position and the Statement of Activities displays information about the reporting government as a whole. The Statement of Net Position and the Statement of Activities was prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, liabilities, deferred outflows/inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Revenues, expenses, gains, losses, assets, liabilities, deferred outflows/inflows of resources resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33 Accounting and Financial Reporting for Non-exchange Transactions.

Program revenues Program revenues include 1) charges for services provided, 2) operating grants and contributions, and 3) capital grants and contributions; program revenues reduce the cost of the function to be financed from the District's general revenues. Charges for services are primarily derived from claims.

Allocation of indirect expenses The District reports all direct expenses by function in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function.

Fund Financial Statements (FFS)

Governmental Funds The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting revenues are recognized when susceptible to accrual (i.e., when they are "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 government considers all revenues available if they are collected within 60 days after year-end. Expenditures are recorded when the related fund liability is incurred, except for unmatured principal and interest on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources.

With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating statements of these funds present increases and decreases in net current assets. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Sales taxes are recognized when the underlying exchange transaction occurs and the resources are available.

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Notes to the Financial Statements
December 31, 2012**

Other receipts become measurable and available when cash is received by the District and are recognized as revenue at that time.

Expenditures

Salaries are recorded as earned.

It is the District's policy to first apply restricted resources when an expenditure is incurred for purposes for which both restricted and unrestricted net position are available.

D. BUDGETS The District follows these procedures in establishing the budgetary data reflected in the combined financial statements:

State statute requires budgets be adopted for the general fund.

Each year, prior to the beginning of the fiscal year, the executive director submits to the Board a proposed annual budget for the general fund. Public hearings are conducted, prior to the Board's approval, to obtain taxpayer comments. The operating budget includes proposed expenditures and the means of financing them.

The Board adopted a budget for the general fund.

All appropriations (unexpended budget balances) lapse at year end.

Encumbrances are not recognized within the accounting records for budgetary control purposes.

All governmental funds' budgets are prepared on the modified accrual basis of accounting, a basis consistent with accounting principles generally accepted in the United States of America (GAAP). Budgeted amounts are as originally adopted or as amended by the Board. Legally, the Board must adopt a balanced budget, that is, total budgeted revenues and other financing sources including fund balance must equal or exceed total budgeted expenditures and other financing uses. State statutes require the Board to amend its budget when revenues plus projected revenues within a fund are expected to be less than budgeted revenues by five percent or more and/or expenditures within a fund are expected to exceed budgeted expenditures by five percent or more. The Board approves budgets at the function level and management does not have the authority to make any transfers without Board approval.

Formal budget integration (within the accounting records) is employed as a management control device. The budget is established and controlled by the Board at the functional level of expenditure and budget amendments are adopted by the Board as necessary. Budget amounts included in the accompanying financial statements include the original adopted budget.

E. FUND BALANCES OF FUND FINANCIAL STATEMENTS

GASB 54 requires the fund balance amounts to be reported within the fund balance categories as follows:

Non-spendable: Fund balance that is not in spendable form or legally or contractually required to be maintained intact. This category includes items that are not easily converted to cash such as inventories and prepaid items.

Restricted: Fund balance that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation.

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Notes to the Financial Statements
December 31, 2012**

Committed: Fund balance that can only be used for specific purposes determined by the District's highest level of decision making authority in the form of a motion by the Board. Committed amounts cannot be used for any other purpose unless the Board removes or changes the specified use by taking the same type of action it employed to previously commit the funds. Committed fund balance is the result of either a policy of the Board or motions were passed at a Board meeting committing the funds. The motions passed are usually the result of budget revisions.

Assigned: Fund balance that is constrained by the District's intent to be used for specific purposes, but are neither restricted nor committed. Intent should be expressed by the Board.

Unassigned: Fund balance that is the residual classification for the general fund.

The District reduces committed amounts, followed by assigned amounts and then unassigned amounts when an expenditure is incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used. The District considers restricted amounts to have been spent when an expenditure has incurred for purposes for which both restricted and unrestricted fund balance is available.

F. INVESTMENTS Investments are limited by LSA-R.S. 33:2955 and the District's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

Investments in *nonparticipating* interest-earning contracts, such as nonnegotiable certificates of deposit with redemption terms that do not consider market rates, are reported using a cost-based measure as per GASB Statement No. 31.

