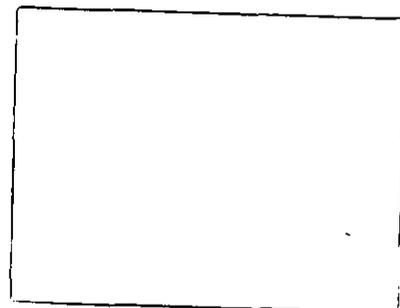


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**Town of Waterproof, Louisiana**

Annual Financial Statements

As of June 30, 2004 and for the Year then Ended

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

Release Date 1-26-05

**JERI SUE TOSSPON**  
Certified Public Accountant

**Town of Waterproof, Louisiana**

Annual Financial Statements

As of June 30, 2004 and for the Year then Ended

**Town of Waterproof, Louisiana**  
**Annual Financial Statements**  
**As of and for the Year Ended June 30, 2004**  
**With Supplemental Information Schedules**

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Section I

Required Supplemental Information

TOWN OF WATERPROOF, LOUISIANA  
MANAGEMENT DISCUSSION & ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2004

## INTRODUCTION

The discussion and analysis (MD&A) of the Town of Waterproof, Louisiana's financial performance provides an overall narrative review of the Town's financial activities for the year ended June 30, 2004. The intent of this discussion and analysis is to look at the Town's performance as a whole; readers should also review the notes to the basic financial statements and the financial statements to enhance their understanding of the Town's financial performance.

This discussion and analysis is a new element of required supplementary information specified in the "Governmental Accounting Standards Board's (GASB) Statement No. 34 - Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments" issued June 1999. Certain comparative information between the current year and the prior year is required to be presented. However, since this is the first year of implementation of the new reporting model contained in GASB Statement No. 34, the Statement permits the omission of prior year data in the year of implementation. The District has elected not to present comparative data.

The Town of Waterproof, Louisiana is located on Highway 65 in South Tensas Parish.

## FINANCIAL HIGHLIGHTS

The financial statements included in this report provide insight into the financial status for the year. Based upon the operations of the year ended June 30, 2004, the Town of Waterproof, Louisiana's net assets increased and resulted in ending net assets of \$2,527,000.

1. The beginning cash balance for the Town of Waterproof was \$72,773. The ending cash balance was \$67,611.
2. The Town had \$112,678 in revenues in governmental activities, which primarily consisted sales taxes, ad valorem taxes and occupational licenses. The Town had \$470,695 in revenues from business-type activities which primarily consisted of gas and water sales. There was \$253,140 in expenditures including depreciation of \$39,401 in governmental activities. There was \$658,079 in expenditures including depreciation of \$157,827 in the business-type activities.

## OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the Town of Waterproof, Louisiana's basic financial statements. The Town's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

**Government-wide financial statements.** The government-wide financial statements are designed to provide readers with a broad overview of the Town's finances, in a manner similar to a private-sector business.

The statement of net assets presents information on all of the Town's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Town is improving or deteriorating.

TOWN OF WATERPROOF, LOUISIANA  
MANAGEMENT DISCUSSION & ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2004

The statement of revenues, expenses and changes in net assets presents information showing how the Town's net assets changed during the most recent fiscal year.

**Fund Financial Statements.** A fund is an accountability unit to maintain control over resources segregated for specific activities or objectives. The Town uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Town's most significant funds rather than the Town as a whole.

Governmental funds are reported in the fund financial statements and encompass the same function reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the Town's governmental funds, including object classifications. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements of governmental programs and the commitment of spendable resources for the near term.

Since the government-wide focus includes the long term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the difference between these two perspectives. The basic governmental fund financial statements are presented on pages 11 - 14 of this report.

**Notes to the financial statements.** The notes provide additional information that is essential to a full understanding of the data provided in the fund financial statements. The notes to the financial statements can be found on pages 20 -28 of this report.

#### **FUND FINANCIAL ANALYSIS**

Net assets may serve as a useful indicator of a government's financial position. In the case of the Town, assets exceeded liabilities by \$2,527,700 as of June 30, 2004.

#### **Net Assets for the period ending June 30, 2004**

The current year's financial statements are dramatically different from past years as a result of implementing GASB 34. Attempting to compare this year's data with last year would be misleading to the reader; however the Town looks forward to offering comparative data in the future.

TOWN OF WATERPROOF, LOUISIANA  
MANAGEMENT DISCUSSION & ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2004

The following is a condensed statement of the Town of Waterproof, Louisiana's net assets as of June 30, 2004:

Current Assets	\$ 99,050
Restricted Assets	52,539
Noncurrent Assets - Capital Assets	<u>3,188,984</u>
<b>Total Assets</b>	<u>3,340,573</u>
Current Liabilities	213,324
Current Liabilities - Payable from Restricted Assets	28,808
Long-term Liabilities	567,321
	<u>3,420</u>
<b>Total Liabilities</b>	<u>812,873</u>
<b>Net Assets</b>	
Investment in capital assets, net of related debt	2,589,268
Restricted for debt service and deposits	52,539
Unrestricted (deficit)	<u>(114,107)</u>
<b>Total Net Assets</b>	<u>\$ 2,527,700</u>

The largest portion of the Town's net assets (\$3,188,984 or 95%) is its investment in capital assets such as equipment less related debt expended in the acquisition of those assets.

Another portion of the Town's net assets (\$52,539 or 1%) is restricted to paying long-term debt and customer deposits. The remaining balance of the net assets (\$99,050 or 4 %) may be used to pay current operating expenses.

The Town has long-term debt of \$567,321 which was used to finance additions to the utility system in prior years. More information concerning this debt may be found on pages 27-28 of the notes to the financial statements. Total liabilities of \$812,873 are equal to 24 % of the total assets of the Town.

The following is a summary of the statement of activities:

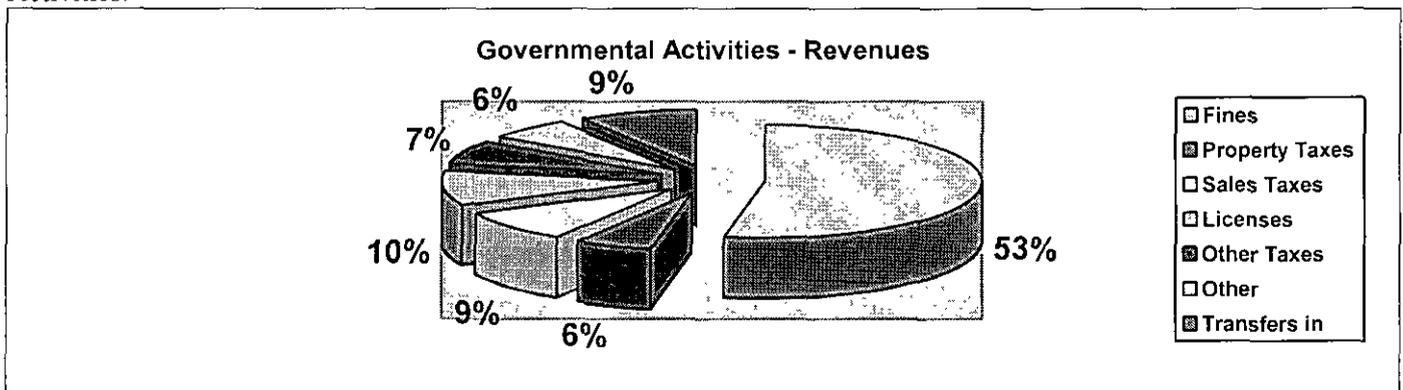
TOWN OF WATERPROOF, LOUISIANA  
 MANAGEMENT DISCUSSION & ANALYSIS (MD&A)  
 YEAR ENDED JUNE 30, 2004

