

Financial Report

Schriever Fire Protection District

Schriever, Louisiana

December 31, 2001

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Schriever Fire Protection District

December 31, 2001

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FINANCIAL SECTION



Bourgeois Bennett

INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners,
Schriever Fire Protection District,
Schriever, Louisiana.

We have audited the accompanying general-purpose financial statements of the Schriever Fire Protection District (the District), a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 2001, as listed in the table of contents. These general-purpose financial statements are the responsibility of the District's management. Our responsibility is to express an opinion on these general-purpose 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion the general-purpose financial statements referred to above present fairly, in all material respects, the financial position of the Schriever Fire Protection District as of December 31, 2001, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with Government Auditing Standards, we have also issued our report dated May 20, 2002 on our consideration of the Schriever Fire Protection District's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Bourgeois Bennett, L.L.C.

Certified Public Accountants.

Houma, La.,
May 20, 2002.

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Account Groups		
General Fixed Assets	General Long-Term Debt	Total (Memorandum Only)
\$ -	\$ -	\$ 106,780
-	-	77,691
-	-	102
-	-	116,027
1,132,412	-	1,132,412
-	93,058	93,058
-	721,942	721,942
<u>\$ 1,132,412</u>	<u>\$ 815,000</u>	<u>\$ 2,248,012</u>
	\$ -	\$ 1,772
	-	193,718
	-	1,969
	815,000	815,000
	<u>815,000</u>	<u>1,012,459</u>
\$ 1,132,412		1,132,412
-		93,058
-		10,083
<u>1,132,412</u>		<u>1,235,553</u>
<u>\$ 1,132,412</u>	<u>\$ 815,000</u>	<u>\$ 2,248,012</u>

**COMBINED STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - GOVERNMENTAL FUND TYPES**

Schriever Fire Protection District

For the year ended December 31, 2001

	<u>General</u>	<u>Debt Service</u>	<u>Capital Projects</u>	<u>Total (Memorandum Only)</u>
Revenues				
Taxes	103,683	72,048	-	\$ 175,731
Intergovernmental:				
State of Louisiana:				
State revenue sharing	13,488	-	-	13,488
Fire insurance tax	18,327	-	-	18,327
Miscellaneous - interest	2,969	5,844	1,421	10,234
Total revenues	<u>138,467</u>	<u>77,892</u>	<u>1,421</u>	<u>217,780</u>
Expenditures				
Current:				
General Government:				
Ad valorem tax adjustment	11,280	7,838		19,118
Ad valorem tax deductions	4,458	3,264		7,722
Total general government	<u>15,738</u>	<u>11,102</u>		<u>26,840</u>
Public Safety:				
Personal services	1,692			1,692
Supplies and materials	18,778			18,778
Other services and charges	46,294			46,294
Repairs and maintenance	8,656			8,656
Capital expenditures	54,124			54,124
Total public safety	<u>129,544</u>			<u>129,544</u>
Debt Service:				
Principal retirement		30,000		30,000
Interest and fiscal charges		43,602		43,602
Total debt service		<u>73,602</u>		<u>73,602</u>
Capital Outlay:				
Public Safety			39,060	39,060
Total expenditures	<u>145,282</u>	<u>84,704</u>	<u>39,060</u>	<u>269,046</u>
Deficiency of Revenues Over Expenditures	(6,815)	(6,812)	(37,639)	(51,266)
Fund Balances				
Beginning of year	15,476	99,870	39,061	154,407
Residual equity transfer	1,422	-	(1,422)	-
End of year	<u>\$ 10,083</u>	<u>\$ 93,058</u>	<u>\$ -</u>	<u>\$ 103,141</u>

See notes to financial statements.

**STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL -
GOVERNMENTAL FUND TYPE - GENERAL FUND**

Schriever Fire Protection District

For the year ended December 31, 2001

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>
Revenues			
Taxes	100,000	103,683	\$ 3,683
Intergovernmental:			
State of Louisiana:			
State revenue sharing	13,000	13,488	488
Fire insurance tax	17,000	18,327	1,327
Miscellaneous - interest	1,500	2,969	1,469
Total revenues	<u>131,500</u>	<u>138,467</u>	<u>6,967</u>
Expenditures			
Current:			
General Government:			
Ad valorem tax adjustment	-	11,280	(11,280)
Ad valorem tax deductions	-	4,458	(4,458)
Total general government	<u>-</u>	<u>15,738</u>	<u>(15,738)</u>
Public Safety:			
Personal services	1,300	1,692	(392)
Supplies and materials	32,100	18,778	13,322
Other services and charges	40,100	46,294	(6,194)
Repairs and maintenance	12,500	8,656	3,844
Capital expenditures	50,500	54,124	(3,624)
Total public safety	<u>136,500</u>	<u>129,544</u>	<u>6,956</u>
Total expenditures	<u>136,500</u>	<u>145,282</u>	<u>(8,782)</u>
Deficiency of Revenues Over Expenditures	(5,000)	(6,815)	(1,815)
Fund Balance			
Beginning of year	15,476	15,476	-
Residual equity transfer	-	1,422	1,422
End of year	<u>\$ 10,476</u>	<u>\$ 10,083</u>	<u>\$ (393)</u>

See notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

Schriever Fire Protection District

December 31, 2001

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Schriever Fire Protection District (the District) conform to 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. The following is a summary of significant accounting policies:

a) Reporting Entity

The District is a component unit of Terrebonne Parish Consolidated Government (the Parish) and as such, these financial statements will be included in the comprehensive annual financial report (CAFR) of the Parish for the year ended December 31, 2001.

The District has reviewed all of its activities and determined that there are no potential component units which should be included in its financial statements.

b) 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 related to certain government functions or activities.

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

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b) Fund Accounting (Continued)

Governmental Funds

Governmental Funds are those through which the governmental functions of the District are financed. The acquisition, use and balances of the District's expendable financial resources and the related liabilities are accounted for through Governmental Funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The following are the Governmental Funds of the District:

General Fund - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those that are required to be accounted for in another fund.

Debt Service Fund - The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

Capital Projects Fund - The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Enterprise Funds).

Account Groups

Account groups are used to establish accounting control and accountability. The District's Account Groups are as follows:

General Fixed Assets Account Group - This account group is used to account for fixed assets not accounted for in proprietary or trust funds.

General Long-Term Debt Account Group - This account group is used to account for general long-term debt and certain other liabilities that are not specific liabilities of proprietary or trust funds.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c) Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

All Governmental Funds are accounted for using the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. Ad valorem taxes and the related state revenue sharing (Intergovernmental revenues) are recorded as revenue in the period for which levied, thus the 2001 property taxes which are being levied to finance the 2002 budget will be recognized as revenue in 2002. The 2001 tax levy is recorded as deferred revenue in the District's 2001 Financial Statements. Miscellaneous revenues are recorded as revenues when received in cash by the District because they are generally not measurable or available until actually received.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is principal and interest on general long-term debt which is recognized when due.

d) 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 certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

e) Operating Budgetary Data

As required by the Louisiana Revised Statutes 39:1303, the Board of Commissioners (the Board) adopted a budget for the District's General Fund. The Board, as allowed by state law, does not obtain public participation in the budget process. Any amendment involving the transfer of monies from one function to another or increases in expenditures must be approved by the Board. The District did not amend its budget during the year. All budgeted amounts which are not expended, or obligated through contracts, lapse at year end.

The General Fund budget is adopted on a basis materially consistent with GAAP.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

f) Accounts Receivable

The financial statements for the District contain no allowance for uncollectible accounts. Uncollectible receivables due for ad valorem taxes are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operations of the funds.

g) Investments

Investments are stated at fair value as established by open market, except for the Louisiana Asset Management Pool (LAMP). LAMP is an external pool which is operated in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. Rule 2a7 allows SEC-registered mutual funds to use amortized cost rather than fair value to report net assets to compute share prices if certain conditions are met.

Investments during the year consisted of Certificates of Deposit, Federal Farm Credit Bank Notes and LAMP.

h) Fixed Assets

Fixed assets used in governmental fund type operations (fixed assets) are accounted for in the General Fixed Assets Account Group rather than in governmental funds. The Account Group is not a fund. It is concerned only with the measurement of financial position.

It is not involved with the measurement of results of operations. Public domain ("infrastructure") fixed assets consisting of certain improvements other than buildings including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems, are not capitalized along with other fixed assets. No depreciation has been provided on fixed assets.