G. CASH AND CASH EQUIVALENTS Cash includes amounts in demand deposits and interest-bearing demand deposits, and time deposit 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 and national banks having their principal offices in Louisiana.

Under state law, 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 are stated at cost.

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Notes to the Financial Statements
December 31, 2012**

H. CAPITAL ASSETS Capital assets are recorded at historical cost or estimated historical cost if purchased or constructed over their estimated useful lives (including salvage value). Donated fixed assets are recorded at their estimated fair value at the date of donation. The capitalization threshold is \$500 for all assets except computer software, which has a threshold of \$75,000. Estimated useful life is management's estimate of how long the asset is expected to meet service demands. Straight line depreciation is used based on the following estimated useful lives:

Land Improvements	20 years
Buildings	40 years
Appliances	5 years
Vehicles	5 years
Furniture and Fixtures	5 years
Equipment	3-10 years
Intangibles	3 years

I. COMPENSATED ABSENCES All employees are entitled to two weeks (120 hours for operational employees for odd year ends and 96 hours for operational employees for even year ends as well as 80 hours for office staff employees regardless of year end) of vacation at the beginning of each fiscal year. Vacation time does not carry over from one year to the next.

All employees are entitled to two weeks (120 hours for operational employees and 80 hours for office staff employees) of sick leave at the beginning of each fiscal year. Sick leave does not carry over from one year to the next.

Salaried employees are entitled to earn compensatory time for overtime worked. Employees which earn more than 480 hours of compensatory time can be paid for that excess prior to termination.

The District's recognition and measurement criteria for compensated absences follow:

GASB Statement No. 16 provides that vacation leave and other compensated absences with similar characteristics should be accrued as a liability as the benefits are earned by the employees if both of the following conditions are met:

- A. The employees' right to receive compensation is attributable to services already rendered.
- B. It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.

J. SALES TAXES The Police Jury passed a one-half cent parish-wide sales and use tax in a special election held September 21, 1996. In accordance with the proposition approved by the voters of the parish, the "sales and use tax is for providing ambulance service to the public, including acquiring, improving, maintaining and operating facilities and equipment required in connection therewith and paying related personnel costs." This tax was renewed by voters on April 1, 2006 for a period of 10 years starting January 1, 2007.

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

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Notes to the Financial Statements
December 31, 2012**

L. PREPAIDS Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

NOTE 2 - DEPOSITS At December 31, 2012, the District had cash and cash equivalents (book balances) totaling \$2,313,549 (including \$1,785,703 in certificates of deposit, classified as investments) in demand deposits. Deposits are stated at cost, which approximates fair value. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or pledge of securities owned by the fiscal agent bank. The fair value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Interest Rate Risk: The District's policy does not address interest rate risk.

Custodial Credit Risk – Deposits: In the case of deposits, this is the risk that in the event of a bank failure, the government's deposits may not be returned to it. At year end, the District's carrying amount of deposits was \$2,313,549 and the bank balance was \$2,348,744. Of the bank balance, \$750,000 was covered by federal deposit insurance. For the remaining bank balance, the District had securities held by the pledging financial institution's trust department or agent but not in the District's name. The District's policy does not address custodial credit risk.

Credit Rate Risk: The CD equivalents do not have a credit rating.

NOTE 3 - RECEIVABLES The receivables at December 31, 2012, are as follows:

<u>Class of Receivables</u>	<u>General</u>
Sales and use tax	\$106,351
Claims	39,210
Miscellaneous	<u>1,080</u>
Total	146,641
Allowance for doubtful accounts	<u>(1,080)</u>
Receivables, net	<u>\$145,561</u>

The District has set up an allowance for doubtful accounts of \$1,080 related to an accounts receivable not expected to be collected in full.

