



2305 North 7th Street  
West Monroe, Louisiana 71291

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*Financial Report*  
*For The Year Ended June 30, 2008*

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CITY OF WEST MONROE, LOUISIANA  
FINANCIAL REPORT  
FOR THE YEAR ENDED JUNE 30, 2008

TABLE OF CONTENTS

	<u>Page</u>
Independent Auditors' Report -----	1-2
<u>PRIMARY GOVERNMENT FINANCIAL STATEMENTS</u>	
Required Supplemental Information (Part A)	
Management's Discussion and Analysis -----	3-11
Government-Wide Financial Statements	
Statement of Net Assets -----	12
Statement of Activities -----	13
Fund Financial Statements	
Governmental Funds:	
Balance Sheet -----	14
Reconciliation of the Governmental Fund Balance Sheet to the Government-Wide Statement of Net Assets -----	15
Statement of Revenues, Expenditures and Changes in Fund Balances -----	16
Reconciliation of the Statement of Revenues, Expenditures And Changes in Fund Balances to the Statement of Activities -----	17
Proprietary Funds:	
Statement of Net Assets -----	18
Statement of Revenues, Expenses and Changes in Net Assets -----	19
Statement of Cash Flows -----	20
Notes to Financial Statements -----	21-43
Required Supplemental Information (Part B)	
Budgetary Comparison Schedules	
General Fund -----	44
Capital Fund -----	45
Notes to Budgetary Comparison Schedules -----	46



CITY OF WEST MONROE, LOUISIANA  
FINANCIAL REPORT  
FOR THE YEAR ENDED JUNE 30, 2008

TABLE OF CONTENTS

PRIMARY GOVERNMENT SUPPLEMENTAL  
INFORMATION SCHEDULES

	<u>Page</u>
Nonmajor Special Revenue Funds:	
Combining Balance Sheet -----	47-48
Combining Schedule of Revenues, Expenditures and	
Changes in Fund Balances -----	49-50
West Ouachita Senior Center	
Balance Sheets -----	51
Schedules of Revenues, Expenditures and Changes in Fund Balances -----	52
Nonmajor Debt Service Funds:	
Combining Balance Sheet -----	53
Combining Schedules of Revenues, Expenditures and	
Changes in Fund Balances -----	54
Nonmajor Capital Project Funds:	
Combining Balance Sheet -----	55
Combining Schedules of Revenues, Expenditures and	
Changes in Fund Balances -----	56
Nonmajor Fiduciary Funds:	
Expendable Trust Funds:	
Combining Balance Sheet -----	57
Combining Schedules of Revenues, Expenditures and	
Changes in Fund Balances -----	58

OTHER SUPPLEMENTAL INFORMATION

All Funds –	
Schedule of Assessed Valuation and Ad Valorem	
Property Tax Levy for 2007 -----	59
Schedule of Revenues and Expenditures –	
Convention Center -----	60
Schedule of Revenues and Expenditures –	
Ike Hamilton Expo Center -----	61



CITY OF WEST MONROE, LOUISIANA  
FINANCIAL REPORT  
FOR THE YEAR ENDED JUNE 30, 2008

TABLE OF CONTENTS

OTHER SUPPLEMENTAL INFORMATION –  
GRANT ACTIVITY

Report on Internal Control Over Financial Reporting And on Compliance and Other Matters Based On an Audit of Financial Statements Performed In Accordance With <i>Government Auditing Standards</i> -----	62-63
Report on Compliance With Requirements Applicable To Each Major Program and Internal Control Over Compliance In Accordance With OMB Circular A-133 -----	64-65
Schedule of Findings and Questioned Costs -----	66-69
Schedule of Expenditures of Federal Awards -----	70
Notes to Schedule of Expenditures of Federal Awards -----	71
Summary Schedule of Prior Audit Findings -----	72-74





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## INDEPENDENT AUDITORS' REPORT

Honorable Mayor and Board of Aldermen of the  
City of West Monroe, Louisiana

We have audited the accompanying basic primary government financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information 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, 2008, which collectively comprise the basic primary government financial statements of the City's primary government as listed in the table of contents. These financial statements are the responsibility of the City's management. Our responsibility is to express opinions on these financial statements based on our audit.

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

The financial statements referred to above include only the primary government of the City, which consists of all funds, organizations, institutions, agencies, departments and offices that comprise the City's legal entity. The financial statements do not include financial data for the City's legally separate component unit, which accounting principles generally accepted in the United States of America require to be reported with the financial data of the City's primary government. As a result, the primary government financial statements do not purport to, and do not, present fairly the financial position of the reporting entity of the City as of June 30, 2008, and the changes in its financial position and its cash flows, where applicable, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In our 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 for the primary government of the City as of June 30, 2008, 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.



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

In accordance with *Government Auditing Standards*, we have also issued our report dated October 10, 2008, on our consideration of the City of West Monroe's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 our audit.

The management's discussion and analysis and budgetary comparison information on pages 3 through 11 and 44 through 46, are not a required part of the basic primary government financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We 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, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic primary government financial statements. The introductory section, combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic primary government financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic primary government financial statements. The combining and individual nonmajor fund financial statements and the schedule of expenditures of federal awards have been subjected to the auditing procedures applied in the audit of the basic primary government financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic primary government financial statements taken as a whole. The introductory section has not been subjected to the auditing procedures applied in the audit of the basic primary government financial statements and, accordingly, we express no opinion on it.

*Cameron, Hines & Hartt (APAC)*

West Monroe, Louisiana  
October 10, 2008



REQUIRED SUPPLEMENTAL INFORMATION (PART A)  
MANAGEMENT'S DISCUSSION AND ANALYSIS



# **CITY OF WEST MONROE, LOUISIANA**

## **Management's Discussion and Analysis Year Ended June 30, 2008**

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As management of the City of West Monroe, we offer readers of the Financial Statement this narrative overview and analysis of the financial activities of the City for the fiscal year ended June 30, 2008. We encourage readers to consider the information presented here in conjunction with the accompanying transmittal letter and the accompanying basic financial statements. The intent of this discussion and analysis is to look at the City's financial performance as a whole.

### **FINANCIAL HIGHLIGHTS**

- The assets of the City of West Monroe, on a government-wide basis, exceeded its liabilities at the close of the fiscal year by \$48.5 million (net assets). Of this amount, \$6.53 million is unrestricted.
- The City's total net assets increased by \$1.56 million for the current fiscal year.
- At the end of the current fiscal year, the City of West Monroe's governmental funds reported combined ending fund balances of \$9.19 million.
- At the end of the current fiscal year, the unreserved fund balance for the general fund was \$5.2 million, or 32% of the total general fund expenditures.
- The general fund reported a deficit of \$22,000.00 before transfers, and a deficit of \$430,000.00 after transfers.
- The City's bonded debt had a net increase of \$3,685,000. Total bonded debt at 6-30-08 was \$10,355,000.

### **OVERVIEW OF THE FINANCIAL STATEMENTS**

This discussion and analysis is intended to serve as an introduction to the City of West Monroe's basic financial statements. The City's basic financial statements comprise three components:

- *Government-wide financial statements,*
- *Fund financial statements,*
- *Notes to the financial statements.*

This report contains other supplementary information in addition to the basic financial statements themselves.

The basic financial statements include two kinds of statements that present different views of the City:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the City's overall financial status.





- The remaining statements are fund financial statements that focus on individual parts of the City's government, reporting the City's operations in more detail than the government-wide statements.
  - The governmental fund statements tell how general government services like public safety were financed in the short term as well as what amounts remain for future spending.
  - Proprietary fund statements offer short-and long-term financial information about the activities the government operates like businesses, such as the public utilities (water, sewer, sewer treatment systems).
  - Fiduciary fund statements provide information about the financial relationship in which the City acts solely as a trustee or agent for the benefit of others, to whom the resources in question belong.

The financial statements also include notes that explain some of the information in the financial statements and provide more detailed data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements.

In the past, the primary focus of local government financial statements has been summarized fund type information on a current financial resources basis. However, with the implementation of Statement No. 34 of the Governmental Accounting Standards Board (GASB Statement No. 34) for June 30, 2003, the new focus is on both the City as a whole (government-wide) and the fund financial statements. Each view provides a different snapshot of the City's finances. The government-wide financial statements provide both long-term and short term information about the City's overall financial status. The fund financial statements focus on the individual parts of the City government, reporting the City's operations in more detail than the government-wide statements. Both perspectives (government-wide and fund) allow the user to address relevant questions, broaden the basis of comparison (year-to-year or government-to-government) and enhance the City's accountability.

## **GOVERNMENT-WIDE STATEMENTS**

The government-wide statements report information about the City of West Monroe as a whole using accounting methods similar to those used by private-sector companies. The Statement of Net Assets and the Statement of Activities, which are the government-wide statements, include all of the government's assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two government-wide statements report the City's net assets and how they have changed. Net assets—the difference between the City's assets and liabilities — are one way to measure the City's financial health, or financial position. Over time, increases or decreases in the City's net assets are an indicator of whether its financial health is improving or deteriorating. Other non-financial factors such as changes in the City's property tax base and the condition of the City's roads and other infrastructure may need to be considered to assess the overall health of the City.

In the Statement of Net Assets and the Statement of Activities, the City is divided into three categories:

- Governmental activities – Most of the City's basic services are included here, such as the activities of the police, fire, public works, social services, and parks and recreation



departments, and general administration. Sales taxes and grants finance most of these activities.

- Business-type activities – The City charges fees to customers to cover the cost of certain services it provides. The City's water, sewer, and sewer treatment are included here.

## **FUND FINANCIAL STATEMENTS**

The format of the fund financial statements will be more familiar to traditional users of government financial statements. The fund financial statements provide more detailed information about the City's most significant funds – not the City as a whole. Funds are accounting mechanisms that the City uses to keep track of specific sources of funding and spending for particular purposes.

The City has three kinds of funds:

- Governmental funds – Most of the City's basic services are included in governmental funds, which focus on (1) how cash and other financial assets that can readily be converted to cash flow in and out and (2) the balances remaining at year-end that are available for spending. Consequently, the governmental fund statements provide a detailed short-term view that helps the reader determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. Because this information does not encompass the long-term focus of the government-wide statements, additional information is provided on a subsequent page that explains the relationship (or differences) between the government-wide and fund statements.
- Proprietary funds – Services for which the City charges customers a fee are generally reported in proprietary funds. Proprietary funds, like the government-wide statements, provide both short-term and long-term financial information. The City's enterprise funds (one type of proprietary fund) are the same as its business-type activities, but they provide more detail and additional information, such as cash flows. The City also uses internal service funds (another kind of proprietary fund) to report activities that provide supplies and services for the City's other programs and activities – such as the Employees Health Insurance Fund.
- Fiduciary funds – Fiduciary funds are used to report assets held in a trustee or agency capacity for others outside the government. The City maintains a Cemetery Trust Fund and a Workers Compensation Reserve Fund. These activities are reported in a separate statement of fiduciary net assets. The City excludes this activity from its government-wide financial statements because the City cannot use these assets to finance its operations.

The Total Governmental Funds column requires reconciliation because of the different measurement focus from the government-wide statements (current financial resources versus total economic resources) which is reflected at the bottom of or following each statement. The flow of current financial resources will reflect bond proceeds and interfund transfers as other financing sources as well as capital expenditures and bond principal payments as expenditures. The reconciliation will eliminate these transactions and incorporate the capital assets and long-term obligations (bond and others) into the Governmental Activities column (in the government-wide statements).



## FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

The City's combined net assets for the 2007-2008 fiscal year increased by \$1.56 million. Table 1 shows the statement of net assets for the year ending 2007 and the year ending 2008. The table also shows the net assets for governmental activities, business type activities and combines them into the total primary government.

### Statement of Net Assets

The following table reflects the condensed statement of net assets:

TABLE 1  
NET ASSETS OF GOVERNMENTAL AND BUSINESS TYPE ACTIVITIES  
(in Millions)

	GOVERNMENTAL ACTIVITIES		BUSINESS TYPE ACTIVITIES		TOTAL PRIMARY GOVERNMENT	
	2007	2008	2007	2008	2007	2008
<b>ASSETS:</b>						
Current and other assets	\$ 6.05	\$ 9.60	\$ 0.50	\$ 0.53	\$ 6.55	\$ 10.13
Capital Assets	45.90	46.01	5.50	6.26	51.40	52.27
Total Assets	\$ 51.95	\$ 55.61	\$ 6.00	\$ 6.79	\$ 57.95	\$ 62.40
<b>LIABILITIES:</b>						
Long-term debt outstanding	\$ 9.40	\$ 13.28	\$ 0.13	\$ 0.13	\$ 9.53	\$ 13.41
Other liabilities	0.91	0.41	0.12	0.13	1.03	.54
Total Liabilities	\$ 10.31	\$ 13.69	\$ 0.25	\$ 0.26	\$ 10.56	\$ 13.95
<b>NET ASSETS:</b>						
Invested in Capital Assets						
Net of debt	\$ 39.00	\$ 35.66	\$ 5.50	\$ 6.26	\$ 44.50	\$ 41.92
Restricted	(1.40)	-	-	-	(1.4)	-
Unrestricted	4.0	6.26	0.30	0.27	4.30	6.53
Total Net Assets	\$ 41.60	\$ 41.92	\$ 5.80	\$ 6.53	\$ 47.40	\$ 48.45

Net assets (assets less liabilities) may serve over time as a useful indicator of a government's financial position. The City of West Monroe's assets exceeded liabilities by \$48.45 million at the close of the fiscal year. The largest portion of the City's net assets (87%) reflects its investment in capital assets (e.g., land, buildings, equipment, infrastructure, less accumulated depreciation and less any related outstanding debt used to acquire those assets). The city uses these assets to provide services to its citizens and these assets are not available for spending. The resources needed to repay any debt related to these capital assets will be provided from other sources.

None of the City's net assets are subject to restrictions. The unrestricted net assets \$6.53 million may be used to meet the City's ongoing obligations.

### Governmental Activities

Net assets of the City's governmental activities increased from \$41.60 million to \$41.92 million. This increase is mainly due to an increase in current assets.



## **Business-type Activities**

Net assets of the City's business-type activities increased by approximately \$780,000

## **Statement of Activities**

The following table shows the revenues and expenses of the governmental and business-type activities:

	GOVERNMENTAL ACTIVITIES		BUSINESS TYPE ACTIVITIES		TOTAL PRIMARY GOVERNMENT	
	2007	2008	2007	2008	2007	2008
<b>REVENUES:</b>						
Program Revenues						
Charges for services	\$ 4.15	\$ 4.68	\$ 2.43	\$ 2.75	\$ 6.58	\$ 7.43
Operating grants and contributions	3.03	2.46			3.03	2.46
Capital grants and contributions	2.69	.81			2.69	.81
General Revenues						
Property Taxes	0.90	0.95			0.90	0.95
Other taxes	14.94	15.37			14.94	15.37
Intergovernmental	.15	.26			0.15	0.26
Franchise	0.97	0.99			0.97	0.99
Miscellaneous	0.11	0.37			0.11	0.37
Sale of Assets	0.28	1.28			0.28	1.28
Interest earned	0.27	0.21			0.27	0.21
Capital contributions	-	-	.52	1.28	0.52	1.28
Total Revenues	\$ 27.49	\$ 27.38	\$ 2.95	\$ 4.03	\$ 30.44	\$ 31.41
<b>EXPENSES:</b>						
General government	\$ 6.03	\$ 6.28			\$ 6.03	\$ 6.28
Public safety	8.80	9.40			8.80	9.40
Public works	3.14	3.25			3.14	3.25
Culture and recreations	3.73	3.74			3.73	3.74
Urban Development	0.65	0.87			0.65	0.87
Health and welfare	2.73	2.60			2.73	2.60
Interest on long-term debt	0.38	0.43			0.38	0.43
Utilities	-	-	3.17	3.28	3.17	3.28
Total Expenses	\$ 25.46	\$ 26.57	\$ 3.17	\$ 3.28	\$ 28.63	\$ 29.85
Increase in net assets before						
transfers	\$ 2.03	\$ .81	\$ (.22)	\$ .75	\$ 1.81	\$ 1.56
Transfers	(.33)	(.03)	.33	.03	-	-
Increase/decrease in assets	\$ 1.70	\$ .78	\$ .11	\$ .78	\$ 1.81	\$ 1.56

## **Governmental Activities**

The City's total revenues from governmental activities decreased from \$27.49 million (year end 2007) to \$27.38 million (year end 2008). West Monroe's largest source of general revenue (\$16.32 million) is taxes, composed of property tax, sales tax, insurance premium taxes, and beer tax. Sixty percent of the City's revenue from governmental activities comes from these taxes.





