

**OFICINA DEL COMISIONADO DE ASUNTOS MUNICIPALES**

**AREA DE ASESORAMIENTO, REGLAMENTACION E INTERVENCION FISCAL**

**AREA DE ARCHIVO DIGITAL**

**MUNICIPIO DE BARCELONETA**

**AUDITORIA 2002-2003**

**30 DE JUNIO DE 2003**

OFIC. DEL COMISIONADO  
DE ASUNTOS MUNICIPALES

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**MUNICIPALITY OF BARCELONETA, PUERTO RICO  
SINGLE AUDIT REPORT  
JUNE 30, 2003  
(INDEPENDENT AUDITOR'S REPORT)**

**MUNICIPALITY OF BARCELONETA, PUERTO RICO  
SINGLE AUDIT REPORT  
JUNE 30, 2003**

SECRETARÍA DEL COMISIONADO  
DE ASUNTOS MUNICIPALES  
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**INDEPENDENT AUDITOR'S REPORT**

Mayor of the Municipality of Barceloneta  
Barceloneta, Puerto Rico

I have audited the accompanying Capital Assets Statement of the **Municipality of Barceloneta**, Puerto Rico, as of and for the year ended June 30, 2003. These financial statements are the responsibility of the Municipality's management. My responsibility is to express an opinion on these general-purpose financial statements based on my audit.

I have conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Controller General of the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion the Capital Assets Statement, present fairly, in all material respects, of the fixed assets of the Municipality of Barceloneta, Puerto Rico, as of June 30, 2003, and the respective changes in financial position there of for the year then ended in conformity with accounting principles generally accepted in the United States of America.

San Juan, Puerto Rico  
December 19, 2003

The stamp number 1942644  
was affixed to the  
original of this report.



*Juan A. Feliciano Charneco*  
CPA JUAN A. FELICIANO CHARNECO  
License No. 1263  
Expires December 1, 2004

As described in Note 1 to the basic financial statements, the **Municipality of Barceloneta** adopted the provisions of Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements – And Management’s Discussion and analysis-For State and Local Governments*; as of and for the year ended June 30, 2003. This result in a change in the format and content of the basic financial statements.

The Management’s Discussion and Analysis information, on pages 3 through 7, and the Budgetary Comparison Schedule – General Fund on page 14 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, I did not audited the information and express no opinion on it.

San Juan, Puerto Rico  
December 19, 2003

The stamp number 1942641  
was affixed to the  
original of this report.

1942641



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**Estado Libre Asociado de Puerto Rico**  
**Gobierno Municipal de Barceloneta**  
**Departamento de Finanzas**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

As management of the Municipality of Barceloneta (the "Municipality"), we offer the reader of the Municipality's financial statements this narrative overview of the financial activities of the Municipality for the fiscal year ended June 30, 2003. We encourage readers to consider the information presented here in conjunction with the Municipality's financial statements.

Fiscal year 2002-2003 operations sustain the Municipality's track of solvency and sound fiscal condition. The Governmental Wide financial statement also supports our statement. This condition is achieved in a time of economy constrains and low revenues growth rates.

**FINANCIAL HIGHLIGHTS**

- The assets of the Municipality Government exceeded its liabilities at the close of the current fiscal year by \$7,548,602 (net assets).
- The adjusted actual of the General Fund operations resulted in a favorable variance of \$1,806,053 as compared to the revised budget.
- As June 30, 2003 the Municipality's General Fund (the primary operating fund) reported a fund balance of \$2,428,146 an increase of \$1,162,141 in comparison with the prior year.
- Loans principal payments were \$1,292,895 during fiscal year 2002-03. Loan proceeds from new debt issued amounted to \$3,250,000 during the same fiscal year.

**New Requirements for the Financial Reporting**

The new approach on the preparation of the Municipality's financial statements emphasizes on a government wide (consolidated) view of its financial operations. Nevertheless major individual funds are presented and evaluated in all of its details. Simultaneous implementation of both of these perspectives allows user to address relevant questions about municipality's performance and provides a basis for comparisons and evaluation of services quality.

Because of the implementation of these new reporting standards, much of the information will not be easily comparable with prior year data. However, in future years, comparisons will be more meaningful and will provide a better understanding of the municipality's financial position and results of its operations.

## **Financial Statements Components**

The basic financial statement consist of government wide financial statements, the major individual funds financial statement, and notes to the financial statements that provides more details.

The Statement of Net Assets reports information of the municipality as a whole. Increase or decrease of net assets may serve as an indicator of whether municipality's financial position is improving or deteriorating. Those statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting used by most privet sector companies. Accrual of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

The statement of Activities is focused on both the gross and net cost of various activities, which are supported by the Municipality's property tax, municipal licenses tax and other revenues. It is intended to summarize and simplify the user's analysis of the costs of governmental services. The governmental activities reflect basic services, including police, public works, solid waste disposal, community services, and general administration. Property tax, municipal license tax, state and federal appropriations finance most of the services.

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objects. The Major Governmental Funds presentation provides detailed information about the most significant funds, not the Municipality as a whole. The Municipality uses fund accounting to ensure and demonstrate compliance with financial related legal requirements. The Municipality's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using a accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The Governmental funds statement provides a detailed short-term view of the Municipality general governmental operations and the basic services it provides. Governmental funds information help you determine whether there are more or fewer financial resources that can be spend in the near future to finance Municipality's programs. We describe the relationship between governmental activities and governmental funds in reconciliation besides the fund financial statements.

The notes provides additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statement.

## Infrastructure Assets

The Municipality implemented the major model portions of GASB statement 34 during the current fiscal year. Historically, the governmental larger group of assets have not been reported nor depreciated in governmental financial statement. The new statement required that this assets be valued and reported within the Governmental column of the Governmental Wide Statement. Additionally, the government must elect to either depreciate these assets over their estimated useful life or develop a system of assets management designated to maintain the service delivered potentially to near perpetuity. If the government develops the assets managements system, which periodically, by category, measures and demonstrate its maintenance system, which periodically, by category, measures and demonstrate its maintenance of locally established level of services standards, the government may record its cost of maintenance in lieu of depreciation. The information about the condition and maintenance of condition of the government infrastructure assets should assist financial statements users in evaluating a local government and its performance over time.

## Government-Wide Statement

### Statement of Net Assets

The Statement of Net Assets reports information of the municipality as a whole. Increase or decrease of net assets may serve as an indicator of whether municipality's financial position is improving or deteriorating. In the case of the Municipality primary government assets exceeded liabilities by \$170.7 millions at the close of the recent fiscal year. The following reflects the condensed Statement of Net Assets of the Primary Government.

### Statement of Net Assets As of June 30, 2003

Current and other assets	\$ 16,777,734
Capital assets	29,388,199
<b>Total assets</b>	
Current and other liabilities	11,153,907
Long-term liabilities	27,495,424
<b>Total liabilities</b>	
Net assets:	
Invested in capital assets, net related debt	10,253,401
Restricted	128,060
Unrestricted	(2,832,859)
<b>Total net assets</b>	

The principal increase of the net assets was due mainly to the inclusion of the capital assets of the municipality. Such amount will increase as the infrastructure assets are identified and included in the financial statements.

## Statement of Activities

The following reflects the condensed Statement of Activities of the Primary Government:

For the year ended June 30, 2003

General revenue	\$12,406,521
Program revenue	8,264,847
Total revenue	20,671,368
Expenses	(28,374,461)
Governmental activities	
Change in net assets	\$7,703,093

### Economic Factors and Next Year Budget

The Municipality is a political legal entity with full legislative and administrative powers in every area of municipal government, with perpetual existence and legal personality, separate and independent from the central government of Puerto Rico. The Municipal Government comprises the executive and legislative branches. The Mayor exercises the executive power and the legislative power by the Municipal Legislature, which has 16 members.

