

CITY OF WEST MONROE, LOUISIANA
FINANCIAL REPORT
FOR THE YEAR ENDED JUNE 30, 1999

99-118-11-85

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TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor's Report -----	1-2
<u>PRIMARY GOVERNMENT FINANCIAL STATEMENTS</u> <u>COMBINED STATEMENTS - OVERVIEW</u>	
Combined Balance Sheet - All Fund Types and Account Groups -----	4-5
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - All Governmental Fund Types and Expendable Trust Funds -----	6
Combined Statement of Revenues, Expenditures, and Changes in Fund Balances - Budget (GAAP Basis) and Actual - All Governmental Fund Types Having Appropriated Budgets -----	7-8
Statements of Revenues, Expenses and Changes in Retained Earnings (Deficit) - Enterprise Fund -----	9
Statements of Revenues, Expenses and Changes in Retained Earnings - Internal Service Fund -----	10
Statements of Cash Flows - Enterprise Fund -----	11
Statement of Cash Flows - Internal Service Fund -----	12
Notes to Financial Statements -----	13-34
<u>Public Government Supplemental Information Schedules:</u>	
<u>Combining and Account Group Schedules:</u>	
<u>GENERAL FUND</u>	
Balance Sheets -----	35
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget (GAAP Basis) and Actual -----	36
Schedule of Revenues Compared to Budget (GAAP Basis) -----	37
Schedule of Expenditures Compared to Budget (GAAP Basis) -----	38-45

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

Release Date: **DEC 15 1999**

CITY OF WEST MONROE, LOUISIANA
FINANCIAL REPORT
FOR THE YEAR ENDED JUNE 30, 1999

TABLE OF CONTENTS (CONTINUED)

	<u>Page</u>
<u>Primary Government Supplemental Information Schedules: (Continued)</u>	
<u>Combining and Account Group Schedules: (Continued)</u>	
<u>SPECIAL REVENUE FUNDS</u>	
Combining Balance Sheet	49-50
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances	51-52
'86 Sales Tax 75% Capital Special Revenue Fund - Balance Sheets	53
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget (GAAP Basis) and Actual	54
<u>DEBT SERVICE FUNDS</u>	
Combining Balance Sheet	56
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances	57
<u>CAPITAL PROJECT FUNDS</u>	
Combining Balance Sheet	59
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances	60
<u>PROPRIETARY FUNDS</u>	
<u>Enterprise Fund</u>	
Utilities Enterprise Fund - Balance Sheets	62
Schedules of Revenues, Expenses and Changes in Retained Earnings (Deficit)	63
Schedules of Cash Flows	64
Schedules of Operating Expenses by Department	65-66

CITY OF WEST MONROE, LOUISIANA
FINANCIAL REPORT
FOR THE YEAR ENDED JUNE 30, 1999

TABLE OF CONTENTS (CONTINUED)

	<u>Page</u>
<u>Primary Government Supplemental Information Schedules: (Continued)</u>	
<u>Combining and Account Group Schedules: (Continued)</u>	
<u>Internal Service Fund</u>	
Balance Sheets -----	68
Schedules of Revenues, Expenses, and Changes In Retained Earnings -----	69
Schedules of Cash Flows -----	70
<u>FIDUCIARY FUNDS</u>	
Combining Balance Sheet -----	72
<u>Expendable Trust Funds</u>	
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances -----	73
<u>Agency Fund Type</u>	
Sales Tax Agency Fund - Schedule of Changes in Assets and Liabilities -----	74
Schedule of Cash Receipts and Disbursements -----	75
<u>GENERAL FIXED ASSETS ACCOUNT GROUP</u>	
Schedules of General Fixed Assets -----	77
Schedule of Changes in General Fixed Assets - by Function and Activity -----	78
<u>GENERAL LONG-TERM DEBT ACCOUNT GROUP</u>	
Schedule of General Long-Term Debt -----	80

CITY OF WEST MONROE, LOUISIANA
FINANCIAL REPORT
FOR THE YEAR ENDED JUNE 30, 1999

TABLE OF CONTENTS (CONTINUED)

Page

OTHER SUPPLEMENTAL INFORMATION

All Funds - Schedule of Assessed Valuation and Ad Valorem Property Tax Levy for 1998	82
Schedule of Revenues and Expenditures - Convention Center	83

OTHER SUPPLEMENTAL INFORMATION -
GRANT ACTIVITY

Independent Auditor's Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance With <i>Government Auditing Standards</i>	85-86
Independent Auditor's Report on Compliance With Requirements Applicable to Each Major Program and Internal Control Over Compliance in Accordance With <i>OMB Circular A-133</i>	87-88
Schedule of Findings and Questioned Costs	89-94
Schedule of Expenditures of Federal Awards	95
Notes to Schedule of Expenditures of Federal Awards	96
Summary Schedule of Prior Audit Findings	97-98
Management's Corrective Action Plan	99

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Board of Aldermen of
West Monroe, Louisiana

We have audited the accompanying primary government financial statements of the City of West Monroe, Louisiana (which is "the City" as well as "the primary government"), as of and for the year ended June 30, 1999. These financial statements are the responsibility of the City's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards 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.

The City has not maintained adequate records of their general fixed assets; therefore, we are unable to express, and we do not express, an opinion on the financial statements of the General Fixed Assets Account Group.

A primary government is a legal entity or political body and includes all funds, organizations, institutions, agencies, departments, and offices that are not legally separate. Such legally separate entities are referred to as component units. On the other hand, a reporting entity includes the primary government and all of its component units. (see Note 1)

In our opinion, except for general fixed assets account group described in the third paragraph, the primary government financial statements referred to above present fairly, in all material respects, the financial position of the primary government of the City, as of June 30, 1999, and the results of its operations and cash flows of its proprietary fund types for the year then ended, in conformity with generally accepted accounting principles.

However, the primary government financial statements, because they do not include the financial data of component units of the City of West Monroe, Louisiana, do not purport to, and do not, present fairly the financial position of the City as the reporting entity as of June 30, 1999, and the results of its operations and cash flows of its proprietary fund types for the year then ended in conformity with generally accepted accounting principles.

Honorable Mayor and Board of Aldermen of
West Monroe, Louisiana
Page 2

In accordance with *Government Auditing Standards*, we have also issued our report dated September 22, 1999, on our consideration of City of West Monroe's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants.

Our audit was performed for the purpose of forming an opinion on the primary government financial statements of the City of West Monroe, Louisiana, taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the primary government financial statements. Such information has been subjected to the auditing procedures applied in the audit of the primary government financial statements and, in our opinion, is fairly stated in all material respects, in relation to the primary government financial statements taken as a whole.

The financial information for the preceding year, which is included for comparative purposes, was taken from the financial report for that year on which we expressed an unqualified opinion on the primary government (except for the General Fixed Assets Account Group) financial statements of the City of West Monroe, Louisiana.

West Monroe, Louisiana
September 22, 1999

PRIMARY GOVERNMENT FINANCIAL STATEMENTS
COMBINED STATEMENTS - OVERVIEW

CITY OF WEST MONROE, LOUISIANA

COMBINED BALANCE SHEET -- ALL FUND TYPES AND ACCOUNT GROUPS

JUNE 30, 1999

	<u>Governmental Fund Types</u>			
	<u>General</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Capital Projects</u>
<u>ASSETS AND OTHER DEBITS</u>				
Cash and Cash Equivalents	\$ 3,915,244	\$ 778,610	\$ 721,072	\$ 7,085,965
Investments	-	-	-	1,000,000
Accounts Receivable	467,269	4,002	-	-
Allowance for Doubtful Accounts	-	-	-	-
Due from Other Governments	-	347,081	-	50,134
Due from Other Funds	769,735	999,734	973	19,656
Inventories	47,014	-	-	-
Restricted Assets:				
Cash	-	-	-	-
Fixed Assets (Net of Accumulated Depreciation)	-	-	-	-
Amount Available in Debt Service Funds	-	-	-	-
Amount to be Provided for Retirement of General Long-Term Debt	-	-	-	-
<u>TOTAL ASSETS AND OTHER DEBITS</u>	<u>\$ 5,199,262</u>	<u>\$ 2,129,427</u>	<u>\$ 722,045</u>	<u>\$ 8,155,755</u>

<u>Proprietary Fund Types</u>		<u>Fiduciary Fund Types</u> <u>Trust and Agency</u>	<u>Account Groups</u>		<u>TOTALS</u> <u>(Memorandum Only)</u>	
<u>Enterprise</u>	<u>Internal Service</u>		<u>General Fixed Assets</u> <u>(Unaudited)</u>	<u>General Long-Term Debt</u>	<u>June 30,</u> <u>1999</u>	<u>June 30,</u> <u>1998</u>
\$ 28,548	\$ 151,801	\$ 933,364	\$ -	\$ -	\$ 13,614,604	\$ 7,334,759
-	-	324,135	-	-	1,324,135	308,501
263,592	-	-	-	-	734,863	584,752
(30,000)	-	-	-	-	(30,000)	(30,000)
-	-	-	-	-	397,215	434,249
192,679	-	-	-	-	1,982,777	936,487
-	-	-	-	-	47,014	41,954
113,453	-	-	-	-	113,453	110,195
4,990,172	-	-	41,480,665	-	46,470,837	43,005,773
-	-	-	-	721,072	721,072	406,945
-	-	-	-	8,691,477	8,691,477	3,082,556
\$ 5,558,444	\$ 151,801	\$ 1,257,499	\$ 41,480,665	\$ 9,412,549	\$ 74,067,447	\$ 56,216,171

The accompanying notes are an integral part of this financial statement.

CITY OF WEST MONROE, LOUISIANA

COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS

JUNE 30, 1999

	<u>Governmental Fund Types</u>			
	<u>General</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Capital Projects</u>
<u>LIABILITIES AND FUND EQUITY</u>				
<u>LIABILITIES</u>				
Bank Overdraft	\$ -	\$ 75,408	\$ -	\$ -
Accounts Payable & Accrued Liabilities	179,854	83,286	973	49,983
Due to Other Governments	-	24,647	-	-
Due to Other Funds	270,166	1,616,737	-	52,562
Deferred Revenue	-	-	-	-
Current Liabilities (Payable from Restricted Assets):				
Customer Deposits	-	-	-	-
Unfunded Police Pension Merger Cost	-	-	-	-
Unfunded Firefighters' Pension Merger Cost	-	-	-	-
Certificates of Indebtedness, Series 1998	-	-	-	-
Accrued Heart and Lung Disability	-	-	-	-
Accrued Vacation and Sick Pay	-	-	-	-
Deposits	28,940	-	-	-
Total Liabilities	478,960	1,800,078	973	102,545
<u>FUND EQUITY</u>				
Contributed Capital	-	-	-	-
Retained Earnings (Deficit):				
Unreserved	-	-	-	-
Investment in General Fixed Assets	-	-	-	-
Fund Balances:				
Reserved:				
Workmen's Compensation Claims	-	-	-	-
Debt Service	-	-	721,072	-
Maintenance	-	-	-	-
Insurance Claims	-	-	-	-
Inventories	47,014	-	-	-
Unreserved:				
Designated for Future Expenditures	-	-	-	8,053,210
Undesignated	4,673,288	329,349	-	-
Total Fund Equity	4,720,302	329,349	721,072	8,053,210
<u>TOTAL LIABILITIES AND FUND EQUITY</u>	\$ 5,199,262	\$ 2,129,427	\$ 722,045	\$ 8,155,755

<u>Proprietary Fund Types</u>		<u>Fiduciary Fund Types</u>	<u>Account Groups</u>		<u>TOTALS</u> <u>(Memorandum Only)</u>	
<u>Enterprise</u>	<u>Internal Service</u>		<u>General Fixed Assets (Unaudited)</u>	<u>General Long-Term Debt</u>	<u>June 30, 1999</u>	<u>June 30, 1998</u>
\$ 85,997	\$ -	\$ -	\$ -	\$ -	\$ 161,405	\$ 392,709
-	-	-	-	-	314,096	601,283
-	-	-	-	-	24,647	59,414
27,749	-	15,563	-	-	1,982,777	936,487
-	-	-	-	-	-	12,200
113,453	-	-	-	-	113,453	110,195
-	-	-	-	-	-	48,251
-	-	-	-	1,618,586	1,618,586	1,672,828
-	-	-	-	6,000,000	6,000,000	-
-	-	-	-	1,282,804	1,282,804	1,279,102
70,071	-	-	-	511,159	581,230	554,239
-	-	-	-	-	28,940	31,505
297,270	-	15,563	-	9,412,549	12,107,938	5,698,213
7,520,845	-	-	-	-	7,520,845	6,734,898
(2,259,671)	151,801	-	-	-	(2,107,870)	(1,930,819)
-	-	-	41,480,665	-	41,480,665	38,504,677
-	-	505,666	-	-	505,666	500,455
-	-	-	-	-	721,072	235,605
-	-	520,134	-	-	520,134	515,135
-	-	216,136	-	-	216,136	42,797
-	-	-	-	-	47,014	41,954
-	-	-	-	-	8,053,210	2,031,708
-	-	-	-	-	5,002,637	3,841,548
<u>5,261,174</u>	<u>151,801</u>	<u>1,241,936</u>	<u>41,480,665</u>	<u>-</u>	<u>61,959,509</u>	<u>50,517,958</u>
\$ 5,558,444	\$ 151,801	\$ 1,257,499	\$ 41,480,665	\$ 9,412,549	\$ 74,067,447	\$ 56,216,171

The accompanying notes are an integral part of this financial statement.

CITY OF WEST MONROE, LOUISIANA
COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - ALL GOVERNMENTAL
FUND TYPES AND EXPENDABLE TRUST FUNDS

FOR THE YEAR ENDED JUNE 30, 1999

WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 1998

	<u>Governmental Fund Types</u>			
	<u>General</u>	<u>Special Revenue</u>	<u>Debt Service</u>	<u>Capital Projects</u>
<u>REVENUES</u>				
Taxes	\$ 7,797,664	\$ 3,252,939	\$ 171,340	\$ -
Intergovernmental	223,393	2,560,312	-	104,880
Licenses and Permits	548,844	-	-	-
Charges for Services	794,669	-	-	-
Fines and Forfeitures	682,084	-	-	-
State Visitors Bureau	-	-	-	-
Miscellaneous	<u>2,083,938</u>	<u>1,178,045</u>	<u>18,188</u>	<u>343,179</u>
Total Revenues	<u>12,130,592</u>	<u>6,991,296</u>	<u>189,528</u>	<u>448,059</u>
<u>EXPENDITURES</u>				
Current:				
General Government	3,828,220	-	-	-
Public Safety	3,852,854	484,368	-	-
Public Works	1,682,663	125,930	-	-
Health and Welfare	-	1,981,392	-	-
Culture and Recreation	919,740	143,502	-	-
Capital Expenditures and Major Repairs	-	4,395,161	-	-
Capital Projects	-	-	-	463,613
Debt Service:				
Principal Retirement	-	-	102,498	-
Interest and Fiscal Charges	-	-	<u>231,563</u>	-
Total Expenditures	<u>10,283,477</u>	<u>7,130,353</u>	<u>334,061</u>	<u>463,613</u>
<u>EXCESS (DEFICIENCY) OF REVENUES</u>				
<u>OVER EXPENDITURES</u>	1,847,115	(139,057)	(144,533)	(15,554)
<u>OTHER FINANCING SOURCES (USES)</u>				
Debt Proceeds	-	-	-	6,000,000
Operating Transfers - In	186,820	991,725	630,000	37,056
Operating Transfers - Out	<u>(933,486)</u>	<u>(784,714)</u>	-	-
Total Other Financing Sources (Uses)	<u>(746,666)</u>	<u>207,011</u>	<u>630,000</u>	<u>6,037,056</u>
<u>EXCESS OF REVENUES AND</u>				
<u>OTHER FINANCING SOURCES OVER</u>				
<u>EXPENDITURES AND OTHER</u>				
<u>FINANCING USES</u>				
	1,100,449	67,954	485,467	6,021,502
<u>FUND BALANCES AT</u>				
<u>BEGINNING OF YEAR</u>				
	<u>3,619,853</u>	<u>261,395</u>	<u>235,605</u>	<u>2,031,708</u>
<u>FUND BALANCES AT END OF YEAR</u>				
	<u>\$ 4,720,302</u>	<u>\$ 329,349</u>	<u>\$ 721,072</u>	<u>\$ 8,053,210</u>

Fiduciary Fund Types Trust and Agency	TOTALS (Memorandum Only)	
	June 30, 1999	June 30, 1998
\$ 24,000	\$ 11,245,943	\$ 9,792,365
-	2,888,585	2,267,654
-	548,844	468,689
-	794,669	831,150
-	682,084	662,257
-	-	2,000,000
<u>266,950</u>	<u>3,890,300</u>	<u>3,411,570</u>
290,950	20,050,425	19,433,685
-	3,828,220	3,496,483
-	4,337,222	4,121,229
-	1,808,593	1,857,216
83,806	2,065,198	1,981,290
-	1,063,242	1,130,566
-	4,395,161	4,377,682
-	463,613	310,919
-	102,498	96,218
-	<u>231,563</u>	<u>126,274</u>
<u>83,806</u>	<u>18,295,310</u>	<u>17,497,877</u>
207,144	1,755,115	1,935,808
-	6,000,000	-
-	1,845,601	2,074,327
<u>(23,595)</u>	<u>(1,741,795)</u>	<u>(2,157,386)</u>
<u>(23,595)</u>	<u>6,103,806</u>	<u>(83,059)</u>
183,549	7,858,921	1,852,749
<u>1,058,387</u>	<u>7,206,948</u>	<u>5,354,199</u>
<u>\$ 1,241,936</u>	<u>\$ 15,065,869</u>	<u>\$ 7,206,948</u>

The accompanying notes are an integral part of this financial statement.

CITY OF WEST MONROE, LOUISIANA

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - BUDGET (GAAP BASIS) AND ACTUAL
ALL GOVERNMENTAL FUND TYPES HAVING APPROPRIATED BUDGETS

FOR THE YEAR ENDED JUNE 30, 1999

	<u>General Fund</u>		
	<u>GAAP Basis Budget</u>	<u>Actual</u>	<u>Variance- Favorable (Unfavorable)</u>
<u>REVENUES</u>			
Taxes	\$ 7,824,000	\$ 7,797,664	\$(26,336)
Intergovernmental	200,787	223,393	22,606
Licenses and Permits	543,300	548,844	5,544
Charges for Services	847,990	794,669	(53,321)
Fines and Forfeitures	647,000	682,084	35,084
Miscellaneous	<u>2,102,800</u>	<u>2,083,938</u>	<u>(18,862)</u>
Total Revenues	12,165,877	12,130,592	(35,285)
<u>EXPENDITURES</u>			
Current:			
General Government	3,717,036	3,828,220	(111,184)
Public Safety	3,890,947	3,852,854	38,093
Public Works	1,687,045	1,682,663	4,382
Health and Welfare	-	-	-
Culture and Recreation	893,150	919,740	(26,590)
Capital Expenditures and Major Repairs	-	-	-
Capital Projects	-	-	-
Debt Service:			
Principal Retirement	-	-	-
Interest and Fiscal Charges	-	-	-
Total Expenditures	<u>10,188,178</u>	<u>10,283,477</u>	<u>(95,299)</u>
<u>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</u>	1,977,699	1,847,115	(130,584)
<u>OTHER FINANCING SOURCES (USES)</u>			
Debt Proceeds	-	-	-
Operating Transfers - In	39,862	186,820	146,958
Operating Transfers - Out	<u>(924,952)</u>	<u>(933,486)</u>	<u>(8,534)</u>
Total Other Financing Sources (Uses)	<u>(885,090)</u>	<u>(746,666)</u>	<u>138,424</u>
<u>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES</u>	1,092,609	1,100,449	7,840
<u>FUND BALANCES AT BEGINNING OF YEAR</u>	<u>3,619,853</u>	<u>3,619,853</u>	<u>-</u>
<u>FUND BALANCES AT END OF YEAR</u>	<u>\$ 4,712,462</u>	<u>\$ 4,720,302</u>	<u>\$ 7,840</u>

<u>Special Revenue Funds</u>			<u>Debt Service Funds</u>		
GAAP Basis <u>Budget</u>	<u>Actual</u>	Variance- Favorable (Unfavorable)	GAAP Basis <u>Budget</u>	<u>Actual</u>	Variance- Favorable (Unfavorable)
\$ 3,188,000	\$ 3,252,939	\$ 64,939	\$ 173,039	\$ 171,340	\$ (1,699)
2,588,600	2,560,312	(28,288)	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>1,193,450</u>	<u>1,178,045</u>	<u>(15,405)</u>	<u>13,200</u>	<u>18,188</u>	<u>4,998</u>
6,970,050	6,991,296	21,246	186,239	189,528	3,289
-	-	-	-	-	-
546,500	484,368	62,132	-	-	-
140,000	125,930	14,070	-	-	-
2,017,500	1,981,392	36,108	-	-	-
274,900	143,502	131,398	-	-	-
4,339,200	4,395,161	(55,961)	-	-	-
-	-	-	-	-	-
-	-	-	102,498	102,498	-
-	-	-	<u>231,563</u>	<u>231,563</u>	-
<u>7,318,100</u>	<u>7,130,353</u>	<u>187,747</u>	<u>334,061</u>	<u>334,061</u>	-
(348,050)	(139,057)	208,993	(147,822)	(144,533)	3,289
-	-	-	-	-	-
1,053,175	991,725	(61,450)	630,000	630,000	-
<u>(668,000)</u>	<u>(784,714)</u>	<u>(116,714)</u>	-	-	-
<u>385,175</u>	<u>207,011</u>	<u>(178,164)</u>	<u>630,000</u>	<u>630,000</u>	-
37,125	67,954	30,829	482,178	485,467	3,289
<u>279,409</u>	<u>261,395</u>	<u>(18,014)</u>	<u>220,468</u>	<u>235,605</u>	<u>15,137</u>
<u>\$ 316,534</u>	<u>\$ 329,349</u>	<u>\$ 12,815</u>	<u>\$ 702,646</u>	<u>\$ 721,072</u>	<u>\$ 18,426</u>

The accompanying notes are an integral part of this financial statement.