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Notes to the Financial Statements
December 31, 2012**

NOTE 4 - CAPITAL ASSETS The changes in capital assets are as follows:

Governmental activities:

	Balance <u>Beginning</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>Ending</u>
Nondepreciable Assets:				
Land	\$ 6,500	\$ -	\$ -	\$ 6,500
Depreciable Assets:				
Land Improvements	10,597	-	-	10,597
Buildings	231,044	-	-	231,044
Appliances	5,617	-	-	5,617
Vehicles	572,552	164,836	-	737,388
Furniture & fixtures	9,244	-	-	9,244
Equipment	422,067	9,863	-	431,930
Total depreciable assets	<u>1,251,121</u>	<u>174,699</u>	<u>-</u>	<u>1,425,820</u>
Less accumulated depreciation				
Land Improvements	637	530	-	1,167
Buildings	81,482	5,832	-	87,314
Appliances	5,583	34	-	5,617
Vehicles	429,610	38,913	-	468,523
Furniture & fixtures	8,104	689	-	8,793
Equipment	221,052	28,884	-	249,936
Total accumulated depreciation	<u>746,468</u>	<u>74,882</u>	<u>-</u>	<u>821,350</u>
Capital assets, net	<u>\$ 511,153</u>	<u>\$ 99,817</u>	<u>\$ -</u>	<u>\$ 610,970</u>

NOTE 5 - ACCOUNTS, SALARIES AND OTHER PAYABLES The payables at December 31, 2012, are as follows:

	<u>General</u>
Vendor payable	\$ 164,859
Salaries and benefits payable	4,458
Total	<u>\$ 169,317</u>

NOTE 6 - COMPENSATED ABSENCES At December 31, 2012, employees of the Ambulance District have accumulated and vested \$49,498 of employee leave benefits, which was computed in accordance with GASB Codification Section C60. These amounts are recorded as liabilities in the funds from which payment will be made and include both vacation leave and compensatory time earned. Following is a summary of the compensated absence transactions for the year:

Balance, Beginning	\$ 49,935
Additions	30,601
Deductions	<u>(31,038)</u>
Balance, Ending	49,498
Amount Due in One Year	<u>\$ 24,431</u>

NOTE 7 - LITIGATION AND CLAIMS At December 31, 2012, the District was involved in various litigations. It is the opinion of the legal counsel for the District that the ultimate resolution of these lawsuits would not materially affect the financial statements.

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Notes to the Financial Statements
December 31, 2012**

NOTE 8 - RISK MANAGEMENT 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. The District carries commercial insurance to manage these risks.

NOTE 9 - LA RURAL AMBULANCE ALLIANCE REVENUE During fiscal year ended December 31, 2012, the District received amounts from the Louisiana Rural Ambulance Alliance of \$179,078, which is reported in other revenue on the statement of activities and on the statement of revenue, expenses and changes in fund balances. These monies were received because the District had participated in the Emergency Response during Hurricane Isaac paid through the Louisiana Ambulance Alliance contract with the State of Louisiana, which was a one-time event.

NOTE 10 - NEW GASB STANDARDS In fiscal year 2012, the District implemented the following GASB Statements:

Statement No. 63, "Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources and Net Position." This Statement establishes standards for reporting of deferred outflows of resources, deferred inflows of resources, and net position.

Statement No. 64, "Items Previously Reported as Assets and Liabilities." This Statement amends or supersedes the accounting and financial guidance for certain items previously required as assets or liabilities as well as establishes accounting and financial reporting standards for the financial statement of state and local governments.

Although these Statements had no current effect on the financial statements as a result of implementation, the Statements did change the presentation of the District's financials, which consisted of the net assets being classified as net position.

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll**

OTHER INFORMATION

**West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Compensation Paid Board Members
December 31, 2012**

The schedule of compensation paid board members is presented in compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature.

The following board members received no compensation for the year ended December 31, 2012.

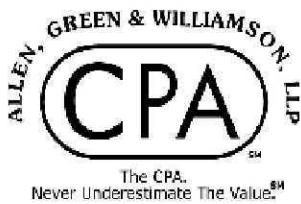
Mark Bowman

Fred Copes, Chairman

Mike Gammill

James E. Melton, Vice Chairman

Mike Prine



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Ernest L. Allen, CPA
(Retired) 1963 - 2000

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With *Government Auditing Standards*

Independent Auditor's Report

Board Members

West Carroll Parish Ambulance Service District
of the Parish of West Carroll
Oak Grove, Louisiana

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of West Carroll Parish Ambulance Service District, a component unit of the West Carroll Parish Police Jury, as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated June 14, 2013.

Internal Control Over Financial Reporting

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. Although the intended purpose of these reports may be limited, under Louisiana Revised Statute 24:513, this report is distributed by the Office of the Louisiana Legislative Auditor as a public document.

Allen, Green & Williamson, LLP

ALLEN, GREEN & WILLIAMSON, LLP

Monroe, Louisiana
June 14, 2013