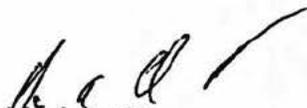
The Municipality provides a full range of services including public works, education Public safety, public housing, health, community development, culture, recreation and other administrative services. The Municipality's principal sources of revenues are property taxes, municipal license taxes, contributions by the state government and federal grants.

The municipality has a wide industrial base which included the International Airport, hotels, large pharmaceuticals, wholesalers, retail stores, financial institutions, restaurants, among others. This industrial base has increased substantially during the most recent years.

The Municipality's Budget for fiscal year 2002-2003 for \$3,547,472 is over last fiscal year (2002-2003).

### Contacting the Municipality's Financial Management

The Municipality's financial statements are designed to present users with general overview of the Municipality's finances. If you have questions about the report or need additional financial information, contact the Municipality's Director of Finance.

  
Noel Gutiérrez  
Finance Director

MUNICIPALITY OF BARCELONETA, PUERTO RICO  
STATEMENT OF NET ASSETS  
JUNE 30, 2003

<u>ASSETS</u>	<b>Governmental Activities</b>
Cash and investments	\$ 12,436,922
Cash with fiscal agent and other	2,510,777
Accounts receivable:	
Receivable volume business	241,488
Accounts receivable government	1,426,928
Due from general fund and other funds	5,262
Accounts receivable government	176,357
Capital Assets	29,388,199
<b>Total assets</b>	<b>46,185,933</b>
<u>LIABILITIES AND FUND EQUITY</u>	
Liabilities:	
Accounts payable and accrued liabilities	\$ 1,007,965
Due to special revenue fund and other	5,143
Due to government entity	369,200
Deferred revenue	7,138,982
Matured bond and interest payable	2,387,860
Noncurrent liabilities:	
Due within one year	237,920
Due in more than one year	27,490,261
Total liabilities	38,637,331
<u>NET ASSETS</u>	
Invested in capital assets, net of related debt	10,253,401
Restricted for debt services	128,060
Unrestricted	(2,832,859)
Total Net Assets	\$ 7,548,602

See notes to financial statement

MUNICIPALITY OF BARCELONETA, PUERTO RICO  
STATEMENTS OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

Functions/Programs	Expenses	Program Revenues		Net (expense) revenue and change in Net Assets in Net Assets Governmental Activities	
		Charges for Services	Capital Grants and Contributions		Operating Grants and Contributions
<b>EXPENDITURES:</b>					
Current:					
General government	\$ 15,303,472	\$ (993,771)	\$ (94,028)	\$ (7,177,048)	\$ (7,038,625)
Public work	5,950,879	-	-	-	(5,950,879)
Public safety	1,300,333	-	-	-	(1,300,333)
Health and education	1,358,974	-	-	-	(1,358,974)
Capital projects	1,320,275	-	-	-	(1,320,275)
Culture and recreation	1,892,449	-	-	-	(1,892,449)
Other expenditures	229,110	-	-	-	(229,110)
Interest on long-term debt	1,018,969	-	-	-	(1,018,969)
Total governmental activities	<u>\$ 28,374,461</u>	<u>\$ (993,771)</u>	<u>\$ (94,028)</u>	<u>\$ (7,177,048)</u>	<u>\$ (20,109,614)</u>
<b>GENERAL REVENUES</b>					
Property taxes					\$ 401,613
Municipal licenses tax					9,178,588
Intergovernmental revenues					2,117,137
Interest income					118,364
Other Revenues					590,819
Total general revenues					<u>12,406,521</u>
Changes in net assets					(7,703,093)
Net assets at beginning of year					15,251,695
Net assets at end of year					<u>\$ 7,548,602</u>

See notes to financial statements.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**BALANCE SHEET**  
**GOVERNMENTAL FUNDS**  
**JUNE 30, 2003**

<b>ASSETS</b>	<b>General Fund</b>	<b>Special Revenue Fund</b>	<b>Capital Projects Fund</b>	<b>Debt Service Fund</b>	<b>Other Funds</b>	<b>Total Governmental Funds</b>
Cash and investments	\$ 8,921,805	\$ 201,004	\$ 5,134	\$ -	\$ 3,308,979	\$ 12,436,922
Cash with fiscal agent and other	-	-	-	2,510,777	-	2,510,777
Receivable volume business	241,488	-	-	-	-	241,488
Accounts receivable federal government	-	740,513	143,955	-	542,460	1,426,928
Due from general fund and other funds	814,666	5,262	-	-	-	819,928
Accounts receivable government	176,357	-	-	-	-	176,357
<b>Total assets and other debits</b>	<b>\$ 10,154,316</b>	<b>\$ 946,779</b>	<b>\$ 149,089</b>	<b>\$ 2,510,777</b>	<b>\$ 3,851,439</b>	<b>\$ 17,612,400</b>

**LIABILITIES AND FUND BALANCES**

<b>Liabilities:</b>						
Accounts payable and accrued liabilities	\$ 212,845	\$ 328,121	\$ 107,688	\$ -	\$ 359,311	\$ 1,007,965
Due to special revenue funds and other	5,143	-	-	2,382,717	-	2,387,860
Matured bond and interest payable	-	-	-	-	-	-
Due to government entity	369,200	-	-	-	-	369,200
Deferred revenue	7,138,982	-	-	-	-	7,138,982
Due to general fund	-	497,915	36,663	-	280,088	814,666
<b>Total liabilities</b>	<b>7,726,170</b>	<b>826,036</b>	<b>144,351</b>	<b>2,382,717</b>	<b>639,399</b>	<b>11,718,673</b>
<b>Fund balances</b>						
Reserve for debt services	-	-	-	128,060	-	128,060
Encumbrances	545,925	-	-	-	-	545,925
General Fund	1,882,221	-	-	-	-	1,882,221
Special revenue fund	-	120,743	-	-	227,878	348,621
Capital Project fund	-	-	4,738	-	2,984,162	2,988,900
<b>Total fund balances</b>	<b>2,428,146</b>	<b>120,743</b>	<b>4,738</b>	<b>128,060</b>	<b>3,212,040</b>	<b>5,893,727</b>
<b>Total liabilities and fund balance</b>	<b>\$ 10,154,316</b>	<b>\$ 946,779</b>	<b>\$ 149,089</b>	<b>\$ 2,510,777</b>	<b>\$ 3,851,439</b>	

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

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds	\$ 29,388,199
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the funds:	
Accrued compensated absence	\$ 938,830
Landfill closure and postclosure care costs	5,000,000
Health insurance debt	1,262,320
Bonds payable	17,841,903
Advances from CRIM	2,690,271
<b>Total long-term liabilities</b>	<b>(27,733,324)</b>
<b>Total net assets of governmental activities</b>	<b>\$ 7,548,602</b>