All fixed assets are valued at historical cost.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

i) Long-Term Debt

Long-term debt is recognized as a liability of a Governmental Fund when due, or when resources have been accumulated in the Debt Service Fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from unexpendable available financial resources is reported as a fund liability of a Governmental Fund. The remaining portion of such obligations is reported in the General Long-Term Debt Account Group.

j) Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments are recorded in the fund general ledgers, is not utilized by the District.

k) Fund Equity

Reservations of fund balance represent amounts that are not appropriable or are legally segregated for a specific future use.

l) Residual Equity Transfers

Residual equity transfers are nonrecurring or nonroutine transfers of equity between funds.

m) Memorandum Only - Total Columns

The total columns on the general-purpose financial statements are captioned "Memorandum Only" because they do not represent consolidated financial information and are presented only to facilitate financial analysis. The columns do not present information that reflects financial position or results of operations in accordance with GAAP. Interfund eliminations have not been made in the aggregation of this data.

Note 2 - DEPOSITS AND INVESTMENTS

District monies are held in a cash and investment pool maintained by the Parish and are available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "cash" and "investments."

Note 2 - DEPOSITS AND INVESTMENTS (Continued)

Louisiana state law allows all political subdivisions to invest excess funds in obligations of the United States, certificates of deposit of any bank domiciled or having a branch office in the state of Louisiana or any other federally insured investment.

Bank Deposits:

State law requires deposits (cash and certificates of deposit) of all political subdivisions to be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana and certain political subdivision are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision.

Cash and deposits are categorized into three categories of credit risk.

Category 1 includes deposits covered by federal depository insurance or by collateral held by the District or its agent in the District's name.

Category 2 includes deposits covered by collateral held by the pledging financial institution's trust department or its agent in the District's name.

Category 3 includes deposits covered by collateral held by the pledging financial institution or its trust department or agent but not in the District's name.

The year end balances of deposits are as follows:

	Bank Balances			Book Balance
	Category			
	1	2	3	
Certificates of deposit	<u>\$ -</u>	<u>\$ -</u>	<u>\$74,226</u>	<u>\$74,226</u>

As mentioned previously, funds are held and invested by the Parish who has proper pledging to cover funds for the District.

Note 2 - DEPOSITS AND INVESTMENTS (Continued)

Investments:

State statutes authorize the District to invest in obligations of the U.S. Treasury, agencies and instrumentalities; commercial paper rated AAA 1, 2, or 3; repurchase agreements; and the Louisiana Asset Management Pool.

The District's investments are categorized to give an indication of the level of risk assumed by the entity at year end.

Category 1 includes investments that are insured or registered or for which the securities are held by the District or its agent in the District's name.

Category 2 includes uninsured and unregistered investments for which the securities are held by the counterparty's trust department or agent in the District's name.

Category 3 includes uninsured and unregistered investments for which the securities are held by the counterparty or by its trust department or agent, but not in the District's name.

At year end, the amount of investments is as follows:

	<u>Risk Category</u>			<u>Reported Amount/ Fair Value</u>
	<u>1</u>	<u>2</u>	<u>3</u>	
Investments subject to categorization:				
Federal Farm Credit Bank Notes	<u>\$20,362</u>	<u>\$-</u>	<u>\$-</u>	\$20,362
Investments not subject to categorization:				
Louisiana Asset Management Pool (LAMP)				<u>12,192</u>
Total investments				<u>\$32,554</u>

Investments in LAMP are not categorized as to credit risk because they are not evidenced by securities that exist in physical or book entry form.

Note 2 - DEPOSITS AND INVESTMENTS (Continued)

LAMP, a local government investment pool, is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana, which was formed by an initiative of the State Treasurer in 1993. While LAMP is not required to be a registered investment company under the Investment Company Act of 1940, its investment policies are similar to those established by Rule 2-a7, which governs registered money market funds. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. Accordingly, LAMP investments are restricted to securities issued, guaranteed, or backed by the U.S. Treasury, the U.S. Government, or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by those securities. The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days. The fair value of investments is determined on a weekly basis to monitor any variances between amortized cost and fair value. For purposes of determining participants' shares, investments are valued at amortized cost which approximates market. Accordingly, the fair value of the District's position in LAMP is the same as the value of LAMP shares. LAMP is designed to be highly liquid to give its participants immediate access to their account balances.

