

**CITY OF NEW ROADS
NEW ROADS, LOUISIANA**

**ANNUAL FINANCIAL REPORT
AS OF AND FOR THE YEAR ENDED
DECEMBER 31, 2003**

MAJOR & MORRISON
Certified Public Accountants
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111 West Main Street
New Roads, LA 70760

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

Release Date 6-30-04

**CITY OF NEW ROADS
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TABLE OF CONTENTS

	<u>Page No.</u>
Independent Auditors' Report on Financial Statements	1-2
Management's Discussion and Analysis	3-8
Basic Financial Statements:	
<i>Government Wide Financial Statements:</i>	
Statement of Net Assets	9
Statement of Activities	10-11
<i>Fund Financial Statements:</i>	
Balance Sheet – Governmental Funds	12
Reconciliation of the Balance Sheet – Governmental Funds to the Statement of Net Assets	13
Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Funds	14
Reconciliation of Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Funds to the Statement of Activities	15
Statement of Net Assets- Proprietary Funds	16
Statement of Revenues, Expenses, and Changes in Fund Net Assets – Proprietary Funds	17
Statement of Cash Flows – Proprietary Funds	18-19
<i>Notes to Financial Statements</i>	20-43
Required Supplementary Information	
Budgetary Comparison Schedule – General Fund	44
Other Supplemental Information Schedules:	
<i>Nonmajor Governmental Funds:</i>	
Descriptions	45
Combining Balance Sheet – Nonmajor Governmental Funds	46
Combining Statement of Revenues, Expenditures and Changes in Fund Balance – Nonmajor Governmental Funds	47
Other Reports Required by Government Auditing Standards:	
Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	48
Other Reports	
Schedule of Findings and Questioned Costs	49
Summary Schedule of Prior Audit Findings	50
Corrective Action Plan for Current Year Audit Findings	51
Schedule of Insurance	52
Schedule of Electric, Gas, and Water Customers	53

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MEMBERS:
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
SOCIETY OF LOUISIANA
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT

To Mayor Muckelroy and
Members of the City Council
New Roads, Louisiana 70765-0880

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of New Roads, Louisiana as of and for the year ended December 31, 2003, which collectively comprise the City's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the management of the City of New Roads, Louisiana. Our responsibility is to express an opinion 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 opinion.

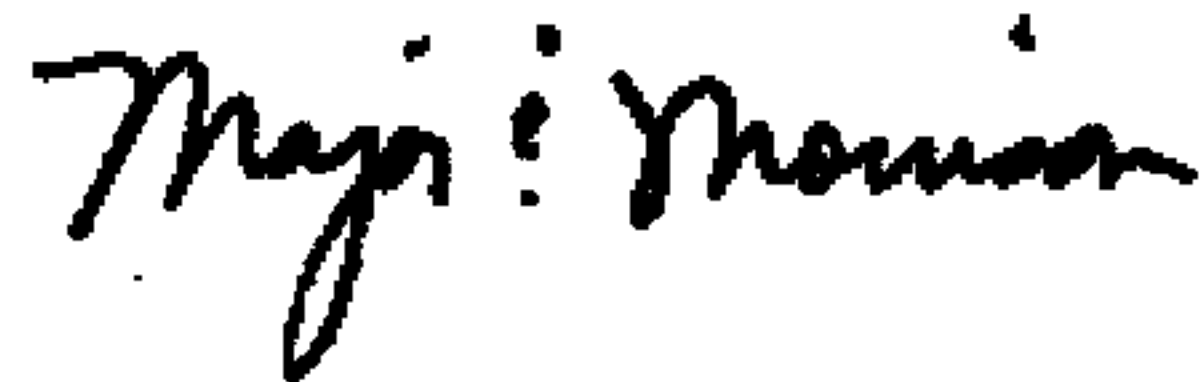
In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of New Roads, Louisiana, as of December 31, 2003, and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 2 to the financial statements, the City of New Roads, Louisiana, adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments*, Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*, Statement No. 37, *Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus*, Statement No. 38, *Certain Financial Statement Note Disclosures*, and Interpretation No. 6, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*. This results in a change in the format and content of the basic financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 4, 2004 on our consideration of the City of New Roads, Louisiana's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

The Management's Discussion and Analysis and the Required Supplementary Information, as listed in the foregoing table of contents, are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the 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 financial statements. The accompanying supplemental information schedules and other information as listed in the foregoing table of contents are presented for the purpose of additional analysis and are not a required part of the basic financial statements of the City of New Roads, Louisiana. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



Major and Morrison
New Roads, Louisiana
June 4, 2004

**MANAGEMENT'S DISCUSSION
AND ANALYSIS**

**CITY OF NEW ROADS, LOUISIANA
MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2003**

As management of the City of New Roads, Louisiana (the "City"), we offer readers of the financial statements this narrative overview and analysis of the financial activities of the City of New Roads, Louisiana for the fiscal year ended December 31, 2003. This management discussion and analysis ("MD&A") is designed to provide an easy to read analysis of the City's financial activities based upon facts, decisions, or conditions currently known. This MD&A is intended to provide the readers of these financials with a broad overview of City finances. It is also intended to provide readers with an analysis of the City's short-term and long-term activities based upon information presented in the financial report and fiscal policies that have been adopted by the City. Specifically, this section is designed to assist the reader in focusing on significant financial issues, provide an overview of the City's financial activity, identify changes in the City's financial position (its ability to address next year and subsequent year challenges), identify any material deviations from the financial plan (the approved budget), and identify individual fund issues or concerns.

This is the first year that the City has presented its financial statements under the required GASB Statement No 34 reporting model. This reporting model has significantly changed financial data presentation, as well as the manner in which the information is recorded. Prior year comparative information has not been presented in this year's report, which decreases the reader's evaluation as to how the city is performing. In subsequent years, comparative information will be presented in order to give the readers of these financial statements a better understanding of the city's performance. In preparing the information below, when available, we have expanded our discussion with limited comparative information.

The information contained within this MD&A should be considered only a part of a greater whole, as should all other sections in this financial report. The readers of this statement should take time to read and evaluate all sections of this report, including the footnotes and the other Required Supplemental Information ("RSI") that is provided in addition to this Management's Discussion and Analysis.

Overview of the Financial Statements

The intention of the discussion and analysis is to serve as an introduction to the City's financial statements. The City's basic financial statements consist of the following components:

1. Government-Wide Financial Statements
2. Fund Financial Statements
3. Notes to the Financial Statements
4. Other Supplementary Information, in addition to the basic financial statements themselves.

1. GOVERNMENT-WIDE FINANCIAL STATEMENTS

Government-Wide Financial statements are designed by GASB Statement No. 34 to change the way in which government financial statements are presented. It now provides readers for the first time a concise "entity-wide" Statement of Net Assets and Statement of Activities, seeking to give the user of the financial statements a broad overview of the City's financial position and results of operations in a manner similar to private-sector business.

- A. The statement of net assets presents information on all of the City's assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. The difference between the assets and liabilities is reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the City is improving or weakening.
- B. The statement of activities presents information showing how the government's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes).

**CITY OF NEW ROADS, LOUISIANA
MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2003**

The government wide financial statements further assist the reader in their evaluation by distinguishing functions of the City into:

- A. Governmental activities that are principally supported by taxes and intergovernmental revenues, and
- B. Business-type activities from other functions that are intended to recover all or a significant portion of their costs through user fees and charges.

Government-Wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. The City's assets exceeded its liabilities at the close of the most recent fiscal year by \$14,775,240, a decrease of \$167,692 from last year. Of the total amount, \$3,340,297 are unrestricted net assets. The City's net assets are comprised of \$4,794,668 from Governmental Activities and \$9,980,572 from Business Type Activities as shown on page 9.

By far the largest portion of the City's net assets (52%) reflects its investment in capital assets (e.g., land, buildings, land improvements, machinery and equipment, vehicles, city infrastructure, etc.), less any related debt used to acquire those assets that is still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's net assets (26%) represents resources that are subject to external and internal restrictions on how they are used. The remaining balance of \$3,340,297 unrestricted net assets may be used to meet the government's ongoing obligations to citizens and creditors. At the end of the current fiscal year, the City is able to report positive balances in all three categories of net assets, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

Governmental Activities

The Governmental Activities of the City include General Government, Public Safety, Transportation, Public Works, Streets and Sanitation, Recreation, Economic Development, Culture and Tourism, Welfare and Education. Sales taxes, property taxes, franchise taxes, as well as occupational licenses and fines, and internal transfers from the City's business activities fund most of these governmental activities.

Here we show the City's expenditures related to those functions typically associated with governments. In the chart below, General Government includes the following departments: Legislative (City Council), Judicial, Executive, Financial, Building and other General Administration. Public Safety encompasses the Police department. Public Works is made up of the Street and Sanitation department. Culture and Tourism and Recreation departments contain the City's parks and Community center activities. Community Development consists of the Main Street department and Transportation consists of the City's joint venture with the parish government involving the airport and civic center. Education and Welfare consist of the city's tutorial program and HUD section 8 housing.

Governmental Activities Expenditures:

	<u>Amount</u>	<u>Percentage</u>
General Government	\$1,369,316	36%
Public Safety	\$1,044,468	28%
Transportation	\$ 34,126	1%
Public Works	\$ 260,415	7%
Street & Sanitation	\$ 692,426	18%
Recreation-Culture & Tourism	\$ 140,438	4%

**CITY OF NEW ROADS, LOUISIANA
MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2003**

Main Street Economic Development	\$ 57,347	1%
Miscellaneous Programs	\$ 155,832	4%
Interest on Long-Term debt	\$ 38,313	1%
Total Governmental Activities	<u>\$3,792,681</u>	<u>100%</u>

General revenues are those available for the City to use to pay for the governmental activities described above.

General Revenues:		
	<u>Amount</u>	<u>Percentage</u>
Taxes:		
Sales Taxes	\$ 903,964	36%
Franchise Taxes	\$ 21,655	1%
Property Taxes	\$ 181,887	7%
Licenses & Permits	\$ 184,815	7%
Intergovernmental Revenues	\$ 187,358	7%
Investment Earnings	\$ 16,448	1%
Miscellaneous	\$ 80,136	3%
Transfers – Internal Activities	<u>\$ 947,167</u>	<u>38%</u>
Total General Revenues and Transfers	<u>\$2,523,430</u>	<u>100%</u>

Transfers from the city's business-type activities are the largest revenue source for the City comprising 38% of total governmental revenue. These revenues decreased from fiscal year December 31, 2002 to December 31, 2003 by \$162,471.

Sales taxes are the second largest revenue source for the City comprising 36% of total governmental revenue. Revenues increased from fiscal year ending December 31, 2002 to December 31, 2003 by \$5,518.

Business-Type Activities

The Business-Type Activities of the City are those that the City charges a fee to customers to help it cover all or most of the cost of certain services it provides. The City's electric, gas, water, and sewer departments are reported here.

Business Type Activities:

	<u>Fiscal year ended December 31, 2002</u>	<u>Operating Revenues Fiscal year ended December 31, 2003</u>	<u>Increase/ (Decrease) Between Years</u>
Electric	\$3,336,071	\$3,630,236	\$294,165
Gas	\$1,075,229	\$1,140,502	\$ 65,273
Water	\$ 585,405	\$ 575,763	\$(9,642)
Sewer	<u>\$ 348,065</u>	<u>\$ 345,364</u>	\$(2,701)
	<u>\$5,344,770</u>	<u>\$5,691,865</u>	

Increase/(Decrease) Between Years.....\$347,095

	<u>Fiscal year ended December 31, 2002</u>	<u>Operating Expenses Fiscal year ended December 31, 2003</u>	<u>Increase/ (Decrease) Between Years</u>
Electric	\$2,743,374	\$2,973,564	\$230,190
Gas	\$ 968,723	\$1,110,128	\$141,405
Water	\$ 804,131	\$ 774,493	\$(29,638)
Sewer	<u>\$ 165,788</u>	<u>\$ 152,566</u>	\$(13,222)
	<u>\$4,682,016</u>	<u>\$5,010,751</u>	

CITY OF NEW ROADS, LOUISIANA
MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2003

Increase/(Decrease) Between Years.....\$328,735

2. FUND FINANCIAL STATEMENTS

A fund is the grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into two categories: governmental funds and proprietary funds.

A. Governmental funds are used to account for most of the City's basic services that are reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. Modified accrual accounting is used to report these funds. Modified accrual accounting measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services it provides. Governmental fund information aids in the determination of whether there are more or less financial resources that can be spent in the near future to finance the City's programs.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for government funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities. These reconciliations are located on pages 13 and 15.