CITY OF WEST MONROE, LOUISIANA

COMBINED STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCES - BUDGET (GAAP BASIS) AND ACTUAL
ALL GOVERNMENTAL FUND TYPES HAVING APPROPRIATED BUDGETS (CONTINUED)

FOR THE YEAR ENDED JUNE 30, 1999

	<u>Capital Project Funds</u>		
	<u>GAAP Basis Budget</u>	<u>Actual</u>	<u>Variance- Favorable (Unfavorable)</u>
<u>REVENUES</u>			
Taxes	\$ -	\$ -	\$ -
Intergovernmental	7,998,800	104,880	(7,893,920)
Licenses and Permits	-	-	-
Charges for Services	-	-	-
Fines and Forfeitures	-	-	-
Miscellaneous	<u>220,000</u>	<u>343,179</u>	<u>123,179</u>
Total Revenues	8,218,800	448,059	(7,770,741)
<u>EXPENDITURES</u>			
Current:			
General Government	-	-	-
Public Safety	-	-	-
Public Works	-	-	-
Health and Welfare	-	-	-
Culture and Recreation	-	-	-
Capital Expenditures and Major Repairs	-	-	-
Capital Projects	14,718,000	463,613	14,254,387
Debt Service:			
Principal Retirement	-	-	-
Interest and Fiscal Charges	-	-	-
Total Expenditures	<u>14,718,000</u>	<u>463,613</u>	<u>14,254,387</u>
<u>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</u>	(6,499,200)	(15,554)	6,483,646
<u>OTHER FINANCING SOURCES (USES)</u>			
Debt Proceeds	6,000,000	6,000,000	-
Operating Transfers - In	499,200	37,056	(462,144)
Operating Transfers - Out	-	-	-
Total Other Financing Sources (Uses)	<u>6,499,200</u>	<u>6,037,056</u>	<u>(462,144)</u>
<u>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES</u>	-	6,021,502	6,021,502
<u>FUND BALANCES AT BEGINNING OF YEAR</u>	<u>2,032,000</u>	<u>2,031,708</u>	<u>(292)</u>
<u>FUND BALANCES AT END OF YEAR</u>	<u>\$ 2,032,000</u>	<u>\$ 8,053,210</u>	<u>\$ 6,021,210</u>

<u>Expendable Trust Funds</u>			<u>TOTALS</u> <u>(Memorandum Only)</u>		
<u>GAAP</u> <u>Basis</u> <u>Budget</u>	<u>Actual</u>	<u>Variance-</u> <u>Favorable</u> <u>(Unfavorable)</u>	<u>GAAP</u> <u>Basis</u> <u>Budget</u>	<u>Actual</u>	<u>Variance-</u> <u>Favorable</u> <u>(Unfavorable)</u>
\$ 24,000	\$ 24,000	\$ -	\$11,209,039	\$11,245,943	\$ 36,904
-	-	-	10,788,187	2,888,585	(7,899,602)
-	-	-	543,300	548,844	5,544
-	-	-	847,990	794,669	(53,321)
-	-	-	647,000	682,084	35,084
<u>274,000</u>	<u>266,950</u>	<u>(7,050)</u>	<u>3,803,450</u>	<u>3,890,300</u>	<u>86,850</u>
298,000	290,950	(7,050)	27,838,966	20,050,425	(7,788,541)
-	-	-	3,717,036	3,828,220	(111,184)
-	-	-	4,437,447	4,337,222	100,225
-	-	-	1,827,045	1,808,593	18,452
125,000	83,806	41,194	2,142,500	2,065,198	77,302
-	-	-	1,168,050	1,063,242	104,808
-	-	-	4,339,200	4,395,161	(55,961)
-	-	-	14,718,000	463,613	14,254,387
-	-	-	102,498	102,498	-
-	-	-	<u>231,563</u>	<u>231,563</u>	<u>-</u>
<u>125,000</u>	<u>83,806</u>	<u>41,194</u>	<u>32,683,339</u>	<u>18,295,310</u>	<u>14,388,029</u>
173,000	207,144	34,144	(4,844,373)	1,755,115	6,599,488
-	-	-	6,000,000	6,000,000	-
-	-	-	2,222,237	1,845,601	(376,636)
<u>(40,000)</u>	<u>(23,595)</u>	<u>16,405</u>	<u>(1,632,952)</u>	<u>(1,741,795)</u>	<u>(108,843)</u>
<u>(40,000)</u>	<u>(23,595)</u>	<u>16,405</u>	<u>6,589,285</u>	<u>6,103,806</u>	<u>(485,479)</u>
133,000	183,549	50,549	1,744,912	7,858,921	6,114,009
<u>1,118,847</u>	<u>1,058,387</u>	<u>(60,460)</u>	<u>7,270,577</u>	<u>7,206,948</u>	<u>(63,629)</u>
<u>\$ 1,251,847</u>	<u>\$ 1,241,936</u>	<u>\$(9,911)</u>	<u>\$ 9,015,489</u>	<u>\$15,065,869</u>	<u>\$ 6,050,380</u>

The accompanying notes are an integral part of this financial statement.

CITY OF WEST MONROE, LOUISIANA
STATEMENTS OF REVENUES, EXPENSES,
AND CHANGES IN RETAINED EARNINGS (DEFICIT) - ENTERPRISE FUND
FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

	<u>1999</u>	<u>1998</u>
<u>OPERATING REVENUES</u>		
Charges for Services	\$ 1,753,055	\$ 1,589,921
<u>OPERATING EXPENSES</u>		
Waterworks	455,423	460,461
Sewerage	245,210	198,825
Sewer Treatment Plant	509,284	588,745
Other Administrative	216,869	205,907
Public Works Administrative	227,252	219,140
Depreciation	<u>293,871</u>	<u>260,119</u>
Total Operating Expenses	<u>1,947,909</u>	<u>1,933,197</u>
<u>TOTAL OPERATING LOSS</u>	(194,854)	(343,276)
<u>NONOPERATING REVENUES</u>		
Interest Income	<u>4,789</u>	<u>97</u>
<u>LOSS BEFORE OPERATING TRANSFERS</u>	(190,065)	(343,179)
<u>OPERATING TRANSFERS</u>		
Operating Transfers - In (Out)	<u>(103,806)</u>	<u>83,060</u>
<u>NET LOSS</u>	(293,871)	(260,119)
<u>RETAINED EARNINGS (DEFICIT) AT BEGINNING OF YEAR</u>	<u>(1,965,800)</u>	<u>(1,705,681)</u>
<u>RETAINED EARNINGS (DEFICIT) AT END OF YEAR</u>	\$(2,259,671)	\$(1,965,800)

The accompanying notes are an integral part of these financial statements.

CITY OF WEST MONROE, LOUISIANA

STATEMENTS OF REVENUES, EXPENSES, AND CHANGES
IN RETAINED EARNINGS - INTERNAL SERVICE FUND

FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

	<u>1999</u>	<u>1998</u>
<u>OPERATING REVENUES</u>		
Contributions - Group		
Insurance Premiums	\$ 883,397	\$ 583,802
<u>OPERATING EXPENSES</u>		
Claims Paid	659,952	466,084
Administrative Services	109,508	83,628
Total Operating Expenses	<u>769,460</u>	<u>549,712</u>
<u>TOTAL OPERATING INCOME</u>	113,937	34,090
<u>NONOPERATING REVENUES</u>		
Interest Income	<u>2,883</u>	<u>891</u>
<u>NET INCOME</u>	116,820	34,981
<u>RETAINED EARNINGS AT BEGINNING OF YEAR</u>	<u>34,981</u>	<u>-</u>
<u>RETAINED EARNINGS AT END OF YEAR</u>	<u>\$ 151,801</u>	<u>\$ 34,981</u>

The accompanying notes are an integral part of these financial statements.

CITY OF WEST MONROE, LOUISIANA
STATEMENTS OF CASH FLOWS – ENTERPRISE FUND
FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

	<u>1999</u>	<u>1998</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
Operating Loss	\$(194,854)	\$(343,276)
Adjustments to Reconcile Net Loss		
To Net Cash Provided (Used) by Operating Activities:		
Depreciation	296,871	260,119
(Increase) Decrease in Accounts Receivable	(50,474)	48,435
(Increase) Decrease in Due from Other Funds	127,832	(75,122)
Increase (Decrease) in Due to Other Funds	27,749	(68,923)
Increase (Decrease) in Bank Overdrafts	(120,839)	81,544
Increase in Accrued Vacation and Sick Pay	<u>5,152</u>	<u>14,137</u>
Net Cash Provided (Used) by Operating Activities	91,437	(83,086)
<u>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES</u>		
Operating Transfers – In (Out)	(103,806)	83,060
Increase in Customer Deposits	<u>3,258</u>	<u>2,202</u>
Net Cash Provided (Used) by Non Capital Financing Activities	(100,548)	85,262
<u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</u>		
Increase in Contributed Capital	785,947	262,117
Increase in Property, Plant, and Equipment	<u>(785,947)</u>	<u>(262,117)</u>
Net Cash Used by Capital and Related Financing Activities	-	-
<u>CASH FLOWS FROM INVESTING ACTIVITIES</u>		
Interest Income	<u>4,789</u>	<u>97</u>
<u>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</u>	(4,322)	2,273
<u>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</u>	<u>146,323</u>	<u>144,050</u>
<u>CASH AND CASH EQUIVALENTS AT END OF YEAR</u>	\$ 142,001	\$ 146,323
Cash in Bank	\$ 28,548	\$ 36,128
Restricted Assets	<u>113,453</u>	<u>110,195</u>
<u>TOTAL CASH AND CASH EQUIVALENTS</u>	\$ 142,001	\$ 146,323

The accompanying notes are an integral part of these financial statements.

CITY OF WEST MONROE, LOUISIANA
STATEMENTS OF CASH FLOWS -- INTERNAL SERVICE FUND
FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

	<u>1999</u>	<u>1998</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
Operating Income	\$ <u>113,937</u>	\$ <u>34,090</u>
Net Cash Provided by Operating Activities	113,937	34,090
<u>CASH FLOWS FROM INVESTING ACTIVITIES</u>		
Interest Income	<u>2,883</u>	<u>891</u>
Net Cash Provided by Investing Activities	<u>2,883</u>	<u>891</u>
<u>NET INCREASE IN CASH AND CASH EQUIVALENTS</u>	116,820	34,981
<u>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</u>	<u>34,981</u>	<u>-</u>
<u>CASH AND CASH EQUIVALENTS AT END OF YEAR</u>	\$ 151,801	\$ 34,981

The accompanying notes are an integral part of these financial statements.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

INTRODUCTION

The City of West Monroe, Louisiana (the City) consists of an executive branch of government headed by a mayor and a legislative branch of government consisting of five aldermen. The City's combined balance sheet includes the accounts of all city operations. The City's major operations include police and fire protection, garbage and trash collection, a senior center, street and drainage maintenance, administrative services, and other health and welfare activities. In addition, the City operates a Utility Enterprise Fund to provide water and sewerage services.

The following is a summary of certain significant accounting policies and practices:

Note 1 - Summary of Significant Accounting Policies

A. BASIS OF PRESENTATION

In April of 1984, the Financial Accounting Foundation established the Governmental Accounting Standards Board (GASB) to promulgate generally accepted accounting principles and reporting standards with respect to activities and transactions of state and local government entities. The GASB has issued a codification of governmental accounting and financial reporting standards. This codification and subsequent GASB pronouncements are recognized as generally accepted accounting principles for state and local governments.

B. REPORTING ENTITY

As the municipal governing authority, for reporting purposes, the City of West Monroe, Louisiana is considered a separate financial reporting entity. The financial reporting entity consists of (a) the primary government, the City of West Monroe, Louisiana, (b) organizations for which the primary government is financially accountable, and (c) other organizations for which nature and significance of their relationship with the City are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

GASB Statement No. 14 established criteria for determining which component units should be considered part of the City of West Monroe, Louisiana for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is 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 City 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 City.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 1 - Summary of Significant Accounting Policies (continued)

2. Organizations for which the City does not appoint a voting majority but are fiscally dependent on the City.
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.

Based on the previous criteria, the City has determined that the following component unit is part of the reporting entity:

<u>Component Unit</u>	<u>Fiscal Year End</u>	<u>Criteria Used</u>
City Court of West Monroe	June 30	2

Since the City is legally separate and fiscally independent of other state and local governments and has a separately elected governing body, it meets the definition of a primary government as defined by GASB Statement No. 14.

GASB Statement No. 14 provides for the issuance of primary government financial statements that are separate from those of the reporting entity. However, the City of West Monroe, Louisiana financial statements are not a substitute for the reporting entity's financial statements. The accompanying primary government financial statements have been prepared in conformity with generally accepted accounting principles as applied to governmental units. These financial statements are not intended to and do not report on the reporting entity but rather are intended to reflect only the financial statements of the City of West Monroe, Louisiana.

C. FUND ACCOUNTING

The City 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 that comprises its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. An account group, on the other hand, is a financial reporting device designed to provide accountability for certain assets and liabilities (i.e., general fixed assets and general long-term debt) that are not recorded in the "funds" because they do not directly affect net expendable available financial resources. They are concerned only with the measurement of financial position, not with the measurement of results of operations.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 1 - Summary of Significant Accounting Policies (continued)

Funds are classified into three categories: governmental, proprietary, and fiduciary. Each category, in turn, is divided into separate "fund types". Governmental funds are used to account for a government's general activities, where the focus of attention is on the providing of services to the public as opposed to proprietary funds where the focus of attention is on recovering the cost of providing services to the public or other agencies through service charges or user fees. Fiduciary funds are used to account for assets held for others. The City's current operations require the use of the governmental, proprietary, and fiduciary fund categories. The fund types used by the City are described as follows:

GOVERNMENTAL FUNDS

General Fund

This fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds

These funds are used to account for the proceeds of specific revenue sources (other than capital projects) that are legally restricted to expenditures for specified purposes.

Debt Service Funds

These funds are used to account for the accumulation of resources for and the payment of general long-term debt principal, interest, and related costs.

Capital Project Funds

These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities or improvements thereto (other than those financed by Proprietary Funds).

PROPRIETARY FUNDS

Enterprise and Internal Service Funds

Enterprise funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 1 - Summary of Significant Accounting Policies (continued)

Internal Service Funds are used to account for the financing of goods or service provided by one department or agency to other departments or agencies of the governmental unit on a cost reimbursement basis.

FIDUCIARY FUNDS

Trust and Agency Funds

These funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, other governments, and/or other funds. These include Expendable Trust and Agency Funds. Expendable trust funds are accounted for in essentially the same manner as governmental funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

ACCOUNT GROUPS

The following two account groups are not "funds". They are concerned only with the measurement of financial position and are not involved with measurement of results of operations.

General Fixed Assets Account Group

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. Public Domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, and lighting systems, are capitalized along with other general fixed assets. No depreciation has been provided on general fixed assets.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their estimated fair value on the date donated.

The costs of normal maintenance and repairs that do not add to the value of fixed assets or materially extend their useful lives are not capitalized but are only recognized as a normal expenditure of the governmental funds.

General Long-Term Debt Account Group

Long-term liabilities expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the governmental funds.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 1 - Summary of Significant Accounting Policies (continued)

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities. They are instead reported as liabilities in the General Long-Term Debt Account Group.

D. TOTAL COLUMNS ON COMBINED STATEMENTS - OVERVIEW

Total columns on the Combined Statements - Overview are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

E. BASIS OF ACCOUNTING

The financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements for these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is used for reporting all governmental fund types and the fiduciary fund type agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The City uses the following practices in recognizing and reporting revenues and expenditures:

REVENUES

Ad valorem taxes attach as an enforceable lien on property as of January 1 of each year. Taxes are levied by the City in October or November, and are billed to the taxpayers in December. Billed taxes become delinquent on January 1 of the following year; however, by precedent, this is normally extended until February 1. Revenues from ad valorem taxes are budgeted in the year billed to the extent collections are expected. The City bills and collects its own property taxes using the assessed values determined by the tax assessor of Ouachita Parish.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 1 - Summary of Significant Accounting Policies (continued)

Federal and state grants are normally "expenditure driven", which means that the City does not earn, or is not entitled to, the grant funds until liability for the expenditure has been incurred. Any amounts received in excess of actual expenditures/liabilities at year end is reflected as deferred revenue on the fund's balance sheet.

Interest earnings on time deposits are recognized as revenue when the time deposits have matured and the interest is available. Substantially all other revenues are recognized when received by the City.

Based on the above criteria, ad valorem taxes, federal and state grants, fees, charges, and commissions for services have been treated as susceptible to accrual.

EXPENDITURES

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

Compensated absences are recognized as expenditures when leave is actually taken or when employees, or their heirs, are paid for accrued leave upon retirement or death. The cost of leave privileges not requiring current available resources are recognized in the general long-term debt account group. The cost of leave privileges in the enterprise funds are accrued when incurred under the accrual basis of accounting.

PROPRIETARY FUNDS

All proprietary funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred. Unbilled Water and Sewer Fund utility service receivables are recorded at year end.

FIDUCIARY FUNDS

Fiduciary Funds include expendable trust and agency funds. Those fiduciary funds are accounted for on the modified accrual basis of accounting.

OTHER FINANCING SOURCES (USES)

Transfers between funds that are not expected to be repaid are accounted for as other financing sources (uses) and are recognized when the underlying events occur.

F. BUDGETS AND BUDGETARY ACCOUNTING

The City follows these procedures in establishing the budgetary data reflected in these financial statements:

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 1 - Summary of Significant Accounting Policies (continued)

1. In May of each year, the Mayor submits to the Board of Aldermen an operating and capital budget for the succeeding year.
2. A public hearing is scheduled by the Mayor and the Board of Aldermen after allowing for at least ten days notice to the public at the time the budget is initially submitted to the Board of Aldermen.
3. Final adoption of the budget by the Board of Aldermen is on the second Tuesday in June.
4. The Mayor may authorize transfers of budgetary amounts within departments. However, any revision requiring alteration of levels of expenditures or transfers between departments must be approved by the Board of Aldermen.
5. Operating appropriations and nonmajor capital appropriations, to the extent not expended, lapse at year end. Major capital appropriations continue in force until the project is completed.
6. All legally adopted budgets of the City are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgets are adopted for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Expendable Trust Funds.

Budget comparison statements included in the accompanying financial statements include the original adopted budgets and all subsequent adopted amendments.

G. CASH AND CASH EQUIVALENTS

Under state law, the City 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.

For purposes of the Statement of Cash Flows, cash equivalents include all highly liquid investments (including restricted assets) with a maturity date of three months or less when purchased.