Charges for services (\$4.68 million) were the second largest revenue source for governmental activities.

The City's expenses for the fiscal year end June 30, 2008 were \$26.57 million, an increase of \$1.1 million from year end 2007. These expenses cover a wide range of services with the largest being public safety \$9.40 million or 35%, general government \$6.28 million or 24% and public works \$3.25 million or 12%.

### **Business-Type Activities**

The total revenues from business-type activities were \$4.03 million for the fiscal year ended June 30, 2008. This is an increase of \$1.08 million from last year. This increase is a result of an increase in capital contributions. Charges for services increased by \$320,000. Expenses for the City's business-type activities were \$3.28 million. The business-type activities had a net gain of \$780,000.00 for the fiscal year ended June 30, 2008.

## **FINANCIAL ANALYSIS OF THE CITY'S FUNDS**

The City of West Monroe uses Fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

### **Government Funds**

The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$9.18 million. Approximately \$9.18 million constitutes unreserved fund balance, which is available for spending at the government's discretion.

The general fund is the chief operating fund of the City. At the end of the fiscal year, unreserved fund balance of the general fund was \$5.3 million, a decrease of \$450,000.00 from year end June 30, 2007. As a measure of the general fund liquidity, it may be useful to compare unreserved fund balance to total expenditures. Unreserved fund balance represents 32% of the total general fund expenditures. Due to the uncertain economic conditions, expenditures were closely monitored and correlated to revenues received.

The City spent a total of \$3.8 million out of the 86 Sales Tax Capital Fund to fund major capital projects and purchases. This amount decreased by \$700,000.00 from last year. The fund transferred out \$987,000.00 to pay for debt service.

### **Proprietary Funds**

The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

Net assets of the Utilities Enterprise Fund at the end of the year were \$6.53 million. The fund had an operating profit for the year of \$780,000.00 after depreciation and transfers.



Net assets of the Internal Service fund (Employees Health Insurance Fund) ended the year with a zero balance. The year ending June 30, 2008 had a \$299,000.00 operating loss. The City General Fund transferred \$299,000.00 to cover the operating loss for the current year.

### **General Fund Budgetary Highlights**

Over the course of the year, the City Council revised the City budget twice. The difference between the original expenditure budget and the actual amount of expenditures was an increase of \$230,000.00. Actual total revenues exceed the original budget by \$202,000.00 or 1.2%.

## **CAPITAL ASSETS AND DEBT ADMINISTRATION**

### **Capital Assets**

The following table shows the Capital Assets (net of depreciation) of the governmental and business type activities:

TABLE 3  
CAPITAL ASSETS  
(NET OF DEPRECIATION in millions)

	GOVERNMENTAL ACTIVITIES		BUSINESS TYPE ACTIVITIES		TOTAL	
	2007	2008	2007	2008	2007	2008
Land	\$ 5.40	\$ 5.70	\$ 0.06	\$ 0.06	\$ 5.46	\$ 5.76
Construction in progress	5.30	-	0.60	-	5.90	-
Buildings	17.40	16.89	-	-	17.40	16.89
Improvements	0.88	2.15	-	-	0.88	2.15
Equipment	0.56	0.49	0.34	0.57	0.90	1.06
Vehicles	0.66	0.73	-	-	0.66	0.73
Infrastructure	15.70	20.05	-	-	15.70	20.05
Water Plant			1.48	2.00	1.48	2.00
Treatment Plant			3.00	3.63	3.00	3.63
Total	\$ 45.90	\$ 46.01	\$ 5.48	\$ 6.26	\$ 51.38	\$ 52.27

The City of West Monroe's investment in Capital assets for its governmental and business-type activities as of June 30, 2008, amounts to \$52.27 million (net of depreciation). This is up \$890,000.00 from last year. This investment includes land, construction in progress, buildings and improvements, equipment, vehicles, infrastructure, water and sewer treatment plant.



## Long-term Debt

The following table shows the City's outstanding debt:

TABLE 4  
OUTSTANDING DEBT AT YEAR END

	YR END 6/30/07	YR END 6/30/08
Capital Lease Obligations	\$ 212,953	\$ -
Bond Payable Series 2003	\$ 5,790,000	\$ 5,055,000
Bond Payable Series 2005	\$ 250,000	\$ 225,000
Bond Payable Series 2006	\$ 630,000	\$ 575,000
Bond Payable Series 2007		\$ 4,500,000
Community Dev. Block Grant for Economic Development	\$ 500,000	\$ 456,257
Firefighters Retirement System	\$ 1,023,120	\$ 923,398
Heart and Lung Disability	\$ 907,259	\$ 882,525
Vacation, Sick and Comp. Time	\$ 587,956	\$ 661,974
Total	\$ 9,901,288	\$ 13,279,154

At the end of the fiscal year, the City of West Monroe had total bonded debt outstanding of \$10.35 million. This is an increase of \$3.68 million in total bond debt. In November 2007 the City did a \$4.5 million debt issue. The proceeds of the debt issue will be used to finance capital projects. All of the debt is backed by the full faith and credit of the City and is being repaid from the Sales Tax Capital Fund and the City's sales tax.

The City of West Monroe's total long-term debt obligations at year end were \$13.28 million.

Additional information of the City's long-term debt can be found in Note 12 in the Notes to the Financial Statements.

## ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The City's management and elected officials considered many factors when preparing the 2008-2009 budget. The major factor in preparing the budget is to determine the revenue that will be generated from sales tax. Sales tax accounts for 61% of the total General Fund revenue. With current economic conditions, sales tax revenue is projected to increase by 1.1% for the 2008-2009 fiscal year. All other General Fund revenues should remain fairly consistent with prior year collections. The total General Fund revenue budget for the 2008-2009 fiscal year is \$17.1million compared to \$16.6 million last year.

During the 2008-2009 fiscal year, the City will continue to develop the 60 acres along I-20 into a retail center.

The budgeted expenses for the 2008-2009 fiscal year were \$17 million, an increase of \$800,000.00 over the prior year. The City gave all employees a 3% pay raise for the 2008-2009 year. The largest expense for the City is personnel cost. The City's administration has taken steps to reduce all overtime to minimal levels in the current year's budget.



Most of the City's expenses have remained fairly constant except for fuel and energy cost. Fuel and energy cost have stabilized and started to decline during the current fiscal year. The City's matching contributions to the pension systems have decreased slightly for the 2008-2009 fiscal year. However, the current condition of the investment markets may cause the City's contribution to the pension systems to rise during this fiscal year or the next. The City's administration will closely monitor all revenues and expenses to ensure the City maintains a positive fund balance. The projected General Fund balance for the year ending June 30, 2009 is \$5.5 million.

#### REQUEST FOR INFORMATION

The financial report is designed to provide citizens, taxpayer, customers, investors, and creditors with a general overview of the City's finances and to demonstrate the city's accountability for the funds it receives. If you have any questions about this report or need additional information, contact the financial Director, City of West Monroe, 2305 North 7<sup>th</sup> Street, West Monroe, Louisiana 71291.





PRIMARY GOVERNMENT FINANCIAL STATEMENTS

GOVERNMENT-WIDE FINANCIAL STATEMENTS



## CITY OF WEST MONROE, LOUISIANA

## STATEMENT OF NET ASSETS

JUNE 30, 2008

	Governmental Activities	Business-Type Activities	Total
<b><u>ASSETS</u></b>			
Cash and Cash Equivalents	\$ 6,841,039	\$ 125,435	\$ 6,966,474
Investments	17,859	-	17,859
Accounts Receivable	591,168	474,467	1,065,635
Minimum Lease Payments Receivable (Net)	1,251,055	-	1,251,055
Due From Other Governments	795,410	-	795,410
Internal Balances	67,690	(67,690)	-
Inventories	33,281	-	33,281
Capital Assets:			
Non-Depreciable	5,702,494	57,750	5,760,244
Depreciable	40,310,696	6,204,195	46,514,891
<b><u>TOTAL ASSETS</u></b>	<b><u>\$ 55,610,692</u></b>	<b><u>\$ 6,794,157</u></b>	<b><u>\$ 62,404,849</u></b>
<b><u>LIABILITIES</u></b>			
Accounts Payable	\$ 359,976	\$ 2,366	\$ 362,342
Deposits Payable	51,297	125,435	176,732
Non-Current Liabilities			
Due Within One Year			
Bonds Payable	1,000,000	-	1,000,000
Notes Payable	131,702	-	131,702
Obligations Under Capital Leases	-	-	-
Compensated Absences	720,803	133,432	854,235
Due in More Than One Year			
Bonds Payable	9,355,000	-	9,355,000
Notes Payable	1,247,953	-	1,247,953
Obligations Under Capital Leases	-	-	-
Compensated Absences	823,693	-	823,693
<b><u>TOTAL LIABILITIES</u></b>	<b><u>13,690,424</u></b>	<b><u>261,233</u></b>	<b><u>13,951,657</u></b>
<b><u>NET ASSETS</u></b>			
Invested in Capital Assets, Net of Related Debt	35,658,190	6,261,945	41,920,135
Unrestricted, Capital Projects	2,692,457	-	2,692,457
Unrestricted, Debt Service (Deficit)	(180,087)	-	(180,087)
Unrestricted, Unreserved	3,749,708	270,979	4,020,687
<b>Total Net Assets</b>	<b><u>41,920,268</u></b>	<b><u>6,532,924</u></b>	<b><u>48,453,192</u></b>
<b><u>TOTAL LIABILITIES AND NET ASSETS</u></b>	<b><u>\$ 55,610,692</u></b>	<b><u>\$ 6,794,157</u></b>	<b><u>\$ 62,404,849</u></b>

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

CITY OF WEST MONROE, LOUISIANA  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2008

Function/Program Activities	Expenses	Program Revenues		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
<b>Primary Government:</b>				
<b>Government Activities:</b>				
General Government	\$ 6,274,387	\$ 1,542,628	\$ -	\$ 809,028
Public Safety	9,403,617	271,292	311,712	-
Public Works	3,251,836	1,493,391	-	-
Culture and Recreation	3,741,670	1,317,713	277,432	-
Urban Redevelopment	871,934	2,734	50,007	-
Health and Welfare	2,598,780	52,914	1,816,058	-
Interest on Long-Term Debt	429,240	-	-	-
<b>Total Governmental Activities</b>	<u>26,571,464</u>	<u>4,680,672</u>	<u>2,455,209</u>	<u>809,028</u>
<b>Business-Type Activities:</b>				
Utilities	<u>3,282,277</u>	<u>2,748,646</u>	<u>-</u>	<u>-</u>
<b>Total Primary Government</b>	<u>\$ 29,853,741</u>	<u>\$ 7,429,318</u>	<u>\$ 2,455,209</u>	<u>\$ 809,028</u>

**General Revenues:**

Taxes:

Property Taxes Levied for General Purposes  
Property Taxes Levied for Street Maintenance  
Sales Taxes  
Insurance Premium Taxes

Intergovernmental Revenues

Insurance Proceeds

Franchise Revenue

Miscellaneous

Special Item - Sale of Assets

Interest Earned

Capital Contributions

Transfers

Total General Revenues, Special Items and Transfers

**Changes in Net Assets**

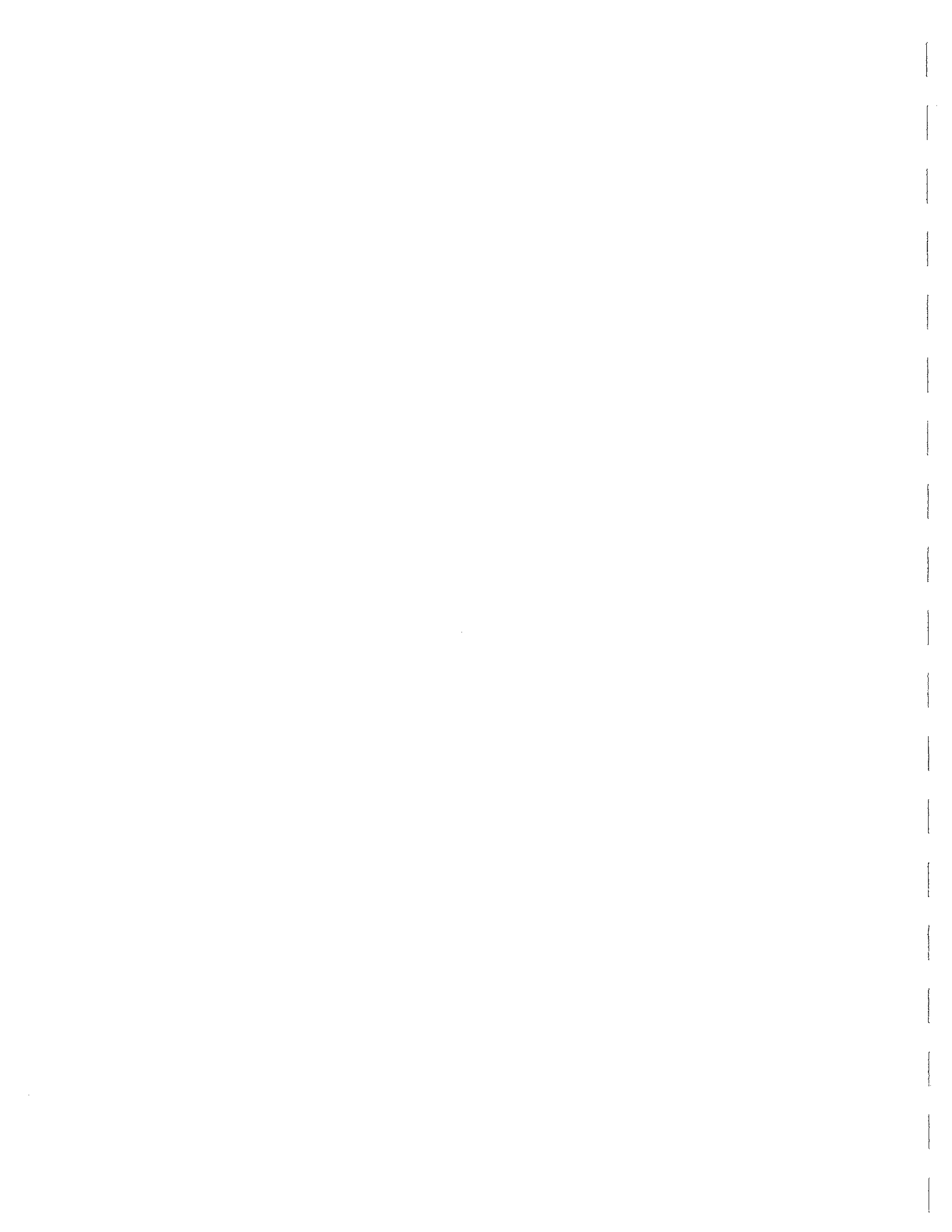
**Net Assets - Beginning (Restated)**

**Net Assets - Ending**

Net (Expense) Revenue and  
Changes in Net Assets  
Primary Government

Governmental Activities	Business-Type Activities	Total
\$ (3,922,731)	\$ -	\$ (3,922,731)
(8,820,613)	-	(8,820,613)
(1,758,445)	-	(1,758,445)
(2,146,525)	-	(2,146,525)
(819,193)	-	(819,193)
(729,808)	-	(729,808)
(429,240)	-	(429,240)
<u>(18,626,555)</u>	<u>-</u>	<u>(18,626,555)</u>
-	(533,631)	(533,631)
<u>\$ (18,626,555)</u>	<u>\$ (533,631)</u>	<u>\$ (19,160,186)</u>
770,720	-	770,720
182,521	-	182,521
14,913,556	-	14,913,556
454,038	-	454,038
252,518	-	252,518
11,457	-	11,457
993,180	-	993,180
371,033	-	371,033
1,280,065	-	1,280,065
206,159	-	206,159
-	1,281,391	1,281,391
(32,501)	32,501	-
<u>19,402,746</u>	<u>1,313,892</u>	<u>20,716,638</u>
776,191	780,261	1,556,452
<u>41,144,077</u>	<u>5,752,663</u>	<u>46,896,740</u>
<u>\$ 41,920,268</u>	<u>\$ 6,532,924</u>	<u>\$ 48,453,192</u>