The City maintains three individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, which is the only major governmental fund. Data for the other non-major funds (HUD Section 8 Special Revenue Fund and 1996 \$1.53 Bonds Debt Service Fund) are combined into a single, aggregated presentation. The basic fund financial statements can be found on pages 12 and 14 of this report.

Financial Analysis of the Governmental Funds

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$1,685,798, a decrease of \$264,682 from the prior year ending December 31, 2002. In the General Fund, the unreserved fund balance is \$1,203,951.

The City has reserved \$223,075 of its general fund balance for possible future coverage in unemployment compensation and auto liability claims and for prepaid expenses.

The City's major fund- the General Fund had a decrease from the prior year of \$272,475, from \$1,699,499 in the year ending December 31, 2002 to \$1,427,024 in the year ending December 31, 2003. The reserved fund balances in the other governmental funds in the amount of \$258,774 indicate that these funds are not available for new spending because they have already been committed for debt service and grant programs. Individual fund data for each of the nonmajor governmental funds is provided in the form of combining statements in the Supplemental Information portion of this report, beginning on page 45.

B. Proprietary Funds- Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its Electric, Gas, Water and Sewer departments. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Electric, Gas, Water, and Sewer departments, which are considered to be major funds of the City. The basic proprietary fund financial statements can be found on pages 16-19 of

**CITY OF NEW ROADS, LOUISIANA
MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2003**

this report.

3. NOTES TO THE FINANCIAL STATEMENTS

The notes to the financial statements provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statement can be found on pages 20-43 of this report.

4. OTHER SUPPLEMENTARY INFORMATION

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information. Required supplementary information can be found beginning on page 44 of this report.

- a. **Budgetary Comparison Schedule-** The City adopts an annual appropriated budget for its general fund. A budgetary comparison statement has been provided for these funds to demonstrate compliance with this budget, beginning on page 44.
- b. **Analysis of Significant Budget Variances in the General Fund:**
 - 1. **Revenues:**
 - a. Increases in sales and property taxes of \$19,482 due to improving economy.
 - b. Decrease in liquor and beer permits of \$15,835.
 - c. Increase in video poker revenues of \$45,400.
 - d. Increase in garbage collection of \$39,773.
 - e. Grant revenues increased by \$33,584 due mainly to additional sidewalk grant.
 - f. Decrease in interest earnings of \$14,075 due to drops in interest rates.
 - 2. **Expenditures:**
 - a. Increases in health insurance expenses in all departments of the city due to the rising health costs totaled \$153,962.
 - b. Increases in retirement expenses in all departments of the city due to increased rates set by the pension retirement boards of \$26,980.
 - c. Decrease in computer service fees of \$29,312.
 - d. Decrease in street sweeping/grass cutting expenses of \$25,000 due to lower bids and performing some sections with city employees.
 - e. Increase in capital outlays by \$136,875 due to sidewalk project, purchase of one police vehicle, computer scanners and software upgrades.

Supplemental Information

- A. Combining statements of the Non-Major Governmental Funds (Special Revenue: HUD Section 8) and Debt Service Fund (1996 \$1.53 Bonds) have been provided on pages 46 and 47.
- B. Other Supplementary schedules follow, starting on page 49.

Capital Asset and Debt Administration

A. Capital Assets

The city's investment in capital assets for its governmental and business-type activities as of December 31, 2003 amounts to \$13,054,332 (net of accumulated depreciation). This investment in capital assets includes land, buildings and systems, improvements, machinery and equipment,

**CITY OF NEW ROADS, LOUISIANA
MANAGEMENT'S DISCUSSION AND ANALYSIS
December 31, 2003**

furniture and fixtures, park facilities, roads, and highways. The total decrease in the City's investment in capital assets for the current fiscal year was \$353,018 or 2.6%.

Major capital asset additions during the current fiscal year included the following:

1. Sidewalk project was completed adding pathways to the City's shared civic center at a total cost of \$133,772.
2. One new police vehicle was purchased for \$20,307.
3. Computers, office equipment and software upgrades were purchased at a cost of \$16,899.
4. Water system improvements in the amount of \$45,971 were implemented to improve fire protection and chlorination facilities.
5. Sewage system improvements to the portage canal completed at a cost of \$108,129.
6. Infrastructure studies to improve drainage in the amount of \$23,517 were undertaken.

Additional information on the City's capital assets can be found in Note 8 on pages 30 and 31 of this report.

B. Long-Term Debt

At the end of the current fiscal year, the City had total bonded debt outstanding of \$5,335,000. Of this amount, \$540,000 comprises debt backed by a pledge of the excess of revenues of the General Fund, \$2,325,000 payable from the income and revenues earned from the electric system, and \$2,470,000 payable from the income and revenues earned from the water and sewer system. The city also has a capital lease in the amount of \$3,270 on a copier and notes payable in the amount of \$68,525 from the purchase of 5 police vehicles.

The City's total debt decreased \$424,518 (7.3%) during the current fiscal year. The only increase in debt was an increase to notes payable in the amount of \$20,308 for the purchase of a new police vehicle. Total principal payments made on debt during the year amounted to \$444,826. Additional information of the City's long-term debt can be found in Note 13 on pages 34-37.

Economic Factors and Next Year's Budget

The following factors were considered in preparing the City's budget for the 2004 fiscal year:

Budgeted sales and property tax amounts were left at constant amounts, although with an improving economy and this being a reassessment year, both are expected to increase from the prior year.

Intergovernmental revenues were decreased by \$149,000 due to completion of infrastructure improvements paid for with grant monies.

All other revenues with the exception of interest earnings were budgeted at roughly the same amounts as earned in 2003.

Within expenses, additional amounts were budgeted for retirement costs due to increases in the city's matching contribution rates, health costs due to the continued rising cost of coverage and personnel salary step increases. Capital outlay funds have been budgeted similar to prior years amounts as no unusual projects are scheduled for 2004.

Contacting the City's Financial Management

This financial report is designed to provide our citizens, taxpayers, customers, investors, and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money it receives. If you have any questions about this report or need additional financial information, contact Mrs. Charlie Beard, Controller, City of New Roads P.O. Box 280 New Roads, La. 70760.

BASIC FINANCIAL STATEMENTS

CITY OF NEW ROADS, LOUISIANA
STATEMENT OF NET ASSETS
December 31, 2003

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
ASSETS			
Cash and cash equivalents	\$ 304,319	\$ 766,824	\$ 1,071,144
Investments	750,734	965,650	1,716,384
Account receivables	79,799	733,642	813,441
Due from other governmental units	208,768	0	208,768
Prepaid expenses	53,358	22,175	75,531
Deferred bond refunding cost	0	249,375	249,375
Restricted cash & cash equivalents	248,014	1,021,485	1,269,500
Restricted investments	203,677	2,284,902	2,488,579
Capital assets, net of depreciation	<u>3,720,664</u>	<u>9,333,668</u>	<u>13,054,332</u>
Total Assets	<u>5,589,331</u>	<u>15,357,722</u>	<u>20,927,054</u>
LIABILITIES			
Accounts payable and accrued expenses	151,855	316,830	478,685
Due to other governmental units	1,004	18,370	19,373
Current portion of long-term obligations	207,102	260,000	467,102
Utility deposits	0	246,950	246,950
Non-current portion of long-term obligations	<u>404,693</u>	<u>4,535,000</u>	<u>4,939,693</u>
Total Liabilities	<u>774,664</u>	<u>6,377,150</u>	<u>7,151,814</u>
NET ASSETS			
Invested in capital assets, net of related debt	3,108,869	4,538,668	7,647,538
Restricted for:			
Liability Claims	58,292	0	58,292
Unemployment claims	113,427	0	113,427
Prepaid expenses	53,356	0	53,356
Capital additions	0	2,393,030	2,393,030
Debt service	200,289	912,528	1,112,797
HUD grant	58,505	0	58,505
Unrestricted (deficit)	<u>1,203,951</u>	<u>2,138,347</u>	<u>3,340,297</u>
Total net assets	<u>\$ 4,794,868</u>	<u>\$ 9,980,572</u>	<u>\$ 14,775,240</u>

The accompanying notes are an integral part of this statement.

CITY OF NEW ROADS, LOUISIANA
STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2003

FUNCTIONS/PROGRAMS	Expenses	Program Revenues	
		Charges for Services	Operating Grants and Contributions
Governmental activities:			
General government	\$ 1,369,318	\$ 347,304	\$ 36,275
Public safety	1,044,468	46,417	80,112
Transportation	34,126	-	-
Streets & sanitation	682,426	315,025	108,100
Public works	260,415	16,122	-
Culture and recreation	140,438	-	-
Economic development	57,347	-	19,075
Education	15,889	-	14,014
Welfare	140,143	-	144,229
Debt service- interest	38,914	-	-
	3,782,681	724,868	401,805
Business-Type activities:			
Electric	2,973,564	3,630,236	-
Natural gas	1,110,128	1,140,502	-
Water and Sewer	927,059	921,127	-
	5,010,751	5,691,865	-
Total business-type activities	5,010,751	5,691,865	-
Total primary government	\$ 8,803,432	\$ 6,416,733	\$ 401,805
General revenues:			
Taxes:			
Sales taxes			
Property taxes			
Franchise taxes			
Occupational licenses			
Video poker revenue			
Gain on sale of fixed assets			
Investment earnings			
Miscellaneous			
Transfers - Internal activities			
Total general revenues and transfers			
Change in net assets			
Net assets - beginning of the year			
Net assets - end of the year			

The accompanying notes are an integral part of this statement.

CITY OF NEW ROADS, LOUISIANA
STATEMENT OF ACTIVITIES
For the Year Ended December 31, 2003

<u>Net (Expense) Revenue and Changes in Net Assets</u>		
<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>Total</u>
\$ (985,737)	-	\$ (985,737)
(917,939)	-	(917,939)
(34,126)	-	(34,126)
(269,301)	-	(269,301)
(244,293)	-	(244,293)
(140,438)	-	(140,438)
(38,272)	-	(38,272)
(1,675)	-	(1,675)
4,086	-	4,086
<u>(38,314)</u>	<u>-</u>	<u>(38,314)</u>
 (2,666,009)	 -	 (2,666,009)
-	656,672	656,672
-	30,373	30,373
-	(5,931)	(5,931)
 -	 681,114	 681,114
 <u>(2,666,009)</u>	 <u>681,114</u>	 <u>(1,984,895)</u>
 903,964	 -	 903,964
181,887	-	181,887
21,655	-	21,655
184,815	-	184,815
187,358	-	187,358
-	5,000	5,000
16,448	56,733	73,181
80,136	179,207	259,343
<u>947,167</u>	<u>(947,167)</u>	<u>-</u>
 <u>2,523,430</u>	 <u>(706,227)</u>	 <u>1,817,203</u>
 (142,679)	 (25,113)	 (167,692)
 <u>4,937,247</u>	 <u>10,005,666</u>	 <u>14,942,913</u>
 <u>\$ 4,794,668</u>	 <u>\$ 9,980,572</u>	 <u>\$ 14,775,240</u>

The accompanying notes are an integral part of this statement.

**CITY OF NEW ROADS, LOUISIANA
BALANCE SHEET
GOVERNMENTAL FUNDS
December 31, 2003**

	<u>General Fund</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS			
Current Assets			
Cash	\$ 304,319	\$ 0	\$ 304,319
Investments	750,734	0	750,734
Accounts receivable	79,799	0	79,799
Due from other governmental units	194,216	14,550	208,766
Prepaid expenses	53,356	0	53,356
Restricted Assets			
Cash	3,790	244,224	248,014
Investments	203,677	0	203,677
TOTAL ASSETS	\$ 1,589,893	\$ 258,774	\$ 1,848,667
LIABILITIES & FUND BALANCE			
LIABILITIES:			
Accounts payable	\$ 85,330	\$ 0	\$ 85,330
Accrued liabilities	76,635	0	76,635
Due to other governmental units	1,004	0	1,004
TOTAL LIABILITIES	162,969	0	162,969
FUND BALANCE			
Reserved:			
Reserved for liability claims	56,292	0	56,292
Reserved for unemploy. claims	113,427	0	113,427
Reserved for prepaid expenses	53,356	0	53,356
Reserved for debt service	0	200,269	200,269
Reserved for grant	0	58,505	58,505
Unreserved:			
Undesignated	1,203,951	0	1,203,951
TOTAL FUND BALANCE	1,427,024	258,774	1,685,798
TOTAL LIABILITIES & FUND BALANCE	\$ 1,689,893	\$ 258,774	\$ 1,848,667

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

**CITY OF NEW ROADS, LOUISIANA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET ASSETS**

For the Year Ended December 31, 2003

Total fund balance - governmental funds	\$ 1,665,798
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the Balance sheet - governmental funds.	3,720,664
Long-term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the governmental funds.	
Capital leases	(3,270)
Notes payable	(68,525)
Certificate of indebtedness	<u>(540,000)</u>
Total net assets of governmental activities	<u>\$ 4,784,668</u>

The accompanying notes are an integral part of this statement.