See notes to financial statement

MUNICIPALITY OF BARCELONETA, PUERTO RICO  
 STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2003

	GOVERNMENTAL FUND					Total Governmental Funds
	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Other Funds	
<b>REVENUES</b>						
Property taxes	\$ 401,613	\$ -	\$ -	\$ 2,079,223	\$ -	\$ 2,480,836
Municipal license tax	9,304,048	-	-	-	-	9,304,048
Licenses ,permits and fines	776,327	-	-	-	-	776,327
Intergovernmental revenues	2,447,137	-	-	-	5,160,231	7,607,368
Rent of properties	67,833	-	-	-	-	67,833
Interest income	118,364	-	-	16,823	-	135,187
Other revenues	740,370	-	-	-	-	740,370
Federal financial award	-	4,117,695	709,840	-	812,852	5,640,387
<b>Total revenues</b>	<b>13,855,692</b>	<b>4,117,695</b>	<b>709,840</b>	<b>2,096,046</b>	<b>5,973,083</b>	<b>26,752,356</b>
<b>EXPENDITURES:</b>						
<b>Current:</b>						
General government	7,885,762	3,685,256	94,028	-	3,059,353	14,724,399
Public woks	5,813,597	-	-	-	-	5,813,597
Public safety	1,150,894	-	-	-	-	1,150,894
Health and	1,292,131	-	-	-	-	1,292,131
Capital projects	205,610	-	608,697	-	505,968	1,320,275
Culture and recreation	1,865,058	-	-	-	-	1,865,058
Other expenditures	229,110	-	-	-	-	229,110
Debt service:	-	-	-	-	-	-
Principal retirement	-	-	-	1,292,895	-	1,292,895
Interest and fiscal charges	-	-	-	1,018,969	-	1,018,969
<b>Total expenditures</b>	<b>18,442,162</b>	<b>3,685,256</b>	<b>702,725</b>	<b>2,311,864</b>	<b>3,565,321</b>	<b>28,707,328</b>
Excess of revenues over (under) expenditures	(4,586,470)	432,439	7,115	(215,818)	2,407,762	(1,954,972)
<b>Other financing source (uses):</b>						
Net advance of property taxes	5,200,360	-	-	-	-	5,200,360
Transfer in (out) to debt service fund and other fund	(576,543)	-	-	533,323	43,220	-
Transfer from debt service	14,582	-	-	(14,582)	-	-
Transfer to other funds	-	-	-	314,292	(314,929)	(637)
<b>Total other financing source (uses)</b>	<b>4,638,399</b>	<b>-</b>	<b>-</b>	<b>833,033</b>	<b>(271,709)</b>	<b>5,199,723</b>
Excess of revenues and other sources over (under) expenditures and other uses	51,929	432,439	7,115	617,215	2,136,053	3,244,751
Fund balance June 30, 2002	1,266,005	(311,696)	-	1,893,562	1,075,987	3,923,858
Prior period adjustment	1,110,212	-	(2,377)	(2,382,717)	-	(1,274,882)
<b>Fund balance June 30, 2003</b>	<b>\$ 2,428,146</b>	<b>\$ 120,743</b>	<b>\$ 4,738</b>	<b>\$ 128,060</b>	<b>\$ 3,212,040</b>	<b>\$ 5,893,727</b>

See notes to financial statements.

**RECONCILIATION OF THE STATEMENT OF REVENUES,  
EXPENDITURES, AND CHANGES IN FUND BALANCES OF  
GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2003**

Amounts reported for governmental activities in the statement of activities  
are different because: \$ (1,954,972)

Net change in fund balance - total governmental funds  
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.

Expenditures for capital assets	(1,320,275)
Less current year depreciation	(26,405)
	- 1,346,680

The issuance of long-term debt (e.g., bonds, leases) provides current  
financial resources to governmental funds, while the repayment of the  
principal of long-term debt consumes the current financial resources  
of governmental funds. Neither transaction, however, has any effect  
on net assets. Also, governmental funds report the effect of issuance  
costs, premiums, discount, and similar items when debt is first issued,  
whereas these amounts are deferred and amortized in the statement  
of activities. This is the amount by which proceeds exceeded repayments

Bond, loan	(3,250,000)
Bond costs	(30,253)
Principal payments	1,292,895
	(1,987,358)

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	(2,414,083)
	(2,414,083)

Change in landfill accrual

Change in net assets of governmental activities	\$ (7,703,093)
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See notes to financial statement

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**GENERAL ORGANIZATION**

The **Municipality of Barceloneta (the Municipality)** was founded in 1881. The governmental system of the Municipality is composed of the executive and legislative bodies. The Mayor is the Chief Executive Officer and is elected every four years in the general elections of Puerto Rico. The legislative body consists of fourteen assemblymen also elected in the general elections of Puerto Rico for a four-year period.

The **Municipality** provides services such as: health, public safety, sanitation, recreation and sports, education, housing, transportation, welfare, construction and/or improvements of highways and streets, and other general and administrative services.

The financial statements of the **Municipality of Barceloneta (the Municipality)** have been prepared in conformity with generally accepted accounting principles (GAAP) as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is the primary standard-setting body for establishing governmental accounting and financial reporting principles. The following summarizes the **Municipality** significant accounting policies:

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Reporting Entity**

The **Municipality's** financial statements include the operations of all departments for which the **Municipality** is financially accountable.

The financial statements present the financial position of the various fund types and accounts groups and the results of operations of the various fund types of the Municipality. This includes the organizational units governed by the Executive Officers and Members of the Municipal Assembly of the Municipality. In evaluating the Municipality as a reporting entity, management has addressed all the potential component units, which may or may not fall within the Municipality's financial statements. The basic criterion for including a component unit within the Municipality's reporting entity applying the provisions made entity of statement No. 14 of the Governmental Accounting Standard Board (GASB), the oversight responsibility is by Barceloneta Municipality Assembly.

In evaluating the Municipality as a reporting entity, management has addressed all potential component units, which may or may not fall within the Municipality's oversight and control and, as such, be included within the Municipality's financial statement. The basic criteria for including a component unit within the Municipality's reporting entity is the exercise of oversight responsibility by the Municipality's Council. The specific criteria used by the Municipality for establishing oversight responsibility are:

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**  
**(Continued)**

**Manifestations of Oversight Responsibility**

Selection of Governing Authority  
Designation of Management  
Ability to Influence Operations Significantly

**Accountability for Fiscal Matters**

Budget Authority  
Surplus/Deficit  
Responsibility for Debt  
Fiscal Management  
Revenue Characteristics

Factors other than oversight, which may significantly influence the entity relationship, are:

**Scope of Public Service**

**Special Financing Relationships**

The relative importance of each criteria is evaluated in light of specific circumstances in order to determine which component units are to be included as part of the reporting entity. Our specific evaluations of the criteria applicable to be Municipality of Barceloneta indicate that the reporting entity consists of all funds and accounts groups included in the combined balance sheet, therefore no organizations, activities or functions were excluded from the reporting entity.

In June 1999, the GASB issued Statement No. 34 *Basic Financial Statements and Management Discussion and Analysis for State and Local Governments*. This Statement establishes new financial reporting requirements for state and local governments. It requires new information and restructures much of the informatio that governments have reported in the past. Coparability with reports issued in prior years is affected. In June 2001, The GASB issued Statement No. 37 *Basic Financial Statements and Management Discussion and Analysis for State and Local Governments Omnibus*, which in part addressed the Management Discussion and Analysis (MD&A) requirements, Program Revenue Classifications and Major Fund criteria requirements in the reporting model in Statement No. 34.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continuation)

**Basic Financial Statements-GASB Statement No. 34 (Continuation)**

The government-wide Statement of Activities reflects both the gross and net cost per functional category. The Statement of Activities reduces gross expenses (including depreciation) by related operating grants and contributions. The operating grants include operating-specific grants.

This government-wide focus is more on the substantiality of **the Municipality** the change in aggregate economic position resulting from the activities of the fiscal period.

The fund financial statements are, in substance, very similar to the financial statements presented in the previous model. Emphasis here is on the major funds in the governmental category. Non-major funds are aggregated into a single column.

The governmental funds financial statements are presented on a current financial resource measurement focus and modified accrual basis of accounting. This is the manner in which these funds are normally budgeted. This presentation is deemed most appropriate to (a) demonstrate legal and covenant compliance, (b) demonstrate the source and use of liquid resources, and (c) demonstrate how **the Municipality** actual experience conforms to the budget or fiscal plan. Since the governmental fund statements are presented on a different measurement focus and basis of accounting than the government-wide statement, a reconciliation is presented on the fund statement, which briefly explains the adjustments necessary to transform the fund statements into the governmental wide statements.