	Governmental Activities	Business Type Activities	Total
<b>Revenues:</b>			
Program revenues	\$ 130,821	\$ 470,695	\$ 601,516
Operating grants	12,191	15,000	27,191
Taxes	74,293	-	74,293
<b>Total revenues and transfers</b>	<u>217,305</u>	<u>485,695</u>	<u>703,000</u>
<b>Expenses:</b>			
General government	161,937	-	161,937
Public safety	86,962	-	86,962
Interest on debt	4,241	-	4,241
Combined utility	-	658,079	658,079
	<u>253,140</u>	<u>658,079</u>	<u>911,219</u>
Decrease in net assets	(35,835)	(172,384)	(208,219)
Net assets June 30, 2003	416,580	2,319,339	2,735,919
Net assets June 30, 2004	<u>\$ 380,745</u>	<u>\$ 2,146,955</u>	<u>\$ 2,527,700</u>

**Governmental Activities**

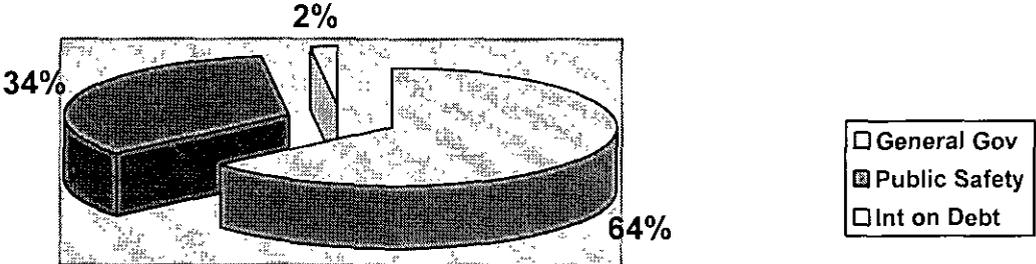
The Governmental Activities of the Town include General Government, Public Safety, and Payment of Interest on Long Term Debt. Because revenues normally associated with municipal operations, (e.g. sales tax, property tax, franchise fees, license fees, sanitation fees, permits, fines and operating grants) are insufficient for the funding of these activities; the Town relies on transfers of excess revenue from its enterprise funds to cover the cost of all activities.

The following are a graphical representation of information presented in the Statement of Activities for Governmental Activities:



TOWN OF WATERPROOF, LOUISIANA  
 MANAGEMENT DISCUSSION & ANALYSIS (MD&A)  
 YEAR ENDED JUNE 30, 2004

**Governmental Activities - Expenses**

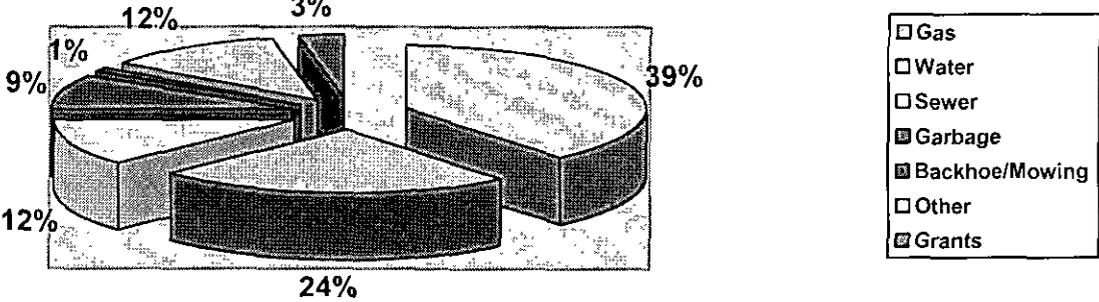


**Business Type Activities**

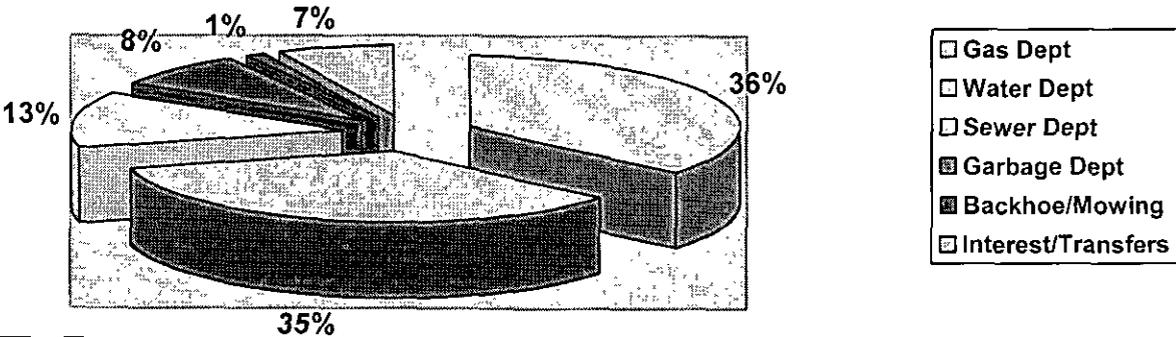
The Business-Type Activities of the Town include revenues resulting from fees chares customers.

The following presents in graphs the information from the Statement of Activities for the Business-Type Activities:

**Business-Type Activities - Revenues**



**Business-Type Activities - Expenses**



TOWN OF WATERPROOF, LOUISIANA  
MANAGEMENT DISCUSSION & ANALYSIS (MD&A)  
YEAR ENDED JUNE 30, 2004

The notes to the financial statements should be read to have a full understanding of the data in the government-wide financial statements.

**CAPITAL ASSETS AND DEBT**

As of June 30, 2004, the Town had \$3,188,984 invested in capital assets net of accumulated depreciation of \$2,823,321.