CITY OF NEW ROADS, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
For the Year Ended December 31, 2003

	General Fund	Other Governmental Funds	Total Governmental Funds
REVENUES			
Taxes	\$ 1,128,858	\$ 0	\$ 1,128,858
Licenses and permits	189,595	0	189,595
Intergovernmental revenue	423,581	144,229	567,810
Charges for services	325,174	0	325,174
Fines and forfeitures	45,433	0	45,433
Miscellaneous	444,668	1,396	446,064
Total revenues	2,557,310	145,625	2,702,935
EXPENDITURES			
General government	1,123,452	0	1,123,452
Public safety	1,083,248	0	1,083,248
Streets and sanitation	692,426	0	692,426
Transportation	34,126	0	34,126
Culture and recreation	140,438	0	140,438
Economic development and assistance	57,347	0	57,347
Education	15,899	0	15,899
Capital outlay	189,876	0	189,876
Debt service	0	197,625	197,625
Welfare	0	140,143	140,143
Public works	280,415	0	280,415
Total expenditures	3,577,017	337,797	3,914,785
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	(1,019,707)	(192,142)	(1,211,849)
OTHER FINANCING SOURCES (USES)			
Transfers in	1,105,495	199,935	1,305,430
Transfers out	(358,263)	0	(358,263)
Total other financing sources (uses)	747,232	199,935	947,167
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	(272,475)	7,793	(264,682)
FUND BALANCES AT BEGINNING OF YEAR	1,999,499	250,981	1,950,481
FUND BALANCES AT END OF YEAR	\$ 1,427,024	\$ 258,774	\$ 1,685,798

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

CITY OF NEW ROADS, 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 December 31, 2003

Net change in fund balances - total governmental funds \$ (264,662)

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

Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount which capital outlays exceeded depreciation in the current period.

Capital outlays	191,359
Depreciation expense	(269,081)

Bond proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net assets. Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets. This is the amount by which repayments exceeded proceeds.

	<u>189,825</u>
Charge in net assets of governmental activities	<u>\$ (142,579)</u>

The accompanying notes are an integral part of this statement.

CITY OF NEW ROADS, LOUISIANA
STATEMENT OF NET ASSETS
PROPRIETARY FUNDS
December 31, 2003

ASSETS	Business-Type Activities - Enterprise Funds			
	Electric	Natural Gas	Water/Sewer	Total
Current Assets:				
Cash and cash equivalents	\$ 463,413	\$ 82,972	\$ 220,439	\$ 766,824
Investments	350,402	615,248	0	965,650
Account receivables	523,911	155,581	54,150	733,642
Prepaid expenses	10,644	887	10,644	22,175
Total current assets	1,348,371	854,688	285,233	2,488,291
Non-current Assets:				
Restricted Assets:				
Cash & cash equivalents	785,822	0	235,664	1,021,486
Investments	1,631,919	0	632,983	2,264,902
Deferred bond refunding cost	122,500	0	126,875	249,375
Capital assets, net of depreciation	2,474,085	245,241	6,614,342	9,333,668
Total noncurrent assets	5,014,326	245,241	7,609,864	12,869,431
Total Assets	6,362,697	1,099,929	7,895,097	15,357,722
LIABILITIES				
Current Liabilities:				
Accounts payable and accrued expenses	180,515	150,930	6,385	316,830
Due to other governmental units	5,682	0	12,707	18,370
Current portion of long-term obligations	125,000	0	136,000	260,000
Utility deposits	246,950	0	0	246,950
Total current liabilities	538,127	150,930	155,092	842,150
Noncurrent Liabilities:				
Non-current portion of long-term obligations	2,200,000	0	2,335,000	4,535,000
Total noncurrent liabilities	2,200,000	0	2,335,000	4,535,000
Total Liabilities	2,738,127	150,930	2,488,092	5,377,150
NET ASSETS				
Invested in capital assets, net of related debt	149,085	245,241	4,144,342	4,538,668
Restricted for:				
Capital additions	1,395,605	615,248	382,177	2,393,030
Debt service	561,059	0	351,469	912,528
Unrestricted (deficit)	1,518,821	88,510	528,016	2,135,347
Total net assets	\$ 3,624,570	\$ 948,998	\$ 5,407,004	\$ 9,980,572

The accompanying notes are an integral part of this statement.

CITY OF NEW ROADS, LOUISIANA
STATEMENT OF REVENUES, EXPENSES
AND CHANGES IN FUND NET ASSETS
PROPRIETARY FUNDS
For the Year Ended December 31, 2003

	<u>Electric Utility System</u>	<u>Natural Gas Utility System</u>	<u>Water & Sewer Utility Systems</u>	<u>Total Memo Only</u>
OPERATING REVENUES				
Charges for services	\$ 3,451,739	\$ 1,134,805	\$ 921,127	\$ 5,507,672
Miscellaneous	178,497	5,697	0	184,193
Total operating revenues	<u>3,630,236</u>	<u>1,140,502</u>	<u>921,127</u>	<u>5,691,865</u>
OPERATING EXPENSES				
Personal services	179,756	90,984	155,541	426,280
Contracted services	17,820	20,798	29,564	68,179
Operating costs	2,374,981	936,464	85,212	3,396,627
Maintenance and supplies	72,213	26,623	111,975	210,811
Insurance	42,537	5,291	42,513	90,341
Utilities	4,680	0	66,280	70,960
Depreciation	149,120	25,865	301,427	476,412
Total operating expenses	<u>2,841,086</u>	<u>1,108,012</u>	<u>792,511</u>	<u>4,739,609</u>
Operating income (loss)	<u>789,150</u>	<u>34,489</u>	<u>128,617</u>	<u>952,256</u>
NONOPERATING REVENUES (EXPENSES)				
Miscellaneous	115,113	12,858	100,655	228,625
Bad debts recovered	7,315	0	0	7,315
Interest and fiscal charges	(121,802)	0	(129,341)	(251,143)
Gain on sale of fixed assets	5,000	0	0	5,000
Bad debts written off	(10,676)	(4,116)	(5,207)	(19,999)
Total nonoperating revenues (expenses)	<u>(5,050)</u>	<u>8,742</u>	<u>(33,893)</u>	<u>(30,202)</u>
Income before operating transfers	<u>784,100</u>	<u>43,231</u>	<u>94,723</u>	<u>922,054</u>
OPERATING TRANSFERS				
Transfers in	0	128,968	130,892	259,860
Transfers out	(934,916)	(123,954)	(146,157)	(1,207,027)
Total operating transfers	<u>(934,916)</u>	<u>5,014</u>	<u>(17,265)</u>	<u>(947,167)</u>
CHANGE IN NET ASSETS	<u>(150,816)</u>	<u>48,245</u>	<u>77,459</u>	<u>(25,113)</u>
NET ASSETS AT BEGINNING OF YEAR	<u>3,775,386</u>	<u>900,753</u>	<u>5,329,548</u>	<u>10,005,686</u>
NET ASSETS AT END OF YEAR	<u>\$ 3,624,570</u>	<u>\$ 948,998</u>	<u>\$ 5,407,004</u>	<u>\$ 9,980,572</u>

The accompanying notes are an integral part of this statement.

CITY OF NEW ROADS, LOUISIANA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
For the Year Ended December 31, 2003

	BUSINESS-TYPE ACTIVITIES -			TOTAL
	ENTERPRISE FUNDS			
	ELECTRIC FUND	NATURAL GAS FUND	WATER/SEWER FUND	
Cash flows from operating activities:				
Receipts from customers	\$ 3,975,984	\$ 997,778	\$ 984,707	\$ 5,958,470
Payments to employees for services	(179,880)	(90,997)	(155,729)	(426,585)
Payments to suppliers of goods & services	(2,535,706)	(939,136)	(342,305)	(3,817,147)
Interest payments on revenue bonds	(121,802)	0	(129,341)	(251,143)
Net cash provided (used) by operating activities	1,138,617	(32,354)	357,332	1,463,595
Cash flows from noncapital financing activities:				
Transfers received for other than capital purposes	0	128,988	130,892	259,860
Transfers to other funds	(934,916)	(123,954)	(148,157)	(1,207,027)
Net cash provided (used) by noncapital financing activities	(934,916)	5,014	(17,265)	(947,167)
Cash flows from capital and related financing activities:				
Proceeds from sales of fixed assets	5,000	0	0	5,000
Principal repayments related to capital purposes	(120,000)	0	(125,000)	(245,000)
Payments related to the acquisition of capital asset	(20,298)	0	(160,610)	(180,808)
Issuance cost refunding bonds	8,750	0	9,083	17,813
Net cash provided (used) by capital and related financing activities	(126,548)	0	(276,447)	(402,995)
Cash flows from investing activities:				
Proceeds from the sale of investments	240,811	0	120,000	360,811
Purchase of investments	(20,502)	(48,521)	(43,235)	(112,258)
Net cash provided (used) by investing activities	220,309	(48,521)	76,765	248,553
Net increase (decrease) in cash and cash equivalents	297,461	(75,861)	140,388	361,988
Cash and cash equivalents at beginning of year				
Unrestricted cash	210,739	158,834	94,617	464,189
Restricted Cash	741,036	0	221,100	962,136
TOTAL BEGINNING CASH	951,774	158,834	315,717	1,426,325
Cash and cash equivalents at end of year				
Unrestricted cash	463,413	82,972	220,439	766,824
Restricted Cash	785,822	0	235,564	1,021,486
TOTAL ENDING CASH	\$ 1,249,235	\$ 82,972	\$ 456,003	\$ 1,788,310

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

CITY OF NEW ROADS, LOUISIANA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
For the Year Ended December 31, 2003

	BUSINESS-TYPE ACTIVITIES -			TOTAL
	ENTERPRISE FUNDS			
	ELECTRIC	NATURAL GAS	WATER/SEWER	
	FUND	FUND	FUND	
Operating income	\$ 784,100	\$ 43,231	\$ 94,723	\$ 922,054
Adjustments to reconcile operating income to net cash provided (used) by operating activities:				
Depreciation	149,120	25,885	301,427	476,412
(Gain)loss on disposal of property	(5,000)	0	0	(5,000)
Bad debt expense	10,878	4,118	5,207	19,999
Recognized but unrealized (Gain)loss on investment	6,892	0	7,315	14,207
(Increase) decrease in accounts receivable	206,752	(159,897)	(48,598)	(3,541)
(Increase) decrease in prepaid items	62	5	62	130
Increase (decrease) in customer deposits	16,271	0	0	16,271
Increase (decrease) in accounts payable	138,548	55,015	6,230	199,793
Increase (decrease) in due to other funds	(167,700)	(877)	(7,848)	(176,424)
Increase (decrease) in accrued payables	(104)	(13)	(188)	(305)
Total adjustments	354,617	(75,585)	282,808	541,541
Net cash provided (used) by operating activities	1,138,617	(32,354)	357,332	1,463,595

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

NOTES TO FINANCIAL STATEMENTS

City of New Roads, Louisiana
Notes to the Financial Statements
As of and for the Year Ended December 31, 2003

INTRODUCTION

The City of New Roads, Louisiana (City) was incorporated by a special act of the Louisiana Legislature in 1875 (Act No. 34). The City operates under an elected Mayor-Council form of government, serving approximately 4,966 residents, consisting of the mayor and 5 council members (see Note 25) each representing a separate district with one at large member. All are elected to four year terms. The City of New Roads is located approximately 30 miles north-east of Baton Rouge, Louisiana and provides the following services as authorized by its charter: public safety (police), highways and streets, sanitation and drainage, culture and recreation, public improvements, planning and zoning, and general administrative services. The City also provides electrical, gas, water, and sewer utility services to its residents and to portions of areas outside the City limits. The City employs approximately 84 workers.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. BASIS OF PRESENTATION

The accompanying financial statements of the City have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements- and Management's Discussion and Analysis—for State and Local Governments*, issued in June 1999. Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:517 and to the guides set forth in the *Louisiana Audit Guide* and the industry audit guide, *Audit of States, Local Governments and Non-profit Organizations*, published by the American Institute of Certified Public Accountants.