A reconciliation of deposits and investments as shown on the Combined Balance Sheet for the District is as follows:

Reported amount of deposits	\$ 74,226
Reported amount of investments	<u>32,554</u>
Total	<u>\$106,780</u>
Investments	<u>\$106,780</u>

Note 3 - PROPERTY TAXES

Property taxes are levied each November 1 on the assessed value listed as of the prior January 1 for all real property, merchandise and movable property located in the Parish. Assessed values are established by the Terrebonne Parish Assessor's Office and the State Tax Commission at percentages of actual value as specified by Louisiana law. A reevaluation of all property is required to be completed no less than every four years. The last reevaluation was completed for the list of January 1, 2000. Taxes are due and payable December 31 with interest being charged on payments after January 1. Taxes can be paid through the tax sale date, which is the last Wednesday in June. Properties for which the taxes have not been paid are sold for the amount of the taxes. The tax rate for

Note 3 - PROPERTY TAXES (Continued)

the year ended December 31, 2001 was \$6.85 per \$1,000 of assessed valuation on property within Schriever Fire Protection District for the purpose of acquiring, constructing, maintaining and operating fire protection facilities within the District and paying the cost of obtaining water for the fire protection purposes, including fire hydrant rentals and services and \$5.00 per \$1,000 of assessed valuation for the payment of principal and interest. As indicated in Note 1c, taxes levied November 1, 2001 are for budgeted expenditures in 2002 and will be recognized as revenues in 2002.

Note 4 - DUE FROM OTHER GOVERNMENTAL UNITS

Amounts due from other governmental units at December 31, 2001 consisted of the following:

	<u>General Fund</u>	<u>Debt Service Fund</u>
State of Louisiana - State revenue sharing	\$ 8,595	\$ -
Terrebonne Parish Tax Collector - December, 2001 collections remitted to the District in January, 2002:		
Ad valorem taxes	59,618	43,517
State revenue sharing	<u>4,297</u>	<u>-</u>
Totals	<u>\$72,510</u>	<u>\$43,517</u>

Note 5 - CHANGES IN FIXED ASSETS

A summary of changes in fixed assets follows:

	<u>Balance January 1, 2001</u>	<u>Addi- tions</u>	<u>Adjust- ments</u>	<u>Balance December 31, 2001</u>
Buildings	\$ 316,032	\$ -	\$ 100,920	\$ 416,952
Trucks	494,407	78,601	-	573,008
Machinery and equipment	120,015	14,513	-	134,528
Office furniture, fixtures and equipment	7,924	-	-	7,924
Construction in progress	<u>100,850</u>	<u>70</u>	<u>(100,920)</u>	<u>-</u>
Totals	<u>\$1,039,228</u>	<u>\$93,184</u>	<u>\$ -</u>	<u>\$1,132,412</u>

Note 5 - CHANGES IN FIXED ASSETS (Continued)

Adjustments are due to the completion of the District's new fire station.

There are numerous assets, vehicles and equipment, used by the District which were purchased by a not-for-profit volunteer fire company. These assets remain in the name of the volunteer fire company and accordingly are not included in the General Fixed Assets Account Group of the District.

Note 6 - CHANGES IN LONG-TERM DEBT

At December 31, 2001, the District had outstanding general obligation bonds totaling \$845,000 bearing interest from 3.5% to 8%, with an average rate of 5.2% over the life of the bonds. The bonds are repayable through March 1, 2017 primarily from ad valorem tax revenues.

The following is a summary of the bond transactions of the District for the year ended December 31, 2001:

Bonds payable at January 1, 2001	\$845,000
Bonds retired	<u>(30,000)</u>
Bonds payable at December 31, 2001	<u>\$815,000</u>

The requirements to amortize all long-term debt outstanding at December 31, 2001 are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2002	\$ 30,000	\$ 42,340	\$ 72,340
2003	35,000	41,115	76,115
2004	35,000	39,628	74,628
2005	35,000	37,965	72,965
2006	40,000	35,710	75,710
2007-2011	240,000	137,821	377,821
2012-2016	325,000	64,955	389,955
2017	<u>75,000</u>	<u>1,969</u>	<u>76,969</u>
Totals	<u>\$815,000</u>	<u>\$401,503</u>	<u>\$1,216,503</u>

Note 7 - RISK MANAGEMENT

The District is exposed to various risks of loss related to workers' compensation; torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the District carries commercial insurance. No settlements were made during the year that exceeded the District's insurance coverage.

Note 8 - COMPENSATION OF BOARD MEMBERS

No compensation was paid to Board Members for the year ended December 31, 2001.

Note 9 - CONTINGENCY

During 1999, the District engaged a general contractor for the construction of a new fire station. On October 14, 1999, the District dismissed the general contractor for substandard and untimely work. The District hired various subcontractors and completed the building in the first quarter of 2000. All subcontractors hired to complete the building were paid in full by the District. After dismissal, the general contractor invoiced the District for the balance of the original contract price. The District has refused payment. Accordingly, the District has not recognized any liabilities for incomplete work billed by the general contractor. The District intends to vigorously defend itself against any legal action that may be undertaken by the general contractor.