**Basis of Presentation**

The new model as defined in Statement No. 34 establishes criteria (percentage of the assets, liabilities, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination or major funds. **The Municipality** reports the following major funds on **Fund Financial Statements**:

*Major Funds*

General Fund – Always a major fund. The general fund is the main operating fund of **the Municipality**. It is used to account for all financial resources except those required to be accounted for in other funds.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continuation)

**Basis of Presentation** (Continuation)

*Major Funds* (Continuation)

Economic Development Fund – Accounts for the proceeds of Federal Grants and loans and Local Special Assignments to develop specific purpose on the Economy of the Municipality.

Debt Service Fund – Debt service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Capital Projects Fund – Capital projects fund is used to account for the financial resources for the acquisition of personal property and/or construction of major improvements which are not financed by other funds.

*Business Type Activities*

Enterprise Fund - The Enterprise fund is accounted for using the accrual basis of accounting. Its revenues are recognized when they are earned and their expenses are recognized when they are incurred. Most of the fund transactions are made through a financing institution.

**Basis of Accounting**

The accounts of the Municipality are organized on the basis of funds, each of which is considered to be a separate accounting entity. The Municipality has created various types of funds. Each fund is accounted for by a separate set of self-balancing accounts, which include its assets, liabilities, fund balances, and revenues and expenditures/expenses, as applicable. The individual funds accounts for the governmental resources allocated to the Municipality for the purpose of carrying on specific activities in accordance with laws, regulations, or other restrictions.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continuation)

**Basis of Accounting** (Continuation)

*Measurement Focus, Basis of Accounting*

Government-wide Financial Statements – The government wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non exchange transactions, in which **the Municipality** gives (or receives) value without directly receiving (or giving) equal value in exchange, include grants. Revenue from grants is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental Funds Financial Statement – Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Available means collectible within the current period or 60 days after the end of the period to use them to pay liabilities of the current period. Miscellaneous revenues are recorded when collected. Revenues collected in advance of the fiscal year to which they apply are recorded as deferred revenues and recognized as revenues in the year to which they apply. Expenditures are generally recognized when the related fund liability is incurred. General capital asset acquisitions are reported as expenditures in governmental funds.

Governmental Fund Types / Governmental Activities – Governmental funds are those through which most governmental functions of **the Municipality** are financed. The acquisition, use, and balances of **the Municipality's** expendable financial resources and the related liabilities are accounted for through governmental funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination.

Licenses and permits, charges for services, fines and forfeits and miscellaneous revenues (except investment earnings) are recorded as revenues when received. Investment earnings (interest) are recorded as earned since they are measurable and available.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continuation)

**Encumbrances**

Governmental funds employ encumbrances accounting. Under the encumbrance system, all purchase orders, contracts and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation. Under generally accepted accounting principles, encumbrances outstanding at year-end are reported as reservations of fund balance and they constitute neither expenditures, nor liabilities. Encumbrances constitute the equivalent of expenditures for budgetary purposes only, and accordingly, are reported with expenditures in all budgetary basis statements.

**Budgetary Data**

The Municipality follows these procedures, which are in accordance with the municipal law; in establishing the budgetary date reflected in the basic financial statements.

- (1) On or prior to may 15, the Mayor submits to the Municipal Assembly a proposed budget for the fiscal year commencing the following July 1st. The proposed budget includes estimated expenditures and their financing sources.
- (2) The budget document is available for public inspection prior to its approval by the Municipal Assembly.
- (3) Prior to July 1st., the annual budget is legally enacted through passage of the annual appropriation ordinance.

The budget is prepared following the modified accrual basis of accounting except for the encumbrances as described below.

The actual results of operations, presented in the Statement of Revenues, Expenditures and Changes in Fund Balances-Budget and Actual-General Fund, are reflected in conformity with the budgetary accounting of the Municipality for a better comparison with the budget information.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continuation)

**Budgetary Data** (Continuation)

Amendments to the budget, and budgetary transfers related to personal expenditures, require the approval of the Municipal Assembly. Non-capital encumbrances lapse at the end of the next fiscal year.

Since the budgetary basis differs from generally accepted accounting principles (GAAP), actual amounts for the general fund and debt service fund in the accompanying Statement of Revenues and Expenditures-Budget and Actual are presented on the budgetary basis to enhance comparability. The principal differences are as follows:

- (1) Encumbrances are recorded as expenditures under the budgetary basis and as reservations of fund balance under the GAAP basis.
- (2) The property tax advances are presented as revenue in the budgetary basis and as other financing sources in the GAAP basis.
- (3) The Municipality receives certain revenues as contributions from governmental entities, legislative and private parties, which are not included therein nor are the related expenditures.
- (4) Certain debt issuance to acquire personal property is reflected in the general fund and is restricted for that purpose.

The necessary adjustments to convert the result of operations of the general and debt service funds from the modified accrual of accounting to the budgetary basis are as follows:

**Deposits**

Substantially all cash balances are commingled in a general checking account and several special purpose bank accounts, except for cash and investments restricted by law. Each fund records its equity interest in the pooled cash balance. The available cash balance in the general checking account beyond immediate needs is invested in interest-bearing deposits. Generally, cash is deposited in interest-bearing bank accounts. Investment earnings are credited to the respective fund.

Investments consist of short-term certificates and are stated at cost, which approximates fair value.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continuation)**

**Inventories**

The general fund purchases office and printing supplies, gasoline, oil, medicines and other items. The cost of purchases is recorded as an expenditures and the inventory is not recorded in the basis financial statements since amount is insignificant.

**Capital Assets**

**Fund Financial Statements**

The capital assets acquired are recorded as expenditures at cost in the governmental funds.

**Government Wide Financial Statement**

Purchased capital assets are recorded at cost. Donated capital assets are recorded at their estimated fair value a the time they are received by **the Municipality** and is capitalized in the Statement of net Assets. Major renewals and betterment are capitalized: replacement, maintenance and repairs, which do not improve or extend the life of the respective assets, are charged to operations.

Depreciation is provided over the estimated useful life of the respective assets on straight-line basis.

**Vacation and Sick Leave and Other Compensated Absences**

Municipal employees are granted 30 days of vacacion and 18 days of sick leave annually. Vacation may be accumulated up to a maximum of 60 days and sick leave up to a maximum of 90 days. In the event of employee resignation, the employee is paid for accumulated vacation days up to the maximum allowed. Separation from employment prior to use of all or part of the sick leave terminates all rights for compensation, except for employees with ten years or more of service who are entitled to sick leave pay to the maximum allowed. The Municipality is required to pay excess sick leave over 90 days on or before March 31 of the accumulated excess at December 31 of prior year.

Employees' maximum allowed accumulated vacation, with the employer's share of payroll taxes, are accounted in the Statement of Net Assets.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

Insurance

The Municipality has insurance coverage for its public facilities and equipment, primarily to provide protection in case of disaster and other losses. Also, principal officials of the Municipality are covered under various surety bonds. The Secretary of the Department of the Treasury of the Commonwealth of Puerto Rico is the designated agency to obtain the necessary insurance coverage for the Municipality.

Restricted Assets

Investments and Certificates of Deposit-Enterprise Fund

Certain proceeds of enterprise fund revenue bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. The "revenue bond" maintenance account is used to report those rental proceeds that are restricted for use in maintenance of the properties. The "revenue bond fund account" is used to segregate resources accumulated for debt service payments over the next twelve months. The "Debt Service Account" is used to report resources set aside to make up potential future deficiencies in the "revenue bond fund account". For description of collateral, see Deposits Note.