B. REPORTING ENTITY

As the municipal governing authority, for reporting purposes, the City is considered a separate financial reporting entity. The financial reporting entity consists of (a) the primary government (municipality), (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 primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board Statement No. 14 established criteria for determining which component units should be considered part of the City for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organization's governing body, and:
 - a. the ability of the City to impose its will on that organization and/or
 - b. the potential for the organization to provide specific financial benefits to or impose specific financial burdens on the City.
2. Organizations for which the City does not appoint a voting majority, but are fiscally dependent on the City.
3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature of significance of the relationship.

Considered in the determination of component units of the reporting entity were the Pointe Coupee Parish Police Jury, Sheriff, Clerk of Court, Assessor, and School Board, as well as the Judges of the Eighteenth

City of New Roads, Louisiana
Notes to the Financial Statements

Judicial District. It was determined that these governmental entities are not component units of the City reporting entity because they have separately elected governing bodies, are legally separate, and are fiscally independent of the City.

The following organizations are related organizations, which have not been included in the reporting entity:

1. Joint ventures between the Parish of Pointe Coupee, Louisiana and the City of New Roads, Louisiana in which the financial statements are presented in the financial statements of the Parish -

False River Air Park Commission
False River Park & Recreation Commission

C. FUND ACCOUNTING

The municipality uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions and activities. A fund is a separate accounting entity with a self-balancing set of accounts. Funds of the municipality are classified into two categories: governmental and proprietary. In turn each category is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

GOVERNMENTAL FUNDS

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

GENERAL FUND - the general operating fund of the municipality and accounts for all financial resources, except those required to be accounted for in other funds. Revenues are derived primarily from property and other local taxes, state and federal grants, licenses, permits, charges for services, and interest income.

SPECIAL REVENUE FUNDS - account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The HUD- Section 8 special revenue fund is considered a nonmajor fund for reporting purposes.

DEBT SERVICE FUNDS - account for transactions relating to resources retained and used for the payment of principal and interest on those long-term obligations incurred through the general government operations. The 1996 \$1.53 Bonds Fund is considered a nonmajor fund for reporting purposes.

PROPRIETARY FUNDS

Proprietary funds are used to account for activities similar to those found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Proprietary funds differ from governmental funds in that their focus is on income measurement, which, together with the maintenance of equity, is an important financial indicator. Proprietary funds include:

ENTERPRISE FUNDS - account for operations (a) 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 the 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 New Roads, Louisiana
Notes to the Financial Statements**

D. MEASUREMENT FOCUS/BASIS OF ACCOUNTING

Government-Wide Financial Statements (GWFS)

The Statement of Net Assets and the Statement of Activities display information about the City as a whole. These statements include all the financial activities, both governmental and business, of the City. Information contained in these statements reflect the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets, and liabilities resulting from nonexchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*.

Program Revenues -- Program revenues included in the Statement of Activities are derived directly from users as a fee for services; program revenues reduce the cost of the function to be financed from the City's general revenues.

Fund Financial Statements (FFS)

The amounts reflected in the Governmental funds of the Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of the city's operations (See the reconciliation statements).

The amounts reflected in the Governmental funds in the FFS use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The city considers all revenues available if they are collected within 60 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. The governmental funds use the following practices in recording revenues and expenditures:

Revenues and other governmental fund financial resource increments are recognized in the accounting period when they become susceptible to accrual which is when they become both "measurable" and "available" to finance expenditures of the fiscal period.

Taxpayer-assessed sales taxes are considered "measurable" when in the hands of collecting governments and are recognized as revenue at that time. Anticipated refunds of such taxes are recorded as liabilities and reductions of revenue when they are measurable and their validity seems certain.

Utility and franchise taxes, licenses and permits, fines and forfeitures, charges for services and miscellaneous revenue (except investment earnings) are recorded as revenue when cash is received because they generally are not measurable until actually received. Investment earnings are recorded as earned when they are measurable and available. Where grant revenue is dependent upon expenditures by the City, revenue is recognized when the related expenditures are incurred.

Property tax revenues are recognized when they become available. Available means when due, or past due and receivable, and collected generally within 60 days after year end.

City of New Roads, Louisiana
Notes to the Financial Statements

Expenditures are recognized under the accrual basis of accounting when the related fund liability is incurred, except for principal and interest on general long-term debt which are recognized when due in the Debt Service Fund.

Transfers between funds that are not expected to be repaid (and any other financing source/use) are accounted for as other financing sources (uses).

All Proprietary Funds are accounted for on a flow of economic resources measurement focus and a determination of net income and capital maintenance. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the balance sheet. The proprietary funds use the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized at the time liabilities are incurred.

GASB Statement Number 20 provides guidance on accounting and financial reporting for proprietary fund types and allows proprietary fund types to choose one of two options in applying pronouncements issued by the Financial Accounting Standards Board (FASB) as of November 30, 1989. The City of New Roads has elected to use the first option for reporting its activities. This approach applies all GASB pronouncements and FASB Statements and Interpretations, Accounting Principles Board (APB) Opinions, and Accounting Research Bulletins (ARBs) issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements. Changes to FASB statements and interpretations, APB opinions and ARBs issued after November 30, 1989, would not apply unless adopted by GASB.

The revenue of Electric, Gas, Water, and Sewer systems, which is based upon rates authorized by the governing boards, is determined by billings to customer. Earned but unbilled revenue is accrued and reported in the financial statements.

E. CASH AND CASH EQUIVALENTS

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. Under state law, the municipality may deposit funds in demand deposits, interest-bearing demand deposits, or time deposits with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States.

F. INVESTMENTS

Investments are limited by Louisiana Revised Statute (R.S.) 33:2955 and the municipality's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less they are classified as cash equivalents. GASB Statement No. 31, allows the City to report at amortized cost money market investments and participating interest-bearing investment contracts that have a remaining maturity at time of purchase of one year or less, provided that the fair value of those investments is not significantly affected by the impairment of the credit standing of the issuer or by other factors. Money market investments are short-term, highly liquid debt instruments that include U.S. Treasury obligations. Interest earning investment contracts include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and guaranteed investment contracts. Investments of the City are reported at fair market value (see note 6).

G. RECEIVABLES/PAYABLES

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (the current portion of inter-fund loans) or "advances to/from other funds" (non-current portion of inter-fund loans). Any residual balances outstanding between governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances".

**City of New Roads, Louisiana
Notes to the Financial Statements**

H. INVENTORIES

Inventories for supplies are considered immaterial and are recorded as expenditures or expenses when purchased.

I. PREPAID ITEMS

The City records prepaid assets for any significant expenditure that can be allocable to future periods in both the government-wide and fund financial statements.

J. RESTRICTED ASSETS

For government-wide statement of net assets, net assets are reported as restricted when constraints placed on net asset use are either:

- 1) externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments; and
- 2) imposed by law through constitutional provisions or enabling legislation.

The City at its own discretion has also restricted certain funds to be spent for specific purposes. See subsequent paragraphs to this note for the further explanations of reservation and designation of fund equity.

K. CAPITAL ASSETS

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

In accordance with GASB Statement No. 34, infrastructure has been capitalized retroactively to 1980. Although an exception exists for local governments with annual revenues of less than \$10 million, the City has elected to report its infrastructure retroactively. Interest incurred during construction will be capitalized beginning in fiscal year 2004 on a government-wide basis. Of the \$11,389,431 in retroactive infrastructure capitalized at December 31, 2003, the entire amount was estimated using current replacement cost for a similar asset and deflating this cost through the use of price indices to the acquisition year.

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

Roads and infrastructure	20-50 Years
Buildings	40 Years
Land Improvements	20 Years
Machinery & equipment	5-20 Years
Furniture & fixtures	5-10 Years
Vehicles	5 Years

L. COMPENSATED ABSENCES

Employees earn vacation in varying amounts according to years of service and vacation days are non-cumulative. Only with the Mayor's approval can vacation time be carried over to the next year. At December 31, 2003 no vacation time was approved by the Mayor to be carried over. Vacation time off is paid at the employee's base pay rate.

**City of New Roads, Louisiana
Notes to the Financial Statements**

**Vacation Earning Schedule
(Based on 8 hour days)**

after 1 year of service	5 days
after 2 years of service	10 days
after 10 years of service	15 days
after 15 years of service	20 days

Employees earn 10 hours of sick leave per month beginning with the first day of employment. Sick leave can accumulate up to 360 hours. Employees are not compensated for accrued sick leave upon termination of employment.

M. LONG-TERM OBLIGATIONS

In the government-wide financial statements, and the proprietary fund types in the fund financial statements, long term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net assets. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of the debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

N. FUND EQUITY

Reserves

Reserves represent those portions of fund equity not appropriable for expenditure or legally segregated for a specific future use.

Designated Fund Balances

Designated fund balances represent tentative plans for future use of financial resources.

O. INTERFUND TRANSACTIONS

Permanent re-allocation of resources between funds of the reporting entity are classified as interfund transfers. For the purposes of the statement of activities, all interfund transfers between individual governmental funds have been eliminated.

P. SALES TAXES

The City receives a one per cent (1%) sales and use tax. The sales tax ordinance requires that the avails of the City's sales tax be used for the purpose of constructing, acquiring, extending, improving and/or maintaining street and sidewalks (including widening, surfacing, repairing and street lighting), waterworks (including water supply, treatment, storage, and distribution), drainage facilities, sewerage facilities, public buildings, and/or fire department stations and any work or permanent public improvement, including equipment and furnishings therefore, title to which shall be in public; or for any one of more such purposes, or for any other lawful corporate purposes.

City of New Roads, Louisiana
Notes to the Financial Statements

Q. TOTAL COLUMNS ON COMBINED STATEMENTS

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

R. USE OF ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. Actual results may differ from those estimates.

NOTE 2 - CHANGES IN ACCOUNTING PRINCIPLES

For the year ended December 31, 2003, the City has implemented GASB Statement No. 33, *Accounting and Financial Reporting for Non-exchange Transactions*, GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, GASB Statement No. 37, *Basic Financial Statements - and Management's Discussion and Analysis - For State and Local Governments: Omnibus*, GASB No. 38, *Certain Financial Statement Note Disclosures*, and Interpretation No. 6, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*. At December 31, 2002 there was no effect on fund balance as a result of the implementation of GASB No. 33.

GASB Statement No. 34 creates new basic financial statements for reporting on the City's financial activities. The financial report now includes government-wide financial statements prepared on the accrual basis of accounting, and fund financial statements which present information for individual major funds rather than by fund type, which had been the method of presentation in previously issued financial statements. Nonmajor funds are presented in total in one column in the fund financial statement. The implementation of GASB Statement No. 34 caused the opening fund balance at December 31, 2002 to be restated in terms of Net Assets as follows:

Governmental Funds' Fund Balance, December 31, 2002		\$ 1,950,481
Add: Capital Assets as of December 31, 2002:		
Cost	\$ 15,930,963	
Accumulated Depreciation	(12,152,884)	3,778,079
Less: Long term liabilities as of December 31, 2002:		
Certificates of Indebtedness	\$ 705,000	
Notes Payable	79,416	
Capital leases payable	<u>6,897</u>	<u>(791,313)</u>
Net Assets at December 31, 2002		<u>\$4,937,247</u>

NOTE 3 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. BUDGETARY INFORMATION

The City uses the following budget practices for the General Fund. Formal budgetary integration is not employed for the Special Revenue Fund due to its limited size or for the Debt Service Funds because effective budgetary control is alternatively achieved through general obligation bond

**City of New Roads, Louisiana
Notes to the Financial Statements**

indenture provisions.

1. The proposed budget for fiscal year December 31, 2003 was made available for public inspection in accordance with RS 39:1306 beginning on December 5, 2002. The proposed budget was published in the official journal in accordance with RS 39:1306 on December 5, 2002. The public hearing was held in accordance with RS 39:1306 on December 17, 2002. The budget is legally adopted and amended, as necessary.
2. All unencumbered budget appropriations, except project budgets, lapse at the end of each fiscal year.
3. Budgets are adopted on a GAAP Basis.
4. Budget amendments involving the transfer of funds from one department, program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated requires the approval of the City Council. Amendments were made to the original budget for the year ending December 31, 2003 and are reflected in the budget comparisons.