SUPPLEMENTARY INFORMATION SECTION



Bourgeois Bennett

INDEPENDENT AUDITOR'S REPORT ON ADDITIONAL INFORMATION

To the Board of Commissioners,
Schriever Fire Protection District,
Schriever, Louisiana.

Our report on our audit of the general-purpose financial statements of the Schriever Fire Protection District (the District) for the year ended December 31, 2001, appears on pages 1 and 2. That audit was conducted for the purpose of forming an opinion on such financial statements taken as a whole. The information contained in the schedule of revenues and expenditures and graphs of revenues and expenditures for the year ended December 31, 2001 is presented for purposes of additional analysis and is not a required part of the general-purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general-purpose financial statements and, in our opinion, is fairly stated in all material respects in relation to the general-purpose financial statements for the year ended December 31, 2001, taken as a whole.

We also have previously audited, 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, the balance sheets of the Schriever Fire Protection District as of December 31, 2000 and 1999, and the related statements of revenues, expenditures and changes in fund balance for each of the two years in the period ended December 31, 2000 (none of which is presented herein), and we expressed unqualified opinions on those financial statements. In our opinion, the information presented in the schedule of revenues and expenditures and graphs of revenues and expenditures for the years ended December 31, 2000 and 1999 is fairly stated in all material respects in relation to the general-purpose financial statements from which it has been derived.

Bourgeois Bennett, L.L.C.

Certified Public Accountants.

Houma, La.,
May 20, 2002.

SCHEDULE OF REVENUES AND EXPENDITURES**Schriever Fire Protection District**

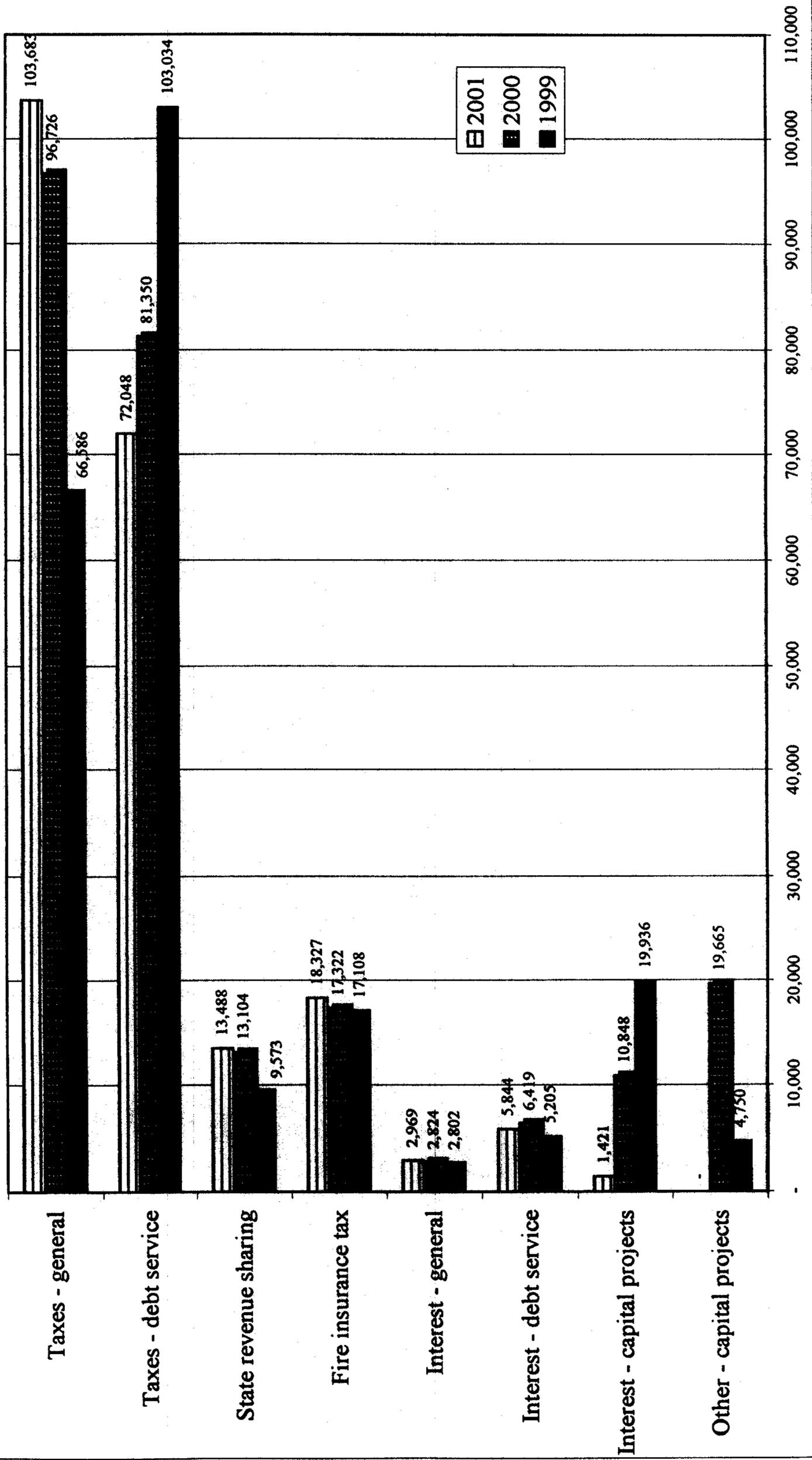
For the years ended December 31, 2001, 2000 and 1999