H. INVESTMENTS

The Louisiana Asset Management Pool (LAMP) is an investment pool established as a cooperative endeavor to enable public entities of the State of Louisiana to aggregate funds for investment. LAMP's investment guidelines authorizes investments in various investment products, including United States Treasury bills or notes, Federal Home Loan Bank notes, Federal National Mortgage Association notes and other investments as approved by LAMP's board of directors. The investments are stated at fair value based on quoted market values.

A certificate of deposit was issued at December 10, 1998, in the amount of \$1,000,000 which matures one year from date of issue. The market value of the pledged securities plus the federal deposit insurance is \$1,096,330.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 1 - Summary of Significant Accounting Policies (continued)

I. UNBILLED ACCOUNTS RECEIVABLE

Within the City's Utility Fund, an estimated amount has been recorded for services rendered but not yet billed as of the close of the year. The receivable was computed by taking the cycle billings the City sent the customers in July and prorating the amount of days applicable to the current year. Unbilled accounts receivable at June 30, 1999, were \$149,895.

J. NONCURRENT RECEIVABLES

Noncurrent portions of long-term receivables due to government funds are reported on their balance sheets, in spite of their spending measurement focus. Special reporting treatments are used to indicate, however, that they should not be considered "available spendable resources" since they do not represent net current assets. Recognition of governmental fund type revenues represented by noncurrent receivables is deferred until they become current receivables.

K. BAD DEBTS

Uncollectible amounts for ad valorem taxes and convention center receivables are generally not significant. As a result, the direct write-off method for recognizing bad debts is used. Under this method, the receivable is charged to expense when the account is deemed to be uncollectible. For customers' utility receivables, the allowance method is used to account for uncollectible amounts. Under this method, an allowance account is set up for what is deemed to be uncollectible.

L. DUE FROM OTHER FUNDS

Amounts designated as "due from other funds" are considered "available spendable resources".

M. INVENTORIES

Special reporting treatments are applied to governmental fund inventories to indicate that they do not represent "available spendable resources", even though they are a component of net current assets. Such amounts are generally offset by fund balance reserve accounts.

Inventories are valued at the lower of cost (first-in, first-out) or market. Inventory in the General Fund consists of expendable supplies held for consumption. The cost is recorded as an expenditure at the time individual inventory items are used.

N. FIXED ASSETS

The accounting and reporting treatment applied to the fixed assets associated with a particular fund are determined by the fund's measurement focus.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 1 - Summary of Significant Accounting Policies (continued)

Fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the General Fixed Assets Account Group, rather than in governmental funds. Assets are recorded at cost on date purchased or, if donated, at fair market value on date of donation.

Assets in the General Fixed Asset Account Group are not depreciated.

Public domain general fixed assets consisting of certain improvements including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems, traffic signals, and lighting systems, are capitalized.

Fixed assets of the enterprise fund are recorded at cost, if purchased, and at fair market value at date of gift, if donated. Major additions are capitalized while maintenance and repairs which do not improve or extend the life of the respective assets are charged to expense. Contributions received in aid of construction are credited to contributions accounts and do not reduce the cost of the assets acquired with such contributions.

Depreciation of all exhaustible fixed assets used by proprietary funds is charged as an expense against their operations. Accumulated depreciation is reported on proprietary fund balance sheets. Depreciation has been provided over the estimated useful lives using the straight-line method. The estimated useful lives are as follows:

Buildings	30-40 Years
Improvements	40 Years
Equipment	3-10 Years

O. ELECTRICAL SYSTEM OPERATING AGREEMENT

On December 31, 1988, the City Council of West Monroe authorized an operating agreement between the City of West Monroe and Louisiana Power and Light (LP&L) for the operation by LP&L of the electric system within the corporate limits of West Monroe for a period of twenty-five years. The agreement provides that LP&L will pay to the City three percent of gross receipts (as defined) collected from the sale of electric service to residential and commercial customers within the City.

P. COMPENSATED ABSENCES

Accumulated unpaid vacation, sick pay, and other employee benefit amounts are accrued when incurred in enterprise funds under the accrual basis of accounting. Such amounts are not accrued in governmental funds under the modified accrual basis of accounting. However, such amounts are reflected in the General Long-Term Debt Account Group.

Employees of the City earn vacation pay in varying amounts ranging from 10 to 28 working days per year depending upon length of service. At the end of each year, employees may carry forward earned vacation time. Up to a maximum of 40 days of unused vacation is paid to an employee upon retirement, separation, or death at hourly rates being earned by that employee upon separation.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 1 - Summary of Significant Accounting Policies (continued)

Firemen and policemen may receive up to one year's sick leave per illness as prescribed under Louisiana law. For all other City employees, sick leave is accumulated at rates ranging up to 12 days per year. Unused sick leave may be carried forward; however, up to a maximum of 36 days of unused sick leave is paid to an employee upon retirement, separation, or death at hourly rates being earned by that employee upon separation.

Q. LONG-TERM DEBT

Long-Term debts expected to be financed from governmental funds are accounted for in the General Long-Term Debt Account Group, not in the governmental funds. Long-term debts expected to be financed from enterprise fund operations are accounted for in those enterprise funds.

R. RESERVES AND DESIGNATIONS OF FUND EQUITY

Some portion of fund balance and/or retained earnings are reserved to indicate that a portion of fund equity is legally restricted to a specific future use and is not available for appropriation or expenditure. Designated portions of fund balance indicate tentative future spending plans, which may be changed and are subject to subsequent authorization before expenditures can be made.

S. DEDICATED REVENUES

Two cents of the sales tax revenue assessment is dedicated as follows: one cent is dedicated to capital improvements; seventy-five percent of the remaining cent is dedicated for purchases and improvements of assets having a life of one year or greater, related professional services and programs, and for paying capital improvements, construction, and repairs; the remaining 25% shall be used for general operations.

T. COMPARATIVE DATA

Comparative total data for the prior year have been presented in the accompanying financial statements in order to provide an understanding of changes in the City's financial position and operations.

Note 2 - Cash and Cash Equivalents

At June 30, 1999, the City has cash and cash equivalents (book balances net of overdrafts) as follows:

Demand Deposits	\$ 13,447,647
-----------------	---------------

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 2 - Cash and Cash Equivalents (continued)

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the 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. Cash and cash equivalents (bank balances) at June 30, 1999, are secured as follows:

Bank Balances	\$ 13,444,519
Federal Deposit Insurance	\$ 100,000
Pledged Securities (Uncollateralized)	_ 16,331,782
<u>TOTAL</u>	<u>\$ 16,431,782</u>

Because the pledged securities are held by a custodial bank in the name of the fiscal agent bank rather than in the name of the City, they are considered uncollateralized (Category 3) under the provisions of GASB Codification C20.106; however, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the pledged securities within 10 days of being notified by the City that the fiscal agent bank has failed to pay deposited funds upon demand.

Note 3 - Fund Deficit

At June 30, 1999, the Utility Enterprise Fund has a fund deficit of \$2,259,671. This deficit is caused by depreciation and/or transfers to the General Fund.

Note 4 - Reclassification of Prior Year

Minor reclassifications to the 1998 financial statements have been made to make them comparable with the current year presentation.

Note 5 - Ad Valorem Taxes

Property taxes are due as of January 1. An enforceable lien attaches to the property with unpaid taxes and is sold at a tax sale.

Property Tax Calendar

Assessment Date	January 1, 1998
Levy Date	September 1, 1998
Tax Bills Mailed	November 17, 1998
Total Taxes are Due	January 31, 1999
Penalties and Interest are Added	February 1, 1999
Tax Sale - 1998 Delinquent Property	June 9, 1999

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 5 - Ad Valorem Taxes (continued)

Assessed values are established by the Ouachita Parish Tax Assessor each year on a uniform basis at the following ratios to fair market value.

10% Land	15% Machinery
10% Residential Improvements	15% Commercial Improvements
15% Industrial Improvements	25% Public Service Properties, Excluding Land

The ad valorem tax millage is as follows:

	Mills
General Ad Valorem Tax	7.05
Street Maintenance	1.66
<u>TOTAL</u>	<u>8.71</u>

Note 6 - Accounts Receivable

Accounts receivable at June 30, 1999, consisted of the following:

	General Fund	Special Revenue Fund	Enterprise Fund	Total
Grants Receivable	\$ 53,392	\$ -	\$ -	\$ 53,392
Accounts Receivable	63,051	4,002	263,592	330,645
Other Receivables	350,826	-	-	350,826
<u>TOTAL</u>	<u>\$ 467,269</u>	<u>\$ 4,002</u>	<u>\$ 263,592</u>	<u>\$ 734,863</u>

Note 7 - Due From Other Governments

HUD Section 8 Housing	\$ 108,531
Louisiana Department of Transportation and Development	53,265
Louisiana Department of Rural Development	35,000
Louisiana Office of Faculty Planning & Control	16,035
Louisiana Commission on Law Enforcement	48,752
Ouachita Council of Governments	4,729
USDA	1,725
United States Treasury	6,982
Community Development Block Grant	88,097
Louisiana Department of Environmental Quality	34,099
<u>TOTAL</u>	<u>\$ 397,215</u>

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 8 - Fixed Assets

A summary of changes in general fixed assets follows:

	<u>Balance</u> <u>July 1, 1998</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 1999</u>
Land	\$ 4,974,007	\$ 425,759	\$ -	\$ 5,399,766
Buildings	9,420,041	804,926	-	10,224,967
Improvements Other Than Buildings	15,892,735	572,401	-	16,465,136
Equipment	8,027,623	973,158	135,971	8,864,810
Construction in Progress	<u>190,271</u>	<u>525,986</u>	<u>190,271</u>	<u>525,986</u>
<u>TOTALS</u>	\$ 38,504,677	\$ 3,302,230	\$ 326,242	\$ 41,480,665

A summary of proprietary fund type property, plant, and equipment at June 30, 1999, follows:

Buildings	\$ 74,786
Sewerage and Waterworks System	11,972,361
Machinery and Equipment	<u>680,397</u>
Total	12,727,544
Less: Accumulated Depreciation	<u>(7,775,122)</u>
Net Depreciable Assets	4,952,422
Land	<u>37,750</u>
<u>TOTAL PROPERTY, PLANT AND EQUIPMENT</u>	\$ 4,990,172

Note 9 - Restricted Assets and Related Resources

At June 30, 1999 and 1998, all restricted assets were in the form of demand deposits. These assets represent amounts held for utilities customer deposits.

Note 10 - Pension and Retirement Plans

CITY OF WEST MONROE-SPONSORED PENSION PLANS

Effective January 1, 1980, the City-Sponsored West Monroe Police Pension and Relief System merged with the State of Louisiana's Municipal Police Employees' Retirement System. As a result of that merger, the City of West Monroe was indebted to the state system for 20 years at 6%, which represented the remaining principal balance of the accrued liability for the employees transferred to the Municipal Police Employees'

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 10 - Pension and Retirement Plans (continued)

Retirement System. This amount was paid out as of June 30, 1999. The City paid principal and interest payments of \$51,151 during fiscal year 1999 from sales tax revenues. The West Monroe Police Pension and Relief System will cover those employees who were members of the system at January 1, 1980, and who retired prior to age 50. During fiscal 1999, the City paid \$17,682 for those retirees. Upon reaching their 50th birthday, they will no longer receive benefits under the West Monroe Police Pension and Relief System, but will begin receiving benefits under the state system.

Effective January 1, 1986, the City-Sponsored West Monroe Firemen's Pension and Relief System merged with the State Firefighters' Retirement System. As a result of that merger, the City of West Monroe was indebted to the State Firefighters' Retirement System for \$1,618,586 at June 30, 1999, which represents the remaining principal balance of the accrued liability for those employees transferred to the Firefighters' Retirement System. This amount is being paid over 30 years at 7% interest. The City paid principal and interest payments of \$171,340 during fiscal year 1999 from sales tax revenues.

STATE RETIREMENT SYSTEMS

MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM OF LOUISIANA

Substantially all city employees, except firemen and policemen are members of the Municipal Employees' Retirement System of Louisiana (MERS), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees. The MERS is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All members participate in Plan A.

All permanent employees working at least 35 hours per week and elected city officials are eligible to participate in the system. Under the MERS, a member who retires at or after age 60 with at least 10 years of creditable service, at or after age 55 with 25 years of creditable service, or at any age with at least 30 years of creditable service is entitled to a retirement benefit, payable monthly for life, equal to 3 percent of the member's final compensation multiplied by his years of creditable service.

Final compensation is a member's average monthly earnings during the highest 36 consecutive months or joined months if service was interrupted. A member who withdraws from active service prior to retirement eligibility is entitled to receive benefits beginning on the normal retirement date, assuming completion of ten years of creditable service and no prior refund of contributions. The system also provides death and disability benefits. Benefits are established by state statute.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 10 - Pension and Retirement Plans (continued)

Funding Policy – State statute requires covered employees to contribute 9.25 percent of their salaries to the System. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The current actuarially determined rate is 5.75 percent of annual covered payroll. The City's contributions to the System under Plan A for the years ending June 30, 1999, 1998 and 1997 were \$200,966, \$186,185 and \$183,016, respectively, equal to the required contributions for each year.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Employees' Retirement System, 7937 Office Park Blvd., Baton Rouge, Louisiana 70809, or by calling (504) 925-4810.

MUNICIPAL POLICE EMPLOYEES' RETIREMENT SYSTEM

All full-time police officers engaged in law enforcement are eligible to participate in the Municipal Police Employees' Retirement System (MPERS), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees. Members who retire at or after age 55 with 12 years of creditable service, at or after age 50 with 20 years of creditable service, or at any age with 25 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3-1/3 percent of the member's average final compensation multiplied by his years of creditable service, not to exceed 100 percent of his average final compensation.

Average final compensation is the average annual earned compensation of a member for any period of 36 successive or joined months of service that produce the highest average. The system also provides death and disability benefits. Benefits are established by state statute.

Funding Policy - State statute requires covered employees to contribute 7.50 percent of their salaries to the system. The City is required to contribute 9.00 percent of covered employees' salaries. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year.

The City's contributions to the System for the years ending June 30, 1999, 1998 and 1997 were \$182,121, \$176,825 and \$202,304, respectively, equal to the required contributions for the year.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Municipal Police Employees' Retirement System, 8401 United Plaza Blvd., Baton Rouge, Louisiana 70809-7017, or by calling (504) 929-7411.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 10 - Pension and Retirement Plans (continued)

FIREFIGHTERS' RETIREMENT SYSTEM

All full-time firefighters for the City who are engaged in fire protection are eligible to participate in the Firefighters' Retirement System (FRS), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees. A member who has completed 20 years of creditable service, has been a member at least 1 year, and has reached the age of 50 is eligible for retirement.

A member with at least 12 years of service who has reached the age of 55 is eligible for retirement, provided he has been a member for at least 1 year. Upon retirement, the benefit amount is 3-1/3 percent of average final compensation multiplied by years of creditable service, not to exceed his average final compensation. Average final compensation is the member's average annual earned compensation for any period of 36 successive or joined months of service that produce the highest average. The system also provides death and disability benefits. Benefits are established by state statute.

Funding Policy - State statute requires covered employees to contribute 8.00 percent of their salaries to the system. The City is required to contribute 9.00 percent of covered employees' salaries. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The City's contribution to the System for the years ending June 30, 1999, 1998 and 1997 were \$79,908, \$80,841, and \$79,906, respectively, equal to the required contributions for the year.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Firefighters' Retirement System, 3100 Brentwood Drive, Baton Rouge, Louisiana 70809-1752, or by calling (504) 925-4060.

LOUISIANA STATE EMPLOYEES' RETIREMENT SYSTEM

The City Judge is eligible to participate in the Louisiana State Employees' Retirement System (LASERS), a multiple-employer (cost-sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees. LASERS provides benefits for certain elected officials and officials appointed by the governor. A member who has completed 20 years of creditable service is eligible for retirement. Upon retirement, the benefit amount is 2-1/2 percent of average compensation multiplied by the number of years of creditable service. Average compensation is defined as the member's average annual earned compensation for the highest thirty-six consecutive months of employment. Judges, court officers, and certain elected officials receive an additional annual retirement benefit equal to 1% of average compensation multiplied by the number of years of creditable service in their respective capacity. The system also provides death and disability benefits. Benefits are established by state statute.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 10 - Pension and Retirement Plans (continued)

Funding Policy - State statute requires covered employees to contribute 11.50 percent of their salaries to the system. The City is required to contribute 12.40 percent of covered employees' salaries. As provided by Louisiana Revised Statute 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The City's contribution to the plan for the years ending June 30, 1999, 1998 and 1997 were \$3,508, \$3,559 and \$1,636, respectively, equal to the required contributions for the year.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Louisiana State Employees' Retirement System, 3401 United Plaza Blvd., Baton Rouge, Louisiana 70809, or by calling (504) 922-0600.

Note 11 - Postemployment Health Care Benefits

The City does not provide medical coverage for its retirees; consequently there is no liability for postemployment health care benefits. Retirees are able to continue their insurance coverage but must pay for it in its entirety without any City assistance.

Note 12 - Long-Term Debt

The following is a summary of bond and other long-term obligation transactions of the City of West Monroe for the year ended June 30, 1999:

	Firefighters and Police Unfunded Merger Cost	Certificates of Indebtedness Series 1998	Other Long-Term Obligations	Total
<u>Balance at Beginning of Year</u>	\$ 1,721,079	\$ -	\$ 1,768,422	\$ 3,489,501
Additions (Net)	-	6,000,000	25,541	6,025,541
Retirements	102,493	-	-	102,493
<u>BALANCE AT END OF YEAR</u>	\$ 1,618,586	\$ 6,000,000	\$ 1,793,963	\$ 9,412,549

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 12 - Long-Term Debt (continued)

Unfunded merger costs at June 30, 1999, consist of the following:

Police Unfunded Merger Costs

\$621,898 at March 1, 1980, due in 20 annual installments of \$51,151, including interest through March 1, 1999, for Police Pension Fund merger into state plan \$ -

Firefighters Unfunded Merger Costs

\$2,615,655 at January 1, 1986, due in 30 annual installments of \$171,340, including interest through January 1, 2015, for Firefighters Pension Fund Merger into state plans 1,618,586

Total Unfunded Merger Costs \$ 1,618,586

Certificates of Indebtedness, Series 1998

\$6,000,000 at April 1, 1999, due in 18 semiannual installments, including interest through October 1, 2007; installments range from \$797,877 to \$829,583 over the course of the note for construction of various capital projects \$ 6,000,000

Other long-term obligations at June 30, 1999, consist of the following:

Accrued Heart and Lung Disability (Note 17) \$ 1,282,804
 Accrued Vacation and Sick Leave 511,159

TOTAL OTHER LONG-TERM OBLIGATIONS \$ 1,793,963

The annual requirements to amortize the unfunded merger cost and certificates of indebtedness, outstanding as of June 30, 1999, including interest payments of \$2,349,232 are as follows:

<u>June 30,</u>	<u>Firefighters Unfunded Merger Cost</u>	<u>Certificates of Indebtedness</u>
2000	\$ 171,340	\$ 801,132
2001	171,340	792,865
2002	171,340	793,778
2003	171,340	798,405
2004	171,340	801,472
2005-2015	<u>1,884,740</u>	<u>3,238,726</u>
<u>TOTAL</u>	\$ 2,741,440	\$ 7,226,378

The Debt Service Funds have \$721,071 available to service the Unfunded Merger Costs and Certificates of Indebtedness.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 13 - Interfund Receivables and Payables

Individual fund interfund receivables and payables at June 30, 1999, were as follows:

<u>Fund</u>	<u>Receivables</u>	<u>Interfund</u>	<u>Payables</u>
General Fund	\$ 769,735		\$ 270,166
Capital Project Funds:			
Detention Basin	19,656		52,562
Special Revenue Funds:			
Street Maintenance	-		114
Metro L.C.L.E.	-		15,468
Section 8 Housing	-		92,673
Recreation Fund	-		2,594
'86 Sales Tax	830,794		1,206,185
West Ouachita Senior Center	76,293		7,512
Directed Traffic Grant	-		5
Marshal Operating Expense	51,628		80,331
Community Development	34,578		133,553
Special Grants and Donations	6,441		41,920
Summer Food Program	-		6,683
Juvenile Justice Grant	-		27,568
Drivers License Fund	-		325
Correctional Improvements	-		1,806
Debt Service Funds:			
Police Pension Merger	973		-
Fiduciary Funds:			
Hasley Cemetery	-		10,423
Sales Tax	-		5,140
Enterprise Fund:			
Utilities	192,679		27,749
<u>TOTAL</u>	<u>\$ 1,982,777</u>		<u>\$ 1,982,777</u>

Note 14 - Interfund Operating Transfers In and Out

Interfund operating transfers in and out during the year ended June 30, 1999, were as follows:

<u>Fund</u>	<u>Operating Transfers</u>	
	<u>In</u>	<u>Out</u>
General Fund	\$ 186,820	\$ 933,486
Special Revenue Funds:		
Recreation Program	30,000	2,594
West Ouachita Senior Center	110,045	-
'86 Sales Tax Capital	673,988	667,057
Metro L.C.L.E. Grant	-	15,468
Marshal Operating Expense	-	27,735
Community Development	177,692	71,860
Capital Project Funds:		
Detention Basin	37,056	-
Fiduciary Funds:		
Hasley Cemetery	-	23,595
Enterprise Fund:		
Utilities	13,622	117,428
Debt Service Fund:		
Certificates of Indebtedness, Series 1998	630,000	-
<u>TOTAL</u>	<u>\$ 1,859,223</u>	<u>\$ 1,859,223</u>

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 14 - Interfund Operating Transfers In and Out (continued)

Included in interfund operating transfers in and out is \$1,190,709 transferred from the General Fund to the 1986 Sales Tax Capital Special Revenue Fund for the purpose of advance funding of industrial park projects. Transfers back to the General Fund will be made in future years from the portion of sales tax collections dedicated for Capital Projects. Transfers were \$673,988 for the year ended June 30, 1999.