The on-behalf payments (see note 18) received and paid by the State of Louisiana and Pointe Coupee Parish Sheriff are not budgeted or reflected in the Budgetary Comparison Schedule-General Fund in this report. The net effect of reflecting the receipt and payment of salaries and benefits on-behalf is zero. A reconciliation of total revenues and expenditures for the General Fund follows:

	Total Revenue	Total Expenditures
Actual - Page 14	\$ 2,557,310	\$ 3,577,017
On-Behalf Payments	77,990	77,990
Budget - Page 44	\$ 2,479,320	\$ 3,499,027

B. DEPOSITS AND INVESTMENT LAWS AND REGULATIONS

In accordance with state law, all uninsured deposits of municipal funds in financial institutions must be secured with acceptable collateral valued at the lower of market or par. As reflected in Note 5 regarding cash and cash equivalents, the City was in compliance with the deposits and investment laws and regulations.

C. DEFICIT FUND EQUITY

As of December 31, 2003, no City funds had deficit fund equities.

D. COMPLIANCE WITH BOND AND CERTIFICATE OF INDEBTEDNESS COVENANTS

1. Compliance with General Obligation Bond Covenants

As of December 31, 2003, the City was in compliance with all general obligation bond covenants. See Note 13 for a further discussion of these covenants.

2. Compliance with Electric and Water/Sewer Revenue Bonds

As of December 31, 2003, the City was in compliance with all revenue bond covenants. See Note 13 for a further discussion of these covenants.

**City of New Roads, Louisiana
Notes to the Financial Statements**

NOTE 4 - LEVIED TAXES

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

	<u>Authorized Millage</u>	<u>Levied Millage</u>
Citywide taxes:		
General Alimony -		
General Fund	6.41	6.41

The following are the principal taxpayers for the city:

<u>Taxpayer</u>	<u>Type of Business</u>	<u>Assessed Valuation</u>	<u>Percentage of Total Assessed</u>	<u>Amount Assessed</u>
Regions Bank	Financial	\$ 2,258,445	7.9%	\$ 131,825
La Generating	Electric	1,456,530	5.1%	85,352
Peoples Bank	Financial	1,100,340	3.9%	64,227
Wal-Mart	General Retail	725,520	2.6%	42,254
Guaranty Bank	Financial	<u>711,710</u>	<u>2.5%</u>	<u>41,531</u>
	Totals	<u>\$ 6,252,545</u>	<u>22.00%</u>	<u>\$ 365,189</u>

NOTE 5 - CASH AND CASH EQUIVALENTS

At December 31, 2003, the municipality has cash and cash equivalents (book balances) totaling \$2,340,644 as follows:

Cash on hand	\$ 595
Demand deposits	13,972
Interest-bearing demand deposits	2,326,077
Money market accounts	0
Times deposits	<u>0</u>
Total	<u>\$2,340,644</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

At December 31, 2003, the municipality has \$2,330,521 in deposits (collected bank balances). These deposits are secured from risk by \$407,867 of federal deposit insurance and \$2,225,001 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3).

Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement No. 3, 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 that the fiscal agent has failed to pay deposited funds upon demand.

NOTE 6 - INVESTMENTS

Investments are categorized into these three categories of credit risk:

**City of New Roads, Louisiana
Notes to the Financial Statements**

1. Insured or registered, or securities held by the municipality or its agent in the municipality's name
2. Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the municipality's name
3. Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the municipality's name

At fiscal year-end, the municipality's investment balances were as follows:

Investments held at December 31, 2003, consisted of \$487,120 in United States Treasury Notes and \$3,697,843 in the Louisiana Asset Management Pool Inc. (LAMP), a local government investment pool (see Summary of Significant Accounting Policies). LAMP investments at December 31, 2002 totaled \$4,306,235. In accordance with GASB Codification Section 150.165 the investment in LAMP at December 31, 2003, is not categorized in the three risk categories provided by GASB Codification Section 150.164 because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form. LAMP is administered by LAMP Inc., a non-profit corporation organized under the laws of the State of Louisiana, which was formed by an initiative of the State Treasurer in 1993. A board of directors comprising the State Treasurer, representatives from various organizations of local government, the Government Finance Officers Association of Louisiana, and the Society of Louisiana CPA's governs the corporation. Only local governments having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term high-quality investments. The LAMP portfolio includes only securities and other obligations in which local governments in Louisiana are authorized to invest. Accordingly, LAMP investments are restricted to securities issued, guaranteed, or backed by the U.S. Treasury, the U.S. Government, or one of its agencies, enterprises, or instrumentalities, as well as repurchase agreements collateralized by those securities. The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances.

<u>Type of Investment</u>	<u>Category</u> <u>1</u>	<u>Carrying Amount</u>		<u>Total</u> <u>Carrying</u> <u>Amount</u>
		<u>Fair</u> <u>Value</u>	<u>Amortized</u> <u>Cost</u>	
United States Treasury Notes	487,120	487,120	473,599	487,120
External Investment Pool		<u>3,697,843</u>	<u> </u>	<u>3,697,843</u>
Total Investments		<u>4,184,963</u>	<u>473,599</u>	<u>4,184,963</u>

The investments are in the name of the City and are held in the trust department of custodial brokers selected by the City. Because the investments are in the name of the City and are held by its agent, they are considered insured and registered, Category 1 in applying the credit risk of GASB Codification Section 150.164.

The treasury notes mature on February 15, 2007, with a par value of \$437,000.

NOTE 7 - ACCOUNTS AND INTERGOVERNMENTAL RECEIVABLES

The following is a summary of receivables at December 31, 2003.

City of New Roads, Louisiana
Notes to the Financial Statements

<u>Class of Receivable</u>	<u>General Fund</u>	<u>Special Rev. Fund</u>	<u>Enterprise Fund</u>
Intergovernmental			
Ad valorem	\$ 181,766	\$ -0-	\$ -0-
Federal	2,552	14,550	-0-
State	7,143	-0-	-0-
Local	31,795	-0-	-0-
Accounts	<u>50,761</u>	<u>-0-</u>	<u>733,642</u>
Total	\$ <u>274,017</u>	\$ <u>14,550</u>	\$ <u>733,642</u>

The City uses the direct charge-off method whereby uncollectible amounts due from ad valorem taxes and customers' utility receivables are recognized as bad debts at the time information becomes available which would indicate the uncollectability of the particular receivable. The direct charge-off method is used because it does not cause a material departure from GAAP and it approximates the valuation method.

NOTE 8 - CAPITAL ASSETS

The following presentation restates capital assets from the general fixed asset account group at December 31, 2002:

Governmental Activities:

	<u>Balance December 31, 2002</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance December 31, 2002</u>
Land	\$ 691,332	\$ 0	\$ 0	\$ 691,332
Land Improvements	80,208	928,006	0	1,008,214
Infrastructure	0	11,365,914	0	11,365,914
Buildings	1,960,936	0	0	1,960,936
Equipment	423,851	0	145,290	278,561
Furniture & Fixtures	19,786	37,974	0	157,760
Transportation Equipment	<u>482,074</u>	<u>0</u>	<u>13,829</u>	<u>468,245</u>
Totals	\$ <u>3,658,187</u>	\$ <u>12,331,894</u>	\$ <u>159,119</u>	\$ <u>15,930,962</u>
Less Accumulated depreciation for:				
Land Improvements	0	156,795	0	156,795
Infrastructure	0	10,635,038	0	10,635,038
Buildings	0	742,494	0	742,494
Equipment	0	210,203	0	210,203
Furniture & Fixtures	0	110,284	0	110,284
Transportation Equipment	<u>0</u>	<u>298,071</u>	<u>0</u>	<u>298,071</u>
Totals	\$ <u>0</u>	\$ <u>12,152,885</u>	\$ <u>0</u>	\$ <u>12,152,885</u>
Capital assets, net of accumulated depreciation at December 31, 2002	\$ <u>3,658,187</u>	\$ <u>179,009</u>	\$ <u>159,119</u>	\$ <u>3,778,077</u>

Capital assets and depreciation activity as of and for the year ended December 31, 2003 are as follows:

City of New Roads, Louisiana
Notes to the Financial Statements

Governmental activities:

	Balance January 1, <u>2003</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>2003</u>
Capital assets not depreciated:				
Land	\$ 691,332	0	0	\$ 691,332

Capital assets being depreciated:

	Balance January 1, <u>2003</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>2003</u>
Land Improvements	1,008,214	133,772	0	1,141,986
Infrastructure	11,365,914	23,517	0	11,389,431
Buildings	1,960,936	0	0	1,960,936
Equipment	278,561	18,372	0	296,933
Furniture & Fixtures	157,760	15,698	0	173,458
Transportation Equipment	468,245	20,308	0	488,553
Totals being depreciated	<u>\$15,239,630</u>	<u>\$ 211,667</u>	<u>\$ 0</u>	<u>\$ 15,451,297</u>

Less accumulated depreciation:

Land Improvements	156,795	54,870	0	211,665
Infrastructure	10,635,038	68,498	0	10,703,536
Buildings	742,494	49,023	0	791,517
Equipment	210,203	17,568	0	227,771
Furniture & Fixtures	110,284	18,120	0	128,404
Transportation Equipment	298,071	61,002	0	359,073
Totals	<u>\$12,152,885</u>	<u>\$ 269,081</u>	<u>\$ 0</u>	<u>\$ 12,421,966</u>

Capital assets, net of
accumulated depreciation at
December 31, 2003

<u>\$ 3,778,077</u>	<u>\$ 57,414</u>	<u>\$ 0</u>	<u>\$ 3,720,664</u>
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Depreciation expense of \$269,081 for the year ended December 31, 2003 was charged to the general government function.

A summary of proprietary property, plant, and equipment follows. Depreciation expense for the year ended December 31, 2003 was \$476,412.

	Balance January 1, <u>2003</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>2003</u>
Land	33,895	0	0	33,895
Buildings	42,833	0	0	42,833
Improvements other than Building	19,544,411	170,135	0	19,714,546
Furniture & Fixtures	40,428	1,200	0	41,628
Transportation Equipment	352,210	0	76,304	275,906
Distribution	243,457	0	0	243,457
Equipment	100,414	9,473	0	109,887
Totals	<u>20,357,648</u>	<u>180,808</u>	<u>0</u>	<u>20,462,152</u>
Less accumulated depreciation	<u>10,728,376</u>	<u>476,412</u>	<u>76,304</u>	<u>11,128,484</u>
Net Fixed Assets	<u>\$ 9,629,272</u>	<u>\$295,604</u>	<u>76,304</u>	<u>9,333,668</u>

City of New Roads, Louisiana
Notes to the Financial Statements

NOTE 9 - PENSION PLAN

Substantially all employees of the City are members of either the Municipal Employees Retirement System of Louisiana or the Municipal Police Employees Retirement System of Louisiana. These systems are cost-sharing, multiple-employer defined benefit pension plans administered by separate boards of trustees. Pertinent information relative to each plan follows:

A. Municipal Employees' Retirement System of Louisiana

Plan Description. The System is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All employees of the municipality are members of Plan A. All permanent employees working at least 35 hours per week who are not covered by another pension plan and are paid wholly or in part from municipal funds and all elected municipal officials are eligible to participate in the System.

Under Plan A, employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 1/3 percent of their final-average salary for each year of creditable service. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

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 of Louisiana, 7937 Office Park Boulevard, Baton Rouge, Louisiana 70809, or by calling (225) 925-4810.

Funding Policy. Under Plan A, members are required by state statute to contribute 9.25 percent of their annual covered salary and the City is required to contribute at an actuarially determined rate. The current rate is 8.00% (11.00% as of July 1, 2003) of annual covered payroll. Contributions to the System also include one-fourth of one percent (except Orleans and East Baton Rouge Parishes) of the taxes shown to be collectible by the tax rolls of each parish. These tax dollars are divided between Plan A and Plan B based proportionately on the salaries of the active members of each plan. The contribution requirements of plan members and the City are established and may be amended by state statute. 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 under Plan A for the years ending December 31, 2003, 2002, and 2001, were \$82,071, \$71,584, and \$56,560, respectively, equal to the required contributions for each year.

B. Municipal Police Employees' Retirement System of Louisiana

Plan Description. All full-time police department employees engaged in law enforcement are required to participate in the System. Employees who retire at or after age 50 with at least 20 years of creditable service or at or after age 55 with at least 12 years of creditable service are entitled to a retirement benefit, payable monthly for life, equal to 3 1/3 percent of their final-average salary for each year of creditable service.

**City of New Roads, Louisiana
Notes to the Financial Statements**

Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least the amount of creditable service stated above, and do not withdraw their employee contributions, may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established or amended by state statute.