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



PRIMARY GOVERNMENT FINANCIAL STATEMENTS

FUND FINANCIAL STATEMENTS

CITY OF WEST MONROE, LOUISIANA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2008

	<u>General Fund</u>	<u>86 Sales Tax 75% Capital Fund</u>	<u>2007 Debt Capital Fund</u>
<b><u>ASSETS</u></b>			
Cash and Cash Equivalents	\$ 1,313,955	\$ 1,123,122	\$ 2,962,764
Investments	-	-	-
Accounts Receivable	454,886	132,061	-
Minimum Lease Payment Receivable	1,465,612	-	-
Due From Other Governments	141,282	260,592	-
Due From Other Funds	2,350,000	135,541	-
Inventories	33,281	-	-
<b><u>TOTAL ASSETS</u></b>	<b><u>\$ 5,759,016</u></b>	<b><u>\$ 1,651,316</u></b>	<b><u>\$ 2,962,764</u></b>
<b><u>LIABILITIES AND FUND BALANCES</u></b>			
<b>Liabilities</b>			
Accounts Payable	\$ 91,550	\$ 3,828	\$ 54,107
Due To Other Funds	135,541	2,350,000	31,753
Unearned Income	214,557	-	-
Deposits Payable	51,297	-	-
<b>Total Liabilities</b>	<b>492,945</b>	<b>2,353,828</b>	<b>85,860</b>
<b>Fund Balances:</b>			
Reserved for:			
Inventories	33,281	-	-
Debt Service	-	-	-
Unreserved, Reported In:			
General Fund	5,232,790	-	-
Special Revenue Funds	-	(702,512)	-
Expendable Trust Funds	-	-	-
Capital Project Funds	-	-	2,876,904
<b>Total Fund Balances (Deficits)</b>	<b>5,266,071</b>	<b>(702,512)</b>	<b>2,876,904</b>
<b><u>TOTAL LIABILITIES AND FUND BALANCES</u></b>	<b><u>\$ 5,759,016</u></b>	<b><u>\$ 1,651,316</u></b>	<b><u>\$ 2,962,764</u></b>



Total Nonmajor Governmental Funds	Total Governmental Funds
\$ 1,441,198	\$ 6,841,039
17,859	17,859
-	586,947
-	1,465,612
393,536	795,410
889,651	3,375,192
-	33,281
<u>\$ 2,742,244</u>	<u>\$ 13,115,340</u>
\$ 210,488	\$ 359,973
785,987	3,303,281
-	214,557
-	51,297
<u>996,475</u>	<u>3,929,108</u>
-	33,281
(180,087)	(180,087)
-	5,232,790
992,620	290,108
1,117,683	1,117,683
(184,447)	2,692,457
<u>1,745,769</u>	<u>9,186,232</u>
<u>\$ 2,742,244</u>	<u>\$ 13,115,340</u>

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



CITY OF WEST MONROE, LOUISIANA  
RECONCILIATION OF GOVERNMENTAL  
FUNDS BALANCES TO STATEMENT OF NET ASSETS  
JUNE 30, 2008

Total Governmental Fund Balances	\$ 9,186,232
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*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 funds.	46,013,190
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Long-term liabilities, including bonds and notes payable, capital leases and compensated absences are not due and payable in the current period and therefore are not reported in the funds.	<u>(13,279,154)</u>
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Net Assets of Governmental Activities	<u>\$ 41,920,268</u>
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The accompanying notes are an integral part of this financial statement.

CITY OF WEST MONROE, LOUISIANA  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN  
FUND BALANCES  
GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2008

	General Fund	86 Sales Tax 75% Capital Fund	2007 Debt Capital Fund
<b><u>Revenues</u></b>			
Taxes	\$ 11,296,620	\$ 4,578,122	\$ -
Intergovernmental	311,695	239,231	407,625
Licenses and Permits	908,290	-	-
Charges for Services	2,409,041	-	-
Fines and Forfeitures	634,438	-	-
Interest Earned	128,986	3,029	33,242
Franchise Revenue	993,180	-	-
Sale of Assets	19,966	244,650	-
Other	57,189	591,202	85,000
<b>Total Revenues</b>	<u>16,759,405</u>	<u>5,656,234</u>	<u>525,867</u>
<b><u>Expenditures</u></b>			
General Government	3,806,986	-	-
Public Safety	7,285,035	-	-
Public Works	2,496,023	-	-
Culture and Recreation	2,501,715	-	-
Urban Redevelopment	691,658	-	-
Health and Welfare	-	-	-
Capital Improvements	-	3,848,541	2,143,161
Claims Paid	-	-	-
Debt Service:			
Principal Payments	-	-	-
Interest and Other	-	-	-
<b>Total Expenditures</b>	<u>16,781,417</u>	<u>3,848,541</u>	<u>2,143,161</u>
<b><u>Excess (Deficiency) of Revenues</u></b>			
<b><u>Over Expenditures</u></b>	(22,012)	1,807,693	(1,617,294)
<b><u>Other Financing Sources and (Uses)</u></b>			
Proceeds From General Obligation Bonds	-	-	4,494,198
Transfers In	207,000	-	-
Transfers Out	(636,859)	(1,194,000)	-
<b>Total Other Financing Sources and Uses</b>	<u>(429,859)</u>	<u>(1,194,000)</u>	<u>4,494,198</u>
<b><u>Net Change in Fund Balance</u></b>	(451,871)	613,693	2,876,904
<b><u>Fund Balances - Beginning</u></b>	<u>5,717,942</u>	<u>(1,316,205)</u>	<u>-</u>
<b><u>FUND BALANCES - ENDING</u></b>	<u>\$ 5,266,071</u>	<u>\$ (702,512)</u>	<u>\$ 2,876,904</u>

Nonmajor Governmental Funds	Total Governmental Funds
\$ 581,121	\$ 16,455,863
2,373,075	3,331,626
-	908,290
-	2,409,041
-	634,438
23,837	189,094
-	993,180
1,114,210	1,378,826
465,468	1,198,859
<u>4,557,711</u>	<u>27,499,217</u>
-	3,806,986
454,874	7,739,909
190,382	2,686,405
295,847	2,797,562
-	691,658
2,235,492	2,235,492
108,035	6,099,737
177,017	177,017
958,465	958,465
424,737	424,737
<u>4,844,849</u>	<u>27,617,968</u>
(287,138)	(118,751)
-	4,494,198
1,291,556	1,498,556
-	<u>(1,830,859)</u>
<u>1,291,556</u>	<u>4,161,895</u>
1,004,418	4,043,144
<u>741,351</u>	<u>5,143,088</u>
<u>\$ 1,745,769</u>	<u>\$ 9,186,232</u>

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



CITY OF WEST MONROE, LOUISIANA  
RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES, AND CHANGES IN FUND BALANCES  
OF GOVERNMENTAL FUNDS TO THE  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2008

Net Change in Fund Balances - Total	\$ 4,043,144
Governmental Funds	

*Amounts reported for governmental activities in the statement of activities are different because:*

Government funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:

Capital asset purchases capitalized	2,770,795
Depreciation expense	(2,659,882)
	110,913

The issuance of long-term debt (e.g. capital leases, bonds) provides current financial resources to government funds, but the repayment reduces long-term liabilities in the statements of net assets.	(4,500,000)
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Repayment of debt principal, including capital leases, is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	1,122,134
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Change in Net Assets in Governmental Activities	\$ 776,191
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The accompanying notes are an integral part of this financial statement.





CITY OF WEST MONROE, LOUISIANA  
STATEMENT OF NET ASSETS  
PROPRIETARY FUNDS  
JUNE 30, 2008

	Business-Type Activities Utility Enterprise Fund	Governmental Activities Internal Service Fund
<b><u>ASSETS</u></b>		
<b><u>Current Assets</u></b>		
Accounts Receivable, Net of Allowance	\$ 474,467	\$ 4,221
Due From Other Funds	-	-
<b>Total Current Assets</b>	<u>474,467</u>	<u>4,221</u>
<b><u>Non-Current Assets</u></b>		
Restricted:		
Cash - Customer Deposits	125,435	-
Capital Assets:		
Land	57,750	-
Buildings	73,436	-
Water Plant	4,228,292	-
Wastewater Treatment Plant	11,432,050	-
Machinery, Equipment & Other	1,482,686	-
Less: Accumulated Depreciation	(11,012,269)	-
<b>Total Non-Current Assets</b>	<u>6,261,945</u>	<u>-</u>
<b><u>TOTAL ASSETS</u></b>	<u><u>\$ 6,861,847</u></u>	<u><u>\$ 4,221</u></u>
<b><u>LIABILITIES</u></b>		
<b><u>Current Liabilities</u></b>		
Accounts Payable	\$ 2,366	\$ -
Customer Deposits	125,435	-
Accrued Vacation and Sick Pay	133,432	-
Due to Other Funds	67,690	4,221
<b>Total Current Liabilities</b>	<u>328,923</u>	<u>4,221</u>
<b><u>NET ASSETS</u></b>		
Invested in Capital Assets, Net of Related Debt	6,261,945	-
Unrestricted	270,979	-
<b>Total Net Assets</b>	<u>6,532,924</u>	<u>-</u>
<b><u>TOTAL LIABILITIES AND NET ASSETS</u></b>	<u><u>\$ 6,861,847</u></u>	<u><u>\$ 4,221</u></u>

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



CITY OF WEST MONROE, LOUISIANA  
STATEMENT OF REVENUES, EXPENSES AND  
CHANGES IN NET ASSETS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2008

	Business-Type Activities Utility Enterprise Fund	Governmental Activities Internal Service Fund
<b><u>Operating Revenues</u></b>		
User Charges	\$ 1,503,148	\$ 1,698,710
Treatment Plant Fees	723,521	-
Water Penalties and Turn-on Fees	186,240	-
Sewer District 5 Contributions	335,737	-
<b>Total Operating Revenues</b>	<u>2,748,646</u>	<u>1,698,710</u>
<b><u>Operating Expenses</u></b>		
Waterworks	714,242	-
Sewerage	378,735	-
Water Treatment Plant	311,641	-
Sewer Treatment Plant	673,322	-
Public Works Construction	292,998	-
Public Works Administrative	259,143	-
Other Administrative	151,065	290,625
Claims Paid	-	1,707,887
Depreciation	501,131	-
<b>Total Non-Current Assets</b>	<u>3,282,277</u>	<u>1,998,512</u>
<b><u>Operating Loss</u></b>	(533,631)	(299,802)
Contributed Capital	1,281,391	-
Transfers In	32,501	299,802
<b>Total</b>	<u>1,313,892</u>	<u>299,802</u>
<b><u>Changes in Net Assets</u></b>	780,261	-
<b><u>Net Assets - Beginning</u></b>	<u>5,752,663</u>	<u>-</u>
<b><u>NET ASSETS - ENDING</u></b>	<u><u>\$ 6,532,924</u></u>	<u><u>\$ -</u></u>

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

CITY OF WEST MONROE, LOUISIANA  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2008

	Business-Type Activities Utility Enterprise Fund	Governmental Activities Internal Service Fund
<b>Cash Flows From Operations</b>		
Receipts From Customers	\$ 2,745,821	\$ -
Receipts From Group Contributions	-	1,696,930
Payments to Provide Services	(2,625,268)	(1,706,107)
Payments for General and Administrative	(153,054)	(290,625)
<b>Net Cash Used by Operating Activities</b>	<u>(32,501)</u>	<u>(299,802)</u>
<b>Cash Flows From Noncapital Financing Activities</b>		
Increase in Customer Deposits	2,978	-
Operating Transfers In (Out)	32,501	299,802
<b>Net Cash Flows From Noncapital     Financing Activities</b>	<u>35,479</u>	<u>299,802</u>
<b>Cash Flows From Capital and Related Financing Activities</b>		
Acquisitions of Capital Assets	(1,281,391)	-
Capital Contribution From Other Funds	1,281,391	-
<b>Net Cash Flows From Capital and Related     Financing Activities</b>	<u>-</u>	<u>-</u>
<b>Net Increase in Cash and Cash Equivalents</b>	2,978	-
<b>Cash and Cash Equivalents at Beginning of Year</b>	<u>122,457</u>	<u>-</u>
<b><u>CASH AND CASH EQUIVALENTS AT END OF YEAR</u></b>	<u><u>\$ 125,435</u></u>	<u><u>\$ -</u></u>
<b>Classified As:</b>		
Cash in Bank	\$ -	\$ -
Restricted Assets	125,435	-
<b><u>TOTAL CASH AND CASH EQUIVALENTS</u></b>	<u><u>\$ 125,435</u></u>	<u><u>\$ -</u></u>

CITY OF WEST MONROE, LOUISIANA  
STATEMENT OF CASH FLOWS (CONTINUED)  
PROPRIETARY FUNDS  
FOR THE YEAR ENDED JUNE 30, 2008

	Business-Type Activities Utility Enterprise Fund	Governmental Activities Internal Service Fund
<b><u>Reconciliation of Operating Loss to Net Cash</u></b>		
<b><u>Used by Operating Activities:</u></b>		
Changes in Net Assets	\$ (533,631)	\$ (299,802)
Adjustments to Reconcile Net Loss to Net		
Cash Used by Operating Activities		
Depreciation	501,131	-
(Increase) Decrease in Accounts Receivable	(66,402)	(1,780)
Decrease in Accounts Payable	836	-
Decrease in Due From Other Funds	-	-
Increase (Decrease) in Due to Other Funds	63,577	1,780
Decrease in Accrued Vacation and Sick Pay	1,988	-
Total Adjustments	<u>501,130</u>	<u>-</u>
<b><u>Net Cash Used by Operating Activities</u></b>	<u>\$ (32,501)</u>	<u>\$ (299,802)</u>

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



CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

## 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 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.

### **Note 1 – Summary of Significant Accounting Policies**

The Governmental Accounting Standards Board (GASB) promulgates 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 government. The financial reporting practices of the City comply with the financial reporting standards established by the GASB.

#### **A. Financial 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 the 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 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. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the City. Organizations for which the City does not appoint a voting majority but are fiscally dependent on the City and 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

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 1 – Summary of Significant Accounting Policies (continued)**

**A. Financial Reporting Entity (continued)**

The City Court of West Monroe meets only one of the criteria for the inclusion in this report and it has not been included.

Since the City Court 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 14.

GASB Statement 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 accounting principles generally accepted in the United States of America 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.

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

The government-wide financial statements (the statement of net assets and the statement of activities) report information of all of the nonfiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these government-wide 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, segment or component unit are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function, segment or component unit. Program revenues include charges to customers who purchase, use or directly benefit from goods or services provided by a given function, segment or component unit. Program revenues also include grants and contributions that are restricted to meeting the operational or capital requirements of a particular function, segment or component unit. Taxes and other items not properly included among program revenues are reported instead as general revenues. Resources that are dedicated internally are reported as general revenues rather than as program revenues. The City does not allocate general government (indirect) expenses to other functions.

Net assets are restricted when constraints placed on them are either externally imposed or imposed by constitutional provisions or enabling legislation. Internally imposed designations of resources are not presented as restricted net assets. When both restricted and unrestricted resources are available for use, generally it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds. However, the fiduciary funds are not included in the government-wide financial statements. Major individual government funds and major individual enterprise funds are reported as separate columns in the fund financial statements.



CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 1 – Summary of Significant Account Policies (continued)**

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

***Government-Wide Financial Statements*** – The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. 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*** – The 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 for the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal year end. Principal revenue sources considered susceptible to accrual include federal grants, interest on investments, sales and income taxes, and lease payments receivable. Some revenue items that are considered measurable and available to finance operations during the year from an accounting perspective are not available for expenditure due to the City's present appropriation system. These revenues have been accrued in accordance with accounting principles generally accepted in the United States of America since they have been earned and are expected to be collected within sixty days of the end of the period. Other revenues are considered to be measurable and available only when cash is received by the City.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. Modifications to the accrual basis of accounting include:

- Employees' vested annual leave is recorded as an expenditure when utilized. The amount of accumulated annual leave unpaid at June 30, 2008 has been reported only in the government-wide financial statements.
- Interest on general long-term obligations is recognized when paid.
- Debt service expenditures are recorded only when payment is due.