Cash with fiscal agent

The cash with fiscal agent pertaining to the debt service represents property tax collections retained by the Government Development Bank for Puerto Rico and another financial institution restricted for the payment of Municipality's debt service (See Note 2) and unused proceeds from bonds and notes issued principally for the acquisition or construction of permanent improvements are accounted in the capital project fund.

### **Reservations of Fund Balance**

Reservations of fund balance represent portions of fund balances that are legally segregated for a specific future use or are not appropriable for expenditure. **The Municipality** has the following reservations of fund balance:

- *Encumbrances* – Represent future expenditures under purchase order, contracts and other commitments. These committed amounts generally will become liabilities in future periods as the goods or services are received.
- *Debt Service* – Represents net assets available to finance future debt service payments.
- *Capital Projects* – Represent net assets available to finance future capital outlays.

### **Claims and Judgements**

The estimated amount of the liability for claims and judgements, which is due on demand, such as from adjudicated or settled claims, is recorded in the general fund and in the Statement of Net Assets.

### **Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that effect 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 reporting period. Actuals results could differ from those estimates.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**2. PROPERTY TAXES**

The "Centro de Recaudación de Ingresos Municipales"(CRIM) is responsible for the assessment of all real and personal property located within the **Municipality of Barceloneta** and for the levy, administration and collection of the corresponding taxes.

The property tax is levied each year on the assessed value of the property at the beginning of the calendar year. Assessed values of real property are established at the estimated current value existing in the year 1957 and of personal property at the current value at the date of the assessment.

Real property taxes are billed by the CRIM and are due in two equal installments in July and January following the assessment date. Personal property taxes are self-assessed and are due in May 15, when the property tax return is required to be filed.

The tax rate per annum is 8.08% for real property and 6.08% for personal property of which 3.83% and 1.83%, respectively, belongs to the Commonwealth of Puerto Rico and 4.5% of both percents belong to **the Municipality**. From the portion belonging to **the Municipality**, 3% represents **the Municipality's** basic rate, which is appropriated for general purposes and, therefore, accounted for through the general fund. The remaining portion belonging to **the Municipality** of 1.3% represents the "ad-valorem" tax withheld by the CRIM as fiscal agent, and restricted for debt service which is accounted for through the debt service fund (See note 11). **The Municipality** has reached the maximum statutory tax rate limit for the ad-valorem tax while there is no limitation for the ad-valorem tax rate.

Complete real property tax exoneration is granted by the Commonwealth of Puerto Rico on the first \$15,000 of the assessed valuation of owner occupied residential units. However, **the Municipality** receives the full amount levied, except for residential units assessed at less than \$3,500, on which a complete exemption is granted. Veterans have additional exemption from taxes of \$5,000 of the assessed value of real property. The Department of Treasury instead of the property taxpayer becomes the source of payment in these cases.

Complete exemption from personal taxes up to an assessment of \$50,000 is granted to retailers with an annual volume of net sales under \$150,000.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

The CRIM reports annually to the Municipality the estimated basic property tax and the tax to be used for the det service, which will be collected in the fiscal year. The basic tax is advanced to the Municipality during such fiscal year. It is the practice to amortize these advances through the subsequent collection by the CRIM of the basic tax from the taxpayers.

The basic property tax advances from the CRIM are recorded in the general fund as other financing sources. As this tax is collected and reported by the CRIM, it is recorded in the general fund as revenue. The property tax received from the Department of Treasury, which is related to the exoneration granted by the Commonwealth of Puerto Rico is reflected as revenue in the general fund.

Since the collection of property taxes from the taxpayers is under the administration of the CRIM, the Municipality recognized as an expenditure the operational expenses allocated by the CRIM to the Municipality, which amounted to \$214,851 during 2003.

The following is a summary of the property tax advances, which resulted as an account receivable, for the year ended June 30, 2003 and outstanding debt from 2003. The resulting receivable is presented as a deferred revenue in the general fund for Fund Financial Statement and as a revenue in the Government Wide Financial Statements. The debt has been presented in the Statement of Net Assets as a non-current liability since payment is not anticipated to be paid in near future.

Accounts Payable:

Amortization through collections of property taxes by the CRIM	
07-01-02 – 06-30-03	\$6,414,766
Advance received, 07-01-01 – 06-30-02	(6,602,336)
Due from CRIM – 2003	\$ (187,570)
Due to CRIM - 2002	\$2,690,211

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**3. DEPOSITS**

Deposits include certificates of deposits amounting to \$7,087,147. **The Municipality's** cash and investments at June 30, 2003, were entirely covered by the Federal Depository Insurance Corporation by collateral provided by the banks and held by the Department of the Treasury pursuant to applicable laws and regulations. Cash with fiscal agent is maintained in interest-bearing accounts in the Government Development Bank for Puerto Rico and is collateralized by the Commonwealth of Puerto Rico.

Puerto Rico laws authorize governmental entities to invest in direct obligations or obligations guaranteed by the federal government or the Commonwealth of Puerto Rico. **The Municipality** is also allowed to invest in bank acceptances, other bank obligations and certificates of deposit in financial institutions authorized to do business under the federal and Commonwealth laws. During the year, **the Municipality** invested its funds in interest-bearing bank accounts, and short-term certificates of deposit.

**4. CONCENTRATION OF CREDIT RISK**

**The Municipality** maintains its cash account in local commercial banks, whose accounts are warranted by the Federal Deposit Insurance Corporation (FDIC) up to \$100,000. Deposits in excess of \$100,000 are collateralized by the bank securities to properly safeguard such funds. Nevertheless, Management believes that concentration of credit risks is limited because balances are deposited with high standing financial institutions.

**5. MUNICIPAL LICENSE TAXES**

The volume of business tax is levied each year based on the prior year's gross revenues for all commercial and industrial organizations doing business in the Municipality and which are not totally or partially exempt from this under the industrial Incentives Acts of Puerto Rico. All taxpayers are required to file their declarations by April 15 of each year.

The tax rates are as follow:

1% for financial institutions  
for all other organizations 0.5%

Taxes are payable in two equal semiannual installments on July 1 and January 1 following the levy date. If they are paid before their maturity, the taxpayer is granted certain discounts.

The Municipality recognized as account receivable the amount estimated to be collected based on the volume business tax declaration during the next year that pertaining to this year and prior years included interest receivable of \$19,328. (Net of allowance for un-collectable). The deferred revenue of the general fund correspond to the business tax levied received from the next fiscal year.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**6. INTERFUND TRANSACTIONS**

Due From/To Other Funds (Fund Financial Statement)

Interfund receivables and payables generally reflect temporary loans, billings for services provided and recovery of expenditures. The balance are as follows:

Funds	Due From	Due To
General	\$814,666	\$ -
Other Funds	-	280,088
Capital Project	-	36,663
Special revenue fund	-	497,915
	\$814,666	\$814,666

The interfund receivables and payables on Fund Financial Statement are eliminated on Statement of Net Assets (Government Wide Financial Statement).

**7. INTERGOVERNMENTAL REVENUES**

Sources of intergovernmental revenue consist primarily of governmental payments from the Commonwealth of Puerto Rico and in lieu of tax" payments from certain "quasipublic" corporations, such as the Puerto Rico Electric Power Authority.

Grants and subsidies received from the Commonwealth of Puerto Rico include, among others, a general subsidy for capital improvements. Almost all these intergovernmental revenues are accounted for in the general fund.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**8. CAPITAL ASSETS**

**Fund Financial Statements**

The Municipality charged costs of capitalizable outlays as expenditures categories in the Governmental Fund Financial Statements.