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 of Louisiana, 8401 United Plaza Boulevard, Baton Rouge, Louisiana 70809-2250, or by calling (225) 929-7411.

Funding Policy. Plan members are required by state statute to contribute 7.5 percent of their annual covered salary and the City is required to contribute at an actuarially determined rate. The current rate is 9.0% (15.25% as of July 1, 2003) of annual covered payroll. The contribution requirements of plan members and the City are established and may be amended by state statute. 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 December 31, 2003, 2002, and 2001, were \$50,763, \$33,664, and \$37,912, respectively, equal to the required contributions for each year.

NOTE 10 - OTHER POSTEMPLOYMENT BENEFITS

The City provides certain continuing health care and life insurance benefits for its retired employees, approximately 19 retirees. Substantially all of the City's employees become eligible for these benefits if they reach normal retirement age while working for the City.

The City recognizes the cost of providing these benefits as an expenditure when benefit costs are paid. The cost of retiree benefits totaled \$71,095 for the year ended December 31, 2003.

NOTE 11 - ACCOUNTS, SALARIES AND OTHER PAYABLES

The payables of \$644,227 at December 31, 2003, are as follows:

<u>Class of Payable</u>	<u>General Fund</u>	<u>Proprietary Funds</u>
Salaries & Withholdings	\$ 76,535	\$ 1,563
Accounts	85,330	315,267
Other	<u>-0-</u>	<u>246,950</u>
Total	<u>\$ 161,865</u>	<u>\$563,780</u>

NOTE 12 - LEASES

The municipality records items under capital leases as assets and obligations in the accompanying financial statements. The following is an analysis of capital leases at December 31, 2003.

<u>Type</u>	<u>Recorded Amount</u>
Equipment	\$ 10,065

City of New Roads, Louisiana
Notes to the Financial Statements

The following is a schedule of future minimum lease payments under capital leases and the present value of the net minimum lease payments as of December 31, 2003:

<u>Fiscal year:</u>	<u>Equipment</u>
2004	3,743
Total minimum lease payments	3,743
Less - amount representing interest	<u>473</u>
Present value of net minimum Lease payments	<u>3,270</u>

The municipality has an operating lease of the following nature:

In March 1952, the City entered into a 99-year lease agreement with St. Mary's Roman Catholic Church of False River to supply its utilities in exchange for the use of land on which part of the City Hall now stands. In August, 1980, a decree was passed which limited the amount of utilities the church could obtain for the use of the land.

The value of the operating lease payments remaining on all leases is as follows:

<u>Year Ending 12/31</u>	<u>St. Mary's</u>
2004	30,105
2005	30,105
2006	30,105
2007	30,105
2008	30,105
2009-2051	<u>1,275,976</u>
	<u>\$1,426,501</u>

NOTE 13 - CHANGES IN GENERAL LONG-TERM OBLIGATIONS

The following is a summary of long-term debt transactions of the City for the year ended December 31, 2003:

	<u>Bonded Debt</u>	<u>Capital Leases</u>	<u>Notes Payable</u>	<u>Total</u>
Long-term obligations payable				
At December 31, 2002	5,745,000	6,897	79,416	5,831,313
Additions	0	0	20,308	20,308
Deductions	<u>410,000</u>	<u>3,627</u>	<u>31,199</u>	<u>444,826</u>
Long-term obligations payable				
At December 31, 2003	5,335,000	3,270	68,525	5,406,795
Less current portions	<u>430,000</u>	<u>3,270</u>	<u>33,832</u>	<u>467,102</u>
Net long-term obligations	<u>4,905,000</u>	<u>0</u>	<u>34,693</u>	<u>4,939,693</u>

During the year ended December 31, 2003, the Council approved the borrowing of funds from a local bank to finance the cost of purchasing 1 new police vehicle.

**City of New Roads, Louisiana
Notes to the Financial Statements**

General obligation bonds, revenue bonds, certificates of indebtedness, et cetera, are comprised of the following individual issues:

General Obligation Bonds:

\$1,530,000 1996 Certificates of Indebtedness due in semi-annual interest installments and annual principal installments of amounts from \$155,000 to \$190,000 with an interest rate of 5.225%, due through May 1, 2006. \$ 540,000
The 1996 General Obligations Debt service fund is used to accumulate monies for the repayment.

Revenue Bonds:

Electric System Upgrade:
\$2,515,000 2001 Revenue Refunding Bonds due in semi-annual interest and annual principal installments of amounts from \$120,000 to \$225,000 with interest rates from 3.25% to 5.375% due through July 1, 2017. \$2,325,000
The Electric Utility System fund is used to retire these issues.

Water / Sewer System Upgrade:
\$2,670,000 2001 Revenue Refunding Bonds due in semi-annual interest and annual principal installments of amounts from \$125,000 to \$235,000, with interest rates from 3.25% to 5.375% due through July 1, 2017. \$2,470,000
The Water and Sewer Utilities System fund is used to retire these issues.

At December 31, 2003, the municipality has accumulated \$ 200,269 in the debt service funds for future debt requirements. The annual requirements to amortize all bonds, notes and/or certificates outstanding at December 31, 2003, including interest payments of \$1,891,117 are as follows:

ANNUAL REQUIREMENTS TO AMORTIZE LONG-TERM DEBT

Year Ending	General Obligation <u>Bond</u>	Electric Revenue <u>Bond</u>	Water/Sewer Revenue <u>Bond</u>	Notes Payable	<u>Total</u>
12/31					
2004	193,774	232,355	248,985	36,360	711,474
2005	194,630	227,824	244,091	34,316	700,861
2006	194,964	232,780	243,760	1,275	672,779
2007	0	232,105	247,773	0	479,878
2008	0	230,904	241,248	0	472,152
Thereafter	<u>0</u>	<u>2,063,562</u>	<u>2,193,935</u>	<u>0</u>	<u>4,257,497</u>
	<u>\$ 583,368</u>	<u>\$3,219,530</u>	<u>\$3,419,792</u>	<u>\$ 71,951</u>	<u>\$ 7,294,641</u>

General Obligation Bonds

On May 22, 1996, the City issued \$1,530,000 of General Obligation Bonds, the proceeds of which were used to refund the remaining balance of the 1990 Series \$1,530,000 General Obligation Bonds and to provide funds for making capital improvements for the City. The bond was issued in the form of one certificate in the amount of \$1,530,000. It bears interest payable on May 1 and November 1 of each year at the rate of 5.225% and matures on May 1 of each year beginning May 1, 1997, with the final installment due May 1, 2006. These bonds are secured by and payable in principal and interest solely from a pledge

City of New Roads, Louisiana
Notes to the Financial Statements

and dedication of the excess of annual revenues of the City for the years ending December 31, 1996 to December 31, 2006. The bond resolution required the establishment of the following accounts with the City's designated fiscal agent:

Sinking Fund - The City is required to make monthly deposits equal to 1/12 of the next year's payment of interest and principal on the bonds. This fund is to be depleted each sinking fund year (ending May 1) except for a reasonable carryover as defined in the bond resolution.

Revenue Bonds:

On July 1, 1992 the City issued \$3,000,000 of Electric System Revenue Bonds, the proceeds of which were used to acquire and construct extensions and improvements to the electric distribution system. On November 12, 2001, the City issued \$2,515,000 of Electric System Revenue Refunding Bonds, the proceeds of which were used to advance refund the outstanding balance of \$2,375,000 of Electric System Revenue Bonds to achieve a lower effective interest rate and debt service savings. These bonds were issued in denominations of \$5,000. They bear interest payable on January and July 1, of each year at rates of 3.00% to 5.375% and mature on July 1, of each year beginning July 1, 2002, with the final installment due on July 1, 2017. These bonds are secured by and payable in principal and interest solely from the income and revenues earned from the electric system. The bond resolution requires that the City will establish and maintain electric rates and fees so that the system will provide sufficient revenues to pay the normal operating expenses of the system, the annual debt payment, and the reserves and/or sinking funds required by bond agreement. The bond resolution required the establishment of the following accounts:

Electric System Revenue Fund -

The City is required to deposit daily into this fund the income and revenues earned from the operation of the electric system. This account is used to pay for the reasonable and necessary expenses of the system and fund the reserves required by the bond agreement.

Electric System Revenue Bond Sinking Fund -

This fund is to be used to pay the next required installment of interest and principal. The City is required to make monthly deposits by the 20th of each month, beginning January 20, 2002, equal to 1/6th of the next interest installment and 1/12th of the next principal installment.

Electric System Revenue Bond Debt Service Fund -

This fund is to be used solely for the purpose of paying the principal and interest on the bonds payable from the Sinking Fund, if they should otherwise go into default. It is required to be funded in an amount equal to the highest combined principal and interest requirement for any succeeding sinking fund year. The Reserve Fund was initially funded with \$237,094 from the bond insurance proceeds. Monies in the reserve fund must be invested in Government Securities, maturing in five years or less from the date of investment.

Electric System Capital Additions and Contingencies Fund -

The City is to deposit into this account by the 20th of each month, 5% of the gross revenues of the system for the preceding month. The funding must continue until \$200,000 has been accumulated in the account. These monies may be used to care for extensions, additions, improvements, renewals, and replacements necessary to properly operate the system. They may also be used to pay principal and interest on the bonds if there are insufficient funds in the Sinking or Reserve funds; however, the fund may not be depleted for the above uses to less than \$5,000. If the balance is reduced below \$200,000, funding shall be resumed until the maximum is again accumulated.

**City of New Roads, Louisiana
Notes to the Financial Statements**

Water / Sewer System Revenue Bonds:

On March 1, 1993, the City issued \$3,135,000 of Water and Sewer System Revenue Bonds, the proceeds of which were used to acquire and construct extensions and improvements to the water treatment and distribution systems and the sewer collection, treatment, and disposal system. On November 12, 2001, the City issued \$2,670,000 of Water/Sewer System Revenue Refunding Bonds, the proceeds of which were used to advance refund the outstanding balance of \$2,525,000 of Water/Sewer System Revenue Bonds to achieve a lower effective interest rate and debt service savings. These bonds were issued in denominations of \$5,000. They bear interest payable on January and July 1, of each year at rates of 3.00% to 5.375% and mature on July 1, of each year beginning July 1, 2002, with the final installment due on July 1, 2017. These bonds are secured by and payable in principal and interest solely from the income and revenues earned from the water/sewer system. The bond resolution requires that the City will establish and maintain water and sewer rates and fees so that the system will provide sufficient revenues to pay the normal operating expenses of the system, the annual debt payments, and fund the reserves and/or sinking funds required by the bond agreement. The bond resolution required the establishment of the following accounts:

Water and Sewer System Revenue Fund -

The City is required to deposit daily into this fund the income and revenues earned from the operation of the water and sewer system. This account is used to pay for the reasonable and necessary expenses of the system and fund the reserves required by the bond agreement.

Water and Sewer System Revenue Bonds Sinking Fund -

This fund is to be used to pay the next required installment of interest and principal. The City is required to make monthly deposits by the 20th of each month, beginning in January 2002, equal to 1/6th of the next interest installment and 1/12th of the next principal installment.

Water and Sewer Revenue Bond Debt Service Fund -

This fund is to be used solely for the purpose of paying the principal and interest on the bonds payable for the Sinking Fund, if they should otherwise go into default. It is required to be funded in an amount equal to the highest combined principal and interest requirement for any succeeding sinking fund year. The Reserve Fund was initially funded with \$251,348 from the bond issuance proceeds. Monies in the reserve fund must be invested in Government Securities, maturing in five years or less from the date of investment.

Water and Sewer System Capital Additions and Contingencies Fund -

The City is to deposit into this account by the 20th of each month, 5% of the gross revenues of the system for the preceding month. The funding must continue until \$200,000 has been accumulated in the account. These monies may be used to care for extensions, additions, improvements, renewals, and replacements necessary to properly operate the systems. They may also be used to pay principal and interest on the bonds if there are insufficient funds in the Sinking or Reserve funds, however, the fund may not be depleted for the above uses to less than \$5,000. If this balance is reduced below \$200,000, funding shall be resumed until the maximum is again accumulated.