***Proprietary Funds and Fiduciary Funds*** – The financial statements of the proprietary and fiduciary funds are reported using the economic resources measurement focus and the accrual basis of accounting, similar to the government-wide statements described above.

Each proprietary fund has the option under Governmental Accounting Standards Board (GASB), Statement 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting* to elect to apply all Financial Accounting Standards Board (FASB) pronouncements issued after November 30, 1989, unless FASB conflicts with GASB. The primary government's enterprise fund has elected to not apply FASBs issued after the applicable date.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 1 – Summary of Significant Account Policies (continued)**

**C. Measurement Focus, Basis of Accounting and Financial Statement Presentation (continued)**

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. Revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

**D. Fund Accounting**

The financial activities of the City are recorded in individual funds, each of which is deemed to be a separate accounting entity. The City uses fund accounting to report on its financial position and results of 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.

**1. Major Governmental Funds**

***General Fund*** – This fund accounts for all activities of the City not specifically required to be accounted for in other funds. Included are transactions for services such as general government, health services, public safety, regulatory services and social services.

***1986 Sales Tax 75% Capital Fund*** – These funds account for monthly transfers from sales tax collections 75% of the one cent sales tax passed in 1986. The funds are predominately used for capital expenditures.

***2007 Debt Capital Fund*** – These funds are predominately used for capital expenditures. The income is provided by proceeds from general obligation bonds for that purpose.

**2. 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.

**3. Capital Projects Funds** – These funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities.

**4. Proprietary Funds**

***Utilities Enterprise Fund*** – This fund is to account for the provision of water and sewerage to residents of the City of West Monroe. This fund is 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 THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 1 – Summary of Significant Accounting Policies (continued)**

**D. Fund Accounting (continued)**

**4. Proprietary Funds (continued)**

*Internal Service Fund* – This fund accounts for the financing of services provided by one fund to other funds of the City. The Self Insurance Fund, which purchases an insurance policy and accounts for third-party administrative costs and claims, is reported as an internal service fund.

**5. Fiduciary Funds**

*Trust Funds* – These funds are used to account for assets held by the City in a trustee capacity or as an agent for the individuals, private organizations, other governments and/or other funds. These include Expendable Trust Funds. Expendable trust funds are accounted for in essentially the same manner as governmental funds.

**E. 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.

**F. Investments**

Deposits with original maturity dates exceeding 90 days are classified as investments. Investments are reported at fair value. 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 operates in accordance with state laws and regulations. The reported value of the pool is the same as the fair value of the pool shares.

**G. 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 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.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 1 – Summary of Significant Accounting Policies (continued)**

**H. 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.

**I. 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.

**J. Short-Term Interfund Receivables/Payables**

During the course of operation, numerous transactions occur between individual funds for services rendered. These receivables and payables are classified as due from other funds or due to other funds on the fund financial statements' balance sheet. In the process of aggregating data for the statement of net assets and the statement of activities, some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column.

**K. Capital Assets**

Capital assets, which include property, plant, equipment and infrastructure assets (which is normally immovable and of value only to the City, such as roads, bridges, streets and sidewalks, drainage systems, lighting systems, and similar items), are reported in the applicable governmental or business-type columns in the government-wide financial statements. Purchased or constructed capital assets are valued at historical cost or estimated historical cost. Donated fixed assets are recorded at their fair market value at the date of donation.

Infrastructure constructed prior to July 1, 2000 has been recorded at estimated historical cost. The estimated historical cost for years prior to July 1, 2000 was based on capital outlay expenditures reported by the City's engineer who performed a road, street and bridge inventory for the City. The costs of normal maintenance and repairs that do not add to the asset's value or materially extend an asset's useful life are not capitalized.

Capital assets utilized in the governmental funds are recorded as expenditures in the governmental fund financial statements. Depreciation expense is recorded in the government-wide financial statements, as well as the proprietary funds financial statements.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 1 – Summary of Significant Account Policies (continued)**

**K. Capital Assets (continued)**

Capital assets of the primary government are depreciated on the straight-line method over the assets' estimated useful life. There is no depreciation recorded for land and construction in progress. Generally, estimated useful lives are as follows:

Vehicles, Machinery and Equipment	5-20 years
Buildings and Other Improvements	30-40 years
Infrastructure	20-40 years

**L. 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.

**M. Lease Obligations**

The City leases various assets under both operating and capital lease agreements. In the government-wide financial statements, capital leases and the related lease obligations are reported as liabilities in the applicable governmental activities statement of net assets.

**N. 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. 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.

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.

**O. Long-Term Liabilities**

Bond premiums and discounts, as well as issuance costs, are recognized in the period the bonds are issued. Bond proceeds are reported as other financing sources net of the applicable premium or discount. Issuance costs, even if withheld from the actual net proceeds received, are reported as debt service expenditures.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 1 – Summary of Significant Account Policies (continued)**

**P. Restricted Net Assets**

For the government-wide statement of net assets, net assets are reported as restricted when constraints placed on net asset use are either (a) externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

Portions of fund equity are reserved for future use and are, therefore, not available for future appropriation or expenditure. Designations of unreserved fund balances indicate the City's tentative plans for the use of financial resources in a future period.

**Q. 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 purchase 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 twenty-five percent shall be used for general operations.

**R. Fund Equity**

Equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction or improvement of those assets.
- b. Restricted net assets – Consists of net assets with constraints placed on their use either by (1) external groups, such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definitions of “restricted” or “invested in capital assets, net of related debt”.

**S. Accounting Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make certain estimates and assumptions. Those estimates affect the reported amounts of assets and liabilities and disclosure of assets and liabilities at the date of the financial statements. They may also affect the reported amounts of revenues and expenses of proprietary funds and the government-wide financial statements during the reporting period. Actual results could differ from these estimates.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 2- Cash and Cash Equivalents**

*Custodial Credit Risk – Deposits*

The custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The City's policy to ensure there is no exposure to this risk is to require each financial institution to pledge its own securities to cover any amount in excess of Federal Depository Insurance Coverage. 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. Accordingly, the City had no custodial risk related to its deposits at June 30, 2008.

At June 30, 2008, the City has cash and cash equivalents (book balances net of overdrafts) in the amount of \$6,966,474.

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 by both parties. Cash and cash equivalents (bank balances) at June 30, 2008, are secured as follows:

Bank Balances	<u>\$ 6,197,541</u>
Federal Deposits Insurance	\$ 100,000
Pledged Securities (Uncollateralized)	<u>7,438,206</u>
<u>TOTAL</u>	<u>\$ 7,538,206</u>

**Note 3 – Investments**

*Custodial Credit Risk – Investments*

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty, the government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City had no custodial credit risk related to its investments at June 30, 2008.

Under state law, the City may invest funds in obligations of the United States, in federally-insured investments, or in time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana. At June 30, 2008, the City had the following investments stated at cost, which approximates market:

Louisiana Asset Management Pool	<u>\$ 17,859</u>
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CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 3 – Investments (continued)**

*Interest Rate Risk*

In accordance with its investment policy, the City manages its exposure to declines in fair market values by limiting investment portfolio to “money market investments”, which are defined as creditworthy, highly liquid investments with maturities of one year or less. Although there may be certain circumstances in which longer-term securities are utilized, the general use of long-term securities shall be avoided.

*Credit Risk*

The City’s investment policy limits investments to fully insured and/or fully-collateralized certificates of deposits and direct and indirect obligations of U.S. government agencies.

*Concentration of Credit Risk*

The City’s investment policy limits the City’s investment instruments to: 1) certificates of deposit; 2) certain direct obligations of the U.S. Government; 3) bonds, debentures, notes, or other evidence of indebtedness issued or guaranteed by federal agencies and provided such obligations are backed by the full faith and credit of the United States of America; and 4) the Louisiana Asset Management Pool.

The City participates in the Louisiana Asset Management Pool (LAMP). The LAMP is an investment pool established as a cooperative endeavor to enable public entities of the State of Louisiana to aggregate funds for investment.

**Note 4 – Fund Deficits**

The following funds had deficits at June 30, 2008:

Major Funds	
'86 Sales Tax Fund	\$ 702,512
Non-Major Funds	
Special Revenue Funds	
Celtic Festival	7,376
Brownfields Assessment Grant	28,976
Debt Service Funds	
Firemen’s Pension Merger	16,921
2003 Debt Service Fund	269,195
Capital Project Funds	
Detention Basin	340,195

The deficit in the special revenue funds and debt service funds are to be financed with future revenues or transfers from other funds. The deficits in the capital project funds will be funded with future drawdowns from state and federal agencies and/or transfers from the general fund.



CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**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, 2007
Levy Date	September 1, 2007
Tax Bills Mailed	November 27, 2007
Total Taxes Are Due	December 31, 2007
Penalties and Interest are Added	March 31, 2008
Tax Sales – 2007 Delinquent Property	June 27, 2008

The Ouachita Parish Tax Assessor establishes assessed values 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:

	<u>Mills</u>
General Ad Valorem Tax	6.97
Street Maintenance	<u>1.65</u>
<u>TOTAL</u>	<u>8.62</u>

**Note 6 – Accounts Receivable**

Accounts receivable at June 30, 2008, consisted of the following:

	<u>Governmental Funds</u>	<u>Proprietary Funds</u>	<u>Total</u>
Accounts Receivable	\$ 454,886	\$ 474,467	\$ 929,353
Other Receivables	<u>132,061</u>	<u>4,221</u>	<u>136,282</u>
<u>TOTAL</u>	<u>\$ 586,947</u>	<u>\$ 478,688</u>	<u>\$1,065,635</u>

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 7 – Due From Other Governments**

The amounts due from other governments at June 30, 2008 are as follows:

Louisiana Department of Transportation and Development	\$ 41,590
Department of Education	36,412
Department of Public Safety	32,595
Facility Planning & Control, LA Division of Administration	175,423
Louisiana Department of Revenue	4,281
Ouachita Parish School Board	150
Louisiana State Police	5,775
Corporation for National and Community Service	4,811
Department of Homeland Security	227,997
Department of Justice	105,431
Louisiana Commission on Law Enforcement	152,901
Environmental Protection Agency	8,044
<u>TOTAL</u>	<u>\$ 795,410</u>

**Note 8 – Capital Assets**

Capital asset activity for the year ended June 30, 2008 is as follows:

	Primary Government			
	June 30, 2007			June 30, 2008
	<u>Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u>
Government Activities:				
Non-Depreciable Assets:				
Land	\$ 5,403,738	\$ 417,817	\$( 119,061)	\$ 5,702,494
Construction In Progress	5,293,708	-	( 5,293,708)	-
Total	10,697,446	417,817	( 5,412,769)	5,702,494
Depreciable Assets:				
Buildings	25,318,209	117,900	-	25,436,109
Improvements	1,076,175	1,305,917	-	2,382,092
Equipment	4,408,660	128,607	-	4,537,267
Vehicles	4,809,193	462,875	( 20,282)	5,251,786
Infrastructure	51,851,223	5,750,448	-	57,601,671
Total at Historical Cost	\$ 87,463,460	\$ 7,765,747	\$( 20,282)	\$ 95,208,925
Less Accumulated Depreciation for:				
Buildings	\$( 7,912,769)	\$( 632,800)	\$ -	\$( 8,545,569)
Improvements	( 191,563)	( 40,269)	-	( 231,832)
Equipment	( 3,843,730)	( 208,876)	-	( 4,052,606)
Vehicles	( 4,157,756)	( 379,171)	20,282	( 4,516,645)
Infrastructure	( 36,152,811)	( 1,398,766)	-	( 37,551,577)
Total Accumulated Depreciation	( 52,258,629)	( 2,659,882)	20,282	( 54,898,229)
Government Activities Capital Assets, Net	<u>\$ 45,902,277</u>	<u>\$ 5,523,682</u>	<u>\$( 5,412,769)</u>	<u>\$ 46,013,190</u>

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 8 – Capital Assets (continued)**

	Primary Government			June 30, 2008 Balance
	June 30, 2007 Balance	Additions	Deletions	
Business-Type Activities:				
Non-Depreciable Assets:				
Land	\$ 57,750	\$ -	\$ -	\$ 57,750
Construction in Progress	592,932	-	( 592,932)	-
Total	650,682	-	( 592,932)	57,750
Depreciable Assets:				
Buildings	73,436	-	-	73,436
Water Plant	4,795,731	651,854	-	5,447,585
Treatment Plant	9,287,162	925,593	-	10,212,755
Equipment	1,185,810	296,876	-	1,482,686
Totals at Historical Cost	15,342,139	1,874,323	-	17,216,462
Less Accumulated Depreciation for:				
Buildings	( 73,346)	( 15)	-	( 73,361)
Water Plant	( 3,328,193)	( 121,153)	-	( 3,449,646)
Treatment Plant	( 6,295,371)	( 280,665)	-	( 6,576,036)
Equipment	( 813,927)	( 99,299)	-	( 913,226)
Total Accumulated Depreciation	( 10,511,137)	( 501,132)	-	( 11,012,269)
<u>Business-Type Activities</u>				
<u>Capital Assets, Net</u>	<u>\$ 5,481,684</u>	<u>\$ 1,373,191</u>	<u>\$( 592,932)</u>	<u>\$ 6,261,943</u>

Depreciation expense for the year ended June 30, 2008 was charged to functions of the primary government as follows:

Government Activities:	
General Government	\$ 1,614,478
Public Safety	377,477
Public Works	103,707
Culture and Recreation	42,380
Community Development	81,332
Ike Hamilton Expo Center	435,593
Convention Center	4,411
Health and Welfare	504
Total Depreciation Expense -	
Governmental Activities	<u>\$ 2,659,882</u>
Business-Type Activities:	
Utilities	<u>\$ 501,132</u>

**Note 9 - Restricted Assets and Related Resources**

At June 30, 2008, all restricted assets were in the form of demand deposits. These assets represent amounts held for utility customer deposits.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 10 - Pension and Retirement Plans**

CITY OF WEST MONROE-SPONSORED PENSION PLANS

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 \$923,399 at June 30, 2008 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 2008 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.

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 13.50 percent of annual covered payroll. The City's contributions to the System under Plan A for the years ending June 30, 2008, 2007 and 2006 were \$736,016, \$827,139 and \$791,918, 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 (225) 925-4810.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 10 - Pension and Retirement Plans (continued)**

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 produces 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 13.75 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, 2008, 2007 and 2006 were \$402,864, \$415,479 and \$406,779, 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 (225) 929-7411.

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.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 10 - Pension and Retirement Plans (continued)**

Funding Policy - State statute requires covered employees to contribute 8.00 percent of their salaries to the system. The City is required to contribute 13.75 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, 2008, 2007 and 2006 were \$179,588, \$186,698, and \$224,801, 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 (225) 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.