As of June 30, 2004, the Town had outstanding long-term debt of \$299,716. Principal payments of \$61,191 are due to be paid during the next fiscal year. The debt is as follows:

Water revenue bonds at 4.5% interest, due annually at \$31,181 including interest	\$ 520,422
Note payable with original balance of \$50,000 at 6% interest, due annually	32,000
Note payable with original balance of \$25,545 at 5.5% interest, due quarterly at \$1,792 including interest	19,679
Capital leases with original balance of 35,541 at 7.66% interest, due annually at \$10,649 including interest	<u>27,615</u>
Total indebtedness	<u>\$ 599,716</u>

**REQUEST FOR INFORMATION**

This financial report is designed to provide citizens, taxpayers, customers and creditors with a general overview of the Town's finances and to show the Town's accountability for the money it receives. Any questions about this report or request for additional information may be directed to Connie McKeel at (318) 749-5233.

Section II

Basic Financial Statements

**JERI SUE TOSSPON**  
Certified Public Accountant  
P O Box 445  
Ferriday, Louisiana 71334-0445  
(318)757-9393 Fax (318)757-9300  
jtosspn@bellsouth.net

## INDEPENDENT AUDITOR'S REPORT

The Mayor and the Board of Aldermen  
Town of Waterproof  
Waterproof, Louisiana

I have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Waterproof, as of and for the year ended June 30, 2004, which collectively comprise the Town's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Town of Waterproof's management. My responsibility is to express an opinion on these financial statements based on my audit.

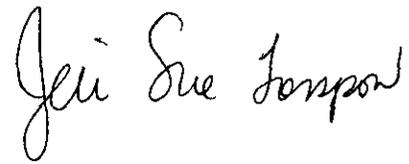
I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that I plan and 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 the significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Waterproof, as of June 30, 2004, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note K, the Town of Waterproof has implemented a new financial reporting model, as required by the provisions of GASB Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, as of June 30, 2004.

In accordance with *Government Auditing Standards*, I have also issued my report dated December 20, 2004, on my consideration of the Town of Waterproof's internal control over financial reporting and on my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of my audit.

The management discussion and analysis and budgetary comparison information on pages 1 through 6 and 29 through 30 are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, I did not audit the information and express no opinion on it.

A handwritten signature in cursive script that reads "Jeli Sue Janson".

Ferriday, Louisiana

December 10, 2004

**Town of Waterproof**  
**Statement of Net Assets**  
**June 30, 2004**

	Governmental Activities	Business-type Activities	Total
<u>ASSETS</u>			
Cash	\$ 14,681	\$ 391	\$ 15,072
Receivables (net of \$55,000 allowance for uncollectibles)	45,190	34,843	80,033
Accrued interest receivable		51	51
Inventory		3,268	3,268
Prepaid expenses		626	626
Restricted assets		52,539	52,539
Capital assets (net)	434,762	2,754,222	3,188,984
	<u>\$ 494,633</u>	<u>\$ 2,845,940</u>	<u>\$ 3,340,573</u>
<u>LIABILITIES</u>			
Current Liabilities			
Cash overdrafts	\$ 12,460	\$ 22,723	\$ 35,183
Accounts payable	47,061	98,715	145,776
Accrued payroll taxes	(732)	507	(225)
Accrued compensated absences	3,420		3,420
Customer deposits		28,808	28,808
Current portion of long term obligations	16,155	16,240	32,395
Accrued interest payable		195	195
Total Current Liabilities	<u>\$ 78,364</u>	<u>\$ 167,188</u>	<u>\$ 245,552</u>
Non-current Liabilities			
Non-current portion of long term obligations	35,524	531,797	567,321
	<u>\$ 113,888</u>	<u>\$ 698,985</u>	<u>\$ 812,873</u>
<u>NET ASSETS</u>			
Invested in capital assets, net of related debt	\$ 383,083	\$ 2,206,185	\$ 2,589,268
Restricted for:			
Debt service		23,615	23,615
Unrestricted	(2,338)	(82,845)	(85,183)
	<u>\$ 380,745</u>	<u>\$ 2,146,955</u>	<u>\$ 2,527,700</u>

See accompanying notes to financial statements.

**Town of Waterproof**  
**Statement of Activities**  
**For the year ended June 30, 2004**

	Program Revenues		Net (Expense) Revenue and Changes in Net Assets			
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities	Business-type Activities	Total
<u>Governmental Activities</u>						
General government	\$ 161,937	\$ 3,374		\$ (158,563)		\$ (158,563)
Public safety	86,962	109,304	\$ 12,191	34,533		34,533
Interest on long-term debt	4,241			(4,241)		(4,241)
<b>Total Governmental Activities</b>	<b>\$ 253,140</b>	<b>\$ 112,678</b>	<b>\$ 12,191</b>	<b>\$ (128,271)</b>		<b>\$ (128,271)</b>
<u>Business-type Activities</u>						
Utilities	\$ 658,079	\$ 470,695	\$ 15,000		\$ (172,384)	\$ (172,384)
<u>General Revenues</u>						
Taxes						
Property taxes				\$ 11,886		\$ 11,886
Sales taxes				18,378		18,378
Franchise taxes				8,800		8,800
Occupational licenses				21,418		21,418
Other taxes				13,811		13,811
Transfers - internal activities				18,143		18,143
<b>Total General Revenues</b>				<b>\$ 92,436</b>		<b>\$ 92,436</b>
<b>Change in Net Assets</b>				<b>\$ (35,835)</b>	<b>\$ (172,384)</b>	<b>\$ (208,219)</b>
<b>Net Assets, July 1, 2003</b>				<b>416,580</b>	<b>2,319,339</b>	<b>2,735,919</b>
<b>Net Assets, June 30, 2004</b>				<b>\$ 380,745</b>	<b>\$ 2,146,955</b>	<b>\$ 2,527,700</b>

See accompanying notes to financial statements.

**Town of Waterproof**  
**Governmental Funds Balance Sheet**  
**June 30, 2004**

	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
<b><u>ASSETS</u></b>			
Cash	\$ 14,681		\$ 14,681
Fines receivable (net of \$35,000 allowance for uncollectible fines)	<u>45,190</u>		<u>45,190</u>
<b>TOTAL ASSETS</b>	<b><u>\$ 59,871</u></b>		<b><u>\$ 59,871</u></b>
<b><u>LIABILITIES AND FUND BALANCES</u></b>			
<b><u>LIABILITIES</u></b>			
Cash overdraft	\$ 12,460		\$ 12,460
Accounts payable	47,061		47,061
Accrued payroll taxes	(732)		(732)
Accrued compensated absences	<u>3,420</u>		<u>3,420</u>
<b>TOTAL LIABILITIES</b>	<b><u>\$ 62,209</u></b>		<b><u>\$ 62,209</u></b>
<b><u>FUND BALANCES</u></b>			
Unreserved	<u>\$ (2,338)</u>		<u>\$ (2,338)</u>
<b>TOTAL FUND BALANCES</b>	<b><u>\$ (2,338)</u></b>		<b><u>\$ (2,338)</u></b>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b><u>\$ 59,871</u></b>		<b><u>\$ 59,871</u></b>

See accompanying notes to financial statements.