Land	\$ 4,519,188	\$ 2,072,048	\$ -	\$ 6,591,236
Construction in progress	1,650,575	1,114,665	1,650,575	1,114,665
Total capital assets not being depreciated	<u>6,169,763</u>	<u>3,186,713</u>	<u>1,650,575</u>	<u>7,705,901</u>
Capital assets, being depreciated				
Buildings and building improvements	22,609,447	1,084,608	-	23,694,055
Infrastructure	12,464,188	-	-	12,464,188
Equipment	1,505,782	870,737	-	2,376,519
Vehicles	3,656,289	37,230	-	3,693,519
Total capital assets being depreciated	<u>40,235,706</u>	<u>1,992,575</u>	<u>-</u>	<u>42,228,281</u>
Less accumulated depreciation for:				
Buildings and building improvements	(6,848,361)	(412,134)	-	(7,260,495)
Infrastructure	(9,331,241)	(59,103)	-	(9,390,344)
Equipment	(1,169,483)	(155,337)	-	(1,324,820)
Vehicles	(2,236,870)	(333,454)	-	(2,570,324)
Total accumulated depreciation	<u>(19,585,955)</u>	<u>(960,028)</u>	<u>-</u>	<u>(20,545,983)</u>
Total capital assets being depreciated, net	<u>20,649,751</u>	<u>1,032,547</u>	<u>-</u>	<u>21,682,298</u>
Governmental activities capital assets, net	<u>\$ 26,819,514</u>	<u>\$ 4,219,260</u>	<u>\$ 1,650,575</u>	<u>\$ 29,388,199</u>

Depreciation expense was charged to functions-programs of the Municipality as follows:

Governmental activities:	
General government	\$579,073
Public safety	149,439
Public works	137,282
Culture and recreation	27,391
Health and education	66,843
Total depreciation expense- governmental activities	\$960,028

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**Government Wide Financial Statements**

Capital assets purchased are carried at historical costs. Contributed assets are recorded at fair value as of the date donated. Additions, Improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on capital assets is calculated using the straight-line method over the following estimated useful lives:

Vehicles, Heavy Equipment	4-10	\$300
Furniture and Fixture	10	\$300
Computer and Electronic Equipment	5	\$300
Buildings	50	\$1
Infrastructure	60	\$1
Improvements	20-40	\$1

In addition, the Municipality assigned a 10% residual value on most Capital Assets.

**9. CHANGES IN GENERAL LONG-TERM DEBT**

Description	Payale at July 1, 2002	Additions	Reductions	Balance June 30, 2003
General Obligations Bonds	\$17,177,692	\$3,250,000	\$1,292,895	\$19,134,797

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**9. CHANGES IN GENERAL LONG-TERM DEBT (continued)**

General Obligation Bonds:

Description	Original Amount	Interest Rate	Balance 06-30-03	Due Date
Bonds Series 1984	263,000	5%	98,850	01-01-2009
Bonds Series 1992	520,000	5.56 to 6.36%	210,000	07-01-2006
Bonds Series 1992	229,000	5.75%	160,000	01-01-2016
Bonds Series 1992	630,000	5.56 to 6.14%	300,000	07-01-2007
Bonds Series 1992	257,000	5.75%	178,000	01-01-2016
Bonds Series 1992	600,000	5.75%	413,000	01-01-2016
Bonds Series 1993	277,000	5.75%	200,000	01-01-2016
Bonds Series 1998	1,380,000	6.00 to 8.0%	1,260,000	07-01-2007
Bonds Series 1998	485,000	8.0%	290,000	07-01-2007
Bonds Series 1999	190,000	6.00 to 7.50%	45,000	07-01-2003
Bonds Series 1999	1,710,000	6.00 to 7.50%	1,420,000	07-01-2013
Bonds Series 1996	400,000	8.0%	330,000	01-01-2016
Bonds Series 1998	105,000	8.0%	92,000	01-01-2023
Bonds Series 1998	1,380,000	5.32%	1,275,000	07/01/2022

Operational Loans:

Bonds Series 1998	3,250,000	5.0%	2,127,000	07-01-2007
Bonds Series 1987	1,520,000	9.0%	395,000	07-07-2007
Bonds Series 1994	411,000	5.0%	309,000	01-01-2007
Bonds Series 1988	120,000	8.0%	27,000	07-07-2013
Sub-total			<b>9,129,850</b>	

Special Loans from Lottery Funds:

Bonds Series 1988	380,000	8.0%	80,750	07-01-2007
Bonds Series 1988	620,000	8.0%	131,750	07-01-2007
Bonds Series 1989	530,000	8.0%	153,447	10-01-2008
Sub-total			<b>365,947</b>	

Revenue Obligations Bonds:

Bonds Series 1997	5,875,000	6.00 to 8.0%	5,285,000	07-01-2021
Bonds Series 1995	660,000	6.70 to 7.70%	505,000	07-01-2013
Bonds Series 1993	883,000	5.25%	599,000	01-01-2016
Bonds Series 2003	3,250,000	5.00% to 6.50%	3,250,000	07-01-2019
Sub-total			9,639,000	
TOTAL			<b>\$ 19,134,797</b>	

\*\*Rent of properties in the Special Revenue Fund is used for payment of interest and principal.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

The annual requirements to amortize all bonded debt outstanding as June 30, 2003 follows:

<b>Year Ending</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
2004	\$ 1,516,895	\$ 1,045,438	\$ 2,562,333
2005	1,567,895	1,049,266	2,617,161
2006	1,672,895	940,677	2,613,572
2007	1,796,894	824,911	2,621,805
2008	1,825,395	726,759	2,552,154
Subsequent years	10,754,823	-	10,754,823
	<b>\$ 19,134,797</b>	<b>\$ 4,587,051</b>	<b>\$ 23,721,848</b>

**10. DEBT SERVICE FUND**

The revenues of the debt service fund arise from the additional property tax and are recognized when collected and informed by the CRIM (See Note 2). The CRIM retains these collections for the payment of principal and interest of bonds and notes issued by the Municipality. Interest income is for the payment of interest or special obligations notes and property taxes are for the debt service requirements of the genera obligations bonds and notes.

Principal and interest on these obligations are paid by the Government Development Bank for Puerto Rico from funds obtained fro the Following:

Property taxes	\$2,096,046
General funds	533,323
Other fund	314,929
	<b>\$2,944,298</b>

Expenditures for the year 2002-2003 were as follows:

Principal	\$1,292,895
Interest	1,018,969
	<b>\$2,311,864</b>

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**11. RETIREMENT SYSTEM**

**Plan Description**

Regular employees of the Municipality contribute to a cost sharing multiple-employer defined benefit retirement plan, administered by the Employee Retirement System of the Government of Puerto Rico and its instrumentalities (ERS). ERS covers all regular full time public employees working for the central government, public corporations and the municipalities of Puerto Rico. The system provides retirement pensions, death and disability benefits. Retirement benefits depend upon age at retirement and number of years of credited service. Disability retirement benefits are available to members for occupational and non-occupational disabilities. Benefits vest after ten years of plan participation. The system was created under Act 447, approved on May 15, 1951, as amended, and became effective on January 1, 1952. ERS issues a publicly financial report that includes financial statements and required supplementary information of the Plan, which may be obtained from the ERS at G.P.O. Box 42003, San Juan Puerto Rico. 00940.

The annual retirement benefits for those regular full-time employees hired on or before March 31, 1990 or those attaining permanent status before that date (Old Plan) and for those hired or attaining permanent status on or after April 1, 1990 (New Plan) are as follows:

**OLD PLAN**

**Eligibility**

**Pension Benefits**

Age 55 and 30 years  
Of service

75% of average highest compensation  
during any years of credited service

Under 55 and 30 ears  
Of service

65% of average highest compensation  
during any 3 years of credit service

Participant in the System who retire prior to 30 years of credited service are entitled to an annual retirement benefit equal to 1.5% of the highest compensation in any 3 years of credited service for each year of service up to 20 years, and 2% for each year in excess of 20 years.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**NEW PLAN**

**Eligibility**

Age 65 with 10 years  
of service

**Pension Benefits**

1.5% of average compensation during  
the final 5 years of credited services  
multiplied by the numbers of years  
credited service

For both plants, the employees are vested when attaining ten years of credited services. Disability and death are available with certain limitations and all annuities in pay status will be increased every three years by 3% subject to the approval by the Legislature of Puerto Rico.