Funding Policy - State statute requires covered employees to contribute 11.50 percent of their salaries to the system. The City is required to contribute 20.4 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, 2008, 2007 and 2006 were \$8,009, \$7,097 and \$6,822, 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 (225) 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.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 12 - Long-Term Debt**

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Governmental Activities:					
Bonds and Notes Payable:					
Certificates of Indebtedness, Series 2003	\$ 5,790,000	\$ -	\$ 735,000	\$ 5,055,000	\$ 765,000
Series 2005	250,000	-	25,000	225,000	30,000
Series 2006	630,000	-	55,000	575,000	60,000
Series 2007	-	4,500,000	-	4,500,000	145,000
Community Development Block Grant for Economic Development	500,000	-	43,743	456,257	25,000
State Firefighters' Retirement System	<u>1,023,120</u>	<u>-</u>	<u>99,722</u>	<u>923,398</u>	<u>106,702</u>
<u>Total Bonds and Notes Payable</u>	8,193,120	4,500,000	958,465	11,734,655	1,131,702
Other Liabilities:					
Accrued Heart and Lung Disability	907,259	-	24,734	882,525	58,829
Capital Lease Obligations	212,953	-	212,953	-	-
Accrued Vacation, Sick And Compensatory Time	<u>587,953</u>	<u>74,018</u>	<u>-</u>	<u>661,971</u>	<u>661,974</u>
Total Other Liabilities	<u>1,708,165</u>	<u>74,018</u>	<u>237,687</u>	<u>1,544,496</u>	<u>720,803</u>
<u>Total Governmental Activities Long-Term Debt</u>	<u>\$ 9,901,285</u>	<u>\$ 4,574,018</u>	<u>\$ 1,196,152</u>	<u>\$13,279,151</u>	<u>\$1,852,505</u>

Payments on the bonds and notes payable that pertain to the City's governmental activities are made by the debt service funds. The accrued heart and lung disability and accrued vacation, sick and compensatory time will be liquidated primarily by the General Fund. Payment of compensated absences is dependent upon many factors; therefore, the timing of future payments is not readily determinable.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 12 - Long-Term Debt (continued)**

Principal and interest requirements to retire the City's bonds and notes payable obligations are as follows:

Year Ended June 30,	Certificates of Indebtedness					
	Series 2006		Series 2005		Series 2003	
	Principal	Interest	Principal	Interest	Principal	Interest
2009	\$ 55,000	\$ 34,219	\$ 30,000	\$ 11,025	\$ 765,000	\$ 177,088
2010	60,000	30,625	30,000	9,450	795,000	147,526
2011	65,000	26,719	30,000	7,875	825,000	116,827
2012	70,000	22,500	30,000	6,300	855,000	84,991
2013	75,000	17,969	35,000	8,269	890,000	51,923
2014-2016	250,000	24,063	70,000	3,675	925,000	17,529
<b>Total</b>	<b>\$ 575,000</b>	<b>\$ 156,095</b>	<b>\$ 225,000</b>	<b>\$ 46,594</b>	<b>\$ 5,055,000</b>	<b>\$ 595,884</b>

Year Ended June 30,	Certificate of Indebtedness Series 2007		State Firefighters' Retirement System		CDBG Division of Admn. Economic Development	
	Principal	Interest	Principal	Interest	Principal	Interest
2009	\$ 145,000	\$ 190,438	\$ 106,702	\$ 64,638	\$ 25,000	\$ -
2010	150,000	183,062	114,171	57,169	25,000	-
2011	155,000	175,438	122,163	49,177	25,000	-
2012	165,000	167,437	130,714	40,625	25,000	-
2013	170,000	159,063	139,864	31,475	25,000	-
2014-2018	980,000	679,663	309,784	32,894	125,000	-
2019-2023	1,215,000	458,906	-	-	125,000	-
2024-2028	1,520,000	170,370	-	-	81,257	-
<b>Total</b>	<b>\$ 4,500,000</b>	<b>\$ 2,184,377</b>	<b>\$ 923,398</b>	<b>\$ 275,978</b>	<b>\$ 456,257</b>	<b>\$ -</b>

**Note 13 - 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, 2008, the City is responsible for payment of lifetime benefits to five firemen. The actuarial estimate of the liability is \$882,525.

The annual payment requirements outstanding at June 30, 2008 are as follows:

2009	\$ 58,829
2010	58,829
2011	58,829
2012	58,829
2013	58,829
2013-2017	294,145
2018-2022	176,487
2023-2027	90,590
2028-2032	27,158
<b>TOTAL</b>	<b>\$ 882,525</b>



CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 14 - Operating Lease**

The City is obligated under a lease accounted for as an operating lease with IBM for one of its computer mainframes and other computer equipment. The lease renews every three years. The following is a schedule by years of future minimum rental payments required under operating leases that have initial or remaining noncancelable lease terms in excess of one year as of June 30, 2008:

<u>Year Ended</u> <u>June 30,</u>	<u>Amount</u>
2009	\$ 45,744
2010	45,744

The City is also obligated under an operating lease for a building. This lease is a triple net lease for a period of ten years for \$1,000 per month. At the end of the initial ten year term, the lease shall automatically renew for an additional five years. The following is a schedule by years of future minimum rental payments:

<u>Year Ended</u> <u>June 30,</u>	<u>Amount</u>
2009	\$ 12,000
2010	12,000
2011	12,000
2012	12,000
2013	12,000
2014-2015	24,000

**Note 15 - 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 16 - Litigation**

There are several pending lawsuits in which the City is involved. The City Attorney is unaware of any pending litigation from which he would reasonably expect the City to incur a liability in excess of its applicable deductible on any insurance policy, and is further unaware of any litigation where the City may not be insured as to any claim where he would reasonably expect the City to incur a liability in excess of \$50,000.

**Note 17 - Self-Insurance Program**

During 1998, the City began a self-insurance program for hospitalization and medical coverage for its active employees and retirees. 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, 2008, the City's annual cost, excluding reinsurance premiums, is limited to approximately \$1,847,735 which was for active employees. Approximately 30 retirees receive benefits under this plan. These retirees reimbursed the City for \$136,564 during the year ended June 30, 2008 for their cost of the health care benefits.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 18 - Cooperative Endeavor Agreement**

The Monroe-West Monroe Convention & Visitor's Bureau of Ouachita Parish (the Bureau) entered into a cooperative endeavor agreement with the City for the construction of an addition to the Livestock Pavilion and equipment purchased. The agreement is for the Bureau to pay the City up to \$400,000 toward the cost of construction of the addition. As of June 30, 2008, the Bureau had paid \$331,597.

**Note 19 - Deferred Compensation Plan**

Employees of the City may participate in a deferred compensation plan adopted under the provisions of Internal Revenue Code Section 457 (Deferred Compensation Plans with Respect to Service for State and Local Governments). The deferred compensation plan is available to all full time employees of the City. Under the plan, employees may elect to defer a portion of their salaries and avoid paying taxes on the deferred portion until the withdrawal date. The deferred compensation amount is not available for withdrawal by employees until termination, retirement, death or unforeseeable emergency.

Since the assets of the plans are held in a custodial account with a third party administrator, the assets and liabilities are not presented in the City's financial statements in accordance with GASB 32. Assets with a fair market value of \$167,656 are held by Nationwide Retirement Solutions, Inc.

**Note 20 - Interfund Receivables and Payables**

Interfund balances at June 30, 2008, were as follows:

	<u>Fund</u>	<u>Receivables</u>	<u>Interfund</u> <u>Payables</u>
<b>Major Funds:</b>			
General Fund		\$ 2,350,000	\$ 135,541
'86 Sales Tax		135,541	2,350,000
2007 Debt Capital Fund		-	31,753
<b>Enterprise Fund</b>		-	67,690
<b>Non-Major Funds:</b>			
Special Revenue Funds		471,785	159,936
Capital Project Funds		-	340,195
Expendable Trust Funds		417,866	-
Debt Service Funds		-	285,856
Internal Service Fund		-	4,221
<b><u>TOTAL</u></b>		<b><u>\$ 3,375,192</u></b>	<b><u>\$ 3,375,192</u></b>

These balances resulted from the time lag between the dates that interfund goods and services are provided or reimbursable expenditures occur, transactions are recorded in the accounting system and payments between funds are made.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 21 - Interfund Operating Transfers In and Out**

Interfund operating transfers in and out during the year ended June 30, 2008, were as follows:

<u>Fund</u>	<u>Operating Transfers</u>	
	<u>In</u>	<u>Out</u>
<b>Major Funds:</b>		
General Fund	\$ 207,000	\$ 636,859
'86 Sales Tax Capital	-	1,194,000
<b>Enterprise Fund</b>	32,501	-
<b>Non-Major Funds:</b>		
Special Revenue Funds	162,996	-
Expendable Trust Funds	141,560	-
Debt Service Funds	987,000	-
Internal Service Fund	<u>299,802</u>	<u>-</u>
<b><u>TOTAL</u></b>	<b><u>\$ 1,830,859</u></b>	<b><u>\$ 1,830,859</u></b>

Transfers are used to (a) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them and (b) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

**Note 22 - On-Behalf Payments**

Certain City employees in the City Marshal's office, the West Monroe Police and Fire departments receive supplemental pay from the state of Louisiana. In accordance with GASB Statement No. 24, the City has recorded revenues and expenditures for these payments in the General Fund. Revenues under this arrangement totaled \$491,899 and the related expenditures are as follows:

Marshal's Office	\$ 15,127
Police Department	269,476
Jail	33,980
Fire Department	<u>173,316</u>
Total	<u>\$ 491,899</u>

**Note 23 - Minimum Lease Payments Receivable – Direct Financing Lease**

On September 29, 2006, the City purchased a building for \$1,250,000 and renovated it for an additional \$165,000 with the intent of leasing it as a commercial building with an option to purchase. The company that leased the building created 50 new jobs at the facility. In addition to this arrangement, the City was awarded a community development block grant for \$500,000 (\$10,000 for each job created). This \$500,000 was added to the \$915,000 in bond issuances that were secured during fiscal year 2006 to pay for the building for a total \$1,415,000.

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 23 - Minimum Lease Payments Receivable – Direct Financing Lease (continued)**

The following lists the components of the minimum lease payments to be received under the direct financing lease as of June 30, 2008:

Total minimum lease payments to be received	\$ 1,465,612
Less: Amounts representing estimated executory costs (such as taxes, maintenance, and insurance), including profit thereon, included in total minimum lease payments	-
Minimum lease payments receivable	1,465,612
Estimated residual values of leased property (unguaranteed)	-
Less: Unearned Income	( 214,557)
<u>NET MINIMUM LEASE PAYMENTS RECEIVABLE –</u> <u>DIRECT FINANCING LEASE</u>	<u>\$ 1,251,055</u>

Future minimum lease payments are as follows:

Year Ended June 30,	Amount
2009	\$ 147,000
2010	147,000
2011	147,000
2012	147,000
2013	147,000
2014-2018	521,535
2019-2023	125,100
2024-2027	83,977
Total	<u>\$ 1,465,612</u>

**Note 24 - Operating Lease – Golf Course Lease Agreement**

The City leases the municipal golf course to a third party that is responsible for its management and maintenance for a term of fifteen years beginning January 15, 2002 and ending January 15, 2017 in the amount of \$875 per month. This third party constructed and improved, at his own expense, buildings, structures, fences, cart paths, etc. to improve the appearance and overall look of the course. In return, all green fees, cart fees, practice range fees, and charges for the sale of items through the club house belong to the third party. Future minimum rental payments to be received are as follows:

Year Ended June 30,	Amount
2009	\$ 10,500
2010	10,500
2011	10,500
2012	10,500
2013	10,500
2014-2017	37,625
Total	<u>\$ 90,125</u>

CITY OF WEST MONROE, LOUISIANA  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED JUNE 30, 2008

**Note 25 - Prior Period Adjustment**

During the year ended June 30, 2007 the City was awarded a \$500,000 economic development grant for the building project mentioned in Note 23. At the time it was awarded, it was not clear if this was a grant or if the award was to be paid back over time. It was classified as grant income. During the year ended June 30, 2008, the City was notified that it was to be repaid at no interest over a 20 year period. Twenty one months of payments were made at one time during 2008. An adjustment was made to the government-wide financial statements to reclassify the note payable. The adjustment had the following effect on beginning net assets:

Net Assets Prior to Restatement	\$ 47,396,740
Adjustment for Economic Development Note Payable	( <u>500,000</u> )
<u>NET ASSETS AFTER RESTATEMENT</u>	<u>\$ 46,896,740</u>

REQUIRED SUPPLEMENTAL INFORMATION (PART B)  
BUDGETARY COMPARISON SCHEDULES

CITY OF WEST MONROE, LOUISIANA  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2008

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
				<u>Favorable</u>
				<u>(Unfavorable)</u>
<b><u>Revenues</u></b>				
Taxes	\$ 11,395,100	\$ 11,395,100	\$ 11,296,620	\$ (98,480)
Intergovernmental	238,722	215,000	311,695	96,695
Licenses and Permits	848,800	908,000	908,290	290
Charges for Services	2,334,200	2,386,000	2,409,041	23,041
Fines and Forfeitures	582,100	635,000	634,438	(562)
Interest Earned	42,000	42,000	128,986	86,986
Franchise Revenue	994,000	994,000	993,180	(820)
Sale of Assets	20,000	20,000	19,966	(34)
Other	102,400	102,400	57,189	(45,211)
<b>Total Revenues</b>	<b>16,557,322</b>	<b>16,697,500</b>	<b>16,759,405</b>	<b>61,905</b>
<b><u>Expenditures</u></b>				
General Government:				
Elected Council	79,840	79,840	81,062	(1,222)
City Court	391,215	370,000	366,474	3,526
Marshal	270,200	300,000	300,418	(418)
Mayor's Office	165,350	165,350	165,919	(569)
City Clerk's Office	893,532	893,532	902,417	(8,885)
City Hall Maintenance	454,585	454,585	453,002	1,583
General and Administrative	1,509,288	1,509,288	1,537,694	(28,406)
Public Safety:				
Legal	359,440	371,000	372,336	(1,336)
Fire	1,970,300	1,970,300	1,973,813	(3,513)
Police	4,128,830	4,128,830	4,178,039	(49,209)
Prison	657,850	657,850	658,011	(161)
Police Shop	100,724	100,724	102,836	(2,112)
Public Works:				
Garbage	653,995	675,000	673,201	1,799
Trash	538,520	538,520	531,234	7,286
Streets	726,210	780,000	777,296	2,704
Cemetery	36,642	40,000	39,610	390
Planning and Zoning	193,780	183,610	184,429	(819)
City Maintenance Shop	293,292	293,292	290,253	3,039

CITY OF WEST MONROE, LOUISIANA  
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND  
FOR THE YEAR ENDED JUNE 30, 2008

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
				<u>Favorable</u>
				<u>(Unfavorable)</u>
Culture and Recreation:				
Recreation and Parks	\$ 279,415	\$ 279,415	\$ 285,535	\$ (6,120)
Kiroli Park	327,680	327,680	328,834	(1,154)
Lazarre Park	8,300	8,300	7,820	480
Restoration Park	2,700	2,700	5,717	(3,017)
Farmer's Market	43,555	43,555	41,160	2,395
Tanner Building & Business Center	241,840	241,840	244,685	(2,845)
Community Development & Center	358,225	376,200	380,077	(3,877)
Ike Hamilton Expo Center	988,736	988,736	965,253	23,483
Convention Center	813,500	859,850	867,396	(7,546)
Economic Development	63,605	67,000	66,896	104
<b>Total Expenditures</b>	<u>16,551,149</u>	<u>16,706,997</u>	<u>16,781,417</u>	<u>(74,420)</u>
<b><u>Excess of Revenues Over (Under)</u></b>				
<b><u>Expenditures</u></b>	6,173	(9,497)	(22,012)	(12,515)
<b><u>Other Financing Sources and (Uses)</u></b>				
Transfers In	207,000	207,000	207,000	-
Transfers Out	<u>(610,000)</u>	<u>(640,000)</u>	<u>(636,859)</u>	<u>3,141</u>
<b>Total Other Financing Sources</b>				
<b>and Uses</b>	<u>(403,000)</u>	<u>(433,000)</u>	<u>(429,859)</u>	<u>3,141</u>
<b><u>Net Change in Fund Balance</u></b>	(396,827)	(442,497)	(451,871)	(9,374)
<b><u>Fund Balance at Beginning of Year</u></b>	<u>5,717,942</u>	<u>5,717,942</u>	<u>5,717,942</u>	<u>-</u>
<b><u>FUND BALANCE AT END OF YEAR</u></b>	<u>\$ 5,321,115</u>	<u>\$ 5,275,445</u>	<u>\$ 5,266,071</u>	<u>\$ (9,374)</u>

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



CITY OF WEST MONROE, LOUISIANA  
BUDGETARY COMPARISON SCHEDULE - '86 SALES TAX 75% CAPITAL FUND  
FOR THE YEAR ENDED JUNE 30, 2008

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance With</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
				<u>Favorable</u>
				<u>(Unfavorable)</u>
<b><u>Revenues</u></b>				
Sales Tax	\$ 4,420,000	\$ 4,460,000	\$ 4,578,122	\$ 118,122
Non-City Revenue	350,000	836,000	830,436	(5,564)
Sale of Assets	-	240,000	244,650	4,650
Interest Income	2,000	2,000	3,026	1,026
<b>Total Revenues</b>	<u>4,772,000</u>	<u>5,538,000</u>	<u>5,656,234</u>	<u>118,234</u>
<b><u>Expenditures</u></b>				
Computer Equipment and Software	325,000	465,000	461,881	3,119
Street Projects	300,000	62,000	61,355	645
Drainage Projects	75,000	85,000	83,355	1,645
Furniture and Fixtures	50,000	50,000	49,032	968
Vehicles	500,000	250,000	250,223	(223)
Machinery and Equipment	400,000	530,000	527,920	2,080
Consultants	15,000	42,000	42,833	(833)
Engineering	200,000	415,000	415,442	(442)
Construction/Buildings/Facilities	750,000	670,000	758,049	(88,049)
Water Projects	125,000	30,000	30,045	(45)
Sewer Projects	120,000	127,000	127,145	(145)
Treatment Plant Projects	150,000	473,000	472,337	663
Land Purchases	-	250,000	247,552	2,448
Maintenance	250,000	350,000	321,372	28,628
<b>Total Expenditures</b>	<u>3,260,000</u>	<u>3,799,000</u>	<u>3,848,541</u>	<u>(49,541)</u>
<b><u>Deficiency of Revenues Over</u></b>				
<b><u>Expenditures</u></b>	1,512,000	1,739,000	1,807,693	68,693
<b><u>Other Financing Sources and (Uses)</u></b>				
Transfers In	-	-	-	-
Transfers Out	(1,025,000)	(1,194,000)	(1,194,000)	-
<b>Total Other Financing Sources and Uses</b>	<u>(1,025,000)</u>	<u>(1,194,000)</u>	<u>(1,194,000)</u>	<u>-</u>
<b><u>Net Change in Fund Balance</u></b>	<u>487,000</u>	<u>545,000</u>	<u>613,693</u>	<u>68,693</u>
<b><u>Fund Balance at Beginning of Year</u></b>	<u>(1,316,205)</u>	<u>(1,316,205)</u>	<u>(1,316,205)</u>	<u>-</u>
<b><u>FUND BALANCE AT END OF YEAR</u></b>	<u>\$ (829,205)</u>	<u>\$ (771,205)</u>	<u>\$ (702,512)</u>	<u>\$ 68,693</u>

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



CITY OF WEST MONROE, LOUISIANA  
NOTES TO BUDGETARY COMPARISON SCHEDULES  
FOR THE YEAR ENDED JUNE 30, 2008

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

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.