**Town of Waterproof**  
**Reconciliation of the Balance Sheet to the Statement of Net Assets**  
**Governmental Funds**  
**June 30, 2004**

Fund Balances - total governmental funds \$ (2,338)

Amounts reported for governmental activities in the Statement of  
Net Assets are different because:

Capital assets used in governmental activities are not  
financial resources and therefore are not reported in the  
governmental funds

Governmental capital assets	\$ 688,841	
Less accumulated depreciation	<u>(254,079)</u>	434,762

Long-term liabilities are not due and payable in the current year  
and therefore are not reported in the governmental funds:

Loans for capital asset acquisition	<u>(51,679)</u>
-------------------------------------	-----------------

Net Assets of Governmental Activities	<u><u>\$ 380,745</u></u>
---------------------------------------	--------------------------

See accompanying notes to financial statements.

**Town of Waterproof  
Governmental Funds  
Statement of Revenues, Expenditures and  
Changes in Fund Balances  
For the year ended June 30, 2004**

	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
<b><u>REVENUES</u></b>			
Taxes	\$ 52,876		\$ 52,876
Licenses and permits	21,418		21,418
Intergovernmental			
State funds - operating grant	12,191		12,191
Fines	109,304		109,304
Miscellaneous	3,374		3,374
	<u>          </u>		<u>          </u>
Total Revenues	\$ 199,163		\$ 199,163
<b><u>EXPENDITURES</u></b>			
Current			
General government	\$ 122,536		\$ 122,536
Public safety	86,962		86,962
Capital outlay	1,500		1,500
Debt service			
Principal		\$ 15,170	15,170
Interest		4,241	4,241
	<u>          </u>	<u>          </u>	<u>          </u>
Total Expenditures	\$ 210,998	\$ 19,411	\$ 230,409
Excess(Deficit) of Revenues Over (Under) Expenditures	\$ (11,835)	\$ (19,411)	\$ (31,246)
Other Financing Sources and (Uses)			
Transfers in	\$ 18,143	\$ 19,411	\$ 37,554
Transfers out	(19,411)		(19,411)
Total Other Financing Sources and (Uses)	<u>(1,268)</u>	<u>19,411</u>	<u>\$ 18,143</u>
Net Change in Fund Balance	\$ (13,103)	0	\$ (13,103)
Fund balance - July 1, 2003	<u>10,765</u>		<u>10,765</u>
Fund balance - June 30, 2004	<u>\$ (2,338)</u>	<u>0</u>	<u>\$ (2,338)</u>

See accompanying notes to financial statements.

**Town of Waterproof**  
**Reconciliation of the Statement of Revenues, Expenditures,**  
**and Changes in Fund Balance**  
**to the Statement of Activities - Governmental Funds**  
**Governmental Funds**  
**June 30, 2004**

Net Change in Fund Balances - total governmental funds \$ (13,103)

Amounts reported for governmental activities in the Statement of  
 Activities are different because:

Governmental funds report capital outlays as expenditures.  
 However, in the Statement of Activities, the cost  
 of those assets is depreciated over their  
 estimated useful lives:

Expenditures for capital assets	\$ 1,500	
Less current year depreciation	<u>(39,401)</u>	(37,901)

Repayment of debt principal is an expenditure in the  
 governmental funds, but the repayment reduces  
 long-term liabilities in the Statement of Net Assets

Repayment of debt		<u>15,169</u>
-------------------	--	---------------

Changes in Net Assets of Governmental Funds		<u>\$ (35,835)</u>
---	--	--------------------

See accompanying notes to financial statements.

**Town of Waterproof  
Utility Enterprise Fund  
Statement of Net Assets  
June 30, 2004**

ASSETS

Current Assets	
Cash (Note 3)	\$ 391
Accounts receivable, utility sales (Note 5)(Less allowance for doubtful accounts of \$20,000)	34,843
Accrued interest receivable	51
Prepaid expenses	626
Inventory	3,268
Total current assets	<u>\$ 39,179</u>
Non-Current Assets - Restricted Assets (Note 4)	
Bond Debt Service Fund	\$ 10,772
Depreciation Fund	12,842
Consumer Deposits	28,925
Total non-current assets - restricted assets	<u>\$ 52,539</u>
Non-Current Assets - Capital Assets (Note 6)	
Property, plant and equipment	\$ 5,323,464
Less accumulated depreciation	(2,569,242)
Total non-current assets - capital assets	<u>\$ 2,754,222</u>
TOTAL ASSETS	<u>\$ 2,845,940</u>

LIABILITIES

Current Liabilities (Payable from current assets)	
Cash overdraft (Note 3)	\$ 22,723
Accounts payable	98,715
Payroll taxes payable	507
Total current liabilities (payable from current assets)	<u>\$ 121,945</u>
Current Liabilities (Payable from restricted assets)	
Consumer deposits	\$ 28,808
Notes payable, current portion (Note 7)	16,240
Accrued interest payable	195
Total current liabilities (payable from restricted assets)	<u>\$ 45,243</u>
Long Term Liabilities	
Notes payable (Note 7)	<u>\$ 531,797</u>
TOTAL LIABILITIES	<u>\$ 698,985</u>

NET ASSETS

Invested in capital assets, net of related debt	\$ 2,206,185
Restricted for debt service	23,615
Unrestricted	<u>(82,845)</u>
TOTAL NET ASSETS	<u>\$ 2,146,955</u>

See accompanying notes to financial statements.

**Town of Waterproof  
Utility Enterprise Fund  
Statement of Revenues and Expenses  
and Changes in Net Assets  
For the year ended June 30, 2004**

OPERATING REVENUES

Charges for services:		
Gas sales	\$	190,642
Water sales		121,411
Sewer sales		53,878
Garbage sales		46,148
Backhoe and mowing charges		1,418
Miscellaneous revenues		17,780
Total Operating Revenues	\$	<u>431,277</u>

OPERATING EXPENSES

Gas department expenses	\$	236,299
Water department expenses		233,652
Sewer department expenses		83,959
Garbage department expenses		51,834
Backhoe and mowing expenses		7,686
Total Operating Expenses	\$	<u>613,430</u>

OPERATING INCOME (LOSS) \$ (182,153)

NONOPERATING REVENUES (EXPENSES)

Interest earned	\$	558
Grant income - garbage fund		15,000
Contribution of land		38,860
Interest expense		(26,506)
Total Other Financing Sources and (Uses)	\$	<u>27,912</u>

INCOME BEFORE TRANSFERS \$ (154,241)

OPERATING TRANSFERS

Transfers in		
Transfers out		<u>(18,143)</u>

CHANGE IN NET ASSETS \$ (172,384)

Total Net Assets - July 1, 2003 2,319,339

Total Net Assets - June 30, 2004 \$ 2,146,955

See accompanying notes to financial statements.