NOTE 14 - INTERFUND RECEIVABLES/PAYABLES AND TRANSFERS

As of December 31, 2003, there were no interfund receivable and payables. The following is a summary of interfund transfers which occurred during the year ended December 31, 2003:

	Transfer in <u>From</u>	Transfer Out <u>To</u>
General Fund - Electric Utility System	691,537	

City of New Roads, Louisiana
Notes to the Financial Statements

Natural Gas System	120,000	3,494
Water & Sewer System	148,157	9,033
Debt Service		199,935
Debt Service Fund		
General	199,935	0
Enterprise Funds -		
Electric Utility System:		
General Fund		691,537
Water & Sewer Fund		117,905
Natural Gas Fund		125,474
Water & Sewer Utility System:		
General Fund	9,033	148,157
Natural Gas Fund	3,954	
Electric Fund	117,905	
Natural Gas System:		
Electric Fund	125,474	
Water & Sewer		3,954
General Fund	<u>3,494</u>	<u>120,000</u>
Total	<u>\$1,419,489</u>	<u>\$1,419,489</u>

NOTE 15 - INTERGOVERNMENTAL PAYABLE

The following is a summary of the intergovernmental payable due other governments at December 31, 2003:

<u>Payable to</u>	<u>General Fund</u>	<u>Proprietary Funds</u>
Pointe Coupee Police Jury	\$ 1,004	
La. Dept of Revenue		6,478
La Dept of Health & Hospitals	<u> </u>	<u>11,892</u>
	<u>\$ 1,004</u>	<u>\$ 18,370</u>

NOTE 16 - RESERVED AND DESIGNATED EARNINGS/FUND BALANCES

Proprietary Funds:

Unreserved retained earnings for proprietary funds represent the net assets available for future operations or distributions.

Reservations of retained earnings of enterprise funds are created by increases in assets restricted for a certain use. These increases result from earnings on restricted assets and other interfund transfers to restricted accounts. Earnings on restricted assets are included in net income of the Enterprise Funds. When reserved retained earnings are increased there is an equal reduction to the portion of retained earnings that is unreserved. Designations are established to indicate tentative plans for financial resource utilization in future periods. Specific reservations and designations of retained earnings are described below:

Reserve for Bond indentures - This represents the amounts required to be held in the sinking, reserve, and capital addition funds in accordance with the bond agreements for the \$2,515,000 electric revenue refunding bonds issued in 2001 and the \$2,670,000 water/sewer revenue refunding bonds issued in 2001.

**City of New Roads, Louisiana
Notes to the Financial Statements**

Designated for Capital Additions - This designation was made to indicate monies in the Electric Utility System, the Natural Gas Fund, and the Water and Sewer Utility System Fund which are to be used for capital additions in future years.

Governmental Funds:

The unreserved fund balances for governmental funds represent the amount available for budgeting future operations. Reservations of fund balances of governmental funds are created to either (1) satisfy legal covenants that require that a portion of the fund balance be segregated or (2) identify the portion of the fund balance that is not appropriate for future expenditures. Designations are established to indicate tentative plans for financial resource utilization in a future period. Specific reservations and designations of the fund balance accounts are summarized below.

Reserve for Unreported Liability Claims - This reserve was created by the council to segregate a portion of the fund balance account to cover any costs that might be incurred due to changes in the coverage should any claims not be reported when incurred, which had the effect of reducing liability insurance premiums.

Reserve for Unemployment Compensation Claims - This reserve was created by the council to segregate a portion of the fund balance account to cover unemployment compensation claims as more fully explained in Note 21.

Reserved for prepaid expenses - This reserve was created to segregate a portion of the fund balance account to account for insurance expenses to be incurred in a future period.

Reserve for Debt Service - This reservation was created to segregate a portion of the fund balance account for debt service, including both principal payments and interest payments. The reservation was established to satisfy legal restrictions imposed by various bond agreements.

Reserved for Grant - Funds reserved by grants for future program costs. This reservation occurs in the Section 8 Fund.

NOTE 17 - SEGMENT INFORMATION

Some services provided by the City are financed by user charges - electric, water, sewer, and natural gas. Due to the fact that these enterprise funds are both a segment and a major fund, segment information disclosure is not mandatory. However, significant financial data for these enterprises is reflected as follows:

	<u>Electric</u>	<u>Natural Gas</u>	<u>Water Sewer</u>	<u>Total</u>
Operating Revenues	\$3,630,236	\$1,140,302	\$ 921,127	\$5,691,865
Depreciation	149,120	25,865	301,427	476,412
Operating Income	789,150	34,489	128,617	952,256
Net Income (Loss)	(150,816)	48,245	77,459	(25,113)
Property, Plant, and Equipment Additions	20,298	0	160,510	180,808
Total Assets	6,362,697	1,099,929	7,895,097	15,357,722
Fund Equity	3,624,570	948,998	5,407,004	9,980,572
Net Working Capital	810,244	703,758	132,140	1,646,141

**City of New Roads, Louisiana
Notes to the Financial Statements**

NOTE 18 - ON-BEHALF PAYMENTS FOR FRINGE BENEFITS AND SALARIES

A portion of the salaries of the City's police officers are paid through a supplement from the state. These payments, remitted directly to the officers, provides the officers of the city with an additional \$300 per month, which is added to their base salary. The City also receives a salary supplement for the officers from the Pointe Coupee Parish Sheriff's Office in lieu of the charging of property tax collection fees. For the year ended December 31, 2003, \$77,990 was received from the state and the sheriff and is included in revenues under intergovernmental revenue and in expenses under public safety on the combined statement of revenue, expenditures, and changes in fund balance.

NOTE 19 - JOINT VENTURES

Condensed or summarized below is the latest available financial information on each of the City's joint ventures with the Parish:

	<u>False River Air Park Commission Unaudited</u>	<u>False River Park & Recreation Commission Scott Civic Center Unaudited</u>
Balance Sheet Date	12/31/03	12/31/03
Total Assets (not including GFA)	\$ 15,009	\$ 49,309
Total General Fixed Assets (GFA)	4,090,543	2,083,665
Total Liabilities	21,261	1,844
Total Equity	(6,251)	47,465
Total Revenues	271,203	55,258
Total Expenditures	276,533	91,485
Total Other Financing		
Sources (Uses)	0	33,900
Net Increase (Decrease) in		
Fund Balance	(5,330)	2,328

False River Air Park Commission

The False River Air Park Commission is 50% owned by the City. For the year covered by the financial statement above, the City contributed \$32,000 as an operating grant to cover expenses of the facility. The False River Air Park Commission is a component unit of the Pointe Coupee Parish Police Jury because the Pointe Coupee Parish Police Jury is the governing authority for Pointe Coupee Parish.

False River Park & Recreation Commission

The False River Park & Recreation Commission is 50% owned by the City. For the year covered by the financial statement above, the City contributed \$25,000 as an operating grant to cover expenses of the park facility and Scott Civic Center. The False River Park & Recreation Commission is a component unit of the Pointe Coupee Parish Police Jury because the Pointe Coupee Parish Police Jury is the governing authority for Pointe Coupee Parish.

NOTE 20 - LITIGATION AND CLAIMS

The City is a defendant in two pending lawsuits. It is in the City attorney's opinion that the City is fully insured against the risk involved in the respective action and that they are being actively defended by counsel of the City's insurers. The ultimate resolution of these lawsuits cannot be presently determined and no provision for any liability that may result from such claims has been made in the financial statements. Claims and litigation costs of \$1,953 were incurred in the current year and recorded as current-year expenditure in the General Fund.

**City of New Roads, Louisiana
Notes to the Financial Statements**

NOTE 21 - RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; health benefits; and natural disasters. The City currently reports all of its risk management activities in its General Fund. Claim expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of that loss can be reasonably estimated. These losses include an estimate of claims that have been incurred but not reported.

In a previous year, the City elected the "reimbursement method" for unemployment compensation benefits whereby each quarter the City contributes 5% of quarterly wages to the unemployment cash account in lieu of paying contributions to the State. If any claims are paid by the state, the City reimburses the state from this account. The City has no estimated unemployment compensation liability as of year end. At year end, the cash account had \$113,427 held for purposes of funding future unemployment claims liabilities. As a result, \$113,427 of the general fund balance is reserved for payment of future unemployment claims liabilities.

In a previous year, the City decided to retain some of the risk with respect to at fault damages to City owned vehicles. The City carries a fleet insurance policy on all City owned vehicles, but is self-insured for at-fault damage to City owned vehicles. The amount of insurance premiums saved when this account was established, plus annual interest earnings funded the cash account. In May 2001, the City increased its deductible, due to high premium costs, on its auto liability policy to \$100,000 with a maximum aggregate loss of \$500,000 and implemented self insured retention. The City has no estimated liability for damaged vehicles or liability claims as of year end. At year-end, this cash account had \$56,292 held for purposes of funding future claims. As a result, \$56,292 of the general fund balance is reserved for payment of future vehicle liability claims.

On May 1, 2001, the City discontinued its self-insurance medical plan and replaced it with commercial insurance due to the high cost of medical claims and expenses.

The City has adopted the provisions of GASB Statement Number 10 "Accounting and Financial Reporting for Risk Financing and Related Insurance Items". This self-insured fund is accounted for in the General Fund. As required by this statement, a reconciliation of claims liabilities and reservations is shown below.

	<u>Unemployment Compensation</u>	<u>Vehicle Liability</u>	<u>Totals</u>
Beginning of Fiscal Year Liability	\$ 0	\$ 0	\$ 0
Current Year Claims And Changes in Estimates	0	14,650	14,650
Claim Payments	<u>< 0 ></u>	<u>< 14,650 ></u>	<u>< 14,650 ></u>
End of Fiscal Year Liability	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

NOTE 22 - FEDERAL FINANCIAL ASSISTANCE PROGRAMS

The City of New Roads participates in the following federal financial assistance programs:

<u>Pass-Through Federal Grants/ Program Title</u>	<u>CFDA Number</u>	<u>Grantors Number</u>	<u>Expenditures</u>
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City of New Roads, Louisiana
Notes to the Financial Statements

United States Department of Agriculture

Passed Through:

State of Louisiana Department of Agriculture & Forestry	10.664	CFMS#589161 Project#02-31	\$ 19,000
Urban & Community Forestry Comprehensive Gr.			

**United States Department of Housing
And Urban Development**

Direct:

Section 8 - Housing Assistance Program	14.871	Proj#LA205VO	\$ 144,229
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United States Department of Justice

Indirect:

Passed Through: State of Louisiana

Louisiana Commission on Law Enforcement			
Electronic Equipment	16.592	Project #P025003	\$ 1,008
Byrne Formula Grant Program:			
Street Sales Disruption	16.579	Project#B03-5-016	\$ 1,114

Department of the Interior - National Park Service

Passed through:

Louisiana Dept. of Culture, Recreation & Tourism			
CLG Main Street Program	15.904	Grant #220116418 Grant #220318218	\$ 1,693 \$ 1,917
CLG Training Workshops	15.904		\$ 7,465

Federal Highway Administration

Passed through:

Louisiana Dept. of Transportation & Develop:			
Recreational Trails Program	20.219	Proj.#052-01-0019	\$ <u>108,100</u>

Total (All Federal)			\$ <u>284,526</u>
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NOTE 23 - LOUISIANA ENERGY AND POWER AUTHORITY CONTRACT

The Louisiana Energy and Power Authority (LEPA), a political subdivision of the State of Louisiana, has joined nineteen Louisiana municipalities together in order to provide the members facilities for the generation and transmission of electric power. LEPA has obtained a 20% undivided ownership interest in a coal-fired steam electric generating unit under a Joint Ownership Agreement. The other two members of the agreement, Central Louisiana Electric Company, Inc. (CLECO) and Lafayette Public Power Authority (LPPA) have ownership interests of 30% and 50%, respectively. An Owner Committee consisting of LEPA, CLECO, and LPPA was formed to make recommendations to CLECO, the plant operator, and to decide on various issues including construction and operating budgets.

On October 1, 1992, the City together with four other cities entered into Power Sales Contracts with LEPA. Each city is required to purchase its respective entitlement share of generated electricity. The aggregate entitlement shares of all the cities equals 100%, of which the City's share is 2.83%. Each city is required to pay monthly for its entitlement share of power capability and energy on a take-or-pay basis, whether or not the unit is operating. The Power Sales Contracts will continue in effect until all bonds issued by LEPA have been provided for or the date the Contracts are terminated and settlement complete; however, in no event will the contracts continue beyond July 1, 2023.

City of New Roads, Louisiana
Notes to the Financial Statements

On June 28, 1989, the City entered into a capacity purchase and operating agreement with LEPA, effective January 1, 1990. LEPA assumed full responsibility for the operation, maintenance, and control of the City's generating facilities. LEPA also provides labor, materials, insurance, supplies and maintenance costs. In turn, the City pays LEPA for the purchased capacity on a monthly basis as specified in the agreement.