All legally adopted budgets of the City are adopted on a basis consistent with accounting principles generally accepted in the United States of America (GAAP). Budgets are adopted for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Project Funds, and Expendable Trust Funds.

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



PRIMARY GOVERNMENT SUPPLEMENTAL  
INFORMATION SCHEDULES

CITY OF WEST MONROE, LOUISIANA  
NONMAJOR SPECIAL REVENUE FUNDS  
COMBINING BALANCE SHEET  
JUNE 30, 2008

	<u>Street Maintenance Fund</u>	<u>West Ouachita Senior Center Fund</u>	<u>Emergency Shelter Program Fund</u>	<u>Officer Witness Court Fund</u>
<b><u>ASSETS</u></b>				
Cash in Bank	\$ -	\$ -	\$ -	\$ -
Accounts Receivable	-	-	-	-
Due From Other Governments	-	10,020	-	150
Due From Other Funds	<u>278,166</u>	<u>-</u>	<u>12,066</u>	<u>57,697</u>
<b><u>TOTAL ASSETS</u></b>	<b><u>\$ 278,166</u></b>	<b><u>\$ 10,020</u></b>	<b><u>\$ 12,066</u></b>	<b><u>\$ 57,847</u></b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ -	\$ 366	\$ -	\$ -
Due To Other Funds	<u>-</u>	<u>9,654</u>	<u>-</u>	<u>-</u>
<b>Total Liabilities</b>	<b>-</b>	<b>10,020</b>	<b>-</b>	<b>-</b>
<b><u>FUND BALANCES</u></b>				
Unreserved	<u>278,166</u>	<u>-</u>	<u>12,066</u>	<u>57,847</u>
<b><u>TOTAL LIABILITIES AND FUND BALANCES</u></b>	<b><u>\$ 278,166</u></b>	<b><u>\$ 10,020</u></b>	<b><u>\$ 12,066</u></b>	<b><u>\$ 57,847</u></b>

Rental Rehabilitation Fund	Metro LCLE Grant Fund	Juvenile Justice Grant Fund	North Delta Law Enforcement Training Center Fund	Office of Motor Vehicles	
\$ 6,904	\$ -	\$ -	\$ -	\$ -	
-	-	-	-	-	
-	149,798	3,103	-	5,775	C
-	22,965	-	31,527	31,681	O
<u>\$ 6,904</u>	<u>\$ 172,763</u>	<u>\$ 3,103</u>	<u>\$ 31,527</u>	<u>\$ 37,456</u>	N
					T
\$ -	\$ 170,149	\$ -	\$ 42	\$ -	I
-	-	3,103	-	-	
-	170,149	3,103	42	-	N
					U
<u>6,904</u>	<u>2,614</u>	<u>-</u>	<u>31,485</u>	<u>37,456</u>	E
					D
<u>\$ 6,904</u>	<u>\$ 172,763</u>	<u>\$ 3,103</u>	<u>\$ 31,527</u>	<u>\$ 37,456</u>	

CITY OF WEST MONROE, LOUISIANA  
NONMAJOR SPECIAL REVENUE FUNDS  
COMBINING BALANCE SHEET  
JUNE 30, 2008

	Section 8 Housing Fund	Brownfields Assessment Grant	21st Century Department of Education Grant	AmeriCorps Grant Fund
<b><u>ASSETS</u></b>				
Cash in Bank	\$ 626,410	\$ -	\$ -	\$ -
Accounts Receivable	-	-	-	-
Due From Other Governments	-	8,044	36,412	4,811
Due From Other Funds	-	-	-	21,336
<b><u>TOTAL ASSETS</u></b>	<b><u>\$ 626,410</u></b>	<b><u>\$ 8,044</u></b>	<b><u>\$ 36,412</u></b>	<b><u>\$ 26,147</u></b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ -	\$ -	\$ -	\$ 99
Due To Other Funds	52,891	37,020	36,412	-
<b>Total Liabilities</b>	52,891	37,020	36,412	99
<b><u>FUND BALANCES</u></b>				
Unreserved	573,519	(28,976)	-	26,048
<b><u>TOTAL LIABILITIES AND FUND BALANCES</u></b>	<b><u>\$ 626,410</u></b>	<b><u>\$ 8,044</u></b>	<b><u>\$ 36,412</u></b>	<b><u>\$ 26,147</u></b>



Celtic Festival Fund	Miscellaneous Projects and Grant Funds	Total Nonmajor Special Revenue Funds
\$ -	\$ -	\$ 633,314
-	-	-
-	-	218,113
-	16,347	471,785
<u>\$ -</u>	<u>\$ 16,347</u>	<u>\$ 1,323,212</u>
\$ -	\$ -	\$ 170,656
7,376	13,480	159,936
<u>7,376</u>	<u>13,480</u>	<u>330,592</u>
(7,376)	2,867	992,620
<u>\$ -</u>	<u>\$ 16,347</u>	<u>\$ 1,323,212</u>

CITY OF WEST MONROE, LOUISIANA  
NONMAJOR SPECIAL REVENUE FUNDS  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES (DEFICITS)  
FOR THE YEAR ENDED JUNE 30, 2008

	Street Maintenance Fund	West Ouachita Senior Center Fund	Emergency Shelter Program Fund	Officer Witness Court Fund
<b><u>Revenues</u></b>				
Taxes	\$ 182,521	\$ -	\$ -	\$ -
Intergovernmental	-	210,926	-	-
Interest	-	-	-	-
Other	-	138,900	16,928	67,815
<b>Total Revenues</b>	<u>182,521</u>	<u>349,826</u>	<u>16,928</u>	<u>67,815</u>
<b><u>Expenditures</u></b>				
Public Safety	-	-	-	62,800
Public Works	190,382	-	-	-
Health and Welfare	-	512,822	17,867	-
Culture and Recreation	-	-	-	-
Capital Expenditures & Major Repairs	-	-	-	-
<b>Total Expenditures</b>	<u>190,382</u>	<u>512,822</u>	<u>17,867</u>	<u>62,800</u>
<b><u>Excess (Deficiency) of</u></b>				
<b><u>Revenues Over Expenditures</u></b>	(7,861)	(162,996)	(939)	5,015
<b><u>Other Financing Sources</u></b>				
Operating Transfers - In (Out)	-	162,996	-	-
<b>Total Other Financing Sources</b>	<u>-</u>	<u>162,996</u>	<u>-</u>	<u>-</u>
<b><u>Net Change in Fund Balance</u></b>	(7,861)	-	(939)	5,015
<b><u>Fund Balances - Beginning</u></b>	<u>286,027</u>	<u>-</u>	<u>13,005</u>	<u>52,832</u>
<b><u>FUND BALANCES - ENDING</u></b>	<u>\$ 278,166</u>	<u>\$ -</u>	<u>\$ 12,066</u>	<u>\$ 57,847</u>

Rental Rehabilitation Fund	Metro LCLE Grant Fund	Juvenile Justice Grant Fund	North Delta Law Enforcement Training Center Fund	Office of Motor Vehicles	
\$ -	\$ -	\$ -	\$ -	\$ -	
-	238,725	13,810	-	65,386	
-	-	-	-	-	
-	-	-	161,735	-	
-	238,725	13,810	161,735	65,386	
-	238,725	13,810	76,918	62,621	C
-	-	-	-	-	O
-	-	-	-	-	N
-	-	-	-	-	T
-	238,725	13,810	76,918	62,621	I
-	-	-	84,817	2,765	N
-	-	-	-	-	U
-	-	-	-	-	E
-	-	-	-	-	D
-	-	-	84,817	2,765	
6,904	2,614	-	(53,332)	34,691	
<u>\$ 6,904</u>	<u>\$ 2,614</u>	<u>\$ -</u>	<u>\$ 31,485</u>	<u>\$ 37,456</u>	

CITY OF WEST MONROE, LOUISIANA  
NONMAJOR SPECIAL REVENUE FUNDS  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES (DEFICITS)  
FOR THE YEAR ENDED JUNE 30, 2008

	Section 8 Housing Fund	Brownfields Assessment Grant	21st Century Department of Education Grant	Americorps Grant Fund
<b><u>Revenues</u></b>				
Taxes	\$ -	\$ -	\$ -	\$ -
Intergovernmental	1,502,269	50,007	172,361	71,306
Interest	23,151	-	-	-
Other	2,155	-	-	12,600
<b>Total Revenues</b>	<u>1,527,575</u>	<u>50,007</u>	<u>172,361</u>	<u>83,906</u>
<b><u>Expenditures</u></b>				
Public Safety	-	-	-	-
Public Works	-	-	-	-
Health and Welfare	1,645,333	59,470	-	-
Culture and Recreation	-	-	171,456	71,306
Capital Expenditures & Major Repairs	-	-	-	-
<b>Total Expenditures</b>	<u>1,645,333</u>	<u>59,470</u>	<u>171,456</u>	<u>71,306</u>
<b><u>Excess (Deficiency) of</u></b>				
<b><u>Revenues Over Expenditures</u></b>	(117,758)	(9,463)	905	12,600
<b><u>Other Financing Sources (Uses)</u></b>				
Operating Transfers - In (Out)	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b><u>Net Change in Fund Balance</u></b>	(117,758)	(9,463)	905	12,600
<b><u>Fund Balances - Beginning</u></b>	<u>691,277</u>	<u>(19,513)</u>	<u>(905)</u>	<u>13,448</u>
<b><u>FUND BALANCES - ENDING</u></b>	<u>\$ 573,519</u>	<u>\$ (28,976)</u>	<u>\$ -</u>	<u>\$ 26,048</u>

Celtic Festival Fund	Miscellaneous Projects and Grant Funds	Total Nonmajor Special Revenue Funds
\$ -	\$ -	\$ 182,521
-	-	2,324,790
-	-	23,151
21,165	12,413	433,711
<u>21,165</u>	<u>12,413</u>	<u>2,964,173</u>
-	-	454,874
-	-	190,382
-	-	2,235,492
28,541	24,544	295,847
-	-	-
<u>28,541</u>	<u>24,544</u>	<u>3,176,595</u>
(7,376)	(12,131)	(212,422)
-	-	162,996
<u>-</u>	<u>-</u>	<u>162,996</u>
(7,376)	(12,131)	(49,426)
-	14,998	1,042,046
<u>\$ (7,376)</u>	<u>\$ 2,867</u>	<u>\$ 992,620</u>



CITY OF WEST MONROE, LOUISIANA  
NONMAJOR SPECIAL REVENUE FUND  
WEST OUACHITA SENIOR CENTER  
BALANCE SHEETS

	June 30,	
	<u>2008</u>	<u>2007</u>
<b><u>Assets</u></b>		
Due From Other Governments:		
Department of Transportation	\$ 10,020	\$ 9,415
<b><u>Total Assets</u></b>	<u>\$ 10,020</u>	<u>\$ 9,415</u>
 <b><u>Liabilities and Fund Balance</u></b>		
<b><u>Liabilities</u></b>		
Accounts Payable	\$ 366	\$ 728
Due To Other Funds	9,654	8,687
<b>Total Liabilities</b>	<u>10,020</u>	<u>9,415</u>
 <b><u>Fund Balance</u></b>		
Unreserved	<u>-</u>	<u>-</u>
<b><u>Total Liabilities and Fund Balance</u></b>	<u>\$ 10,020</u>	<u>\$ 9,415</u>





CITY OF WEST MONROE, LOUISIANA  
NONMAJOR SPECIAL REVENUE FUND  
WEST OUACHITA SENIOR CENTER  
SCHEDULES OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES

	For the Years Ended June 30,	
	2008	2007
<b><u>Revenues</u></b>		
Department of Transportation	\$ 59,339	\$ 53,763
Ouachita Council on Aging		
Senior Center Funds	60,906	46,617
Supplemental Senior Center Funds	83,125	6,621
Reimbursement for FY 06 Subcontractor Expenses	-	14,286
United Way	91,335	108,678
Transportation Fees	7,556	6,305
Miscellaneous Revenues (Ceramics, Greenhouse, etc.)	47,565	45,527
Total Revenues	<u>349,826</u>	<u>281,797</u>
<b><u>Expenditures</u></b>		
Salaries and Related Expenditures	335,497	306,418
Professional Services	2,650	2,706
Repairs and Maintenance	10,207	6,799
Communications	7,021	7,702
Postage	6,420	8,254
Newsletter	495	3,968
Advertising	121	1,461
Travel	1,613	910
Supplies	63,665	54,117
Utilities	27,102	32,931
Fuel	45,771	34,787
Miscellaneous	12,260	672
Total Expenditures	<u>512,822</u>	<u>460,725</u>
<b><u>Deficiency of Revenues Over Expenditures</u></b>	(162,996)	(178,928)
<b><u>Other Financing Sources</u></b>		
Transfers In From City General Fund	<u>162,996</u>	<u>178,928</u>
<b><u>Net Change in Fund Balance</u></b>	-	-
<b><u>Fund Balance - Beginning</u></b>	<u>-</u>	<u>-</u>
<b><u>FUND BALANCE - ENDING</u></b>	<u>\$ -</u>	<u>\$ -</u>



CITY OF WEST MONROE, LOUISIANA  
NONMAJOR DEBT SERVICE FUNDS  
COMBINING BALANCE SHEET  
JUNE 30, 2008

	<u>Firemen's Pension Merger Fund</u>	<u>2007 Debt Service Fund</u>	<u>2003 Debt Service Fund</u>	<u>Total Nonmajor Debt Service Funds</u>
<b><u>ASSETS</u></b>				
Cash in Bank	<u>\$ -</u>	<u>\$ 105,769</u>	<u>\$ -</u>	<u>\$ 105,769</u>
<b><u>LIABILITIES</u></b>				
Due To Other Funds	\$ 16,661	\$ -	\$ 269,195	\$ 285,856
<b><u>FUND BALANCES</u></b>				
Reserved For Debt Service	<u>(16,661)</u>	<u>105,769</u>	<u>(269,195)</u>	<u>(180,087)</u>
<b><u>TOTAL LIABILITIES AND FUND BALANCES</u></b>	<u>\$ -</u>	<u>\$ 105,769</u>	<u>\$ -</u>	<u>\$ 105,769</u>