**Town of Waterproof**  
**Utility Enterprise Fund**  
**Statement of Operating Expenses**  
**For the year ended June 30, 2004**

Gas department expenses		
Salaries	\$	26,263
Payroll taxes		2,023
Gas purchases		159,055
Gas leak survey and insurance		2,756
Utilities and telephone		1,088
Repairs		1,174
Supplies		1,296
Truck		993
Office supplies		585
Legal and accounting		908
Dues		442
Miscellaneous		205
Insurance		8,257
Postage		361
Seminar and travel		533
Depreciation		30,360
Total gas department expense	\$	<u>236,299</u>

Water department expenses		
Salaries	\$	27,171
Payroll taxes		3,107
Advertising		541
Consultant fees		37,115
Utilities and telephone		22,342
Repairs		1,646
Supplies		2,303
Chemicals		17,032
Truck		83
Uncollectible		7,802
Travel and seminars		108
Insurance		11,228
Office supplies		1,603
Legal & Accounting		4,483
Dues		2,264
Miscellaneous		4,046
Drug testing		156
Postage		1,172
Depreciation		87,455
Penalties		1,995
Total water department expense	\$	<u>233,652</u>

See accompanying notes to financial statements.

**Town of Waterproof**  
**Utility Enterprise Fund**  
**Statement of Operating Expenses**  
**For the year ended June 30, 2004**

Sewer department expenses	
Salaries	\$ 14,491
Payroll taxes	787
Utilities and telephone	25,029
Repairs	757
Supplies	1,433
EPA tests	7,547
Insurance	293
Truck	147
Postage	171
Advertising	71
Depreciation	33,233
Total sewer department expense	<u>\$ 83,959</u>
Garbage department expenses	
Salaries	\$ 31,396
Payroll Taxes	2,402
Repairs	1,325
Supplies	4,637
Truck	385
Insurance	3,917
Postage	167
Telephone/Utilities	1,008
Depreciation	6,599
Total garbage department expense	<u>\$ 51,834</u>
Backhoe and mowing expenses	
Salaries	\$ 3,094
Payroll taxes	237
Repairs	(822)
Supplies	1,056
Miscellaneous	31
Repairs	3,910
Depreciation	180
	<u>\$ 7,686</u>
Total Operating Expenses	<u><u>\$ 613,430</u></u>

See accompanying notes to financial statements.

**Town of Waterproof  
Utility Enterprise Fund  
Statement of Cash Flows  
For the year ended June 30, 2004**

Cash flows from operating activities	
Cash received from utility sales	\$ 430,297
Cash paid to suppliers and employees	(388,406)
Net cash provided by operating activities	<u>\$ 41,891</u>
 Cash flows from capital and related financing activities	
Principal paid on notes payable	\$ (15,322)
Interest paid on notes payable	(26,506)
State grant	15,000
Interest income	558
Transfers to other funds	(18,143)
Total cash used for financing activities	<u>\$ (44,413)</u>
 Cash flows from investing activities	
Purchase and construction of fixed assets	\$ (5,874)
Total cash used for investing activities	<u>\$ (5,874)</u>
 Net increase (decrease) in cash	\$ (8,395)
 Cash at beginning of year	<u>38,602</u>
 Cash at end of year	<u><u>\$ 30,207</u></u>
 Reconciliation of operating income to net cash provided by operating activities:	
Operating income	\$ (182,153)
Adjustments to reconcile operating income to net cash provided by operating activities:	
Depreciation	157,827
Changes in assets and liabilities:	
Increase in accounts receivable	(294)
Increase in accrued interest receivable	(4)
Increase in inventory	(107)
Increase in accounts payable	67,202
Increase in taxes payable	507
Decrease in consumer deposits	<u>(1,087)</u>
 Net cash provided by operating activities	<u><u>\$ 41,891</u></u>

See accompanying notes to financial statements.

**Town of Waterproof, Louisiana**  
Notes to the Financial Statements  
As of and for the Year Ended December 31, 2004

**INTRODUCTION**

The Town of Waterproof is a municipal corporation governed by an elected mayor

1. The Town of Waterproof, Louisiana was incorporated under provisions of the Lawrason Act as a Town in 1862.
2. The purpose of a municipality is to provide utility services, public safety (police and fire), streets, sanitation and general administrative services.
3. The Board of Alderman consists of five elected members that are paid \$250 per month.
4. The Town of Waterproof is located in the southern portion of Tensas Parish, Louisiana. Tensas Parish is located in northeastern Louisiana.
5. The population of Waterproof is 1,082..
6. The Town of Waterproof has 12 full time employees.
7. The Town of Waterproof has approximately 400 utility customers.

GASB Statement No. 14, *The Reporting Entity*, established criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, the municipality is considered a primary government, since it is a special purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state or local governments. As used in GASB Statement No. 14, fiscally independent means that the municipality may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meetings the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

## **B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessment receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The municipality reports the following major governmental funds:

The General Fund is the municipality's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund

The municipality reports the following major proprietary funds:

The Utility Enterprise Fund - accounts for operations (a) where the intent of the governing body is that 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. In the case of the Town of Waterloo, this includes the operation of the Town's gas, water, garbage and sewer systems.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The government has elected not to follow subsequent private-sector guidance.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are payments-in-lieu of taxes and other charges between the governments enterprise operations. Elimination of these charges would distort the direct costs and program

revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the proprietary funds are the sales of water, gas, garbage and sewer services to both residential and commercial customers. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the municipality's policy to use restricted resources first, then unrestricted resources as they are needed.

### **C. Deposits**

The municipality's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition. State law and the municipality's investment policy allow the municipality to invest in collateralized certificates of deposits, government back securities, commercial paper, the state sponsored investment pool, and mutual funds consisting solely of government backed securities.

### **D. Receivables and Payables**

All fine and utility charges receivables are shown net of an allowance for uncollectible. The amounts allocated are based on average amounts receivable and in arrears.

Property taxes attach as an enforceable lien as of January 1 of each year. Taxes are levied in September or October and are actually billed to the taxpayers in November. Billed taxes become delinquent on January 1 of the following year. Revenues from ad valorem taxes are budgeted in the year billed. The Town bills and collects its own property taxes using the assessed values determined by the tax assessor of Tensas Parish.

The following is a summary of authorized and levied ad valorem taxes:

General fund	7.39 mills
--------------	------------

The Town has levied a .75% sales tax on sales within the legal limits of the Town. The proceeds of the sales tax are dedicated to:

1. Payment of general operating expenses of the town;
2. Payment of all or part of capital improvements;
3. Maintenance or operation of capital improvements; and
4. Any one or all of the aforementioned purposes.