**Funding Policy**

The Act 447, as amended, is the authority under which obligations to contribute to the Plan by the Plan members, employer and other contributing entities are established or may be amended. The required contributions made by **the Municipality** were based on percentages established by the Administrator of the System. Such percentages were not based on actuarial studies as required by generally accepted accounting principles. An actuarial computation of the annual contribution applicable to **the Municipality** has not been prepared. Accordingly, the amounts by which the actual contributions differ from the required actuarial contributions are not known. The Municipality's total payroll for the fiscal year 2003 amounted approximately \$10,802,627 respectively. Members' contributions are 5.775% for gross salaries up to \$6,600 plus 8.275% of the gross salary in excess of \$6,600 and the Municipality is required to contribute 9.275% of gross salary.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**12. CLAIMS AND CONTINGENCIES**

*Contingencies*

As pr Act No. 72 of September 7, 1993, "Act of the Health Insurance of PR Administration", (HIA) should negotiate with the municipalities a contribution from the operational budget for the medical services covered by the Health Care Reform. As of June 30, 2002 the amount billed by HIA to the Municipality amounted to \$1,283,283. Te Municipality alleged that the HIA never discussed the aount to be contributed by the Municipality and is determined unilaterally. The Municipality's management decided not to record the liability on the financial statemets.

On July 1, 1997, there was a amendment to Act No. 72 in which it was established that the balance due to HIA from October 1994 to June 30, 1997 will be earned on the additional lottery games.

*Federal Programs*

The Municipality participates in a number of federal financial assistance programs. Although the Municipality's grant programs have been audited in accordance with the provisions of the Single Audit Act of 1984, as amended, during the year ended June 30, 1996, these programs are still subject to financial and compliance audits and resolution of previously identified questioned costs. These grants are also subject to audit on behalf of the grantors to assure compliance with grant provisions. If expenditures are disallowed due to noncompliance with grant program requirements, **the Municipality** may be required to reimburse to the grantor agency. Accordingly, the Administrations's compliance with applicable grant requirements will be established at some future date. Nevertheless, **the Municipality's** management expects the amount of expenditures, which may be disallowed by the granting agencies from such audits, to be immaterial.

*Comptroller's Office Audits*

The Municipality of Barceloneta , Puerto Rico, has been audited by the Comptroller's Office of the Commonwealth of Puerto Rico. The Comptroller's Office issued a final report related to the financial operations of the Municipality dated November 2, 2001. The report covers municipal operations from July 1, 1997 through June 30, 2000. Such report includes findings regarding to certain alleged irregularities in the operations and administration of the Municipality of Barceloneta, Puerto Rico, during the stated period. The Comptroller's opinion in the report stated that the operations of the Municipality were conducted substantially in accordance with laws and regulations, except for some findings disclosed in specific municipal operations.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**13. PRIOR PERIOD ADJUSTMENTS**

**General Fund**

The current bank account includes certain non-budgeted fund cash balances, which have not been naluzed. Therefore, when differences are determined, they are recorded as an adjustments to the beginning fund balance. This year's difference amounted to \$1,110,212 and the amount, if any, that would have been recorded in the current year revenues or expenditures of the general fund, was not practicable to determine.

**Municipal Solid Waste Landfill Closure and Post-closure cost:**

The Municipality of Barceloneta discontinues the landfill operation on December 31, 1998 according to United States Environmental Protection Agency (EPA) by the Consent Decree (CERLA -00304). The order demands a remedial feasibility study at the site to determine the estimated cost to closure and post-closure cost the landfill. State and Federal laws and regulations require the Municipality to perform certain closure procedures and establish monitoring and maintenance function at the landfill for 30 years after closure. The Environmental Protection Agency (EPA) determines that the Municipality of Barceloneta with ten pharmaceuticals companies was responsible for the existence of contamination on the landfill. The Municipality and the other responsible parties signed to under take the obligations established in the consent decree with an estimated total cost of \$5,000,000.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2003**

Federal Grantor / Pass-through Grantor Program Title	Federal CFDA Number	Pass-through Grantors Number	Federal Expenditures
<b>U.S. Of Housing and Urban Development Passed-through the office of the Commissioner of Municipal Affairs</b>			
<b>Community Planning and Development</b>			
<b>Community Development Block Grant (State Program)</b>			
SBGP - 2002	14-228	2002-FD	\$ 146,807
SBGP - 2001	14-228	2001-FD	394,392
SBGP - 2000	14-228	2000-DC	73,113
SBGP - 1999	14-228	1999-FD	88,413
			<u>702,725</u>
<b>Direct Program:</b>			
<b>Public and Indian Housing</b>			
Section 8- Existing	14-857	RQ-46-CE-054-002/010	557
Section 8- Voucher	14-855	RQ-46-V-054-002/004	479,617
			<u>480,174</u>
<b>U.S. Department of Health and Human Services:</b>			
<b>Administration for children and families</b>			
<b>Passed-through Governors Office for Human Development:</b>			
Head Start	93-600	02-CH-0483	2,695,894
Early Head Start	93-600	02-CH-9892-03	989,362
Early Children Care	93-575	CHC-0421	406,955
<b>Administration on Aging</b>			
Special Program for the Aging (SENDEC)	93-045	Title III	76,154
			<u>4,168,365</u>
<b>U.S. Department of Agriculture:</b>			
<b>Passed-through Department of Education</b>			
Child Care Food Program	10-558		147,784
Early Child Food Program	10-558		35,945
<b>Food and Nutrition Services:</b>			
Total Federal Assistance			<u>\$ 5,534,993</u>

See notes to the schedule of expenditures of federal awards.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO  
 NOTES TO THE SCHEDULE  
 OF EXPENDITURES OF FEDERAL FINANCIAL AWARDS  
 FOR THE FISCAL YEAR THEN ENDED JUNE 30, 2003**

(1) GENERAL

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Municipality of Barceloneta, Puerto Rico and is presented on the accrual basis of accounting. The reporting entity is define in Note 1 to the financial statements of the Municipality. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.

(2) MAJOR FEDERAL AWARDS

The Community Development Block grants, Housing Assistance Payments Programs, Health and Human Services Programs and Federal Emergency Management Agency represents the major federal financial awards of the Municipality. Major federal awards represent 89% of total expenditures.

(3) FEDERAL CFDA NUMBER

The CFDA numbers included in this schedule were determined based on the program name review of grant contract information and the office of management and budget catalog of Federal Domestic Assistance.