CITY OF WEST MONROE, LOUISIANA  
NONMAJOR DEBT SERVICE FUNDS  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2008

	Firemen's Pension Merger Fund	2007 Debt Service Fund	2003 Debt Service Fund	Total Nonmajor Debt Service Funds
<b><u>Revenues</u></b>				
Taxes	\$ 171,600	\$ 203,000	\$ -	\$ 374,600
Total Revenues	171,600	203,000	-	374,600
<b><u>Expenditures</u></b>				
Principal Retirement	99,722	-	858,743	958,465
Interest	71,618	97,231	255,888	424,737
Total Expenditures	171,340	97,231	1,114,631	1,383,202
<b><u>Excess ((Deficiency) of Revenues</u></b>				
<b><u>Over Expenditures</u></b>	260	105,769	(1,114,631)	(1,008,602)
<b><u>Other Financing Sources</u></b>				
Operating Transfers - In	-	-	987,000	987,000
<b><u>Net Change in Fund Balance</u></b>	260	105,769	(127,631)	(21,602)
<b><u>Fund Balance - Beginning</u></b>	(16,921)	-	(141,564)	(158,485)
<b><u>FUND BALANCE - ENDING</u></b>	\$ (16,661)	\$ 105,769	\$ (269,195)	\$ (180,087)

CITY OF WEST MONROE, LOUISIANA  
NONMAJOR CAPITAL PROJECT FUNDS  
COMBINING BALANCE SHEET  
JUNE 30, 2008

	<u>Detention Basin Grant Project</u>	<u>CDBG - Send Technologies Project</u>	<u>CDBG - Pine Valley Foods Project</u>
<b><u>ASSETS</u></b>			
Cash in Bank	\$ -	\$ 6	\$ 3
Due From Other Governments	-	-	-
Due From Other Funds	-	-	-
	<hr/>	<hr/>	<hr/>
<b><u>TOTAL ASSETS</u></b>	<u>\$ -</u>	<u>\$ 6</u>	<u>\$ 3</u>
<b><u>LIABILITIES</u></b>			
Accounts Payable	\$ -	\$ -	\$ -
Due To Other Funds	340,195	-	-
	<hr/>	<hr/>	<hr/>
<b>Total Liabilities</b>	340,195	-	-
<b><u>FUND BALANCES (DEFICITS)</u></b>			
Unreserved:			
Designated for Future			
Expenditures	<hr/> (340,195)	<hr/> 6	<hr/> 3
<b><u>TOTAL LIABILITIES AND</u></b>			
<b><u>FUND BALANCES (DEFICITS)</u></b>	<u>\$ -</u>	<u>\$ 6</u>	<u>\$ 3</u>

<u>I-20 Ramp Project</u>	<u>CDBG - Street Paving Project</u>	<u>Total Nonmajor Capital Project Funds</u>
\$ 13,870	\$ 6,278	\$ 20,157
175,423	-	175,423
<u>-</u>	<u>-</u>	<u>-</u>
<u>\$ 189,293</u>	<u>\$ 6,278</u>	<u>\$ 195,580</u>
\$ 39,832	\$ -	\$ 39,832
-	-	340,195
<u>39,832</u>	<u>-</u>	<u>380,027</u>
<u>149,461</u>	<u>6,278</u>	<u>(184,447)</u>
<u>\$ 189,293</u>	<u>\$ 6,278</u>	<u>\$ 195,580</u>

CITY OF WEST MONROE, LOUISIANA  
NONMAJOR CAPITAL PROJECT FUNDS  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES (DEFICITS)  
FOR THE YEAR ENDED JUNE 30, 2008

	Detention Basin Grant Project	CDBG - Send Technologies Project	CDBG - Pine Valley Foods Project
<b><u>Revenues</u></b>			
Intergovernmental	\$ -	\$ -	\$ -
Sale of Assets	-	-	-
<b>Total Revenues</b>	-	-	-
<b><u>Expenditures</u></b>			
Capital Projects	4,433	-	-
<b><u>Excess (Deficiency) of</u></b>			
<b><u>Revenues Over Expenditures</u></b>	(4,433)	-	-
<b><u>Other Financing Sources (Uses)</u></b>			
Operating Transfers - In	-	-	-
Operating Transfers - Out	-	-	-
<b>Total Other Financing Sources</b>			
<b>(Uses)</b>	-	-	-
<b><u>Net Change in Fund Balance</u></b>	(4,433)	-	-
<b><u>Fund Balances - Beginning</u></b>	(335,762)	6	3
<b><u>FUND BALANCES - ENDING</u></b>	<u>\$ (340,195)</u>	<u>\$ 6</u>	<u>\$ 3</u>



I-20 Ramp Project	CDBG - Street Paving Project	Total Nonmajor Capital Project Funds
\$ 42,007	\$ 6,278	\$ 48,285
1,114,210	-	1,114,210
<u>1,156,217</u>	<u>6,278</u>	<u>1,162,495</u>
 103,602	 -	 108,035
  1,052,615	  6,278	  1,054,460
-	-	-
<u>-</u>	<u>-</u>	<u>-</u>
 -	 -	 -
 1,052,615	 6,278	 1,054,460
<u>(903,154)</u>	<u>-</u>	<u>(1,238,907)</u>
<u>\$ 149,461</u>	<u>\$ 6,278</u>	<u>\$ (184,447)</u>



CITY OF WEST MONROE, LOUISIANA  
NONMAJOR FIDUCIARY FUNDS - EXPENDABLE TRUST FUNDS  
COMBINING BALANCE SHEET  
JUNE 30, 2008

	Employees' Workmen's Compensation Reserve Fund	General Insurance Fund	Hasley Cemetery Fund	Total Nonmajor Expendable Trust Funds
<b><u>ASSETS</u></b>				
Cash and Cash Equivalents	\$ 329,500	\$ -	\$ 352,458	\$ 681,958
Investments	5,946	-	11,913	17,859
Due From Other Funds	198,942	-	218,924	417,866
<b><u>TOTAL ASSETS</u></b>	<b><u>\$ 534,388</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 583,295</u></b>	<b><u>\$ 1,117,683</u></b>
<b><u>LIABILITIES</u></b>				
Due To Other Funds	\$ -	\$ -	\$ -	\$ -
<b><u>FUND BALANCES</u></b>				
Reserved:				
Workmen's Compensation Claims	534,388	-	-	534,388
Cemetery Maintenance	-	-	583,295	583,295
Insurance Claims	-	-	-	-
<b>Total Fund Balances</b>	<b><u>534,388</u></b>	<b><u>-</u></b>	<b><u>583,295</u></b>	<b><u>1,117,683</u></b>
<b><u>TOTAL LIABILITIES AND FUND BALANCES</u></b>	<b><u>\$ 534,388</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 583,295</u></b>	<b><u>\$ 1,117,683</u></b>



CITY OF WEST MONROE, LOUISIANA  
NONMAJOR FIDUCIARY FUNDS - EXPENDABLE TRUST FUNDS  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES  
FOR THE YEAR ENDED JUNE 30, 2008

	Employees' Workmen's Compansation Reserve Fund	General Insurance Fund	Hasley Cemetery Fund	Total Nonmajor Expendable Trust Funds
<b><u>Revenues</u></b>				
Sales Tax	\$ -	\$ 24,000	\$ -	\$ 24,000
Lot Sales	-	-	20,300	20,300
Insurance Proceeds	-	11,457	-	11,457
Interest	228	-	458	686
<b>Total Revenues</b>	<u>228</u>	<u>35,457</u>	<u>20,758</u>	<u>56,443</u>
<b><u>Expenditures</u></b>				
Hasley Cemetery	-	-	-	-
Claims Paid	-	177,017	-	177,017
<b>Total Expenditures</b>	<u>-</u>	<u>177,017</u>	<u>-</u>	<u>177,017</u>
<b><u>Excess (Deficiency) of Revenues</u></b>				
<b><u>Over Expenditures</u></b>	228	(141,560)	20,758	(120,574)
<b><u>Other Financing Sources (Uses)</u></b>				
Operating Transfers - In (Out)	-	141,560	-	141,560
<b><u>Net Change in Fund Balance</u></b>	<u>228</u>	<u>-</u>	<u>20,758</u>	<u>20,986</u>
<b><u>Fund Balance - Beginning</u></b>	<u>534,160</u>	<u>-</u>	<u>562,537</u>	<u>1,096,697</u>
<b><u>FUND BALANCE - ENDING</u></b>	<u>\$ 534,388</u>	<u>\$ -</u>	<u>\$ 583,295</u>	<u>\$ 1,117,683</u>



## OTHER SUPPLEMENTAL INFORMATION





CITY OF WEST MONROE, LOUISIANA  
ALL FUNDS  
SCHEDULE OF ASSESSED VALUATION AND AD VALOREM  
PROPERTY TAX LEVY FOR 2007

<u>Original Assessed Valuation</u>		\$ 114,783,300
<u>Tax Rate Per Thousand Dollars (Mills)</u>		8.62
<u>Gross Tax Levy</u>		\$ 989,432
Less: Adjustments		<u>(12,012)</u>
<u>Adjusted Gross Tax Levy</u>		<u>\$ 977,420</u>
<u>Tax Collected</u>		
2007 Assessments		<u>\$ 953,241</u>
<u>Allocation of Tax Collected</u>	<u>2007 Tax Rate Mills</u>	
General Fund	6.97	\$ 770,720
Street Maintenance	<u>1.65</u>	<u>182,521</u>
Total	<u>8.62</u>	<u>\$ 953,241</u>

CITY OF WEST MONROE, LOUISIANA  
SCHEDULE OF REVENUES AND EXPENDITURES - CONVENTION CENTER  
FOR THE YEAR ENDED JUNE 30, 2008

	<u>Events</u>	<u>Concession</u>	<u>Catering</u>	<u>Total</u>
<u>Revenues</u>	\$ 12,308	\$ 7,999	\$ 551,676	\$ 571,983
<u>Cost of Operations</u>				
Operating Expenditures	89,387	-	218,843	308,230
Personnel	12,273		294,545	306,818
Total	<u>101,660</u>	<u>-</u>	<u>513,388</u>	<u>615,048</u>
<u>Gross Profit</u>	<u>\$ (89,352)</u>	<u>\$ 7,999</u>	<u>\$ 38,288</u>	(43,065)
<u>Administrative Expenditures</u>				
Director's Salary				47,039
Operations Salaries				101,337
Vehicle Maintenance				281
Materials, Repairs & Supplies				26,777
Travel, Car & Meetings				4,835
Cell Phones and Pagers				1,433
Advertising				2,342
Office				44,579
Utilities				<u>23,725</u>
Total Administrative Expenditures				<u>252,348</u>
<u>Deficiency of Revenues Under Expenditures</u>				<u>\$ (295,413)</u>

<u>Budget</u>	<u>Variance - Favorable (Unfavorable)</u>
\$ (85,650)	\$ 42,585
47,100	61
103,650	2,313
500	219
17,000	(9,777)
4,000	(835)
1,400	(33)
2,000	(342)
43,600	(979)
<u>25,600</u>	<u>1,875</u>
<u>244,850</u>	<u>(7,498)</u>
<u>\$ (330,500)</u>	<u>\$ 35,087</u>

CITY OF WEST MONROE, LOUISIANA  
SCHEDULE OF REVENUES AND EXPENDITURES - IKE HAMILTON EXPO CENTER  
FOR THE YEAR ENDED JUNE 30, 2008

	Equine Events	Concession	Stall Rentals & Shavings	Total
<u>Revenues</u>	\$ 149,369	\$ 121,174	\$ 234,633	\$ 505,176
<u>Cost of Operations</u>				
Operating Expenditures	116,987	75,206	16,713	208,906
Personnel	91,926	26,265	27,723	145,914
Total	208,913	101,471	44,436	354,820
<u>Gross Profit</u>	<u>\$ (59,544)</u>	<u>\$ 19,703</u>	<u>\$ 190,197</u>	150,356
<u>Administrative Expenditures</u>				
Director's Salary				73,395
Operations Salaries				160,731
Vehicle Maintenance				4,776
Materials, Repairs & Supplies				39,167
Gas and Oil				5,604
Office				956
Cell Phones and Pagers				2,144
Advertising				130
Other Miscellaneous Purchases				399
Utilities				323,131
Total Administrative Expenditures				610,433
<u>Deficiency of Revenues Over Expenditures</u>				<u>\$ (460,077)</u>

<u>Budget</u>	<u>Variance - Favorable (Unfavorable)</u>
\$ 160,484	\$ (10,128)
73,520	125
160,500	(231)
5,000	224
44,000	4,833
3,000	(2,604)
600	(356)
1,800	(344)
1,000	870
2,300	1,901
<u>341,000</u>	<u>17,869</u>
<u>632,720</u>	<u>22,287</u>
<u><u>\$ (472,236)</u></u>	<u><u>\$ 12,159</u></u>



OTHER SUPPLEMENTAL INFORMATION –  
GRANT ACTIVITY





# CAMERON, HINES & HARTT

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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**

Honorable Mayor and Board of Aldermen of  
West Monroe, Louisiana

We have audited the primary government financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of West Monroe, Louisiana (the City) as of and for the year ended June 30, 2008, which collectively comprise the City's basic primary government financial statements and have issued our report thereon dated October 10, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States

## **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the City's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the basic primary financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the deficiencies described in the accompanying schedule of findings and questioned costs to be significant deficiencies in internal control over financial reporting and which are described as items 08-1 through 08-5.



A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we believe that none of the significant deficiencies described above is a material weakness.

### **Compliance and Other Matters**

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

This report is intended solely for the information and use of management, the Legislative Auditor, the City of West Monroe, Louisiana 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 24:513, this report is distributed by the Legislative Auditor as a public document.

*Cameron, Hines & Hartt (APAC)*

West Monroe, Louisiana  
October 10, 2008



# CAMERON, HINES & HARTT

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## **REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND ON 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 (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2008. 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 auditing standards generally accepted in the United States of America; 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 consider necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of 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, 2008.

### **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 the requirements that could have a material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.



A control deficiency in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of management, 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. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

*Cameron, Hines & Haritt (APAC)*

West Monroe, Louisiana  
October 10, 2008





CITY OF WEST MONROE, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2008

**SUMMARY OF AUDIT RESULTS**

1. The auditors' report expresses an unqualified opinion on the basic primary government financial statements of the City of West Monroe, Louisiana.
2. Five significant deficiencies 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 the 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 significant deficiencies are deemed to be material weaknesses.
3. No instances of noncompliance material to the financial statements of the City of West Monroe, Louisiana, which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
4. No significant deficiencies were disclosed during the audit of the major federal award programs are 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.
5. The auditors' 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 that are required to be reported in accordance with Sections 510(a) of OMB Circular A-133 are reported in this schedule.
7. The programs tested as major programs included the Department of Housing and Urban Development Voucher Program, CFDA No. 14.871 and Community Planning and Development Program, CFDA No. 14.228.
8. The threshold for distinguishing between Types A and B programs was \$300,000.
9. The City of West Monroe, Louisiana does qualify to be a low-risk auditee.



CITY OF WEST MONROE, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2008 (continued)

**FINDINGS AND QUESTIONED COSTS – MAJOR FEDERAL AWARD PROGRAMS AUDIT**

There were no findings relating to this category.

**FINDINGS – FINANCIAL STATEMENT AUDIT**

**08-1 Bank ETF Funds for July 2007 not Recorded in General Ledger**

Condition:

During our audit it was noted that none of the ETF direct deposits in the operating account had been recorded.

Criteria:

All activity during the month should be recorded during the reconciling process for each bank account.

Effect:

Since the direct deposits had not been recorded, the City had an inaccurate reconciled amount during the entire year.

Recommendation:

The City should review each month that all direct deposits, as well as all other activity, be recorded as each bank account is reconciled.

Response:

The unrecorded direct deposits resulted during a time of employee transition in the accounting department. No other incidents such as these have happened since July 2007 and the City feels that it is being monitored effectively.

**08-2 Operating Cash not Reconciled to General Ledger at Year End**

Condition:

During the audit of the operating cash account of the City of West Monroe, it was noted that the account was not reconciled to the year end general ledger.

Criteria:

The operating bank account, along with all other bank accounts, should be properly reconciled monthly so that the City's management has a true cash position each month.