	<u>2001</u>	<u>2000</u>	<u>1999</u>
Revenues			
Taxes - general	\$ 103,683	\$ 96,726	\$ 66,586
Taxes - debt service	72,048	81,350	103,034
State revenue sharing	13,488	13,104	9,573
Fire insurance tax	18,327	17,322	17,108
Interest - general	2,969	2,824	2,802
Interest - debt service	5,844	6,419	5,205
Interest - capital projects	1,421	10,848	19,936
Other - capital projects	-	19,665	4,750
	<u> </u>	<u> </u>	<u> </u>
Total revenues	<u>\$ 217,780</u>	<u>\$ 248,258</u>	<u>\$ 228,994</u>
Expenditures			
General government - general	\$ 15,738	\$ 3,998	\$ 6,250
General government - debt service	11,102	3,245	9,687
Personal services	1,692	2,024	1,297
Supplies and materials	18,778	42,007	32,993
Other services and charges	46,294	36,817	32,421
Repairs and maintenance	8,656	18,382	23,696
Capital expenditures	54,124	16,198	8,273
Principal retirement	30,000	30,000	25,000
Interest and fiscal charges	43,602	43,655	43,482
Capital outlay	39,060	166,875	311,419
	<u> </u>	<u> </u>	<u> </u>
Total expenditures	<u>\$ 269,046</u>	<u>\$ 363,201</u>	<u>\$ 494,518</u>