NOTE 24 - UTILITY SERVICE AGREEMENTS

Pointe Coupee Parish Sewerage District No. 1 & 3A

An agreement between the Sewerage District No. 1 of Pointe Coupee Parish and the City provided for the billing of Customers on the sewerage system who are also customers on the City's utility system. This billing agreement went into effect for the month of November 1980. Under the term of the agreement, the City retains \$1.50 per customer as a billing fee.

Solid Waste Disposal

An Agreement between the Solid Waste Disposal System of the Parish of Pointe Coupee and the City provides for the billing of customers on the City's system. This billing agreement went into effect for the month of October 1985. Under the terms of the agreement, the City retains \$1.50 per customer as a billing fee. On December 1, 2000, the City entered into its own solid waste disposal contract and will collect fees from residents within the city limits.

NOTE 25 - COMPENSATION PAID TO BOARD MEMBERS

In compliance with House Concurrent Resolution No. 54 of the 1979 Session of the Louisiana Legislature, compensation paid to board members is as follows:

Mayor - Sylvester Muckelroy	\$35,600
Council:	
Ronald Jewell	8,400
Bernadine St. Cyr	8,400
Thomas Nelson	9,600
Kirk White	8,400
Walter Warr, Jr.	<u>8,400</u>
Total Compensation	<u>\$78,800</u>

NOTE 26 - DEFINITION OF CASH AND CASH EQUIVALENTS USED IN THE STATEMENT OF CASH FLOWS

For the purpose of the Statement of Cash Flows presented in the proprietary type funds, cash and cash equivalents are defined as unrestricted and restricted cash.

REQUIRED SUPPLEMENTAL INFORMATION

**CITY OF NEW ROADS, LOUISIANA
GENERAL FUND**

**BUDGETARY COMPARISON SCHEDULE
For the Year Ended December 31, 2003**

	<u>BUDGETED AMOUNTS</u>			<u>VARIANCE WITH FINAL BUDGET FAVORABLE (UNFAVORABLE)</u>
	<u>ORIGINAL</u>	<u>FINAL</u>	<u>ACTUAL</u>	
REVENUES				
Taxes	\$ 1,109,000	\$ 1,109,000	\$ 1,128,858	\$ 19,858
Licenses & permits	211,000	211,000	189,595	(21,405)
Intergovernmental revenue	298,500	313,700	345,591	31,891
Charges for services	258,380	258,380	325,174	68,794
Fines and forfeitures	41,000	41,000	45,433	4,433
Miscellaneous	413,220	434,785	444,668	9,883
Total revenues	2,329,100	2,385,865	2,479,320	113,455
EXPENDITURES				
General government	1,024,030	1,200,780	1,123,452	77,328
Public safety	958,992	984,405	1,005,258	(40,853)
Streets and sanitation	646,000	678,700	692,426	(13,726)
Transportation	32,000	32,000	34,126	(2,126)
Culture and recreation	122,775	148,725	140,438	8,287
Economic development and assistance	47,715	56,585	57,347	(762)
Education	0	1,200	15,688	(14,489)
Capital outlay	280,200	259,400	189,876	89,524
Public works	294,295	283,590	280,415	23,175
Total expenditures	3,386,007	3,625,385	3,499,027	126,358
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	(1,056,907)	(1,259,520)	(1,019,707)	239,813
OTHER FINANCING SOURCES (USES)				
Transfers in	830,000	840,000	1,106,495	265,495
Sale of fixed assets	0	200	0	(200)
Transfers out	(200,000)	(200,000)	(358,263)	(158,263)
Total other financing sources (uses)	630,000	640,200	747,232	107,032
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	(426,907)	(619,320)	(272,475)	348,845
FUND BALANCES AT BEGINNING OF YEAR	1,734,900	1,734,900	1,699,499	(35,401)
FUND BALANCES AT END OF YEAR	\$ 1,307,993	\$ 1,115,580	\$ 1,427,024	\$ 311,444

OTHER SUPPLEMENTAL INFORMATION

NON-MAJOR GOVERNMENTAL FUNDS

HUD-Section 8 Program Fund

The HUD-Section 8 Program Fund is used to account for funds which are designated to aid low-income families to obtain decent, safe, and sanitary housing through a system of rental subsidies.

1996 \$1,530,000 General Obligation Bonds

The 1996 General Obligation Bonds Debt Service Fund is used to accumulate monies for the repayment of the \$1,530,000 1990 Certificates of Indebtedness. General Fund revenues finance these bonds. These Certificates mature on May 1 of each year beginning in 1997, with the final payment due in the year 2006, with an interest rate of 5.225%. The bonds were issued to defease the 1990 Series Bonds and to provide resources for various City capital improvement projects.

**CITY OF NEW ROADS, LOUISIANA
COMBINING BALANCE SHEET
NON-MAJOR GOVERNMENTAL FUNDS
December 31, 2003**

	HUD - SECTION 8 SPECIAL REVENUE FUND	1996 \$1.53 BONDS DEBT SERVICE FUND	TOTAL NON-MAJOR GOVERNMENTAL FUNDS
<u>ASSETS</u>			
Current Assets			
Due from other governmental units	\$ 14,550	\$ 0	\$ 14,550
Restricted Assets			
Cash	43,955	200,269	244,224
TOTAL ASSETS	\$ 58,505	\$ 200,269	\$ 258,774
<u>LIABILITIES & FUND BALANCE</u>			
LIABILITIES:			
FUND BALANCE			
Reserved:			
Reserved for debt service	\$ 0	\$ 200,269	\$ 200,269
Reserved for grant	58,505	0	58,505
TOTAL FUND BALANCE	58,505	200,269	258,774
TOTAL LIABILITIES & FUND BALANCE	\$ 58,505	\$ 200,269	\$ 258,774

CITY OF NEW ROADS, LOUISIANA
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
NON-MAJOR GOVERNMENTAL FUNDS
For the Year Ended December 31, 2003

	HUD SECTION 5 SPECIAL REVENUE FUND	1996 \$1.53 BONDS DEBT SERVICE FUND	TOTAL NONMAJOR GOVERNMENTAL FUNDS
REVENUES			
Intergovernmental revenue	\$ 144,229	\$ 0	\$ 144,229
Miscellaneous	226	1,170	1,396
Total revenues	144,455	1,170	145,625
EXPENDITURES			
Debt service	0	197,625	197,625
Welfare	140,143	0	140,143
Total expenditures	140,143	197,625	337,767
EXCESS (Deficiency) OF REVENUES OVER EXPENDITURES	4,313	(196,455)	(192,142)
OTHER FINANCING SOURCES (USES)			
Transfers in	0	199,935	199,935
Total other financing sources (uses)	0	199,935	199,935
EXCESS (Deficiency) OF REVENUES AND OTHER SOURCES OVER EXPENDITURES AND OTHER USES	4,313	3,480	7,793
FUND BALANCES AT BEGINNING OF YEAR	54,193	196,789	250,981
FUND BALANCES AT END OF YEAR	\$ 58,505	\$ 200,269	\$ 258,774

OTHER REPORTS REQUIRED BY GOVERNMENT AUDITING STANDARDS

MAJOR & MORRISON

CERTIFIED PUBLIC ACCOUNTANTS

YAN F. MAJOR, CPA, PC
JOHN L. MORRISON, III, CPA, PC
MARK A. DAVID, CPA, PC

MEMBER:
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
SOCIETY OF LOUISIANA
CERTIFIED PUBLIC ACCOUNTANTS

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

The Honorable Sylvester Muckelroy
And Members of the City Council
City of New Roads, Louisiana 70760

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of New Roads, Louisiana, as of and for the year ended December 31, 2003, which collectively comprise the City of New Roads, Louisiana basic financial statements, and have issued our report thereon dated June 4, 2004. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

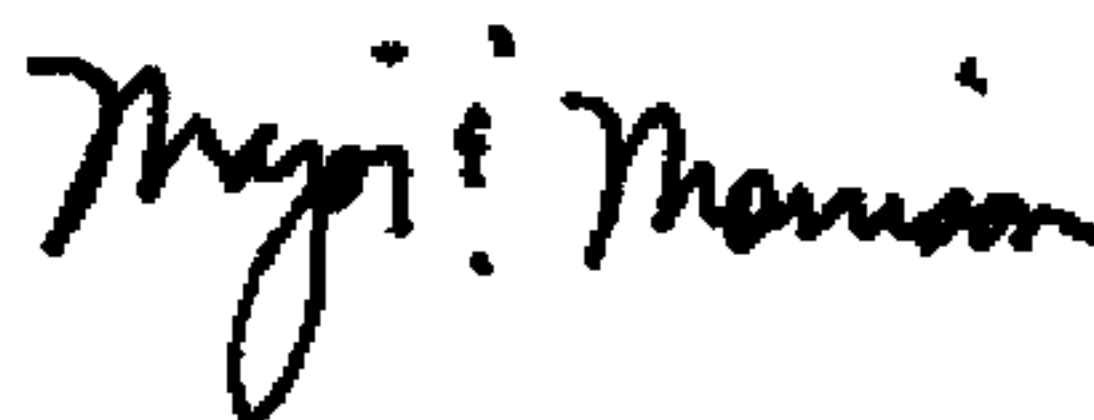
As part of obtaining reasonable assurance about whether the City of New Roads, Louisiana's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and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

Internal Control Over Financial Reporting

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

This report is intended solely for the information and use of the City of New Roads, Louisiana's mayor and council members, management, and the Legislative Auditor for the state of Louisiana and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Major & Morrison
New Roads, Louisiana
June 4, 2004



CITY OF NEW ROADS
New Roads, Louisiana
Schedule of Findings and Questioned Costs
As of and For the Year Ended December 31, 2003

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued:

Unqualified

Internal control over financial reporting:

Material weakness(es) identified?

___yes Xno

Reportable condition(s) identified not
considered to be material weaknesses?

___yes Xnone reported

Noncompliance material to financial statements
noted?

___yes Xno

SECTION II - FINANCIAL STATEMENT FINDINGS

There were no financial statement findings.

**CITY OF NEW ROADS
New Roads, Louisiana**

**Summary Schedule of Prior Audit Findings
For the Year Ended December 31, 2003**

<u>Ref. No.</u>	<u>Fiscal Year Finding Initially Occurred</u>	<u>Description of Finding</u>	<u>Corrective Action Taken</u>	<u>Planned Corrective Action/Partial Corrective Action Taken</u>
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Section I – Internal Control and Compliance Material to the Financial Statements:

There were no prior year findings.

Section II – Internal Control and Compliance Material to Federal Awards:

Not applicable.

Section III – Management Letter:

No management letter was issued.

**CITY OF NEW ROADS
New Roads, Louisiana**

**Corrective Action Plan for
Current Year Audit Findings
For the Year Ended December 31, 2003**

<u>Ref. No.</u>	<u>Descri. of Finding</u>	<u>Corrective Action Planned</u>	<u>Name of Contact Person</u>	<u>Anticipated Completed</u>
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Section I - Internal Control and Compliance Material to the Financial Statements:

There were no current year findings.

Section II - Internal Control and Compliance Material to Federal Awards:

Not applicable.

Section III - Management Letter:

No management letter was issued.

CITY OF NEW ROADS
New Roads, Louisiana
Schedule of Insurance
Unaudited
As of and for the Year Ended December 31, 2003

<u>Insurance Company</u>	<u>Policy Term</u>	<u>Policy Description</u>	<u>Policy Limits</u>
Hartford Steam Boiler Ind. Co.	6/1/03 to 6/1/2004	Boiler and Machinery	\$2,062,270 limit; \$5,000 deductible; transformers \$25,000 deductible (to actual cash value of equipment depending on age of equipment)
All State Insurance Co.	1/3/03 to 1/3/2004	Fire Standard Blanket Policy on Bldg. & Prop	\$3,256,500 gas warehouse; \$2,190,000 substation; \$255,357 Equipment
Claredon American	4/9/03 to 4/9/2004	General Liability	\$1,000,000 general aggregate; \$1,000,000 each occurrence.
American International	7/21/03 to 6/21/06	Pollution	\$3,000,000 Aggregate \$25,000 deductible

CITY OF NEW ROADS
New Roads, Louisiana
Schedule of Electric, Water, & Gas Customers
Unaudited
As of and for the Year Ended December 31, 2003

Number of metered electric customers	1954
Number of non-metered electric customers	<u>-</u>
Total electric customers	<u>1954</u>
Number of metered water customers	2647
Number of non-metered water customers	<u>-</u>
Total water customers	<u>2647</u>
Number of metered gas customers	2010
Number of non-metered gas customers	<u>-</u>
Total gas customers	<u>2010</u>