Effect:

If these amounts are not reconciled, the cash balances are inaccurate. Also errors, intentional or unintentional would not be easily discovered.

Recommendation:

Each reconciliation should be performed carefully and reviewed by a responsible employee each month.



CITY OF WEST MONROE, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2008 (continued)

**FINDINGS – FINANCIAL STATEMENT AUDIT (continued)**

**08-2 Operating Cash not Reconciled to General Ledger at Year End (continued)**

Response:

The main reason for the account not reconciling was because of the condition noted in finding 08-1. Also, the accounting department will ensure that the reconciled bank accounts will agree to the general ledger each month.

**08-3 Grant Administrator**

Condition:

Currently, the City of West Monroe receives numerous federal and state grants and other funding. . At the present time, several departments and individuals oversee their particular grants. When the funds are electronically transferred to the City, some are difficult to determine which grant they belong to and are being recorded in the general ledger in the wrong accounts.

Criteria:

Federal agencies require accountability for the funds given to recipients.

Effect:

Because of the numerous agencies paying the City electronically and not recording the amounts consistently in the general ledger, it is difficult to identify the total amount paid to the City for amounts being paid by the same agency for different grants.

Recommendation:

The City's management should consider creating a position of grant administrator to oversee all federal and state grants the City receives. Also, each department should be required to notify the grant administrator if a new grant is applied for or received.

Response:

At this time, the City feels that it is not cost beneficial to hire another employee or give this responsibility to an existing employee because of the work involved.

**08-4 Delinquent Accounts in Utility Billing System**

Condition:

During our testwork of delinquent utility customers, we noted that in many instances customers were allowed to remain on the water and sewer system longer than the established minimum for cutoff for non-payment. In some cases, the customers leave the City owing the payment and the City never collects it which causes the penalties to grow exponentially.

Criteria:

The City has policies and guidelines to protect against non payment of water and sewer services. These policies should be followed so that revenues will be collected to cover the costs of providing the water and sewer services.



CITY OF WEST MONROE, LOUISIANA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2008 (continued)

**FINDINGS – FINANCIAL STATEMENT AUDIT (continued)**

Effect:

When the City does not adhere to its policy regarding cutoff for nonpayment of utility bills, it causes loss of revenues that are essential to the operation of the utility enterprise fund.

Recommendation:

The City should enforce more rigidly its water and sewer cutoff procedures for customers that don't make timely payments or any payments at all.

Response:

The City's administration will work with the Utility Department to make sure the cutoff policies will be enforced. All delinquent accounts will be cutoff timely.

**08-5    Utility Fund Accounts Receivable**

Condition:

As noted in prior year, during the audit of the utility fund, it was noted that accounts receivable had numerous accounts that were old and no longer collectible because the customer had moved and not notified the City. This resulted in substantial penalties accruing on these accounts causing an overstatement of accounts receivable.

Criteria:

The accounts receivable subsidiary ledger should contain only collectible amounts and tie to the general ledger.

Effect:

The accounts receivable is overstated at year end. The allowance for doubtful accounts was increased to offset this overstatement..

Recommendation:

The City should determine which accounts are not collectible and write them off the subsidiary ledger and adjust the receivable accordingly.

Response:

The City will examine the Utility accounts receivable and determine the accounts which are not collectible. Once accounts have been determined to be uncollectible, they will be written off.

CITY OF WEST MONROE, LOUISIANA  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2008

<u>Federal Grants/Pass Through Grantor/Program Title</u>	<u>CFDA Number</u>	<u>Agency or Pass - Through Number</u>	<u>Expenditures</u>
<b>Department of Housing &amp; Urban Development</b>			
Public and Indian Housing			
HAP - Vouchers	14.871	LA186VO	* \$ 1,292,316
<b>Department of Homeland Security</b>			
EF&S National Board Program	97.024	36600-002	16,928
Hazard Mitigation Grant	97.039	1435-073-0003	* 407,625
Assistance to Firefighters	97.044	EMW-2006-FG-09380	20,429
<b>Environmental Protection Agency</b>			
Brownfields Pilot for Site Identification and Active Redevelopment	66.811	BF-97699901-0	20,594
Brownfields Assessment & Cleanup Cooperative Agreements	66.818	BF-9764601-1	12,494
Brownfields Cleanup Revolving Loan Fund for Petroleum Sites	66.818	BF-966331-01-0	16,919
			<u>29,413</u>
<b>Department of Justice</b>			
Bureau of Justice Assistance			
LA Commission on Law Enforc.	16.738	B06-2-009	26,362
LA Commission on Law Enforc.	16.738	B05-2-011	26,000
			<u>52,362</u>
LA Commission on Law Enforc.	16.579	B07-2-007	123,798
Office of Justice Programs			
Edward Byrne Grant	16.738	2007-DJ-BX-0878	11,234
Office of Juvenile Justice and Delinquency Prevention			
Juvenile Intervention Grant	16.548	W04-2-001	1,123
Juvenile Justice Grant	16.540	J06-2-002	7,382
Juvenile Justice Grant	16.540	J05-2-002	5,305
			<u>12,687</u>
Office of Community Oriented Policing Services - Secure Schools	16.710	2006CKWX0655	39,489



CITY OF WEST MONROE, LOUISIANA  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2008

<u>Federal Grants/Pass Through Grantor/Program Title</u>	<u>CFDA Number</u>	<u>Agency or Pass - Through Number</u>	<u>Expenditures</u>
<b>Department of Justice (continued)</b>			
Federal Bureau of Investigation			
Safestreets Violent Crime Initiative	None	106-113	13,464
ATF Organized Crime Drug Enforcement Task Force	None	06-NO-420-AFF	5,341
Organized Crime Drug Enforcement Task Force	None	KB-05-0023	5,310
Office on Violence Against Women	16.588	2007-WE-AX-0037	105,431
Bureau of Justice Assistance Bullet Proof Vest Grant	16.607	None	3,125
<b>Department of Transportation</b>			
Federal Transit Administration			
Section 5311 - Operating Assistance	20.509	LA-18-X021	59,339
Section 5311 - Capital Assistance	20.509		34,572
			<u>93,911</u>
Highway Safety Commission			
PD Year Long Overtime	20.600	PT 07-32-00	12,284
PD Year Long Overtime	20.600	PT 08-57-00	34,874
			<u>47,158</u>
<b>Corporation for National and Community Service</b>			
AmeriCorps - 06/07 Grant	94.006	03ACHLA0010005	16,292
AmeriCorps - 07/08 Grant	94.006	03ACHLA0010005	55,531
			<u>71,823</u>
<b>Office of Elementary &amp; Secondary Education</b>			
<b>Department of Education</b>			
Twenty-First Century Community Learning Centers	84.287	661028	52,444
	84.287	659664	119,917
			<u>172,361</u>
<b>Executive Office of the President</b>			
Office of National Drug Control Policy	None	HIDTA Overtime	10,246
			<u>\$ 2,556,168</u>

\*Denotes Major Federal Assistance Program.

See accompanying Notes to Schedule of Expenditures of Federal Awards.



CITY OF WEST MONROE, LOUISIANA  
NOTES TO SCHEDULE OF EXPENDITURES  
OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2008

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, Louisiana reporting entity is defined in Note 1 to the City's primary government 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 accrual basis of accounting, which is described in Note 1 to the City's primary government financial statements. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.



CITY OF WEST MONROE, LOUISIANA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2008

**Internal Control and Compliance Material to Federal Awards**

There were no findings relating to this category.

**Internal Control and Compliance Material to the Financial Statements**

07-1 Internal Controls for Kiroli Park Entrance Fees

Condition:

During our audit, it was noted that there are little to no controls over the gate fees collected at the entrance to Kiroli Park. Vehicles stop at the gate and pay the attendant fifty cents per person in the vehicle up to a maximum of \$2. No receipt or ticket is given in return.

Recommendation:

Controls should be put in place at the Kiroli Park entrance, as well as any other City department that collects money, to minimize the possibility of lost revenue due to human error or to misappropriation.

Current Status:

The City's management feels the costs of applying controls far outweigh the benefits when each person is only charged twenty-five cents to enter the park.

07-2 Individual Funds' Claim on Pooled Cash

Condition:

During the audit of the City's pooled cash account, which is its main operating account, it was noted that each of the City's individual funds' claim on its share of the pooled cash is not being compared and reconciled to the pooled cash reconciliation monthly. The pooled cash account is, however, being reconciled to its bank statement on a monthly basis. The total of each funds' claim on cash did not agree with what was on the bank reconciliation at year end.

Recommendation:

The person reconciling the bank accounts should also make sure the total claim on cash per the funds agrees to the bank reconciliation.

Current Status:

The City has done a much better job of accounting for each funds' share of pooled cash and is being reconciled monthly.

07-3 Federal Reimbursement of Police Department Overtime

Condition:

Currently, the West Monroe Police Department has four federal grants that reimburse the City for a portion of the overtime paid to police officers that work detail associated with the programs these grants support. The overtime is submitted to the granting agencies monthly and the reimbursements are electronically deposited in the City's operating bank account.









CITY OF WEST MONROE, LOUISIANA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2008 (Continued)

07-3 Federal Reimbursement of Police Department Overtime (continued)

Condition:

There is no reconciling of amounts submitted and its corresponding reimbursement. The reports are submitted and there is no follow up to ensure that the funds were received for the correct amounts or if received at all. Also, there is no consistency in recording the reimbursements in the general ledger. Some are recorded as federal grant revenue and some are recorded as credits to police department salary account.

Recommendation:

The police department should reconcile the amounts received to the reports submitted for reimbursement monthly for each grant. A duplicate copy of the report submitted to the grantor should be given to the City so those amounts can be tracked as they are received. Also, the amounts received should be recorded as grant revenue or credits to the salaries expenditures, but not both.

Current Status:

The amounts are being recorded in their own project accounting system within the general ledger. The City is doing a better job at recording each payment into its project, but there is still some miscoding of amounts.

07-4 Section 8 Housing Authority General Ledger

Condition:

Housing assistance payments (HAP) and monthly HUD revenue are not recorded on the City's general ledger but on a separate ledger system maintained at the West Monroe Housing Authority. The City records salaries and other expenditures it pays on behalf of Section 8 on its general ledger. At year end, the two ledgers are combined for reporting purposes.

Recommendation:

The City should incorporate the housing authority's bookkeeping system into its general ledger accounting system.

Current Status:

The City's management feels the cost of applying a system that is compatible with the existing general ledger far outweighs the benefits. The City's current general ledger system has no way of tracking housing assistance payments to owners and tenants.

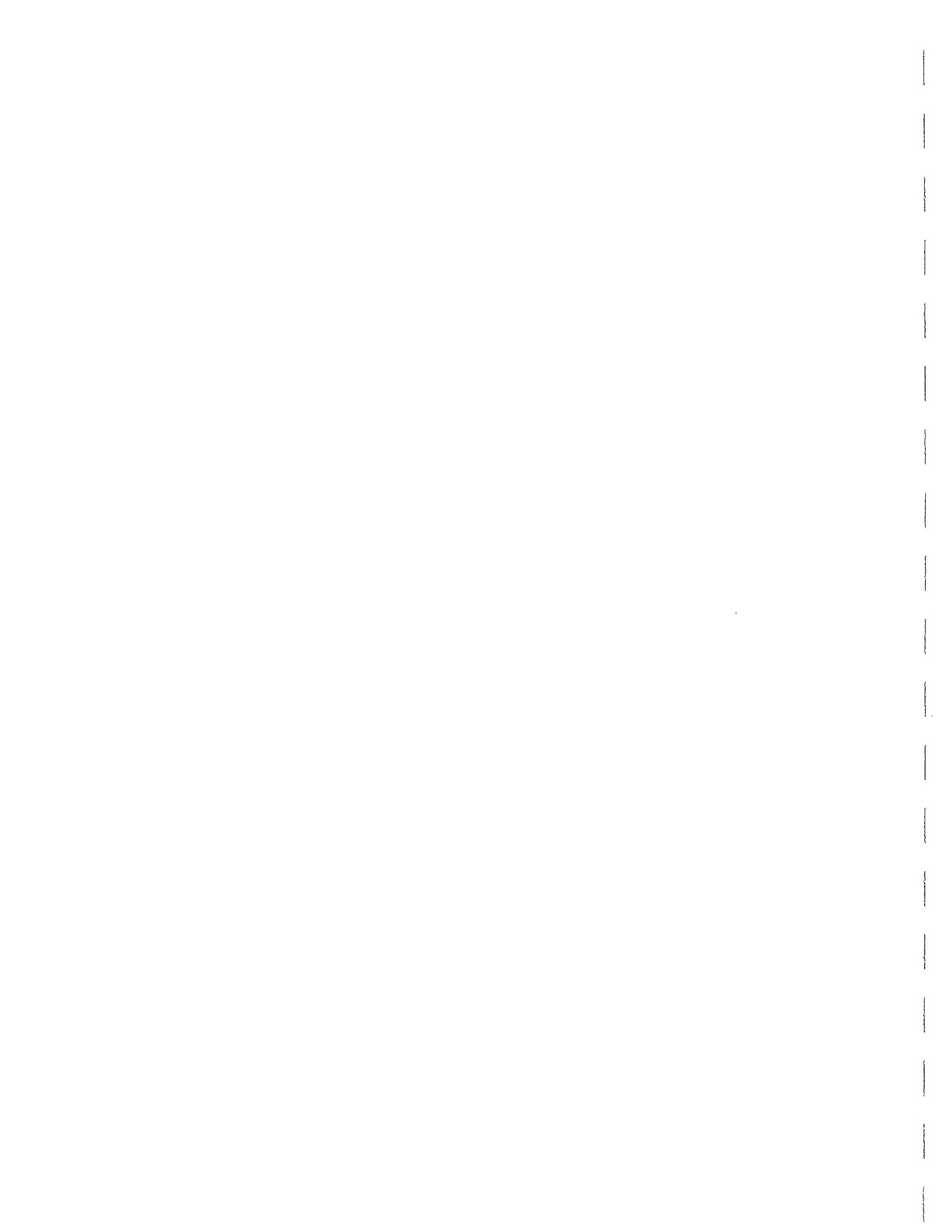
07-5 Fixed Assets and General Long Term Debt

Condition:

The purchases of fixed assets and the debt principal and interest payments are recorded on the ledger but the City's general fixed assets and long-term debt balances are not recorded on the general ledger. These amounts are maintained separately and added to the financial statements at year end.

Recommendation:

The City should record all fixed assets in the fixed asset module of its general ledger software package. The City should also record its debt in a long term debt account group.



CITY OF WEST MONROE, LOUISIANA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2008 (Continued)

07-5 Fixed Assets and General Long Term Debt (continued)

Current Status:

The management of the City can refer to the annual financial statements to determine how much is owed on long-term debt and the total of fixed assets when the additions and deletions are considered. The City has a detailed inventory of material buildings, vehicles and equipment, but the cost to input every item into the general ledger system that was put in place a couple of years ago would outweigh the benefit of having it all in the system.

07-6 Section 8 Bank Reconciliations

Condition:

The Section 8 bank statements were not reconciled for any month during the year ended June 30, 2007.

Recommendation:

The accounting department should reconcile the Section 8 bank statement monthly as well as all other bank accounts.

Current Status:

The bank statements are reconciled monthly.

07-7 Utility Fund Accounts Receivable

Condition:

During the audit of the utility fund, it was noted that accounts receivable had numerous accounts that were old and no longer collectible because the customer had moved and not notified the City. This resulted in substantial penalties accruing on these accounts causing an overstatement of accounts receivable at year end.

Recommendation:

The City should determine which accounts are not collectible and write them off the subsidiary ledger and adjust the receivable accordingly.

Current Status:

Management will look at the accounts and investigate the delinquent amounts. We will also purge old accounts from the system if deemed uncollectible by management.

07-8 Utility Fund Repayment Schedules

Condition:

During the audit of the utility fund, it was noted that repayment schedules are set up for delinquent customers. These schedules are not monitored on a regular basis as to payments being made timely.

Recommendation:

The City should set up a system whereby each overdue balance is tracked and monitored for repayment.

Current Status:

The City feels that this type of system would be too expensive to implement because of the time it would take and the cost of hiring extra employees would outweigh the benefit.