Note 15 - Segment Information for Enterprise Fund

The City maintains a Utilities enterprise fund which provides water and sewer services. Segment information for the year ended June 30, 1999, was as follows:

Operating Revenues	\$ 1,753,055
Depreciation	\$ 293,871
Operating Loss	\$ (194,854)
Operating Transfers Out	\$ (103,806)
Net Loss	\$ (293,871)
Current Contributed Capital:	
Contributions	\$ 785,947
Property, Plant and Equipment:	
Additions	\$ 785,947
Net Working Capital	\$ 341,073
Total Assets	\$ 5,558,444
Noncurrent Liabilities	\$ 70,071
Total Equity	\$ 5,261,174

Note 16 - Northeast Louisiana Arts Council

The City provides office space and utilities at no charge to the Northeast Louisiana Arts Council. The amount of the services provided has not been determined.

Note 17 - Long-Term Firemen's Disability Payments

The City of West Monroe is self-insured with respect to workers' compensation claims up to \$250,000 per occurrence. Consequently, the City is responsible for providing Louisiana State Workers Compensation benefits under the Heart and Lung Act. Under this act, special treatment has been accorded firemen who develop any disease or infirmity of the heart and lungs. Louisiana Revised Statute 33.2581 provides a presumption in favor of firemen that the disease is related to employment even if they are not on duty when stricken with the disease, if the disease manifests itself after the first five years of employment. At June 30, 1999, the City is responsible for payment of lifetime benefits to five firemen. The actuarial estimate of the liability is \$1,282,804.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 17 - Long-Term Firemen's Disability Payments (continued)

The annual payment requirements outstanding at June 30, 1999, are as follows:

2000	\$ 67,444
2001	67,444
2002	67,444
2003	67,444
2004	67,444
2005-2026	<u>945,584</u>
<u>TOTAL</u>	<u>\$1,282,804</u>

These amounts are included in the general long-term debt account group (Note 12).

Note 18 - Litigation

There are several pending lawsuits in which the City is involved. The City Attorney is of the opinion that the potential claims against the City, not covered by insurance, resulting from such litigation, would not materially affect the financial position of the City at June 30, 1999.

Note 19 - Self-Insurance Program

During 1998, the City began a self-insurance program for hospitalization and medical coverage for its employees. The City limits its losses through the use of reinsurers. The City's aggregate annual loss limitation is based on a formula that considers, among other things, the total number of employees. At June 30, 1999, the City's annual cost, excluding reinsurance premiums, is limited to approximately \$600,000.

Note 20 - Subsequent Event

In July 1999, the City incurred debt and issued \$1,000,000 of Certificates of Indebtedness for the purpose of paying the cost of constructing the West Monroe/West Ouachita Conventions and Visitors Bureau and paying the costs incurred in connection with the issuance of the certificates. This building will then be leased to the Convention & Visitors Bureau.

Note 21 - Year 2000 Issue

The year 2000 issue is the result of shortcomings in many electronic data processing systems and other electronic equipment that may adversely affect the City's operations. The City recognizes the potential problems that the year 2000 may present and has been aggressively identifying, correcting and testing all computer hardware and software problem areas that are critical to the City's operations. The City has completed an inventory of computer systems and other electronic equipment that may be affected by the year 2000 issue and that are necessary to conducting the City's operations. Based on this inventory, the City is in the remediation stage. Costs incurred of \$191,168 as of June 30, 1999, to purchase hardware and software from outside vendors are believed to be year 2000 compliant for the financial reporting systems.

CITY OF WEST MONROE, LOUISIANA
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 1999

Note 21 - Year 2000 Issue (continued)

Amounts totaling \$72,292 have been incurred but not yet spent after year end. Testing and validation of the systems will need to be completed after the hardware and software are installed.

Because of the unprecedented nature of the year 2000 issue, its effects and the success of related remediation efforts will not be fully determinable until the year 2000 and thereafter. Management cannot assure that the City is or will be year 2000 ready, that the City's remediation efforts will be successful in whole or in part, or that parties with whom the City does business will be year 2000 ready.

Primary Government Supplemental Information Schedules:

Combining and Account Group Schedules:

General Fund

To account for resources traditionally associated with governments that are not required to be accounted for in another fund.

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

BALANCE SHEETS

JUNE 30, 1999 AND 1998

<u>ASSETS</u>	<u>1999</u>	<u>1998</u>
Cash on Hand	\$ 4,427	\$ 4,525
Cash in Bank	3,910,817	3,602,183
Accounts Receivable	467,269	348,273
Due from Other Funds	769,735	366,575
Inventories:		
Materials and Supplies	45,464	40,404
Gas and Oil	1,550	1,550
<u>TOTAL ASSETS</u>	<u>\$ 5,199,262</u>	<u>\$ 4,363,510</u>
<u>LIABILITIES AND FUND BALANCE</u>		
<u>LIABILITIES</u>		
Accounts Payable and Accrued Liabilities	\$ 179,854	\$ 241,305
Due to Other Funds	270,166	470,847
Deposits Payable - Contractors	28,940	31,505
Total Liabilities	478,960	743,657
<u>FUND BALANCE</u>		
Reserved for Inventories	47,014	41,954
Unreserved and Undesignated	4,673,288	3,577,899
Total Fund Balance	4,720,302	3,619,853
<u>TOTAL LIABILITIES AND FUND BALANCE</u>	<u>\$ 5,199,262</u>	<u>\$ 4,363,510</u>

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	1999		
	<u>Budget</u>	<u>Actual</u>	<u>Variance- Favorable (Unfavorable)</u>
			<u>1998 Actual</u>
<u>REVENUES</u>			
Taxes	\$ 7,824,000	\$ 7,797,664	\$(26,336)
Intergovernmental	200,787	223,393	22,606
Licenses and Permits	543,300	548,844	5,544
Charges for Services	847,990	794,669	(53,321)
Fines and Forfeitures	647,000	682,084	35,084
Miscellaneous	2,102,800	2,083,938	(18,862)
Total Revenues	12,165,877	12,130,592	(35,285)
<u>EXPENDITURES</u>			
General Government	3,717,036	3,828,220	(111,184)
Public Safety	3,890,947	3,852,854	38,093
Public Works	1,687,045	1,682,663	4,382
Culture and Recreation	893,150	919,740	(26,590)
Total Expenditures	10,188,178	10,283,477	(95,299)
<u>EXCESS OF REVENUES OVER EXPENDITURES</u>			
	1,977,699	1,847,115	(130,584)
<u>OTHER FINANCING SOURCES (USES)</u>			
Operating Transfers - In	39,862	186,820	146,958
Operating Transfers - Out	(924,952)	(933,486)	(8,534)
Total Other Financing Sources (Uses)	(885,090)	(746,666)	138,424
<u>EXCESS OF REVENUES AND OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES</u>			
	1,092,609	1,100,449	7,840
<u>FUND BALANCE AT BEGINNING OF YEAR</u>			
	3,619,853	3,619,853	-
<u>FUND BALANCE AT END OF YEAR</u>			
	\$ 4,712,462	\$ 4,720,302	\$ 7,840
			\$ 3,619,853

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF REVENUES COMPARED TO BUDGET (GAAP BASIS)

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	<u>1999</u>		<u>Variance-</u>	<u>1998</u>
	<u>Budget</u>	<u>Actual</u>	<u>Favorable</u>	<u>Actual</u>
			<u>(Unfavorable)</u>	
<u>TAXES</u>				
Property Taxes	\$ 519,000	\$ 519,064	\$ 64	\$ 516,949
Sales Tax	6,965,000	6,964,753	(247)	5,930,231
Insurance Premium Tax	340,000	313,847	(26,153)	338,744
Total Taxes	7,824,000	7,797,664	(26,336)	6,785,924
<u>INTERGOVERNMENTAL REVENUES</u>				
Tobacco Taxes	68,713	85,893	17,180	51,536
Beer Taxes	34,000	34,993	993	30,199
Louisiana Department of Highways	44,500	48,932	4,432	44,510
2% Fire Insurance	27,834	27,835	1	26,996
Other Intergovernmental	25,740	25,740	-	25,740
Total Intergovernmental Revenues	200,787	223,393	22,606	178,981
<u>LICENSES AND PERMITS</u>				
Business Licenses	445,700	446,275	575	403,999
Permits	97,600	102,569	4,969	64,690
Total Licenses and Permits	543,300	548,844	5,544	468,689
<u>CHARGES FOR SERVICES</u>				
Sanitation Charges	546,700	546,708	8	504,381
Recreation Department Revenue	29,000	27,320	(1,680)	31,583
Convention Center - Gross Profit	136,090	84,306	(51,784)	149,387
Vendor Collection Fees	6,000	6,000	-	6,150
Kiroli Park Income	130,200	130,335	135	139,649
Total Charges for Services	847,990	794,669	(53,321)	831,150
<u>FINES AND FORFEITURES</u>				
City and State Fines	605,000	634,380	29,380	607,676
City Court Fees	42,000	47,704	5,704	54,581
Total Fines and Forfeitures	647,000	682,084	35,084	662,257
<u>MISCELLANEOUS REVENUES</u>				
Interest Earned	147,900	147,152	(748)	165,089
Franchise Revenue	601,500	604,415	2,915	579,587
Rentals	24,000	25,650	1,650	31,225
Oil and Mineral Leases	9,000	8,956	(44)	10,005
Video Poker Income	672,800	672,819	19	623,837
Other Revenue	647,600	624,946	(22,654)	314,843
Total Miscellaneous Revenues	2,102,800	2,083,938	(18,862)	1,724,586
<u>TOTAL REVENUES</u>	<u>\$ 12,165,877</u>	<u>\$ 12,130,592</u>	<u>\$ (35,285)</u>	<u>\$10,651,587</u>

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS)

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	1999		
	Budget	Actual	Variance- Favorable (Unfavorable)
			1998 Actual
<u>GENERAL GOVERNMENT</u>			
<u>LEGISLATIVE ELECTED COUNCIL</u>			
Aldermen's Salaries	\$ 48,000	\$ 48,000	\$ -
Other	30	105	(75)
Total Elected Council	48,030	48,105	(75)
<u>CITY COURT</u>			
Salary - City Judge	28,260	28,259	1
Salary - City Marshal	25,755	25,755	-
Salary - Clerk of Court	28,081	27,241	840
Salary - Deputy Clerks of Court	77,674	79,333	(1,659)
Salary - Deputy Marshals	68,900	67,665	1,235
Accounting Fees	4,939	4,940	(1)
Materials, Repairs and Supplies	38,100	42,097	(3,997)
Direct Court Cost	285,000	307,424	(22,424)
Travel, Car and Meetings	9,200	13,956	(4,756)
Telephone	9,000	8,726	274
Judge Ad Hoc	2,000	1,550	450
Total City Court	576,909	606,946	(30,037)
Total Legislative	624,939	655,051	(30,112)
<u>EXECUTIVE</u>			
<u>MAYOR'S OFFICE</u>			
Mayor's Salary	70,000	70,000	-
Mayor's Staff	32,674	32,674	-
Materials, Repairs and Supplies	1,800	1,453	347
Gas and Oil	-	-	-
Travel, Car and Meetings	6,700	6,624	76
Telephone	1,500	1,306	194
Total Mayor's Office	112,674	112,057	617
<u>OTHER ADMINISTRATIVE</u>			
<u>CITY CLERK'S OFFICE</u>			
City Clerk's Salary	62,003	62,004	(1)
Clerical Staff	225,000	223,553	1,447
Computer Staff	113,000	107,051	5,949
Materials, Repairs and Supplies	34,000	39,212	(5,212)
Travel, Car and Meetings	13,400	12,346	1,054
Assessment Roll Expense	9,800	9,742	58
Legal Advertising	29,000	34,133	(5,133)
Total City Clerk's Office	486,203	488,041	(1,838)

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) (Continued)

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	1999		Variance- Favorable (Unfavorable)	1998 Actual
	Budget	Actual		
<u>GENERAL GOVERNMENT</u>				
(Continued)				
<u>CITY HALL MAINTENANCE</u>				
Supervisor's Salary	\$ 27,364	\$ 27,373	\$(9)	\$ 26,716
Landscaper Salary	18,700	18,596	104	20,814
Materials, Repairs and Supplies	34,000	39,606	(5,606)	38,942
Miscellaneous	-	-	-	25
Travel, Car and Meetings	2,850	2,804	46	2,789
Uniforms	200	213	(13)	377
Utilities - Electric	65,000	74,603	(9,603)	53,596
Utilities -- Gas	10,000	10,159	(159)	8,902
Air Maintenance	13,000	14,651	(1,651)	11,862
Total City Hall Maintenance	171,114	188,005	(16,891)	164,023
<u>ADMINISTRATIVE GENERAL</u>				
Professional Services	64,088	68,535	(4,447)	77,499
Dues and Subscriptions	14,000	12,343	1,657	10,046
PBX System - Telephone	38,000	39,457	(1,457)	38,181
Postage	29,000	29,887	(887)	27,873
Coroner Fees	22,100	22,310	(210)	22,600
Civil Defense Contribution	8,058	8,058	-	3,935
Accident and Legal Settlement	9,300	11,092	(1,792)	11,828
Ouachita Council of Governments	15,260	15,260	-	15,246
Ouachita Enterprise Corporation	50,000	50,515	(515)	51,000
Credit Union	23,000	23,136	(136)	14,723
Civil Service Board	4,500	4,887	(387)	3,600
Other City Miscellaneous	16,300	41,597	(25,297)	40,135
Payroll Taxes	113,500	115,367	(1,867)	108,144
Workmen's Compensation	430,000	438,561	(8,561)	338,564
Insurance - Tangible Property	310,000	245,584	64,416	335,546
Insurance - Employee	580,000	644,875	(64,875)	490,271
Municipal Employees' Pension Contribution	141,000	144,427	(3,427)	136,411
Returned Checks	600	1,886	(1,286)	1,869
Police Pension and Relief Fund	180,000	182,121	(2,121)	176,825
Firemen's Pension and Relief Fund	88,500	79,908	8,592	80,841
Area Rehabilitation Consultant	-	-	-	657
Judges Pension	3,600	3,508	92	3,559
Christmas Expense	6,500	6,418	82	11,463

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) (Continued)

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	<u>1999</u>		<u>Variance-</u>	
	<u>Budget</u>	<u>Actual</u>	<u>Favorable</u>	<u>1998</u>
			<u>(Unfavorable)</u>	<u>Actual</u>
<u>GENERAL GOVERNMENT</u>				
(Continued)				
<u>OTHER ADMINISTRATIVE</u>				
(Continued)				
<u>ADMINISTRATIVE GENERAL</u>				
(Continued)				
LSU Extension	\$ 4,000	\$ 4,000	\$ -	\$ -
Tanner Building Maintenance	27,000	26,847	153	31,308
Computer Technician	35,000	26,893	8,107	46,962
Demolition Projects	10,000	9,938	62	12,315
Dog Pound	13,000	11,788	1,212	12,900
Metro Narcotics	1,500	1,402	98	1,336
Sick/Vacation Pay	50,000	77,628	(27,628)	29,562
Police Accreditation	12,000	15,588	(3,588)	4,519
Drug Testing	7,500	7,786	(286)	8,739
Legal Consultant Fees	4,000	5,930	(1,930)	10,200
Museum	1,800	2,059	(259)	2,465
Lazarre BMX Events	1,000	935	65	3,633
Code Work	8,000	4,540	3,460	4,848
Total Administrative General	<u>2,322,106</u>	<u>2,385,066</u>	<u>(62,960)</u>	<u>2,169,603</u>
Total Other Administrative	<u>2,979,423</u>	<u>3,061,112</u>	<u>(81,689)</u>	<u>2,777,959</u>
<u>TOTAL GENERAL GOVERNMENT</u>	<u>3,717,036</u>	<u>3,828,220</u>	<u>(111,184)</u>	<u>3,496,483</u>
<u>PUBLIC SAFETY</u>				
<u>FIRE</u>				
Salaries -- Firemen	823,000	815,623	7,377	793,214
Salaries - Chief	52,380	52,379	1	50,182
Salaries - Clerk	20,474	20,474	-	19,690
Salaries - Fire Prevention	64,023	62,711	1,312	34,622
Salaries -- Training Officer	35,024	35,862	(838)	34,688
Vehicle Maintenance	12,000	10,200	1,800	12,419
Materials, Repairs and Supplies	38,000	38,614	(614)	38,885
Miscellaneous	3,300	3,332	(32)	1,694
Gas and Oil	5,800	5,686	114	6,220
Travel, Car and Meetings	4,000	2,683	1,317	4,810
Telephone	16,000	16,101	(101)	13,270
Uniforms	24,000	24,999	(999)	17,675
Utilities	35,000	33,683	1,317	33,071
Training	12,500	12,467	33	9,454
Prevention Bureau	7,100	7,740	(640)	2,916
Fire Apparatus Equipment	-	-	-	3,144
Total Fire	<u>1,152,601</u>	<u>1,142,554</u>	<u>10,047</u>	<u>1,075,954</u>

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) (Continued)

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	1999		Variance-	
	Budget	Actual	Favorable	1998
			(Unfavorable)	Actual
<u>PUBLIC SAFETY</u>				
(Continued)				
<u>LEGAL</u>				
City Attorney's Salary	\$ 90,135	\$ 90,135	\$ -	\$ 82,555
Clerical Staff	68,167	67,357	810	64,766
Materials, Repairs and Supplies	6,000	7,466	(1,466)	5,629
Telephone	2,450	2,444	6	2,319
Total Legal	<u>166,752</u>	<u>167,402</u>	<u>(650)</u>	<u>155,269</u>
 <u>POLICE</u>				
Salaries – Policemen	1,461,000	1,456,335	4,665	1,368,009
Salaries – Clerks	156,000	157,025	(1,025)	142,304
Salaries – Communication Officers	165,000	164,877	123	149,863
Salaries – School Guards	33,000	41,385	(8,385)	32,345
Salaries – Dog Control	28,900	29,000	(100)	28,994
Salaries - Police Chief	55,495	55,494	1	53,360
Vehicle Maintenance	30,500	32,842	(2,342)	21,895
Materials, Repairs and Supplies	72,000	70,723	1,277	71,722
Miscellaneous	800	423	377	1,839
Gas and Oil	45,000	44,750	250	47,062
Travel, Car and Meetings	13,000	15,838	(2,838)	9,906
Telephone	29,000	28,031	969	29,654
Utilities – Rifle Range	1,700	1,555	145	1,620
Uniforms	32,500	28,184	4,316	23,155
Special Investigation	3,200	3,770	(570)	1,824
Training	22,000	17,711	4,289	17,571
Dog Control	500	597	(97)	560
Community Police & Other Credits	<u>(110,553)</u>	<u>(133,855)</u>	<u>23,302</u>	<u>(66,184)</u>
Total Police	<u>2,039,042</u>	<u>2,014,685</u>	<u>24,357</u>	<u>1,935,499</u>
 <u>PRISON</u>				
Salaries – Jailors	180,000	177,649	2,351	212,348
Salaries – Superintendent	34,861	36,247	(1,386)	36,791
Salaries – Cook	21,311	21,311	-	20,491
Vehicle Maintenance	100	1,511	(1,411)	392
Materials, Repairs and Supplies	33,000	38,625	(5,625)	32,912
Travel, Car and Meetings	400	235	165	476
Telephone	325	518	(193)	247
Uniforms	800	473	327	176
Food for Prisoners	120,000	119,473	527	106,007
Medical Aid for Prisoners	6,100	5,634	466	6,460
Medical Nurse	<u>6,600</u>	<u>6,600</u>	<u>-</u>	<u>4,800</u>
Total Prison	<u>403,497</u>	<u>408,276</u>	<u>(4,779)</u>	<u>421,100</u>