**E. Inventories and Prepaid Items**

All inventories are valued at the lower of cost or market. Inventories of the governmental funds are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

**F. Restricted Assets**

Certain assets of the business-type funds of the Town of Waterproof, Louisiana, have been restricted for debt service and customers' deposits and these assets total \$52,539.

**G. Capital Assets**

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The municipality maintains a threshold level of \$500 or more for capitalizing capital assets.

As a Phase III government under the provisions of GASB 34, the Town of Waterproof has chosen not to retroactively capitalize infrastructure assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

Gas lines, sewer lines and water plant	50 years
Vehicles and equipment	3 to 10 years

**H. Compensated Absences**

The municipality has the following policy relating to vacation and sick leave:

The Town grants one week vacation after one year of service and two weeks vacation after two years of service. Each employee is entitled to ten sick days per year. Vacation or sick pay does not accumulate. The Town's policy concerning compensation for unpaid vacation pay or sick pay is that upon termination of an employee, vacation days and sick days not previously used by the employee are not reimbursed.

**I. Long-Term Obligations**

In the government-wide financial statements, and the proprietary fund types in the fund financial statements,

long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets.

**J. Fund Equity**

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose.

**K. Comparative Data/Reclassifications**

Due to the changes required by conversion of the financial statements to a format consistent with GASB Statement 34, comparative total data for the prior year has not been presented.

**L. Estimates**

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

**M. Encumbrances**

The Town of Waterproof does not use encumbrance accounting.

**2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

*BUDGETS* The municipality uses the following budget practices:

1. The Town prepares a proposed budget and submits it to the Mayor and Board of Aldermen no later than fifteen days prior to the beginning of each fiscal year. The Town approves a budget for the general fund only.
2. A summary of the proposed budget is published and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called
3. A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.
4. After the holding of the public hearing and completion of all action necessary to finalize and implement the budget, the budget is adopted through the passage of an ordinance prior to the commencement of the fiscal year for which the budget is being adopted.
5. Budgetary amendments involving the transfer to funds from one department, program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated, require the approval of the Board of Aldermen.
6. All budgetary appropriations lapse at the end of each fiscal year.
7. Budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

8. There were no amendments to the budget.

*DEFICITS* The following individual funds have deficits in unreserved fund balance (net assets) at June 30, 2004:

General	(\$18,493)
Utility	(\$82,845)

**3. CASH AND CASH EQUIVALENTS**

At June 30, 2004, the municipality has cash and cash equivalents (book balances) totaling \$32,428.

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.

At June 30, 2004, the municipality has \$66,145 in deposits (collected bank balances). These deposits are secured from risk by \$200,000 of federal deposit insurance and \$140,000 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, R.S. 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 municipality that the fiscal agent has failed to pay deposited funds upon demand.

**4. RECEIVABLES**

The receivables of \$80,084 at June 30, 2004, are as follows:

	General <u>Fund</u>	Utility <u>Fund</u>
Fines	\$ 80,190	
Utility fees		\$54,843
Accrued interest		51
Less allowance for uncollectibles	<u>(35,000)</u>	<u>(20,000)</u>
Total accounts receivable	<u>\$45,190</u>	<u>\$34,894</u>

**5. CAPITAL ASSETS**

Capital assets and depreciation activity as of and for the year ended June 30, 2004, for the primary government is as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
<b>Governmental activities:</b>				
Nondepreciable Assets				
Land	\$ 23,308			\$ 23,308
Depreciable Assets				
Buildings	340,190			340,190
Vehicles	111,968			111,968
Machinery and Equipment	213,375			213,375
<b>Totals at Historical Cost</b>	<b>\$ 688,841</b>			<b>\$ 688,841</b>
Less Accumulated Depreciation				
Buildings	\$ 47,979	\$ 9,183		\$ 57,162
Vehicles	125,069	21,175		146,244
Machinery and equipment	41,630	9,043		50,673
<b>Total Accumulated Depreciation</b>	<b>\$ 214,678</b>	<b>\$ 39,401</b>		<b>\$ 254,079</b>
<b>Governmental Activities Capital Assets, Net</b>	<b>\$ 474,163</b>	<b>\$ (39,401)</b>		<b>\$ 434,762</b>
<b>Business Type Activities</b>				
Nondepreciable Assets				
Land		\$ 38,860		\$ 38,860
Depreciable Assets				
Water system lines and equipment	\$ 3,004,977			3,004,977
Gas system lines and equipment	809,106			809,106
Sewer system lines and equipment	1,322,155	5,871		1,328,026
Garbage vehicles and equipment	138,933			138,933
Mowing equipment	3,562			3,562
<b>Totals at Historical Cost</b>	<b>\$ 5,278,733</b>	<b>\$ 44,731</b>		<b>\$ 5,323,464</b>
Less Accumulated Depreciation				
Water system lines and equipment	1,277,763	87,455		1,365,218
Gas system lines and equipment	535,494	30,360		565,854
Sewer system lines and equipment	499,365	33,233		532,598
Garbage vehicles and equipment	96,041	6,599		102,640
Mowing equipment	2,752	180		2,932
<b>Total Accumulated Depreciation</b>	<b>\$ 2,411,415</b>	<b>157,827</b>		<b>2,569,242</b>
<b>Business Type Activities Capital Assets, Net</b>	<b>\$ 2,867,318</b>	<b>(113,096)</b>		<b>2,754,222</b>
 Depreciation Expense was charged to governmental functions as follows:				
Police and Fire	\$ 39,401			

**6. INTERFUND RECEIVABLES, PAYABLE, AND TRANSFERS**

Interfund transfers consist of operating transfers between the general fund and the utility fund.

**7. LEASES**

The municipality records items under capital leases as an asset and an obligation in the accompanying financial statements. An analysis of the capital lease held by the Town is included in the analysis of long-term obligations below.