REVENUES

Schriever Fire Protection District

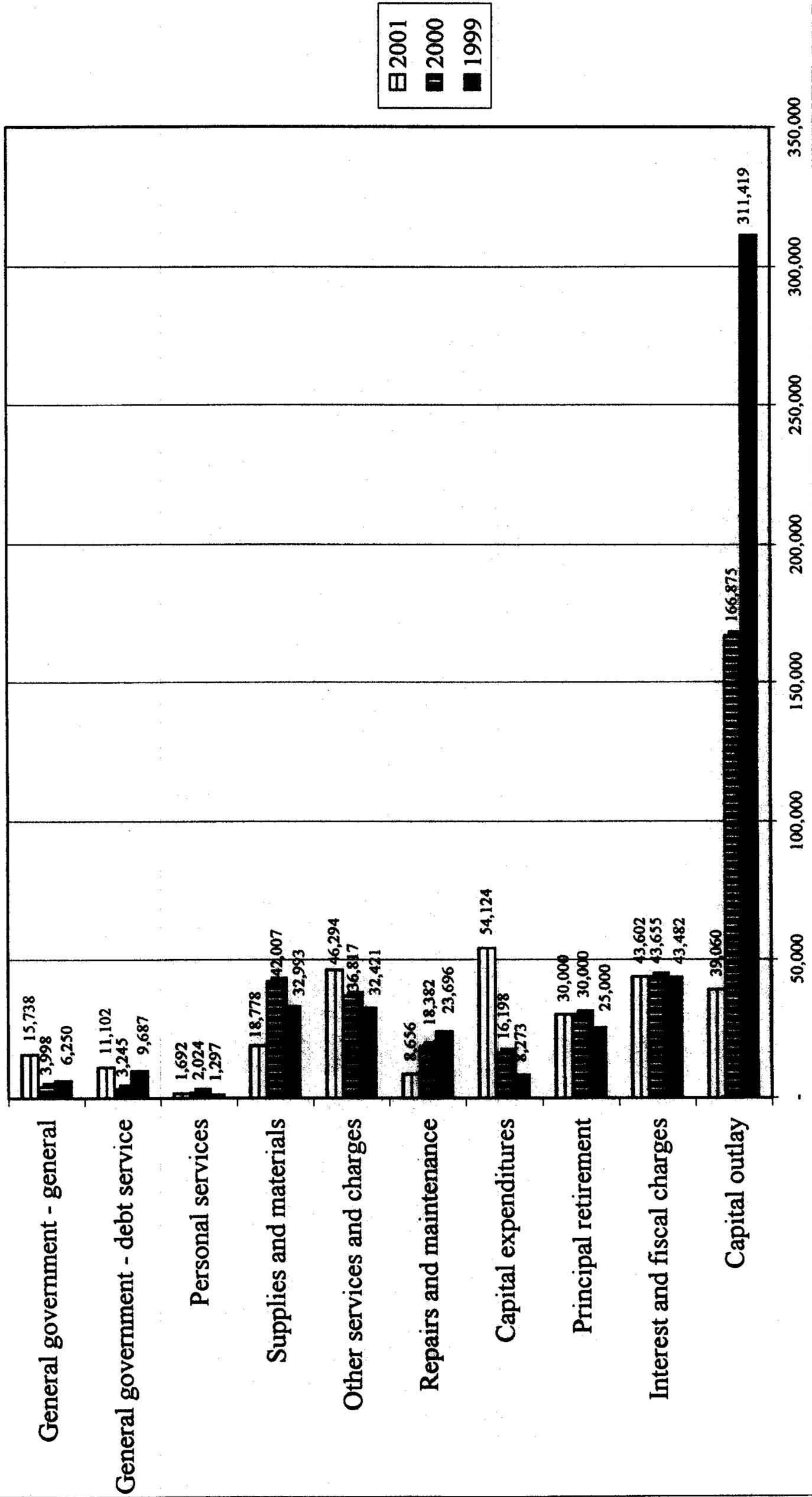
For the years ended December 31, 2001, 2000 and 1999



EXPENDITURES

Schriever Fire Protection District

For the years ended December 31, 2001, 2000 and 1999



SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS



Bourgeois Bennett

**REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER
FINANCIAL REPORTING BASED ON AN AUDIT OF GENERAL-
PURPOSE FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Commissioners,
Schriever Fire Protection District,
Schriever, Louisiana.

We have audited the general-purpose financial statements of the Schriever Fire Protection District (the District), a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 2001, and have issued our report thereon dated May 20, 2002. 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.

Compliance

As part of obtaining reasonable assurance about whether the District's general-purpose financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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 instances of noncompliance that are required to be reported under Government Auditing Standards, which are described in the accompanying schedule of findings as 01-1 and 01-2.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the general-purpose financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

This report is intended for the information of the Board of Commissioners, management, the State of Louisiana and the Legislative Auditor for the State of Louisiana and is not intended to be and should not be used by anyone other than these specified parties.

Bourgeois Bennett, L.L.C.

Certified Public Accountants.

Houma, La.,
May 20, 2002.

SCHEDULE OF FINDINGS

Schriever Fire Protection District

For the year ended December 31, 2001

Section I Summary of Auditor's Results

a) Financial Statements

Type of auditor's report issued: unqualified

Internal control over financial reporting:

- Material weakness(es) identified? yes no
- Reportable condition(s) identified that are not
considered to be material weaknesses? yes none reported

Noncompliance material to financial statements noted? yes no

b) Federal Awards

Schriever Fire Protection District did not receive federal awards during the year ended December 31, 2001.

Section II Financial Statement Findings

Internal Control

No material weaknesses were noted during the audit for the year ended December 31, 2001.
No reportable conditions were noted during the audit for the year ended December 31, 2001.

Compliance

01-1 **Criteria** - Louisiana Revised Statute 39:1301-1315 requires that a budget document setting forth the proposed financial plan for the general fund and each special revenue fund include a budget message signed by the budget preparer which shall include a summary description of the proposed financial plan, policies, and objectives, assumptions, budgetary basis and a discussion of the most important features. It must also include a consolidated statement for the general fund and each special revenue fund, showing the estimated fund balance at the beginning of the year, estimates of all receipts and revenues to be received, revenues itemized by source; recommended expenditures itemized by department, function and character; and the estimated fund balance at the end of the year.