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) (Continued)

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	<u>Budget</u>	<u>1999 Actual</u>	<u>Variance- Favorable (Unfavorable)</u>	<u>1998 Actual</u>
<u>PUBLIC SAFETY</u>				
(Continued)				
<u>POLICE SHOP</u>				
Salaries - Foreman	\$ 36,655	\$ 36,894	\$(239)	\$ 30,710
Materials, Repairs and Supplies	6,300	6,295	5	5,581
Travel, Car and Meetings	750	900	(150)	750
Utilities - Telephone	2,950	2,712	238	2,926
Total Police Shop	<u>46,655</u>	<u>46,801</u>	<u>(146)</u>	<u>39,967</u>
<u>POLICE, PRISON AND COURT MAINTENANCE</u>				
Utilities - Electric	68,000	60,982	7,018	68,246
Utilities - Gas	14,400	12,154	2,246	15,629
Total Police, Prison and Court Maintenance	<u>82,400</u>	<u>73,136</u>	<u>9,264</u>	<u>83,875</u>
<u>TOTAL PUBLIC SAFETY</u>	3,890,947	3,852,854	38,093	3,711,664
<u>PUBLIC WORKS</u>				
<u>SANITATION</u>				
<u>GARBAGE</u>				
Salaries - Superintendent	34,100	34,042	58	29,584
Labor - Wages	265,000	260,492	4,508	259,316
Vehicle Maintenance	25,000	23,878	1,122	28,759
Materials, Repairs and Supplies	14,000	14,061	(61)	8,949
Gas and Oil	14,960	15,237	(277)	17,889
Uniforms	3,400	3,398	2	1,526
Sanitary Landfill Charges	133,900	127,453	6,447	133,955
Total Garbage	<u>490,360</u>	<u>478,561</u>	<u>11,799</u>	<u>479,978</u>
<u>TRASH</u>				
Labor - Wages	275,000	260,461	14,539	248,117
Vehicle Maintenance	3,500	4,770	(1,270)	37,499
Materials, Repairs and Supplies	-	-	-	4,295
Gas and Oil	12,000	10,582	1,418	14,732
Uniforms	1,800	3,035	(1,235)	2,460
Sanitary Landfill Charges	106,000	108,147	(2,147)	122,288
Total Trash	<u>398,300</u>	<u>386,995</u>	<u>11,305</u>	<u>429,391</u>
Total Sanitation	888,660	865,556	23,104	909,369

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) (Continued)

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	1999		Variance-	
	Budget	Actual	Favorable	1998
			(Unfavorable)	Actual
<u>PUBLIC WORKS</u>				
(continued)				
<u>STREETS</u>				
Salary – Superintendent	\$ 39,292	\$ 39,946	\$(654)	\$ 37,338
Labor – Wages	125,000	119,004	5,996	127,742
Highway Service Tech.	17,000	14,980	2,020	16,045
Vehicle Maintenance	24,000	28,640	(4,640)	23,128
Materials, Repairs and Supplies	5,000	5,272	(272)	4,238
Gas and Oil	14,000	14,064	(64)	15,365
Uniforms	2,300	3,063	(763)	2,091
Street and Bridge Lights	149,000	161,238	(12,238)	158,110
Signal Lights	31,000	27,039	3,961	34,287
Street Signs and Markings	3,800	10,100	(6,300)	4,013
Total Streets	410,392	423,346	(12,954)	422,357
 <u>CEMETERY</u>				
Salaries	36,000	35,799	201	39,683
Vehicle Maintenance	2,500	2,498	2	1,187
Materials, Repairs and Supplies	4,800	7,717	(2,917)	2,184
Gas and Oil	1,000	1,073	(73)	1,182
Utilities	1,550	1,527	23	1,550
Uniforms	250	178	72	409
Total Cemetery	46,100	48,792	(2,692)	46,195
 <u>ZONING</u>				
Salaries	108,162	108,162	-	101,775
Materials, Repairs and Supplies	4,700	3,889	811	4,641
Travel, Car and Meetings	6,200	5,376	824	6,735
Legal Advertising	2,800	4,049	(1,249)	2,180
Total Zoning	121,862	121,476	386	115,331
 <u>CITY MAINTENANCE SHOP</u>				
Salary - Superintendent	41,581	41,596	(15)	39,650
Labor – Mechanics	148,000	150,734	(2,734)	145,497
Materials, Repairs and Supplies	14,000	15,365	(1,365)	11,442
Miscellaneous	100	35	65	1,156
Gas and Oil	4,750	5,195	(445)	2,422
Uniforms	2,000	2,148	(148)	1,513
Utilities	9,600	8,420	1,180	10,166
Total City Maintenance Shop	220,031	223,493	(3,462)	211,846
 <u>TOTAL PUBLIC WORKS</u>				
	1,687,045	1,682,663	4,382	1,705,098

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) (Continued)

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	1999		Variance- Favorable (Unfavorable)	1998 Actual
	<u>Budget</u>	<u>Actual</u>		
<u>CULTURE AND RECREATION</u>				
<u>RECREATION AND PARKS</u>				
Salary - Director	\$ 31,000	\$ 33,090	\$(2,090)	\$ 29,315
Labor	84,000	84,013	(13)	92,249
Vehicle Maintenance	2,000	1,601	399	2,643
Materials, Repairs and Supplies	31,000	38,074	(7,074)	30,991
Gas and Oil	1,700	1,760	(60)	2,043
Travel, Car and Meetings	1,000	450	550	290
Telephone	4,300	4,478	(178)	4,502
Uniforms	300	869	(569)	654
Utilities	27,300	27,783	(483)	27,029
Game Expense	5,500	5,488	12	4,240
Concession Operating Expense	19,000	15,393	3,607	20,036
Total Recreation and Parks	207,100	212,999	(5,899)	213,992
<u>KIROLI PARK</u>				
Salary – Ranger	32,124	32,124	-	31,363
Labor	93,500	94,320	(820)	91,774
Part-Time Workers	53,500	54,482	(982)	47,996
Vehicle Maintenance	2,400	3,390	(990)	1,062
Materials, Repairs and Supplies	37,000	39,971	(2,971)	36,555
Uniforms	1,300	1,192	108	1,081
Gas and Oil	2,500	2,318	182	2,363
Travel, Car and Meetings	1,000	331	669	1,054
Telephone	4,200	4,250	(50)	4,199
Utilities	27,300	23,769	3,531	27,146
Event Expense	8,000	16,513	(8,513)	8,815
Concession Operation	250	559	(309)	10,122
Total Kiroli Park	263,074	273,219	(10,145)	263,530
<u>CONVENTION CENTER</u>				
Salary – Director	38,961	38,961	-	37,463
Operation – Salaries	16,944	15,672	1,272	16,292
Operation – Part-Time Workers	42,300	46,804	(4,504)	40,880
Vehicle Maintenance	600	876	(276)	291
Materials, Repairs and Supplies	29,000	26,890	2,110	30,914
Miscellaneous	4,500	4,995	(495)	3,045
Gas and Oil	450	590	(140)	423
Travel, Car and Meetings	400	292	108	306

CITY OF WEST MONROE, LOUISIANA
GENERAL FUND

SCHEDULE OF EXPENDITURES COMPARED TO BUDGET (GAAP BASIS) (Continued)

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	<u>1999</u>		<u>Variance-</u>	
	<u>Budget</u>	<u>Actual</u>	<u>Favorable</u>	<u>1998</u>
			<u>(Unfavorable)</u>	<u>Actual</u>
<u>CULTURE AND RECREATION</u>				
(Continued)				
<u>CONVENTION CENTER</u>				
(Continued)				
Telephone	\$ 6,700	\$ 6,739	\$ (39)	\$ 6,127
Uniforms	250	190	60	216
Advertising and Promotion	1,000	836	164	1,476
Utilities – Electric	49,800	49,347	453	48,867
Utilities – Gas	16,300	15,111	1,189	14,425
Total Convention Center	<u>207,205</u>	<u>207,303</u>	<u>(98)</u>	<u>200,725</u>
<u>COMMUNITY DEVELOPMENT</u>				
Salary - Director	49,554	49,546	8	47,640
PR & Marketing Specialist	-	-	-	17,316
Salary – Director – Center	37,192	33,218	3,974	30,900
Labor - Center	55,950	67,072	(11,122)	40,458
Program Labor	-	4,725	(4,725)	6,545
Miscellaneous	800	387	413	693
Gas and Oil	-	256	(256)	356
Materials, Repairs and Supplies	1,500	957	543	1,594
Travel, Car and Meetings	3,200	2,993	207	2,479
Advertising and Promotion	2,500	1,366	1,134	4,991
Program Expense	5,000	4,696	304	5,055
Activity Expense	100	12,212	(12,112)	15,850
Center Travel, Car and Meetings	3,000	2,519	481	2,923
Center Materials, Repairs and Supplies	10,975	10,136	839	8,208
Telephone	3,000	3,624	(624)	2,963
Utilities	6,000	6,648	(648)	5,792
Special Events	37,000	25,864	11,136	-
Total Community Development	<u>215,771</u>	<u>226,219</u>	<u>(10,448)</u>	<u>193,763</u>
<u>TOTAL CULTURE AND RECREATION</u>	<u>893,150</u>	<u>919,740</u>	<u>(26,590)</u>	<u>872,010</u>
<u>TOTAL EXPENDITURES</u>	<u>\$10,188,178</u>	<u>\$10,283,477</u>	<u>\$ (95,299)</u>	<u>\$ 9,785,255</u>

SPECIAL REVENUE FUNDS

To account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditure for specified purposes.

SPECIAL REVENUE FUNDS

Street Maintenance Fund - to maintain funds for street improvements by a 1.66 mill increase of ad valorem taxes for a period of ten years beginning in the fiscal year starting July 1, 1993.

Correctional Improvement Fund - to account for the funds received from user charges and expenditures for improvements to correctional facilities.

Recreation Program Fund - to account for receipts and disbursements in the recreation programs.

Section 8 Housing Fund - to account for the receipts and disbursements of funds received from the Department of Housing and Urban Development used in connection with the Section 8 Housing Program.

West Ouachita Senior Center Fund - to account for funds received from the Department of Elderly Affairs and other state agencies to be used for the operations of a senior citizens' center.

Emergency Shelter Program Fund - to account for funds received from the United Way to be used for the feeding and sheltering of area residents qualifying for such assistance.

Officer Witness Court Fund - to account for receipts and disbursements of funds received from City Court costs and used to pay off-duty officers as witnesses.

City Marshal's Operational Expense Fund - to account for receipts and disbursements of funds received from City Court costs and used in connection with City Marshal operating expenditures.

Rental Rehabilitation Fund - to account for receipts and disbursements of funds received from the Department of Housing and Urban Development used in connection with the Rental Rehabilitation Program.

Farmers Market Fund - to account for receipts and disbursements of funds received in connection with the operation of Farmers Market.

'86 Sales Tax 75% Capital Fund - to account for monthly transfers from sales tax collections of 75 percent of the 1986 one cent sales tax. The funds are predominantly used for capital expenditures.

SPECIAL REVENUE FUNDS
(CONTINUED)

Metro Vice Fund - to account for receipts and disbursements of funds received from the state and used in narcotics operations.

Kiroli Park Science Building Fund - to account for receipts and disbursements of funds received from the public and used in the construction of the science building at Kiroli Park.

Metro LCLE Grant Fund - to account for receipts and disbursements of funds received from the Louisiana Commission of Law Enforcement and Administration of Criminal Justice and used in narcotics operations.

Juvenile Justice Grant - to account for receipts and disbursements of funds received from the Louisiana Commission on Law Enforcement and Administration of Criminal Justice and used for organized programs directed to the teen population.

North Delta Law Enforcement Academy - to account for funds received from the various law enforcement agencies for the training of their respective officers.

Directed Traffic Grant - to account for receipts and disbursements of funds received from the Louisiana Highway Safety Commission used in highway safety programs to reduce traffic accidents, deaths, injuries and property damage.

Summer Food Program - to account for receipts and disbursements of funds received from the Louisiana Department of Education used to provide nutritional meals for eligible children during the summer.

Drivers License Bureau - to account for receipts and disbursements of service fees collected by the Louisiana Office of Motor Vehicles and remitted to the City, used for the building and maintenance of the drivers license office.

Community Development Grant - to account for receipts and disbursements of funds received from Louisiana Office of Community Development and used for the improvement of neighborhoods and the quality of life.

Special Grants and Donations - to account for receipts and disbursements of funds received from the public and other services for particular projects

CITY OF WEST MONROE, LOUISIANA
SPECIAL REVENUE FUNDS

COMBINING BALANCE SHEET

JUNE 30, 1999
WITH COMPARATIVE TOTALS FOR JUNE 30, 1998

	<u>Street Maintenance Fund</u>	<u>Correctional Improvement Fund</u>	<u>Recreation Program Fund</u>	<u>Section 8 Housing Fund</u>	<u>West Ouachita Senior Center Fund</u>
<u>ASSETS</u>					
Cash in Bank	\$ 11,785	\$ 27,502	\$ 2,971	\$ 63,101	\$ -
Accounts Receivable	-	-	-	-	-
Due from Other Governments	-	-	-	108,531	6,453
Due from Other Funds	-	-	-	-	76,293
<u>TOTAL ASSETS</u>	<u>\$ 11,785</u>	<u>\$ 27,502</u>	<u>\$ 2,971</u>	<u>\$ 171,632</u>	<u>\$ 82,746</u>
 <u>LIABILITIES AND FUND BALANCES</u>					
<u>LIABILITIES</u>					
Bank Overdraft	\$ -	\$ -	\$ -	\$ -	\$ 75,234
Accounts Payable	-	-	-	-	-
Due to Other Funds	114	1,806	2,594	92,673	7,512
Due to Other Governments	-	-	-	24,647	-
Deferred Revenue	-	-	-	-	-
Total Liabilities	114	1,806	2,594	117,320	82,746
 <u>FUND BALANCES</u>					
Unreserved	11,671	25,696	377	54,312	-
<u>TOTAL LIABILITIES AND FUND BALANCES</u>	<u>\$ 11,785</u>	<u>\$ 27,502</u>	<u>\$ 2,971</u>	<u>\$ 171,632</u>	<u>\$ 82,746</u>

Emergency Shelter Program Fund	Officer Witness Court Fund	City Marshal's Operational Expense Fund	Rental Rehabilitation Fund	Farmers Market Fund	'86 Sales Tax 75% Capital Fund	
\$ 6,416	\$ 42,981	\$ 30,789	\$ 9,904	\$ 22,969	\$ 359,033	
-	-	-	-	-	-	
-	-	-	-	-	88,265	
-	-	51,628	-	-	830,794	
\$ 6,416	\$ 42,981	\$ 82,417	\$ 9,904	\$ 22,969	\$1,278,092	C
						O
						N
						T
						I
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N
2,449	-	-	-	-	-	
-	-	80,331	-	-	1,206,185	U
-	-	-	-	-	-	
2,449	-	80,331	-	-	1,206,185	E
						D
3,967	42,981	2,086	9,904	22,969	71,907	
\$ 6,416	\$ 42,981	\$ 82,417	\$ 9,904	\$ 22,969	\$1,278,092	

CITY OF WEST MONROE, LOUISIANA
SPECIAL REVENUE FUNDS

COMBINING BALANCE SHEET

JUNE 30, 1999
WITH COMPARATIVE TOTALS FOR JUNE 30, 1998

	Metro Vice Fund	Kiroli Park Science Building Fund	Metro LCLE Grant Fund	Juvenile Justice Grant	North Delta Law Enforcement Training Center Fund
ASSETS					
Cash in Bank	\$ 14,773	\$ 19,603	\$ 15,468	\$ 14,383	\$ 47,280
Accounts Receivable	-	-	-	-	-
Due from Other Governments	-	-	29,297	19,456	-
Due from Other Funds	-	-	-	-	-
TOTAL ASSETS	\$ 14,773	\$ 19,603	\$ 44,765	\$ 33,839	\$ 47,280
 LIABILITIES AND FUND BALANCES					
LIABILITIES					
Bank Overdraft	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Payable	-	-	29,297	-	-
Due to Other Funds	-	-	15,468	27,568	-
Due to Other Governments	-	-	-	-	-
Deferred Revenue	-	-	-	-	-
Total Liabilities	-	-	44,765	27,568	-
 FUND BALANCES					
Unreserved	14,773	19,603	-	6,271	47,280
TOTAL LIABILITIES AND FUND BALANCES	\$ 14,773	\$ 19,603	\$ 44,765	\$ 33,839	\$ 47,280

Directed Traffic Grant	Summer Food Program	Drivers License Bureau	Community Development Grant	Special Grants & Donations	Totals	
					1999	1998
\$ 5	\$ -	\$ 7,508	\$ 62,769	\$ 19,370	\$ 778,610	\$ 461,746
-	-	4,002	-	-	4,002	23,361
-	6,982	-	88,097	-	347,081	397,667
-	-	-	34,578	6,441	999,734	248,049
\$ 5	\$ 6,982	\$ 11,510	\$ 185,444	\$ 25,811	\$ 2,129,427	\$ 1,130,823
\$ -	\$ 174	\$ -	\$ -	\$ -	\$ 75,408	\$ 184,521
-	-	-	51,540	-	83,286	190,892
5	6,683	325	133,553	41,920	1,616,737	422,401
-	-	-	-	-	24,647	59,414
-	-	-	-	-	-	12,200
5	6,857	325	185,093	41,920	1,800,078	869,428
-	125	11,185	351	(16,109)	329,349	261,395
\$ 5	\$ 6,982	\$ 11,510	\$ 185,444	\$ 25,811	\$ 2,129,427	\$ 1,130,823

CITY OF WEST MONROE, LOUISIANA
SPECIAL REVENUE FUNDS

COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 1998

	Street Maintenance Fund	Correctional Improvement Fund	Recreation Program Fund	Section 8 Housing Fund	West Ouachita Senior Center Fund
<u>REVENUES</u>					
Taxes	\$ 123,865	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	1,569,738	107,989
Interest	2,065	-	-	5,942	-
Other	-	21,239	34,859	16,878	181,604
Total Revenues	125,930	21,239	34,859	1,592,558	289,593
<u>EXPENDITURES</u>					
<u>CURRENT:</u>					
Public Safety	-	10,452	-	-	-
Public Works	125,930	-	-	-	-
Health and Welfare	-	-	-	1,548,025	399,638
Culture and Recreation	-	-	62,265	-	-
Capital Expenditures & Major Repairs	-	-	-	-	-
Total Expenditures	125,930	10,452	62,265	1,548,025	399,638
<u>EXCESS (DEFICIENCY)</u>					
<u>OF REVENUES</u>					
<u>OVER EXPENDITURES</u>					
	-	10,787	(27,406)	44,533	(110,045)
<u>OTHER FINANCING</u>					
<u>SOURCES (USES)</u>					
Operating Transfers - In	-	-	30,000	-	110,045
Operating Transfers - Out	-	-	(2,594)	-	-
Total Other Financing Sources (Uses)	-	-	27,406	-	110,045
<u>EXCESS (DEFICIENCY) OF</u>					
<u>REVENUES AND OTHER</u>					
<u>FINANCING SOURCES OVER</u>					
<u>EXPENDITURES AND</u>					
<u>OTHER FINANCING USES</u>					
	-	10,787	-	44,533	-
<u>FUND BALANCES AT</u>					
<u>BEGINNING OF YEAR</u>					
	11,671	14,909	377	9,779	-
<u>FUND BALANCES AT</u>					
<u>END OF YEAR</u>					
	\$ 11,671	\$ 25,696	\$ 377	\$ 54,312	\$ -