**8. LONG-TERM OBLIGATIONS**

The following is a summary of the long-term obligations transactions of the Town of Waterproof (general fund and proprietary fund) for the year ended June 30, 2004:

	<u>Bonded Debt</u>	<u>Notes Payable</u>	<u>Capital Leases</u>	<u>Total</u>
Debt payable at June 30, 2003	\$ 527,820	\$ 41,304	\$ 35,541	\$604,665
Bonds issued		25,546		25,546
Bonds retired	<u>7,398</u>	<u>15,170</u>	<u>7,927</u>	<u>30,495</u>
Bonds payable at June 30, 2004	<u>\$ 520,422</u>	<u>\$ 51,680</u>	<u>\$ 27,614</u>	<u>\$599,716</u>

Bonds payable at June 30, 2004 are comprised of the following:

Water Revenue Bonds - \$534,881 in revenue bonds due in annual installments of \$31,181 through July, 2035, bearing interest at a rate of 4.5%	\$ 520,422
Notes Payable - \$50,000 in notes payable due in annual installments of \$12,191 through August, 2006 bearing interest at a rate of 6.0%	32,000
Notes Payable - \$25,545 in notes payable due in quarterly installments of \$1,792.41 through April, 2007 bearing interest at a rate of 5.5%	19,679
Capital Leases - \$35,541 of capital leases due in annual installments of \$10,649 through July, 2006, bearing interest at the rate of 7.66%	<u>27,615</u>
<b>Total</b>	<b><u>\$ 599,716</u></b>

The annual requirements to amortize the debt payable outstanding as of June 30, 2004 are as follow:

<u>Year Ended</u>	<u>Bonded Debt</u>	<u>Notes Payable</u>	<u>Capital Lease</u>	<u>Total</u>
2005	\$ 31,181	\$ 19,361	\$ 10,649	\$ 61,191
2006	31,181	19,361	10,649	61,191
2007	31,181	15,776	10,649	57,606
2008	31,181			31,181
2009	31,181			31,181
Thereafter	<u>832,180</u>			<u>832,180</u>
	<u>\$988,085</u>	<u>\$54,498</u>	<u>\$ 31,947</u>	<u>\$1,074,530</u>

Less amounts representing interest	<u>467,663</u>	<u>2,818</u>	<u>4,333</u>	<u>474,814</u>
	<u>\$ 520,422</u>	<u>\$ 51,680</u>	<u>\$27,614</u>	<u>\$ 599,716</u>

In accordance with R.S. 39:562, the municipality is legally restricted from incurring long-term bonded debt in excess of 35% of the assessed value of taxable property. At June 30, 2004, the statutory limit is \$535,028, and outstanding bonded debt totals \$520,422.

**Bond Indenture Restrictions - Water Revenue Bonds:**

1. The Town shall maintain a reserve fund into which monthly deposits of \$130 will be made. The reserve fund balance was \$10,772 at June 30, 2004. Deposits shall be made into the fund until a balance of \$31,180 has been accumulated into the fund. At June 30, 2004, the Town was not in compliance with this covenant.
2. The Town shall maintain a contingency fund into which monthly deposits of \$129 will be made. The depreciation fund balance was \$12,842 at June 30, 2004. At June 30, 2004, the Town was not in compliance with this covenant.

**9. RETIREMENT SYSTEMS**

Employees of the Town of Waterproof are all members of the Federal social security system and are covered by no other retirement plan. The employer portion of the social security payroll tax is reflected in payroll taxes in the various statements of income.

**10. RESERVED AND DESIGNATED RETAINED EARNINGS/FUND BALANCES**

Net assets of the utility fund were restricted in the amount of \$23,615 to represent amounts set aside as required by debt service covenants.

**11. SEGMENT INFORMATION**

	<u>Gas Fund</u>	<u>Water Fund</u>	<u>Sewer Fund</u>	<u>Garbage Fund</u>	<u>Other</u>	<u>Total</u>
Operating Revenues	\$190,642	\$121,411	\$53,878	\$46,148	\$19,198	\$431,277
Depreciation	30,360	87,455	33,233	6,599	180	157,827
Operating (loss)	(45,657)	(112,241)	(30,081)	(5,686)	11,512	(182,153)
Net (loss)						
Plant, property & equipment, net additions			5,871			
Total Assets	243,252	1,731,477	834,288	36,293	630	2,845,940
Long term liabilities payable from operating revenues		698,985				
Total Equity	243,252	1,032,492	834,288	36,293	630	2,146,955

Section III

Additional Required Supplemental Information

**Required Supplementary Information**  
**Town of Waterproof**  
**Budgetary Comparison Schedule - General Fund**  
**for the year ended June 30, 2004**

	Budgeted Amounts (Note A)	Actual Amounts (Budget Basis) (Note B)	Variance with Final Budget Positive (Negative)
Budgetary fund balance, July 1, 2004	\$ 10,765	\$ 10,765	
Resources (inflows):			
Taxes	56,700	51,202	\$ (5,498)
Licenses and permits	16,600	21,418	4,818
Intergovernmental revenues			0
Grants	28,000	12,191	(15,809)
Beer tax	1,500	1,674	174
Fines	172,000	97,191	(74,809)
Miscellaneous	13,325	3,374	(9,951)
Transfers from other funds	58,300	18,143	(40,157)
Amounts available for appropriation	<u>\$ 357,190</u>	<u>\$ 215,958</u>	<u>\$ (141,232)</u>
Charges to appropriations (outflows):			
General government	\$ 116,425	\$ 101,786	\$ 14,639
Public safety - police and fire	220,894	88,462	132,432
Nondepartmental			
Transfers to other funds	12,191	19,411	(7,220)
Total charges to appropriations	<u>\$ 349,510</u>	<u>\$ 209,659</u>	<u>\$ 139,851</u>
 Budgetary fund balance, June 30, 2004	 <u>\$ 7,680</u>	 <u>\$ 6,299</u>	 <u>\$ (1,381)</u>

See accompanying notes to this budgetary statements.

**Required Supplementary Information  
Town of Waterproof  
Budgetary Comparison Schedule - General Fund  
for the year ended June 30, 2004**

**Note A - Original and Amended Budgetary Amounts**

There were no amendments to the budget for the Town of Waterproof during the year ended June 30, 2004, therefore, only one amount is listed.

**Note B - Explanation of Differences between Budgetary Inflows and Outflows and GAAP Revenues and Expenditures**

**Sources/inflows of resources**

Actual amounts (budgetary basis) "available for appropriation" from the budgetary comparison schedule	\$ 215,958
Differences - budget to GAAP:	
The fund balance at the beginning of the year is a budgetary resource but is not a current-year revenue for financial reporting purposes	(10,765)
Transfers from other funds are inflows of budgetary resources but are not revenues for financial reporting purposes	(18,143)
The Town budgets for fines on the cash basis, rather than on the modified accrual basis	<u>12,113</u>
Total revenues as reported on the statement of revenues, expenditures, and changes in fund balances - governmental funds	<u>\$ 199,163</u>

**Uses/outflows of resources**

Actual amounts (budgetary basis) "total charges to appropriations" from the budgetary comparison schedule	\$ 209,659
Differences - budget to GAAP:	
Transfers to other funds are outflows of budgetary resources but are not expenditures for financial reporting purposes	(19,411)
The Town budgets for expenses on the cash basis, rather than on the modified accrual basis	<u>20,750</u>
Total expenditures as reported on the statement of revenues, expenditures, and changes in fund balances - governmental funds	<u>\$ 210,998</u>

Section IV

Other Supplemental Schedules

**Town of Waterproof**  
**Schedule of Compensation Paid Aldermen**  
**For the Year ended June 30, 2004**

Caldwell A Flood Jr	\$	500
Bertha Brown		3,000
Robert Bethel, III		3,000
Herbert Williams		3,000
Karen Johnson		2,750
		<hr/>
	\$	<u>12,250</u>

Section V  
Other Reports

**JERI SUE TOSSPON**  
Certified Public Accountant  
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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON  
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING  
STANDARDS.