SCHEDULE OF FINDINGS

(Continued)

Schriever Fire Protection District

For the year ended December 31, 2001

Section II Financial Statement Findings (Continued)

01-1 Criteria (Continued)

The budget proposed for consideration by the governing authority must be accompanied by a proposed adoption instrument. The adoption instrument shall define the authority of the chief executive and administrative officers to make changes within various budget classifications without approval by the governing authority, as well as those powers reserves solely to the governing authority.

The adopted budget and any duly authorized adopted amendments shall form the framework from which members of the governing authority shall monitor revenues and control expenditures. Members of the governing authority should amend the adopted budget at the time actual expenditures exceed budgeted expenditures by five percent or more or when actual revenues fail to meet budgeted revenues by five percent or more.

Condition - The budget document did not contain the required budget message and was not accompanied by a proposed adoption instrument. In addition, the District did not amend its budget when actual expenditures exceeded budgeted expenditures by five percent or more.

Questioned Cost - None

Context - Not applicable.

Effect - The District was noncompliant with state laws concerning budgeting.

Cause - The District made an oversight of state laws affecting budgeting for local government entities.

Recommendation - The District should comply with all requirements of the Louisiana Local Government Budget Act.

Views of Responsible Officials of the Auditee when there is Disagreement with the Finding, to the Extent Practical - None

SCHEDULE OF FINDINGS

(Continued)

Schriever Fire Protection District

For the year ended December 31, 2001

Section II Financial Statement Findings (Continued)

01-2 **Criteria** - Louisiana Revised Statutes 43:171-177 and 43:143 require that all minutes, ordinances, resolutions, budgets and other official proceedings of the District be published in the official journal.

Condition - The District did not publish all official proceedings of the Board in the official journal.

Questioned Cost - None

Context - Not applicable.

Effect - The District was noncompliant with state law, and the public was not able to be fully informed about the proceedings of the District.

Cause - The official journal neglected to publish all information submitted by the District for publication.

Recommendation - The District should notify its official journal concerning its failure to publish minutes and attempt to reconcile this problem to comply with state law.

Views of Responsible Officials of the Auditee when there is Disagreement with the Finding, to the Extent Practical - None

Section III Federal Award Findings and Questioned Costs

Not applicable.

REPORTS BY MANAGEMENT

SCHEDULE OF PRIOR YEAR FINDINGS

Schriever Fire Protection District

For the year ended December 31, 2001

Section I Internal Control and Compliance Material to the General-Purpose Financial Statements

Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 2000. No reportable conditions were reported during the audit for the year ended December 31, 2000.

Compliance

00-1 **Recommendation** - The District should comply with all requirements of the Local Budget Act.

Management's Response - The District will comply with the requirements of the Local Budget Act. Unresolved, see finding 01-1.

00-2 **Recommendation** - The District should notify its official journal concerning its failure to publish minutes and attempt to reconcile this problem to comply with state law.

Management's Response - The District will attempt once again to persuade its official journal to publish minutes, ordinances, resolutions, budgets and other official proceedings of the District. Unresolved, see finding 01-2.

00-3 **Recommendation** - The District should comply with all provisions of the public bid law.

Management's Response - The District made phone inquiries as to the cost of available used ladder trucks. There were no other trucks found that had the equipment required at the cost of the truck purchased. The letter of the law was not followed, but the intent of the law was. Resolved.

Section II Internal Control and Compliance Material to Federal Awards

Schriever Fire Protection District did not receive federal awards during the year ended December 31, 2000.

Section III Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 2000.

MANAGEMENT'S CORRECTIVE ACTION PLAN

Schriever Fire Protection District

For the year ended December 31, 2001

Section I Internal Control and Compliance Material to the General-Purpose Financial Statements

Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 2001. No reportable conditions were reported during the audit for the year ended December 31, 2001.

Compliance

01-1 **Recommendation** - The District should comply with all requirements of the Louisiana Local Government Budget Act.

Management's Response - Management now understands the requirements and will comply.

01-2 **Recommendation** - The District should notify its official journal concerning its failure to publish minutes and attempt to reconcile this problem to comply with state law.

Management's Response - Resolved, minutes are currently being published.

Section II Internal Control and Compliance Material to Federal Awards

Schriever Fire Protection District did not receive federal awards during the year ended December 31, 2001.

Section III Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 2001.