Emergency Shelter Program Fund	Officer Witness Court Fund	City Marshal's Operational Expense Fund	Rental Rehabilitation Fund	Farmers Market Fund	'86 Sales Tax 75% Capital Fund	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,066,408	
-	-	-	-	-	-	
-	1,736	-	-	-	4,324	
17,559	15,207	114,646	-	25,954	688,063	
17,559	16,943	114,646	-	25,954	3,758,795	
-	14,500	86,910	-	-	-	C
-	-	-	-	-	-	O
15,503	-	-	11,244	-	-	N
-	-	-	-	16,988	-	
-	-	-	-	-	3,765,726	T
15,503	14,500	86,910	11,244	16,988	3,765,726	I
2,056	2,443	27,736	(11,244)	8,966	(6,931)	N
-	-	-	-	-	673,988	U
-	-	(27,735)	-	-	(667,057)	E
-	-	(27,735)	-	-	6,931	D
2,056	2,443	1	(11,244)	8,966	-	
1,911	40,538	2,085	21,148	14,003	71,907	
\$ 3,967	\$ 42,981	\$ 2,086	\$ 9,904	\$ 22,969	\$ 71,907	

CITY OF WEST MONROE, LOUISIANA
SPECIAL REVENUE FUNDS

COMBINING SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 1998

	Metro Vice Fund	Kiroli Park Science Building Fund	Metro I.C.E. Grant Fund	Juvenile Justice Grant	North Delta Law Enforcement Training Center Fund
<u>REVENUES</u>					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ 62,666
Intergovernmental	-	-	281,607	49,126	-
Interest	588	780	-	-	-
Other	-	-	-	-	-
Total Revenues	588	780	281,607	49,126	62,666
<u>EXPENDITURES</u>					
<u>CURRENT:</u>					
Public Safety	-	-	271,036	61,664	15,386
Public Works	-	-	-	-	-
Health and Welfare	-	-	-	-	-
Culture and Recreation	-	-	-	-	-
Capital Expenditures and Major Repairs	-	-	-	-	-
Total Expenditures	-	-	271,036	61,664	15,386
<u>EXCESS (DEFICIENCY)</u>					
<u>OF REVENUES</u>					
<u>OVER EXPENDITURES</u>					
	588	780	10,571	(12,538)	47,280
<u>OTHER FINANCING</u>					
<u>SOURCES (USES)</u>					
Operating Transfers - In	-	-	-	-	-
Operating Transfers - Out	-	-	(15,468)	-	-
Total Other Financing Sources (Uses)	-	-	(15,468)	-	-
<u>EXCESS (DEFICIENCY) OF</u>					
<u>REVENUES AND OTHER</u>					
<u>FINANCING SOURCES OVER</u>					
<u>EXPENDITURES AND</u>					
<u>OTHER FINANCING USES</u>					
	588	780	(4,897)	(12,538)	47,280
<u>FUND BALANCES AT</u>					
<u>BEGINNING OF YEAR</u>					
	14,185	18,823	4,897	18,809	-
<u>FUND BALANCES AT</u>					
<u>END OF YEAR</u>					
	\$ 14,773	\$ 19,603	\$ -	\$ 6,271	\$ 47,280

Directed Traffic Grant	Summer Food Program	Drivers License Bureau	Community Development Grant	Special Grants & Donations	Totals	
					1999	1998
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,252,939	\$ 2,759,950
-	6,982	44,395	458,880	41,595	2,560,312	1,979,190
-	5	-	-	204	15,644	29,661
-	-	-	29,927	16,465	1,162,401	1,521,118
-	6,987	44,395	488,807	58,264	6,991,296	6,289,919
-	-	-	-	24,420	484,368	407,311
-	-	-	-	-	125,930	152,118
-	6,982	-	-	-	1,981,392	1,889,659
-	-	-	29,321	34,928	143,502	258,556
-	-	49,092	565,318	15,025	4,395,161	4,379,936
-	6,982	49,092	594,639	74,373	7,130,353	7,087,580
-	5	(4,697)	(105,832)	(16,109)	(139,057)	(797,661)
-	-	-	177,692	-	991,725	1,371,827
-	-	-	(71,860)	-	(784,714)	(601,101)
-	-	-	105,832	-	207,011	770,726
-	5	(4,697)	-	(16,109)	67,954	(26,935)
-	120	15,882	351	-	261,395	288,330
\$ -	\$ 125	\$ 11,185	\$ 351	\$ (16,109)	\$ 329,349	\$ 261,395

CITY OF WEST MONROE, LOUISIANA
 786 SALES TAX 75% CAPITAL SPECIAL REVENUE FUND

BALANCE SHEETS

JUNE 30, 1999 AND 1998

<u>ASSETS</u>	1999	1998
Cash in Bank	\$ 359,033	\$ -
Due from Other Governments	88,265	297,687
Due from Other Funds	830,794	116,168
TOTAL ASSETS	\$ 1,278,092	\$ 413,855
<u>LIABILITIES AND FUND BALANCE</u>		
<u>LIABILITIES</u>		
Bank Overdraft	\$ -	\$ 163,705
Accounts Payable	-	176,892
Due to Other Funds	1,206,185	1,351
Total Liabilities	1,206,185	341,948
<u>FUND BALANCE</u>		
Unreserved	71,907	71,907
TOTAL LIABILITIES AND FUND BALANCE	\$ 1,278,092	\$ 413,855

CITY OF WEST MONROE, LOUISIANA
'86 SALES TAX 75% CAPITAL SPECIAL REVENUE FUND

SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET (GAAP BASIS) AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	1999		Variance- Favorable (Unfavorable)	1998 Actual
	Budget	Actual		
<u>REVENUES</u>				
Sales Tax	\$ 3,066,000	\$ 3,066,408	\$ 408	\$ 2,638,095
Non-City Revenues	686,000	688,063	2,063	1,055,403
Other Revenues	-	-	-	5,106
Interest Income	4,300	4,324	24	18,694
Total Revenues	<u>3,756,300</u>	<u>3,758,795</u>	<u>2,495</u>	<u>3,717,298</u>
<u>EXPENDITURES</u>				
Data Processing	142,000	141,252	748	15,645
Street Projects	353,000	352,420	580	465,935
Drainage Projects	38,000	37,752	248	62,452
Furniture and Fixtures	25,300	25,310	(10)	23,299
Rolling Stock Equipment	460,000	459,115	885	257,905
Equipment	451,000	450,706	294	394,445
Consultants	72,000	71,199	801	40,011
Engineering	431,000	430,818	182	356,151
Construction/Buildings/Facilities	345,000	344,071	929	489,373
Water Projects	208,000	207,052	948	168,038
Sewer Projects	150,000	149,674	326	175,956
Treatment Projects	580,000	579,149	851	41,142
Land Purchases	21,000	20,875	125	14,693
Recreation Projects	32,000	31,836	164	158
Major Repairs	33,500	33,592	(92)	48,616
City Beautification	3,000	2,905	95	1,659
Kiroli Projects	22,000	21,642	358	18,647
Geographic Information Systems	-	-	-	1,275
McMillan Rd/Bell Lane Project	-	-	-	3,085
I-20 Land Development	407,000	406,358	642	1,749,253
Total Expenditures	<u>3,773,800</u>	<u>3,765,726</u>	<u>8,074</u>	<u>4,327,738</u>
<u>DEFICIENCY OF REVENUES</u> <u>OVER EXPENDITURES</u>	(17,500)	(6,931)	10,569	(610,440)
<u>OTHER FINANCING SOURCES (USES)</u>				
Operating Transfers - In	685,500	673,988	(11,512)	1,190,709
Operating Transfers - Out	(668,000)	(667,057)	943	(580,231)
Total Other Financing Sources (Uses)	<u>17,500</u>	<u>6,931</u>	<u>(10,569)</u>	<u>610,478</u>
<u>EXCESS OF REVENUES OVER</u> <u>EXPENDITURES AND OTHER</u> <u>FINANCING USES</u>	-	-	-	38
<u>FUND BALANCE AT BEGINNING OF YEAR</u>	<u>71,906</u>	<u>71,907</u>	<u>1</u>	<u>71,869</u>
<u>FUND BALANCE AT END OF YEAR</u>	<u>\$ 71,906</u>	<u>\$ 71,907</u>	<u>\$ 1</u>	<u>\$ 71,907</u>

DEBT SERVICE FUNDS

West Monroe Police Pension Merger Fund - to account for funds accumulated and to be accumulated for the payment of the cost of merging the City-sponsored police pension fund with the state-sponsored plan.

West Monroe Firemen's Pension Merger Fund - to account for funds accumulated and to be accumulated for the payment of the cost of merging the City-sponsored firemen's pension fund with the state-sponsored plan.

1998 Debt Service Fund - to account for funds accumulated and to be accumulated for the payment of the Series 1998 Certificates of Indebtedness.

CITY OF WEST MONROE, LOUISIANA
DEBT SERVICE FUNDS

COMBINING BALANCE SHEET

JUNE 30, 1999

WITH COMPARATIVE TOTALS FOR JUNE 30, 1998

	West Monroe Police Pension Merger <u>Fund</u>	West Monroe Firemen's Pension Merger <u>Fund</u>	1998 Debt Service <u>Fund</u>	<u>Totals</u>	
				<u>1999</u>	<u>1998</u>
<u>ASSETS</u>					
Cash in Bank	\$ -	\$ 195,944	\$ 525,128	\$ 721,072	\$ 407,935
Due From Other Funds	<u>973</u>	<u>-</u>	<u>-</u>	<u>973</u>	<u>-</u>
<u>TOTAL ASSETS</u>	<u>\$ 973</u>	<u>\$ 195,944</u>	<u>\$ 525,128</u>	<u>\$ 722,045</u>	<u>\$ 407,935</u>
 <u>LIABILITIES AND FUND BALANCES</u>					
<u>LIABILITIES</u>					
Accounts Payable	\$ 973	\$ -	\$ -	\$ 973	\$ 171,340
Due to Other Funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>990</u>
Total Liabilities	973	-	-	973	172,330
 <u>FUND BALANCES</u>					
Reserved for Debt Service	<u>-</u>	<u>195,944</u>	<u>525,128</u>	<u>721,072</u>	<u>235,605</u>
<u>TOTAL LIABILITIES AND FUND BALANCES</u>	<u>\$ 973</u>	<u>\$ 195,944</u>	<u>\$ 525,128</u>	<u>\$ 722,045</u>	<u>\$ 407,935</u>

CITY OF WEST MONROE, LOUISIANA
DEBT SERVICE FUNDS

COMBINING SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 1998

	West Monroe Police Pension Merger Fund	West Monroe Firemen's Pension Merger Fund	1998 Debt Service Fund	<u>Totals</u>	
				<u>1999</u>	<u>1998</u>
<u>REVENUES</u>					
Taxes	\$ -	\$ 171,340	\$ -	\$ 171,340	\$ 222,491
Interest	2,900	8,589	6,699	18,188	13,070
Total Revenues	<u>2,900</u>	<u>179,929</u>	<u>6,699</u>	<u>189,528</u>	<u>235,561</u>
<u>EXPENDITURES</u>					
Principal Retirement	48,256	54,242	-	102,498	96,218
Interest	2,895	117,097	111,571	231,563	126,274
Total Expenditures	<u>51,151</u>	<u>171,339</u>	<u>111,571</u>	<u>334,061</u>	<u>222,492</u>
<u>EXCESS (DEFICIENCY)</u> <u>OF REVENUES OVER</u> <u>EXPENDITURES</u>					
	(48,251)	8,590	(104,872)	(144,533)	13,069
<u>OTHER FINANCING SOURCES</u>					
Operating Transfers - In	-	-	630,000	630,000	-
<u>EXCESS OF REVENUES AND</u> <u>OTHER FINANCING SOURCES</u> <u>OVER EXPENDITURES AND</u> <u>OTHER FINANCING USES</u>					
	(48,251)	8,590	525,128	485,467	13,069
<u>FUND BALANCES AT</u> <u>BEGINNING OF YEAR</u>					
	<u>48,251</u>	<u>187,354</u>	<u>-</u>	<u>235,605</u>	<u>222,536</u>
<u>FUND BALANCES AT</u> <u>END OF YEAR</u>					
	\$ -	\$ 195,944	\$ 525,128	\$ 721,072	\$ 235,605

CAPITAL PROJECT FUNDS

Detention Basin - to account for construction of a storm water detention basin in sub-watershed of the Black Bayou Watershed. Federal funds administered through the State of Louisiana are to provide 60% of the cost, while the City's contribution is 40%.

Livestock Pavilion - to account for construction of a horse pavilion in the industrial park for rodeos, horse shows and other equestrian activities.

1998 Debt Financed Capital Projects - to account for the construction of the interstate frontage road and Constitution and Blanchard roads, which are funded by the Series 1998 Certificates of Indebtedness.

CITY OF WEST MONROE, LOUISIANA
CAPITAL PROJECT FUNDS

COMBINING BALANCE SHEET

JUNE 30, 1999
WITH COMPARATIVE TOTALS FOR JUNE 30, 1998

	Detention Basin Grant Fund	Livestock Pavilion	1998 Debt Financed Capital Projects Fund	Totals 1999	1998
<u>ASSETS</u>					
Cash in Bank	\$ 2,599	\$ 1,817,978	\$ 5,265,388	\$ 7,085,965	\$ 2,031,708
Investments	-	-	1,000,000	1,000,000	-
Due from Other Governments	34,099	16,035	-	50,134	36,582
Due from Other Funds	19,656	-	-	19,656	1,352
<u>TOTAL ASSETS</u>	<u>\$ 56,354</u>	<u>\$ 1,834,013</u>	<u>\$ 6,265,388</u>	<u>\$ 8,155,755</u>	<u>\$ 2,069,642</u>
 <u>LIABILITIES AND FUND BALANCES</u>					
<u>LIABILITIES</u>					
Cash Overdraft	\$ -	\$ -	\$ -	\$ -	\$ 1,352
Accounts Payable	-	49,983	-	49,983	-
Due to Other Funds	52,562	-	-	52,562	36,582
Total Liabilities	52,562	49,983	-	102,545	37,934
 <u>FUND BALANCES</u>					
Unreserved:					
Designated for Future Expenditures	3,792	1,784,030	6,265,388	8,053,210	2,031,708
<u>TOTAL LIABILITIES AND FUND BALANCES</u>	<u>\$ 56,354</u>	<u>\$ 1,834,013</u>	<u>\$ 6,265,388</u>	<u>\$ 8,155,755</u>	<u>\$ 2,069,642</u>

CITY OF WEST MONROE, LOUISIANA
CAPITAL PROJECT FUNDS

COMBINING SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 1998

	Detention Basin Grant Fund	Livestock Pavilion	1998 Debt Financed Capital Projects Fund	Totals	
				<u>1999</u>	<u>1998</u>
<u>REVENUES</u>					
Intergovernmental	\$ 61,967	\$ -	\$ -	\$ 61,967	\$ 109,483
City Revenue Portion	-	42,913	-	42,913	2,000,000
Property Sales	-	-	122,240	122,240	-
Interest	-	77,791	143,148	220,939	52,913
Total Revenues	<u>61,967</u>	<u>120,704</u>	<u>265,388</u>	<u>448,059</u>	<u>2,162,396</u>
<u>EXPENDITURES</u>					
Capital Projects	<u>95,231</u>	<u>368,382</u>	<u>-</u>	<u>463,613</u>	<u>310,919</u>
<u>EXCESS (DEFICIENCY) OF</u> <u>REVENUES OVER</u> <u>EXPENDITURES</u>					
	(33,264)	(247,678)	265,388	(15,554)	1,851,477
<u>OTHER FINANCING SOURCES</u>					
Debt Proceeds	-	-	6,000,000	6,000,000	-
Operating Transfers - In	<u>37,056</u>	<u>-</u>	<u>-</u>	<u>37,056</u>	<u>180,231</u>
Total Other Financing Sources	<u>37,056</u>	<u>-</u>	<u>6,000,000</u>	<u>6,037,056</u>	<u>180,231</u>
<u>EXCESS (DEFICIENCY) OF</u> <u>REVENUES AND OTHER</u> <u>FINANCING SOURCES OVER</u> <u>EXPENDITURES AND OTHER</u> <u>FINANCING USES</u>					
	3,792	(247,678)	6,265,388	6,021,502	2,031,708
<u>FUND BALANCES AT</u> <u>BEGINNING OF YEAR</u>					
	<u>-</u>	<u>2,031,708</u>	<u>-</u>	<u>2,031,708</u>	<u>-</u>
<u>FUND BALANCES AT</u> <u>END OF YEAR</u>					
	<u>\$ 3,792</u>	<u>\$ 1,784,030</u>	<u>\$ 6,265,388</u>	<u>\$ 8,053,210</u>	<u>\$ 2,031,708</u>

ENTERPRISE FUND

Utilities Enterprise Fund - to account for the provision of water and sewerage services to residents of the City of West Monroe. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and related debt services, and billing and collections.

CITY OF WEST MONROE, LOUISIANA
UTILITIES ENTERPRISE FUND

BALANCE SHEETS

JUNE 30, 1999 AND 1998

<u>ASSETS</u>	<u>1999</u>	<u>1998</u>
<u>CURRENT ASSETS</u>		
Cash in Bank	\$ 28,548	\$ 36,128
Accounts Receivable-Customers	263,592	213,118
Less: Allowance for Doubtful Accounts	(30,000)	(30,000)
Due from Other Funds	<u>192,679</u>	<u>320,511</u>
Total Current Assets	454,819	539,757
 <u>RESTRICTED ASSETS</u>		
Customer Deposits	<u>113,453</u>	<u>110,195</u>
 <u>PROPERTY, PLANT AND EQUIPMENT</u>		
Buildings	74,786	74,786
Water Plant	3,739,108	3,595,728
Wastewater Treatment Plant	8,233,253	7,590,686
Machinery, Equipment and Other	<u>680,397</u>	<u>680,397</u>
Total	12,727,544	11,941,597
Less: Accumulated Depreciation	<u>7,775,122</u>	<u>7,478,251</u>
Total Depreciable Assets	4,952,422	4,463,346
Land	<u>37,750</u>	<u>37,750</u>
Total Property, Plant and Equipment	<u>4,990,172</u>	<u>4,501,096</u>
 <u>TOTAL ASSETS</u>	 \$ 5,558,444	 \$ 5,151,048

	<u>1999</u>	<u>1998</u>
<u>LIABILITIES AND FUND EQUITY</u>		
<u>CURRENT LIABILITIES</u>		
Bank Overdrafts	\$ 85,997	\$ 206,836
Due to Other Funds	<u>27,749</u>	<u>-</u>
Total Current Liabilities	<u>113,746</u>	<u>206,836</u>
<u>CURRENT LIABILITIES (PAYABLE FROM RESTRICTED ASSETS)</u>		
Customer Deposits	<u>113,453</u>	<u>110,195</u>
<u>OTHER NONCURRENT LIABILITIES</u>		
Accrued Vacation and Sick Pay	<u>70,071</u>	<u>64,919</u>
<u>TOTAL LIABILITIES</u>	297,270	381,950
<u>FUND EQUITY</u>		
<u>CONTRIBUTED CAPITAL:</u>		
Municipality	3,316,949	2,531,002
Governments	4,192,646	4,192,646
Other	<u>11,250</u>	<u>11,250</u>
Total Contributed Capital	7,520,845	6,734,898
<u>RETAINED EARNINGS (DEFICIT):</u>		
Unreserved and Undesignated	<u>(2,259,671)</u>	<u>(1,965,800)</u>
<u>TOTAL FUND EQUITY</u>	<u>5,261,174</u>	<u>4,769,098</u>
<u>TOTAL LIABILITIES AND FUND EQUITY</u>	\$ 5,558,444	\$ 5,151,048

CITY OF WEST MONROE, LOUISIANA
UTILITIES ENTERPRISE FUND

SCHEDULES OF REVENUES, EXPENSES,
AND CHANGES IN RETAINED EARNINGS (DEFICIT)

FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

	<u>1999</u>	<u>1998</u>
<u>OPERATING REVENUES</u>		
Water Sales	\$ 912,104	\$ 785,903
Sewer Charges	227,019	198,736
Sewer District 5 Contributions	187,580	204,437
Treatment Plant Fees	330,010	291,841
Water Penalties and Turn-on Fees	72,197	81,014
Plumbing Fees	24,145	27,438
Other Income	-	552
Total Operating Revenues	<u>1,753,055</u>	<u>1,589,921</u>
<u>OPERATING EXPENSES</u>		
Waterworks	455,423	460,461
Sewerage	245,210	198,825
Sewer Treatment Plant	509,284	588,745
Other Administrative	216,869	205,907
Public Works Administrative	227,252	219,140
Depreciation	293,871	260,119
Total Operating Expenses	<u>1,947,909</u>	<u>1,933,197</u>
<u>TOTAL OPERATING LOSS</u>	(194,854)	(343,276)
<u>NONOPERATING REVENUES</u>		
Interest Income	<u>4,789</u>	<u>97</u>
<u>LOSS BEFORE OPERATING TRANSFERS</u>	(190,065)	(343,179)
<u>OPERATING TRANSFERS</u>		
Operating Transfers -- In (Out)	<u>(103,806)</u>	<u>83,060</u>
<u>NET LOSS</u>	(293,871)	(260,119)
<u>RETAINED EARNINGS (DEFICIT) AT BEGINNING OF YEAR</u>	<u>(1,965,800)</u>	<u>(1,705,681)</u>
<u>RETAINED EARNINGS (DEFICIT) AT END OF YEAR</u>	<u>\$(2,259,671)</u>	<u>\$(1,965,800)</u>

CITY OF WEST MONROE, LOUISIANA
UTILITIES ENTERPRISE FUND

SCHEDULES OF CASH FLOWS

FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

	<u>1999</u>	<u>1998</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
Operating Loss	\$(194,854)	\$(343,276)
Adjustments to Reconcile Net Loss to Net Cash Provided (Used) by Operating Activities:		
Depreciation	296,871	260,119
(Increase) Decrease in Account Receivable	(50,474)	48,435
(Increase) Decrease in Due from Other Funds	127,832	(75,122)
Increase (Decrease) in Due to Other Funds	27,749	(68,923)
Increase (Decrease) in Bank Overdrafts	(120,839)	81,544
Increase in Accrued Vacation and Sick Pay	5,152	14,137
Net Cash Provided (Used) by Operating Activities	91,437	(83,086)
 <u>CASH FLOWS FROM NON CAPITAL FINANCING ACTIVITIES</u>		
Operating Transfers - In (Out)	(103,806)	83,060
Increase in Customer Deposits	3,258	2,202
Net Cash Provided (Used) by Non Capital Financing Activities	(100,548)	85,262
 <u>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</u>		
Increase in Contributed Capital	785,947	262,117
Increase in Property, Plant, and Equipment	(785,947)	(262,117)
Net Cash Used by Capital and Related Financing Activities	-	-
 <u>CASH FLOWS FROM INVESTING ACTIVITIES</u>		
Interest Income	4,789	97
 <u>NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS</u>	(4,322)	2,273
 <u>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</u>	146,323	144,050
 <u>CASH AND CASH EQUIVALENTS AT END OF YEAR</u>	\$ 142,001	\$ 146,323
 Cash in Bank	\$ 28,548	\$ 36,128
Restricted Assets	113,453	110,195
 <u>TOTAL CASH AND CASH EQUIVALENTS</u>	\$ 142,001	\$ 146,323

CITY OF WEST MONROE, LOUISIANA
UTILITIES ENTERPRISE FUND

SCHEDULES OF OPERATING EXPENSES BY DEPARTMENT

FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

<u>DEPARTMENT</u>	<u>1999</u>	<u>1998</u>
<u>WATERWORKS</u>		
Office Salaries	\$ 52,000	\$ 50,769
Labor Wages	118,275	119,922
Water Meter Readers	43,505	41,974
Vehicle Maintenance	8,591	6,661
Materials, Repairs and Supplies	56,438	56,847
Utilities	164,666	171,574
Uniforms	3,796	1,274
Travel and Meetings	2,996	2,523
Gas and Oil	5,156	8,907
Miscellaneous	-	10
Total Waterworks	<u>455,423</u>	<u>460,461</u>
<u>SEWERAGE</u>		
Labor Wages	147,579	115,014
Vehicle Maintenance	6,664	8,745
Materials, Repairs and Supplies	37,155	22,018
Utilities	43,602	41,970
Uniforms	1,912	2,060
Travel and Meetings	1,551	1,476
Gas and Oil	<u>6,747</u>	<u>7,542</u>
Total Sewerage	245,210	198,825
<u>SEWERAGE TREATMENT PLANT</u>		
Labor Wages	267,425	262,568
Vehicle Maintenance	3,602	1,771
Materials, Repairs and Supplies	32,489	38,386
Utilities	29,406	32,346
Chemicals	86,565	164,022
Quality Control Test	64,011	60,467
Permit Fee	13,024	12,181
Travel and Meetings	4,480	5,088
Gas and Oil	6,504	8,982
Uniforms	<u>1,778</u>	<u>2,934</u>
Total Sewerage Treatment Plant	509,284	588,745

CITY OF WEST MONROE, LOUISIANA
UTILITIES ENTERPRISE FUND

SCHEDULES OF OPERATING EXPENSES BY DEPARTMENT (Continued)

FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

<u>DEPARTMENT</u>	<u>1999</u>	<u>1998</u>
<u>OTHER ADMINISTRATIVE</u>		
Bad Debt Expense	\$ 51,075	\$ 43,343
Employee Pension Contributions	42,631	40,243
Employee Insurance	70,500	69,898
Employee Unemployment	1,485	1,400
Postage	11,799	11,970
Audit Expense	6,011	6,173
PBX	10,087	13,033
River Pump Station	14,609	16,583
Collection Cost	1,112	825
Miscellaneous	7,560	2,439
Total Other Administrative	216,869	205,907
 <u>PUBLIC WORKS ADMINISTRATIVE</u>		
Director	56,085	54,757
Office Salaries	50,562	50,982
Labor Wages	65,965	65,714
Vehicle Maintenance	1,428	568
Materials, Repairs and Supplies	38,079	32,579
Uniforms	1,146	1,251
Utilities	13,987	13,289
Total Public Works Administrative	227,252	219,140
 <u>DEPRECIATION</u>	 293,871	 260,119
 <u>TOTAL OPERATING EXPENSES</u>	 \$ 1,947,909	 \$ 1,933,197

INTERNAL SERVICE FUND

City Employees Health Insurance Fund – to account for monies accumulated to provide medical coverage for employees of the City.

CITY OF WEST MONROE, LOUISIANA
INTERNAL SERVICE FUND

BALANCE SHEETS

JUNE 30, 1999 AND 1998

<u>ASSETS</u>	<u>1999</u>	<u>1998</u>
Cash in Bank	\$ <u>151,801</u>	\$ <u>34,981</u>
<u>TOTAL ASSETS</u>	\$ <u>151,801</u>	\$ <u>34,981</u>
 <u>LIABILITIES AND FUND BALANCE</u>		
<u>FUND BALANCE</u>		
Unreserved and Undesignated	\$ <u>151,801</u>	\$ <u>34,981</u>
<u>TOTAL LIABILITIES AND FUND BALANCE</u>	\$ <u>151,801</u>	\$ <u>34,981</u>

CITY OF WEST MONROE, LOUISIANA
INTERNAL SERVICE FUND

SCHEDULES OF REVENUES, EXPENSES AND
CHANGES IN RETAINED EARNINGS

FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

	<u>1999</u>	<u>1998</u>
<u>OPERATING REVENUES</u>		
Contributions – Group		
Insurance premiums	\$ 883,397	\$ 583,802
Total Operating Revenues	883,397	583,802
<u>OPERATING EXPENSES</u>		
Claims Paid	659,952	466,084
Administrative Services	<u>109,508</u>	<u>83,628</u>
Total Operating Expenses	<u>769,460</u>	<u>549,712</u>
<u>TOTAL OPERATING INCOME</u>	113,937	34,090
<u>NONOPERATING REVENUES</u>		
Interest Income	<u>2,883</u>	<u>891</u>
<u>NET INCOME</u>	116,820	34,981
<u>RETAINED EARNINGS AT BEGINNING OF YEAR</u>	<u>34,981</u>	<u>-</u>
<u>RETAINED EARNINGS AT END OF YEAR</u>	\$ 151,801	\$ 34,981

CITY OF WEST MONROE, LOUISIANA
INTERNAL SERVICE FUND

SCHEDULES OF CASH FLOWS

FOR THE YEARS ENDED JUNE 30, 1999 AND 1998

	<u>1999</u>	<u>1998</u>
<u>CASH FLOWS FROM OPERATING ACTIVITIES</u>		
Operating Income	\$ <u>113,937</u>	\$ <u>34,090</u>
Net Cash Provided by Operating Activities	113,937	34,090
 <u>CASH FLOWS FROM INVESTING ACTIVITIES</u>		
Interest Income	<u>2,883</u>	<u>891</u>
Net Cash Provided by Investing Activities	<u>2,883</u>	<u>891</u>
 <u>NET INCREASE IN CASH AND CASH EQUIVALENTS</u>	116,820	34,981
 <u>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</u>	<u>34,981</u>	<u>-</u>
 <u>CASH AND CASH EQUIVALENTS AT END OF YEAR</u>	\$ 151,801	\$ 34,981

FIDUCIARY FUNDS

Expendable Trust Funds

Employees' Workmen's Compensation Reserve Fund - to account for annual transfers of \$50,000 from sales tax collections until funds accumulated equal \$500,000, at which time transfers will cease.

Hasley Cemetery Fund - to provide the City with permanent, efficient, and regular administrators and operators of any and all cemetery facilities owned by the City. When all cemetery lots are sold, it is the City's intention for this fund to be self-sustaining - that is by providing for its own maintenance and upkeep from revenues earned by investment of proceeds from lot sales. At present, the General Fund is funding maintenance and upkeep.

General Insurance Fund - to account for monthly transfers from sales tax collections. The funds are to be used to pay claims that are not covered by the City's insurance policies and small damage claims.

Agency Funds

Sales Tax Fund - to account for the collection of sales tax revenue and remittances to various funds.

CITY OF WEST MONROE, LOUISIANA
FIDUCIARY FUNDS

COMBINING BALANCE SHEET

JUNE 30, 1999
WITH COMPARATIVE TOTALS FOR JUNE 30, 1998

	<u>Expendable Trust Funds</u>		
	<u>Employees` Workmen`s Compensation Reserve Fund</u>	<u>Hasley Cemetery Fund</u>	<u>General Insurance Fund</u>
 <u>ASSETS</u>			
Cash in Bank	\$ 397,621	\$ 314,467	\$ 216,136
Investments	108,045	216,090	-
 <u>TOTAL ASSETS</u>	 \$ 505,666	 \$ 530,557	 \$ 216,136
 <u>LIABILITIES AND FUND BALANCES</u>			
<u>LIABILITIES</u>			
Due to Other Funds	\$ -	\$ 10,423	\$ -
 <u>FUND BALANCES</u>			
Reserved:			
Workmen`s Compensation Claims	505,666	-	-
Cemetery Maintenance	-	520,134	-
Insurance Claims	-	-	216,136
Total Fund Balances	505,666	520,134	216,136
 <u>TOTAL LIABILITIES AND FUND BALANCE</u>	 \$ 505,666	 \$ 530,557	 \$ 216,136

Agency Fund

<u>Sales Tax Fund</u>	<u>1999</u>	<u>Totals</u>	<u>1998</u>
\$ 5,140	\$ 933,364		\$ 755,553
-	324,135		308,501
\$ 5,140	\$ 1,257,499		\$ 1,064,054
\$ 5,140	\$ 15,563		\$ 5,667
-	505,666		500,455
-	520,134		515,135
-	216,136		42,797
-	1,241,936		1,058,387
\$ 5,140	\$ 1,257,499		\$ 1,064,054

CITY OF WEST MONROE, LOUISIANA
EXPENDABLE TRUST FUNDS

COMBINING SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE TOTALS FOR THE YEAR ENDED JUNE 30, 1998

	<u>Employees'</u> <u>Workmen's</u> <u>Compensation</u> <u>Reserve Fund</u>	<u>Hasley</u> <u>Cemetery</u> <u>Fund</u>
<u>REVENUES</u>		
Sales Tax	\$ -	\$ -
Interest	5,211	23,595
Lot Sales	-	6,200
Insurance Proceeds	-	-
Total Revenues	<u>5,211</u>	<u>29,795</u>
 <u>EXPENDITURES</u>		
Hasley Cemetery	-	1,201
Claims Paid	-	-
Total Expenditures	<u>-</u>	<u>1,201</u>
 <u>EXCESS OF REVENUES</u> <u>OVER EXPENDITURES</u>		
	5,211	28,594
 <u>OTHER FINANCING SOURCES (USES)</u>		
Operating Transfers – Out	<u>-</u>	<u>(23,595)</u>
 <u>EXCESS (DEFICIENCY) OF REVENUES AND</u> <u>OTHER FINANCING SOURCES OVER</u> <u>EXPENDITURES AND OTHER</u> <u>FINANCING USES</u>		
	5,211	4,999
 <u>FUND BALANCES AT BEGINNING OF YEAR</u>		
	<u>500,455</u>	<u>515,135</u>
 <u>FUND BALANCES AT END OF YEAR</u>		
	\$ 505,666	\$ 520,134

General Insurance Fund	1999	<u>Totals</u>	1998
\$ 24,000	\$ 24,000		\$ 24,000
6,537	35,343		55,572
-	6,200		7,300
<u>225,407</u>	<u>225,407</u>		<u>7,350</u>
255,944	290,950		94,222
-	1,201		-
<u>82,605</u>	<u>82,605</u>		<u>91,631</u>
82,605	83,806		91,631
173,339	207,144		2,591
-	(23,595)		(101,551)
173,339	183,549		(98,960)
<u>42,797</u>	<u>1,058,387</u>		<u>1,157,347</u>
\$ 216,136	\$ 1,241,936		\$ 1,058,387

CITY OF WEST MONROE, LOUISIANA
SALES TAX AGENCY FUND

SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES

FOR THE YEAR ENDED JUNE 30, 1999

	<u>Balances</u> <u>June 30, 1998</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balances</u> <u>June 30, 1999</u>
<u>ASSETS</u>				
Cash in Bank	\$ -	\$ 10,277,501	\$ 10,272,361	\$ 5,140
Total Assets	\$ -	\$ 10,277,501	\$ 10,272,361	\$ 5,140
 <u>LIABILITIES</u>				
Due to Other Funds	\$ -	\$ 10,277,501	\$ 10,272,361	\$ 5,140
Total Liabilities	\$ -	\$ 10,277,501	\$ 10,272,361	\$ 5,140

CITY OF WEST MONROE, LOUISIANA
SALES TAX AGENCY FUND

SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS

FOR THE YEAR ENDED JUNE 30, 1999

RECEIPTS

Sales Tax Collected	\$ 10,272,361
Interest Income	5,140
Total Receipts	<u>10,277,501</u>

DISBURSEMENTS

General Fund	7,379,613
Capital Improvement Fund	2,646,408
West Monroe Firemen's Pension Merger Fund	171,340
General Insurance Fund	24,000
Remitted to City of Monroe	<u>51,000</u>
Total Disbursements	<u>10,272,361</u>

EXCESS RECEIPTS OVER DISBURSEMENTS 5,140

CASH BALANCE AT BEGINNING OF YEAR -

CASH BALANCE AT END OF YEAR \$ 5,140

GENERAL FIXED ASSETS ACCOUNT GROUP

To account for Fixed Assets not used in proprietary funds.

CITY OF WEST MONROE, LOUISIANA
GENERAL FIXED ASSETS GROUP OF ACCOUNTS

SCHEDULES OF GENERAL FIXED ASSETS

JUNE 30, 1999 AND 1998
(UNAUDITED)

<u>GENERAL FIXED ASSETS</u>	<u>1999</u>	<u>1998</u>
Land	\$ 5,399,766	\$ 4,974,007
Construction in Progress	525,986	190,271
Buildings	10,224,967	9,438,244
Improvements Other Than Buildings	16,465,136	15,892,735
Equipment	8,864,810	8,009,420
	<u> </u>	<u> </u>
Total General Fixed Assets	<u>\$ 41,480,665</u>	<u>\$ 38,504,677</u>
 <u>INVESTMENT IN GENERAL FIXED ASSETS FROM:</u>		
Capital Project Funds:		
General Obligation Bonds	\$ 7,273,928	\$ 7,273,928
Federal Grants	5,463,110	5,259,786
Other General Government Grants	3,367,741	3,121,502
General Fund Revenues	6,382,124	4,887,267
Special Revenue Fund Revenues	18,916,664	17,885,096
Donations	77,098	77,098
	<u> </u>	<u> </u>
<u>TOTAL INVESTMENT IN GENERAL FIXED ASSETS</u>	<u>\$ 41,480,665</u>	<u>\$ 38,504,677</u>

CITY OF WEST MONROE, LOUISIANA
GENERAL FIXED ASSETS GROUP OF ACCOUNTS

SCHEDULE OF CHANGES IN GENERAL FIXED ASSETS-
BY FUNCTION AND ACTIVITY

FOR THE YEAR ENDED JUNE 30, 1999
(UNAUDITED)

FUNCTION & ACTIVITY	<u>June 30, 1998</u>	<u>Additions</u>	<u>Dispositions</u>	<u>June 30, 1999</u>
<u>General Government Administration</u>				
General Government Buildings	\$ 1,842,918	\$ -	\$ -	\$ 1,842,918
Administrative	1,333,276	63,078	58,334	1,338,020
Total General Government Administration	3,176,194	63,078	58,334	3,180,938
<u>Public Safety</u>				
Police Protection	3,169,536	397,125	25,240	3,541,421
Fire Protection	1,713,962	485,340	35,750	2,163,552
Corrections	774,069	-	-	774,069
Total Public Safety	5,657,567	882,465	60,990	6,479,042
<u>Other</u>				
Streets and Sidewalk	13,578,935	406,330	-	13,985,265
Sanitation and Waste Removal	2,044,225	-	-	2,044,225
Drainage	1,874,408	190,271	-	2,064,679
Parks and Recreation	1,955,445	25,633	-	1,981,078
Cemetery	59,128	-	-	59,128
Library	15,181	-	-	15,181
Maintenance Shop	301,721	3,212	-	304,933
Senior Center	999,267	164,911	16,647	1,147,531
Parking	56,512	-	-	56,512
Industrial Park	3,561,642	412,179	-	3,973,821
General Government Land	1,051,844	-	-	1,051,844
Convention Center	3,120,412	87,065	-	3,207,477
Section 8 Housing	16,738	-	-	16,738
Drivers License Bureau	327,249	-	-	327,249
Community Center	333,540	541,100	-	874,640
Farmers Market	25,982	-	-	25,982
Incubation	158,416	-	-	158,416
CIP - Horse Pavilion	-	473,780	-	473,780
CIP - Detention Basin	190,271	52,206	190,271	52,206
Total Other	29,670,916	2,356,687	206,918	31,820,685
<u>TOTAL GENERAL FIXED ASSETS</u>	<u>\$ 38,504,677</u>	<u>\$ 3,302,230</u>	<u>\$ 326,242</u>	<u>\$ 41,480,665</u>

GENERAL LONG-TERM DEBT ACCOUNT GROUP

To account for unmatured principal amounts on general long-term debt and other long-term obligations of the City expected to be financed from governmental-type funds. Payment of maturing debt obligations, including interest, is accounted for in the debt service funds.

CITY OF WEST MONROE, LOUISIANA
SCHEDULE OF GENERAL LONG-TERM DEBT

JUNE 30, 1999

	<u>Amount Available and to be Provided</u> <u>For Payment of Long-Term Debt</u>		
	<u>Amount</u> <u>Available in</u> <u>Debt Service</u> <u>Funds for</u> <u>Debt</u> <u>Retirement</u>	<u>Amount</u> <u>to be</u> <u>Provided</u>	<u>Total</u> <u>Available</u> <u>and to be</u> <u>Provided</u>
Certificates of Indebtedness, Series 1998	\$ 525,128	\$ 5,474,872	\$ 6,000,000
State Firefighters' Retirement System	195,944	1,422,642	1,618,586
Accrued Heart and Lung Disability	-	1,282,804	1,282,804
Accrued Vacation and Sick Leave and Compensatory Time	-	<u>511,159</u>	<u>511,159</u>
<u>TOTALS JUNE 30, 1999</u>	<u>\$ 721,072</u>	<u>\$ 8,691,477</u>	<u>\$ 9,412,549</u>
<u>TOTALS JUNE 30, 1998</u>	<u>\$ 406,945</u>	<u>\$ 3,082,556</u>	<u>\$ 3,489,501</u>

(1) Payment of compensated absences are dependent upon many factors; therefore, the timing of future payments is not readily determinable.