The Mayor and the Board of Aldermen  
Town of Waterproof  
Waterproof, Louisiana

I have audited the financial statement of the Town of Waterproof as of and for the year ended June 30, 2004, and have issued my report thereon dated December 10, 2004. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

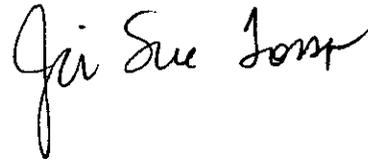
In planning and performing my audit, I considered the Town of Waterproof's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide an opinion on the internal control over financial reporting. My 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. A material weakness is a reportable 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 caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over financial reporting and its operation that I consider to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Waterproof's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective on my audit, and accordingly, I do not express such an opinion. The results of my tests disclosed instances on noncompliance and other matters

that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as items 2004-1, and 2004-2. I also noted certain additional matters that I reported to management of the Town of Waterproof in a separate letter dated December 10, 2004.

This report is intended solely for the information and use of the management, Mayor and Board of Aldermen, Legislative Auditor and federal awarding agencies and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:413, this document may be distributed by the Legislative Auditor as a public document.

A handwritten signature in cursive script, appearing to read "Jiri Sue Jont". The signature is written in black ink and is positioned to the right of the date and location text.

Ferriday, Louisiana  
December 10, 2004

**Town of Waterproof, Louisiana**  
**Schedule of Findings and Questioned Costs and Management's**  
**Corrective Action Plan**  
**Year ended June 30, 2004**

Compliance Findings

2004-1 - Bond Covenants

I noted that the Town of Waterproof was underfunded in its Water Bond Contingency Fund by an amount of \$309 for the fiscal year ended June 30, 2004 and underfunded in its Water Bond Depreciation Fund by an amount of \$390.

I recommend that the Town of Waterproof add these amounts to these funds and ensure in the future that they are fully funded.

Management Response - *The Town of Waterproof will deposit the underfunded amounts immediately. In the future, the town will deposit the amounts monthly to each account.*

2004-2 - Budget

The Town of Waterproof was under budget by 39.5% in revenues and under budget in expenditures by an amount of 40%. State law requires that actual revenues and expenditures vary by less than 5% from budgeted amounts.

I recommend that the Town of Waterproof more closely monitor budget performance and amend the budget when necessary.

Management Response - *The Town of Waterproof will monitor budget spending and revenues on a monthly basis. The Town of Waterproof will also take strong action in increasing revenue by collecting accounts in a timely fashion. Cost cutting measures will be established in the maintenance department and police department by means of monitoring repairs and purchasing of material and supplies. Action will take place immediately.*

**Town of Waterproof, Louisiana  
Status of Prior Audit Findings  
Year ended June 30, 2003**

**Compliance Findings**

2003-1 - Expenditures in Excess of Budget

It was noted that the Town of Waterproof's expenditures exceeded budgeted amounts by 18.6%.

Disposition - See Finding 2004-2. While expenditures did not exceed the budget, amounts still vary by more than 5%.

2003-2 - Vacation Pay

The Town of Waterproof paid employees for vacation pay in addition to their regular pay for the same time period.

Disposition - The Board of Aldermen passed a policy requiring that no employee be paid for vacation pay not used. I noted no instance of non-compliance regarding this finding for the year ended June 30, 2004.

**Reportable Conditions**

2003-3 - Segregation of Duties

Inadequate segregation of duties was cited by Town Hall employees.

Disposition - There has been more adequate division of the duties between the personnel working at the Town of Waterproof.

2003-4 - NSF Charges

The Town was paying vendors when funds were not yet available and incurring NSF fees at their bank.

Disposition - NSF fees have been dramatically reduced and almost eliminated by the Town of Waterproof by more prudent cash management.

# JERI SUE TOSSPON

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To the Mayor and Board of Aldermen  
Town of Waterproof  
Waterproof, Louisiana

I have audited the financial statements of the Town of Waterproof, as of June 30, 2004 and for the year then ended, and have issued my reports dated December 10, 2004. As a part of my examination, I made a study and evaluation of the Town's system of internal accounting control to the extent I considered necessary to evaluate the system as required by generally accepted auditing standards. Under these standards, the purposes of such evaluation are to establish a basis for reliance on the system of internal accounting control in determining the nature, timing, and extent of other auditing procedures that are necessary for expressing an opinion on the financial statements and to assist the auditor in planning and performing his examination of the financial statements. My study was more limited than would be necessary to express an opinion on the system of internal accounting control taken as a whole.

The management of the Town is responsible for establishing and maintaining a system of internal accounting control. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and costs of control procedures. The objectives of a system are to provide management with reasonable, but not absolute assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles.

Because of inherent limitations in any system of internal accounting control, errors or irregularities may nevertheless occur and not be detected. Also, projection of any evaluation of the system to future periods is subject to the risk that procedures may become inadequate because of changes in conditions or that the degree of compliance with the procedures may deteriorate.

My study and evaluation made for the limited purposes described in the first paragraph would not necessarily disclose all material weaknesses in the system. Accordingly, I do not express an opinion on the system of internal accounting control of the Town taken in as a whole. However, my study and evaluation disclosed no condition that I believed to be a material weakness.

My comments on specific financial and accounting matters and recommendations developed during my examination which do not represent material weaknesses, are detailed below.

Accounts Receivable - There needs to be a greater effort to collect funds from customers of the Town of Waterproof's water, gas, sewer and garbage services. Too many customers are being given extensions of time to pay, then leaving without paying their bills. It doesn't help the consumer to extend the time to pay and allowing them to run up a large bill that they cannot hope to pay. It also puts more burden on those customers who always pay their bill on time, but are having to shoulder a larger portion of the expenses of the system to offset those who are late or do not pay.

It is recommended that a collection policy be prepared and enforced across the board. This will ensure that there are enough funds to continue operating the utility system and that all customers are treated equally.

Management Response - *The Town of Waterproof will collect utility billings (accounts receivable) in a more timely fashion. The Town will, by the form of an ordinance, establish an extension fee and a late fee for those accounts not paid by the due date.*

This report is intended for the use of the Town's management and others within the organization.

I thank all the personnel at the Town for their cooperation during my examination.



Ferriday, Louisiana  
December 10, 2004