General Long-Term Debt Payable

<u>Bonds and Other Payables</u>		<u>Total General Long-Term Debt</u>	<u>Amount Available and to be Provided From:</u>
<u>Due Within One Year</u>	<u>Due After One Year</u>		
\$ 560,000	\$ 5,440,000	\$ 6,000,000	'86 Sales Tax Fund
58,039	1,560,547	1,618,586	Sales Tax
67,444	1,215,360	1,282,804	General Fund Revenue
<u>511,159(1)</u>	<u>-</u>	<u>511,159</u>	General Fund Revenue
\$ 1,196,642	\$ 8,215,907	\$ 9,412,549	
\$ 659,257	\$ 2,830,244	\$ 3,489,501	

OTHER SUPPLEMENTAL INFORMATION

This section contains information that is presented as additional analytical data.

CITY OF WEST MONROE, LOUISIANA
ALL FUNDS
SCHEDULE OF ASSESSED VALUATION AND AD VALOREM
PROPERTY TAX LEVY FOR 1998

<u>Original Assessed Valuation</u>		\$ 75,613,752
<u>Tax Rate Per Thousand Dollars (Mills)</u>		8.71
<u>Gross Tax Levy</u>		\$ 658,596
Less: Adjustments		(6,265)
<u>Adjusted Gross Tax Levy</u>		\$ 652,331
<u>Tax Collected</u>		
1998 Assessments		\$ 642,929
 <u>Allocation of Tax Collected</u>	<u>1998 Tax Rate Mills</u>	
General Fund	7.05	\$ 519,064
Street Maintenance	<u>1.66</u>	<u>123,865</u>
Total	8.71	\$ 642,929

CITY OF WEST MONROE, LOUISIANA
SCHEDULE OF REVENUES AND EXPENDITURES - CONVENTION CENTER
FOR THE YEAR ENDED JUNE 30, 1999
WITH COMPARATIVE ACTUAL AMOUNTS FOR THE YEAR ENDED JUNE 30, 1998

	<u>1999</u>			
	<u>Events</u>	<u>Concession</u>	<u>Catering</u>	<u>Total</u>
<u>Revenues</u>	\$ 103,745	\$ 8,122	\$ 402,483	\$ 514,350
<u>Cost of Operations</u>				
Operating Expenses	36,355	-	203,666	240,021
Salaries	135,402	1,061	17,306	153,769
Chef's Salary	-	-	33,211	33,211
Equipment Expense	-	-	3,043	3,043
Total	<u>171,757</u>	<u>1,061</u>	<u>257,226</u>	<u>430,044</u>
<u>Gross Profit</u>	\$(68,012)	\$ 7,061	\$ 145,257	84,306
<u>Administrative Expenditures</u>				
Director's Salary				38,961
Operations Salaries				62,476
Vehicle Maintenance				876
Materials, Repairs and Supplies				26,890
Miscellaneous				4,995
Gas and Oil				590
Travel, Car and Meetings				292
Telephone				6,739
Advertising				836
Uniforms				190
Utilities				<u>64,458</u>
Total Administrative Expenditures				<u>207,303</u>
<u>Deficiency of Revenues Over Expenditures</u>				\$(122,997)

Budget	Variance - Favorable (Unfavorable)	1998 Actual \$ 511,235
		174,871
		151,265
		32,421
		3,291
		361,848
\$ 136,090	\$(51,784)	149,387
38,961	-	37,463
59,244	(3,232)	57,172
600	(276)	291
29,000	2,110	30,914
4,500	(495)	3,045
450	(140)	423
400	108	306
6,700	(39)	6,127
1,000	164	1,476
250	60	216
<u>66,100</u>	<u>1,642</u>	<u>63,292</u>
<u>207,205</u>	<u>(98)</u>	<u>200,725</u>
\$(71,115)	\$(51,882)	\$(51,338)

OTHER SUPPLEMENTAL INFORMATION -
GRANT ACTIVITY

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE AND ON INTERNAL CONTROL
OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

Honorable Mayor and Board of Aldermen of
West Monroc, Louisiana

We have audited the primary government financial statements of the City of West Monroc, Louisiana, (the City) as of and for the year ended June 30, 1999, and have issued our report thereon dated September 22, 1999. We conducted our audit in accordance with generally accepted auditing standards 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 City's primary government 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 and questioned costs as items 99-1 and 99-4.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the City's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the primary government financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the City's ability to record, process, summarize and report financial data consistent with the assertions of management in the primary government financial statements. The reportable conditions are described in the accompanying schedule of findings and questioned costs as items 99-2, 99-3 and 99-5.

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 primary government 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. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe none of the reportable conditions described above is a material weakness.

This report is intended solely for the information and use of management of the City of West Monroe, Louisiana, the Louisiana Legislative Auditor, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

West Monroe, Louisiana
September 22, 1999

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE
WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM
AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH
OMB CIRCULAR A-133

Honorable Mayor and Board of Aldermen of
West Monroe, Louisiana

Compliance

We have audited the compliance of the City of West Monroe, Louisiana, (the City) with the types of compliance requirements described in the *U.S. Office of Management and Budget Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 1999. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the City's management. Our responsibility is to express an opinion on the City's compliance based on our audit.

We conducted our audit of compliance in accordance with generally accepted auditing standards; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the City's compliance with those requirements.

In our opinion, the City complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 1999. However, the results of our auditing procedures disclosed an instance of noncompliance with those requirements that is required to be reported in accordance with OMB Circular A-133 and which is described in the accompanying schedule of findings and questioned costs as item 99-1 and 99-4.

Internal Control Over Compliance

The management of the City is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the City's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Honorable Mayor and Board of Aldermen of
West Monroe, Louisiana
Page 2

Our consideration of the internal control over compliance would not necessarily disclose all matters *in the internal control 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 noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program 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 compliance and its operations that we consider to be material weaknesses.

This report is intended solely for the information and use of management of the City of West Monroe, Louisiana, the Louisiana Legislative Auditor, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

West Monroe, Louisiana
September 22, 1999

CITY OF WEST MONROE, LOUISIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 1999

A. SUMMARY OF AUDIT RESULTS

1. Except for the general fixed assets account group, the auditor's report expresses an unqualified opinion on the primary government financial statements of the City of West Monroe, Louisiana.
2. Four reportable conditions disclosed during the audit of the financial statements are reported in the Report On Compliance And On Internal Control Over Financial Reporting Based On An Audit Of Financial Statements Performed In Accordance With *Government Auditing Standards* and Report On Compliance With Requirements Applicable To Each Major Program And Internal Control Over Compliance In Accordance With OMB Circular A-133. None of the reportable conditions are deemed to be material weaknesses.
3. No instances of noncompliance material to the financial statements of the City of West Monroe, Louisiana, were disclosed during the audit.
4. One reportable condition disclosed during the audit of the major federal award programs is reported in the Report On Compliance With Requirements Applicable To Each Major Program And Internal Control Over Compliance In Accordance With OMB Circular A-133. The condition is not reported as a material weakness.
5. The auditor's report on compliance for the major federal award programs for the City of West Monroe, Louisiana, expresses an unqualified opinion on all major federal programs.
6. Audit findings relative to the major federal award programs for the City of West Monroe, Louisiana, are reported in Part C of this Schedule.
7. The program tested as a major program included the Department of Housing and Urban Development, CFDA Nos. 14.855, 14.857 and 14.228.
8. The threshold for distinguishing between Types A and B programs was \$300,000.
9. The City of West Monroe, Louisiana, qualified to be a low-risk auditee.

CITY OF WEST MONROE, LOUISIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 1999

(Continued)

B. FINDINGS - FINANCIAL STATEMENTS AUDIT REPORTABLE CONDITIONS

99-1 Section 8 Housing Computer System

Condition:

The Section 8 Housing computer system is run independently from the City's mainframe computer system until closed at month end. When the Section 8 computer system closes to the mainframe at month end, some checks are recorded at wrong amounts to the general ledger, some checks are recorded at different amounts and some checks are not recorded at all.

Criteria:

In order for the City to be able to properly show month end statements of Section 8, substantial time must be spent correcting these errors.

Effect:

This misstates month end cash and expenditure balances on the general ledger and the subsidiary records (the Section 8 computer system) do not agree with the general ledger balances.

Recommendation:

The City should work with the Section 8 computer software vendor to resolve this problem, which has been ongoing for several months through the date of this report.

Response:

The City is presently working with the software vendor whom we feel is the main cause of the problem. This should be corrected by year end.

99-2 Cash Receipts

Condition:

During the testing of cash receipts, it was noted that two receipts that had been recorded in the general ledger were not deposited for nearly a week after they had been received.

Criteria:

It is the City's policy to deposit all receipts within one to three days after they are received.

Effect:

Holding receipts for an extended period of time could cause them to become lost or misappropriated.

Recommendation:

The City should deposit all receipts, no matter how small, within three working days of initial receipt.

Response:

The City will make sure all deposits, no matter the size, are deposited within three working days of initial receipt.

CITY OF WEST MONROE, LOUISIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 1999

(Continued)

99-3 Payroll

Condition:

During the testing of the payroll control system, it was noted that two employee files selected did not have some required employee reports (there were no I-9 forms).

Criteria:

It is the City's policy that all employee personnel files have current required information.

Effect:

For all employees hired after 1987, immigration and naturalization forms (I-9's) are required by law to be filled out.

Recommendation:

The payroll department should require all employees to fill out and sign all required employee paperwork.

Response:

All employees will be required to fill out the necessary paperwork, including I-9's.

99-4 Section 8 Housing

Condition:

While performing the audit on compliance for HUD on the Section 8 Housing Program, one instance was found where the income verification did not match the Section 8 Housing income determination worksheet.

Criteria:

HUD regulations require proper monitoring to insure that all applicants and current tenants are eligible and remain eligible while in the program.

Effect:

Ineligible tenants could cause noncompliance with the grant agreement and a loss in some funding from the grantor.

Recommendation:

The Section 8 department should update the income verification found for the tenant noted above. The department should also monitor more closely the initial applications from prospective tenants and also the yearly recertifications submitted by existing tenants.

Response:

Due to the enormous amount of tenants and also the limited staff provided by the Section 8 Housing department, some inaccuracies do occur. The department continues to monitor these areas more closely to insure proper amounts are calculated and paid to each tenant.

CITY OF WEST MONROE, LOUISIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 1999

(Continued)

99-5 Fixed Assets

Condition:

The City's detail listing of fixed assets does not include a completed list of all real property owned by the City, nor has this listing been reconciled to the general ledger.

Criteria:

In order for the City to be able to exercise control over its fixed assets, the detail listing must be complete and must be reconciled to the general ledger.

Effect:

Because all fixed assets are not included on the detail listing, the risk that control can't be exercised over such assets is increased.

Recommendation:

It is recommended that the City complete the detailed fixed asset listing by recording the rest of the real property and reconcile it to the general ledger.

Response:

The City is close to having a complete listing finished. We are working with the City engineer on all roads and other infrastructure items and then we will be able to reconcile a complete fixed asset listing to the general ledger so as to control all aspects of fixed assets.

CITY OF WEST MONROE, LOUISIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 1999

(Continued)

**C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS
AUDIT**

**Questioned
Costs**

U.S. Department of Housing and Urban Development

1. Housing Assistance Payments Program -

C F D A Nos. 14.855 and 14.857; Program Nos.
LA48V186108117 and LA48CE186003011;
Program Period - Fiscal year ended June 30, 1999.

\$ -

Condition and Criteria:

As discussed at 99-1, the Section 8 Housing computer system is run independently from the City's mainframe computer system until closed at month end. When the Section 8 computer system closes to the mainframe at month end, some checks are recorded at wrong amounts to the general ledger, some checks are recorded at different amounts and some checks are not recorded at all.

Effect:

This misstates month end cash and expenditure balances on the general ledger and the subsidiary records (the Section 8 computer system) do not agree with the general ledger balances.

Recommendation:

The City should work with the Section 8 computer software vendor to resolve this problem, which has been ongoing for several months through the date of this report.

Response:

The City is presently working with the software vendor whom we feel is the main cause of the problem. This should be corrected by year end.

TOTAL

\$ -

CITY OF WEST MONROE, LOUISIANA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 1999

(Continued)

**C. FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS
AUDIT (continued)**

**Questioned
Costs**

U.S. Department of Housing and Urban Development

2. Housing Assistance Payments Program -

C F D A Nos. 14.855 and 14.857; Program Nos.
LA48V186108117 and LA48CE186003011;
Program Period - Fiscal year ended June 30, 1999.

\$ -

Condition and Criteria:

As discussed at 99-4, while performing the audit on compliance for HUD on the Section 8 Housing department, one instance were found that the income verification did not match the Section 8 Housing income determination worksheet. HUD regulations require proper monitoring to insure that all applicants and current tenants are eligible and remain eligible while on the program.

Effect:

Ineligible tenants could cause noncompliance with the grant agreement and a loss in funding from the grantor.

Recommendation:

The Section 8 Housing department should update the income verification found for the tenant. The department should monitor the initial applications from prospective tenants and also the yearly recertifications submitted by existing tenants more closely. The department should also monitor payments more closely to insure that proper amounts are being paid.

Response:

Due to the enormous amount of tenants and also to the limited staff provided by the Section 8 Housing department, some inaccuracies do occur. The department has already begun to monitor these areas more closely to insure proper amounts are calculated and paid to tenants.

TOTAL

\$ -

CITY OF WEST MONROE, LOUISIANA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 1999

Federal Grants/Pass Through Grantor/Program Title	C.F.D.A. Number	Agency or Pass-Through Number	Expenditures
<u>Direct Programs:</u>			
Department of Housing & Urban Development:			
Public and Indian Housing			
Section 8 Existing Certificate Program	14.857	LA186CE	\$ 838,307
Section 8 Existing Voucher Program	14.855	LA186V0	709,718
			<u>1,548,025*</u>
United States Department of Justice			
COPS Fast Award	16.540	95CFWX3020	107,553
Local Law Enforcement Block Grant	16.592	98LBVX3133	21,223
			<u>1,676,801</u>
<u>Pass-Through Programs:</u>			
Department of Housing & Urban Development			
Through Community Planning and Development			
LCDBG - Comprehensive Development	14.228	107-700121	458,880
LCDBG - Exchange Road Phase V	14.228	107-900403	15,025
			<u>473,905*</u>
Department of Agriculture			
Through the State of Louisiana			
Department of Agriculture and Forestry			
for Commodities Distribution:			
Senior Citizen Center:			
Commodities and Administrative Fee	10.568	NA	3,278
Summer Feeding Program	10.568	NA	6,982
Through the Department of Environmental			
Quality (Detention Basin)			
	10.904	CFMS514399	61,966
Department of Justice Through			
The Louisiana Commission on Law Enforcement:			
1999 Grant	16.579	98-B2-B.02-OH19	142,500
1998 Grant	16.579	97-B2-B.02-OG21	37,500
Juvenile Justice Grant - Office of Justice	16.540	97-J2-J.3-0226	5,753
Juvenile Justice Grant - Office of Justice	16.540	98-J2-J.3-0217	21,102
Juvenile Justice Grant - Community Policing	16.540	97-J2-J.6-0261	12,637
Juvenile Justice Grant - At-Risk Youth	16.548	W97-2-001	9,904
Department of Transportation			
Through the Louisiana Department of			
Transportation and Development:			
Elderly and Disabled Program	20.509	LA-03-0082	44,645
Section 18	20.509	LA-18-X016	36,856
Federal Emergency Management Agency-Through			
The United Way of America:			
Emergency Food & Shelter	83.523	17-3660-00	15,504
			<u>872,532</u>
<u>TOTAL</u>			<u>\$ 2,549,333</u>

*Denotes Major Federal Assistance Program.
See accompanying Notes to Schedule of Expenditures and Federal Awards

CITY OF WEST MONROE, LOUISIANA
NOTES TO SCHEDULE OF EXPENDITURES
OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 1999

1. General

The Schedule of Expenditures of Federal Awards presents the activity of all federal award programs of the City of West Monroe, Louisiana. The City of West Monroe reporting entity is defined in Note 1 to the City's financial statements. All federal award programs received directly from federal agencies, as well as federal awards passed through other government agencies, is included on the schedule.

2. Basis of Accounting

The Schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting, which is described in Note 1 to the City's primary government financial statements.

CITY OF WEST MONROE, LOUISIANA
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 1999

Internal Control and Compliance Material to the Financial Statements

98-1 Convention Center Subsidiary Records

Condition:

The detail records for Convention Center deposits were not in agreement with the general ledger balances.

Recommendation:

We recommended that subsidiary records should be reconciled on a monthly basis to help reduce the risk of intentional or unintentional errors.

Current Status:

The City has adopted this recommendation as of September 1998.

98-2 Payroll

Condition:

For the four quarters during the year ended June 30, 1998, the employer portion of FICA and Medicare was not paid in as required.

Recommendation:

We recommended that the City remit the entire balance owed for the four quarters in total or make payments.

Current Status:

The City paid in the amount owed for each of the four quarters and negotiated successfully with the IRS over the penalties and interest to be waived.

98-4 Fixed Assets

Condition:

The City's detail listing of fixed assets does not include all real property owned by the City, nor has the listing been reconciled to the general ledger.

Recommendation:

We recommend that the City complete the detail fixed asset listing by adding real property and reconcile it to the general ledger.

Current Status:

The City is down to the last few property items in completing the detail fixed asset listing and is working with the City engineer on determining what they are. The City will soon be able to reconcile to the general ledger so that it will be able to control all aspects of its fixed assets.

CITY OF WEST MONROE, LOUISIANA
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS
FOR THE YEAR ENDED JUNE 30, 1999

(Continued)

Internal Control and Compliance Material to Federal Awards

98-3 Section 8 Housing

Condition:

While performing the audit on compliance for HUD on the Section 8 Housing department, three instances were found where the income verification did not match the Section 8 Housing income determination worksheet and one instance in which a landlord was accidentally overpaid in one month.

Recommendation:

The Section 8 Housing department should update the income verifications found for the three tenants and adjust the payment to the landlord previously mentioned. The department should monitor the initial applications from prospective tenants and also the yearly recertifications submitted by existing tenants more closely. *The department should also monitor payments more closely to insure that proper amounts are being paid.* The department should see if hiring another staff person is needed to assist the current Section 8 Housing staff.

Current Status:

The department has already begun to monitor these areas more closely to insure proper amounts are calculated and paid to tenants and landlords whichever the case may be.

Management Letter

No management letter was issued.

CITY OF WEST MONROE, LOUISIANA
MANAGEMENT'S CORRECTIVE ACTION PLAN
FOR THE YEAR ENDED JUNE 30, 1999

Internal Control and Compliance Material to the Financial Statements

99-2 Cash Receipts

Recommendation: The City should deposit all receipts, no matter how small, within three working days of initial receipt.

Action Taken: The City concurs with this recommendation and will make sure all receipts are deposited within three days of initial receipt.

99-3 Payroll

Recommendation: For all employees hired after 1987, immigration and naturalization forms (I-9's) are required by law to be filled out.

Action Taken: All employees, future and current, will fill out an I-9 form.

99-5 Fixed Assets

Recommendation: It is recommended that the City complete the detailed fixed asset listing by recording the rest of the real property and reconcile it to the general ledger.

Action Taken: The City has been working with the City engineer to complete the fixed asset listing and is making significant progress.

Internal Control and Compliance Material to Federal Awards

99-1 Section 8 Housing Computer System

Recommendation: The City should work with the Section 8 computer software vendor to resolve this problem, which has been ongoing for several months through the date of this report.

Action Taken: We are still in the process of working with the software vendor and should have this problem resolved by the end of the year.

99-4 Section 8 Housing

Recommendation: The Section 8 department should update the income verification found for the tenant noted in finding 99-5. The department should also monitor more closely the initial applications from prospective tenants and also the yearly recertifications submitted by existing tenant.

Action Taken: The Section 8 department is monitoring more closely all applications and recertifications.