(4) RELATIONSHIP TO GENERAL PURPOSE FINANCIAL STATEMENTS

Federal financial assistance expenditures are reported in the Municipality of Barceloneta, Puerto Rico Combined Statement of Revenues, Expenditures and Change in Fund Balances - All Governmental and Types as follow:

<u>Description</u>	<u>Special revenue</u>	<u>Capital project</u>	<u>Other funds</u>	<u>Total</u>
Federal Programs Expenditures	\$3,685,256	\$702,725	\$1,147,012	45,534,993
State & Municipal Expenditures	-	-	2,418,309	2,418,309
Total Expenditures	\$3,685,256	\$702,725	\$3,565,321	\$47,953,302

MUNICIPALITY OF BARCELONETA, PUERTO RICO  
 STATEMENT OF REVENUES, EXPENDITURES AND  
 CHANGES IN FUND BALANCE - BUDGET AND ACTUAL (BUDGET BASIS) GENERAL FUND  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2003

	Budget Amounts		Adjusted Actual Note 1	Variance Favorable (Unfavorable)
	Original	Final		
<b>REVENUES</b>				
Property taxes	\$ 401,613	\$ 401,613	\$ 401,613	\$ -
Municipal license tax	9,500,000	9,500,000	9,178,585	-321,415
Intergovernmental revenues (Note 5)	2,059,552	2,059,552	1,996,349	-63,203
Licenses, Permits and F.	157,200	161,200	785,352	624,152
Rent of properties (Note 6)	40,000	40,000	67,833	27,833
Interest income	305,000	305,000	118,364	-186,636
Other revenues (Note 5a)	132,000	530,837	740,370	209,533
Other financial sources	4,297,007	5,200,360	5,200,360	0
<b>Total revenues</b>	<b>16,892,372</b>	<b>18,198,562</b>	<b>18,488,826</b>	<b>290,264</b>
<b>EXPENDITURES:</b>				
Current:				
General Government	6,754,077	8,532,536	7,958,461	574,075
Public safety	905,235	1,155,376	1,150,894	4,482
Public Work	5,426,123	6,082,128	5,813,597	268,531
Health	1,340,036	1,303,658	1,292,131	11,527
Other expenditures	-	229,110	229,110	-0
Capital projects	205,610	205,610	205,610	0
Culture and Recreation	1,879,005	1,897,683	1,865,058	32,625
Transfer out to Debt service	382,286	533,323	533,323	
<b>Total expenditures</b>	<b>16,892,372</b>	<b>19,939,424</b>	<b>19,048,186</b>	<b>891,238</b>
<b>Excess of revenues over (under) expenditures</b>			<b>\$ (559,360)</b>	<b>\$ 1,181,502</b>

The reduction from actual compare with budget in the account municipal license tax if for less tax volume business declaration and interest income on the investment account was reduce.

**STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**

Budgetary Control

The Municipality's annual budget is prepared on the budgetary basis of accounting, which is not in accordance with GAAP, and represent department appropriations recommended by the Mayor and approved by the Municipal Legislature prior to the beginning of the fiscal year. Amendments to the budget require the approval of the Municipal Legislature. Transfer of appropriations within the budget, known as Mayor's Resolution, do not require the approval of the Municipal Legislature.

The Municipality prepares its annual budget including the operation of the general fund.

For budgetary purpose, encumbrance accounting is used. The encumbrance are considered expenditures when incurred. For GAAP reporting purposes, encumbrances outstanding at year-end are reported as reservation of fund balances and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year.

The unencumbered balance of any appropriations at the end of the fiscal year will lapse at the end of such fiscal year. Other appropriations, mainly capital project appropriations, are continuing accounts for which the Municipal Legislature has authorized that unspent balances from the prior year be carried forward and made available for current spending.

The annual budget as presented in the Budgetary Comparison Schedule - General Fund is the budget ordinance at June 30, 2003 representing the original budget. There were no supplemental appropriations for the year ended June 30, 2003.

*Juan A. Feliciano Charneco*  
CERTIFIED PUBLIC ACCOUNTANT

406 Tnt. César González  
Eleanor Roosevelt  
Hato Rey, PR 00919

Tel. (787) 879-4433  
Fax (787) 880-1402

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

To the Mayor and Municipal Council  
Municipality of Barceloneta, Puerto Rico

I have audited the financial statements of the Municipality of Barceloneta, Puerto Rico, as of and for the year ended June 30, 2003, and has issued a qualified (for its general fixed assets) report thereon dated December 19, 2003. I conducted my audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtain reasonable assurance about whether the Municipality of Barceloneta financial statements are free of material misstatement, I performed tests of its compliance with certain provision of law, regulations, contracts and grants, non-compliance 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 my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of non-compliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered Municipality of Barceloneta, Puerto Rico, internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control 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 general purposes financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

I noted no matters involving the internal control over financial reporting and its operation that I consider being material weaknesses. However, I noted other matters involving the internal control over financial reporting that I have reported to management of Municipality of Barceloneta, in a separate dated December 19, 2003.

This report is intended for the information of the board of directors, management and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

San Juan, Puerto Rico  
December 19, 2003

The stamp number 1942642  
Was affixed to the  
original of this report.

  
CPA JUAN A. FELICIANO CHARNECO  
License No. 1263  
Expires December 1, 2004



*Juan A. Feliciano Charneco*  
CERTIFIED PUBLIC ACCOUNTANT

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**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO  
EACH MAYOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE  
IN ACCORDANCE WITH OMB CIRCULAR A-133**

Mayor of the Municipality of Barceloneta  
Barceloneta, Puerto Rico

Compliance

I have audited the compliance of the Municipality of Barceloneta, Puerto Rico, with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2003. The Municipality of Barceloneta major federal programs is identified in the summary of auditor's result section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Municipality of Barceloneta Management. My responsibility is to express an opinion on Municipality of Barceloneta compliance based on my audit.

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

In my opinion, Municipality of Barceloneta, complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2003. However, the results of my auditing procedures disclosed instances of noncompliance with those requirements that are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying schedule of findings and questioned costs as items 2003-01, 2003-02, 2003-03 and 2003-04.

Internal Control Over Compliance

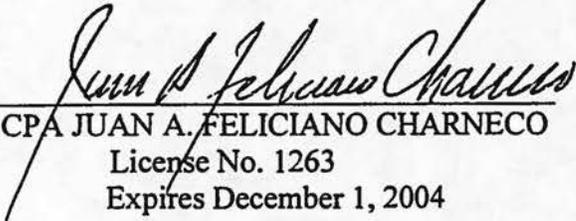
The management of the Municipality of Barceloneta, Puerto Rico, is responsible for establishing and maintaining internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing my audit, I considered Municipality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

My consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over compliance and its operation that I consider being material weaknesses.

This report is intended for the information of the board of directors, management and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

San Juan, Puerto Rico  
December 19, 2003

The stamp number 1942643  
was affixed to the  
original of this report.

  
CPA JUAN A. FELICIANO CHARNECO  
License No. 1263  
Expires December 1, 2004



**MUNICIPALITY OF BARCELONETA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2003**

**A. Summary of Audit results**

**Financial Statements**

Type of auditor's issued:

Qualified

Internal control over financial reporting:

Material weakness (es) identified?

\_\_\_ Yes \_\_\_ X \_\_\_ No

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

\_\_\_ Yes \_\_\_ X \_\_\_ No None

Noncompliance material to financial statements noted?

\_\_\_ Yes \_\_\_ X \_\_\_ No

**Federal Awards**

Internal control over mayor programs:

Material weakness(es) identified?

\_\_\_ Yes \_\_\_ X \_\_\_ No

Reportable condition(s) identified not

Considered being material weaknesses?

\_\_\_ Yes \_\_\_ X \_\_\_ No

Type of auditor's report issued on compliance considered  
For mayor programs

Unqualified

Any audit findings disclosed that are required to be  
Reported in accordance with Circular A-133,  
Section .510(a) are reported on part C, of this schedule

\_\_\_ X \_\_\_ Yes \_\_\_ No

Identification of Major Programs

CFDA Number(s)	Name of Federal Program or Cluster
14.855, 14,857	Section 8 – Voucher
93.600, 93-575	Head Start, Early Child Care & Early Head Start
14-228	SBGP

Dollar threshold used to distinguish  
Between type A and type B Programs

300,000

Auditee qualified as low-risk audit

Yes  No

**B - Financial Statements Findings**

No matters were reported regarding reportable conditions, material weaknesses, and instances of non-compliance related to the financial statements that are required to be reported in accordance with paragraph 5.18 through 5.20 of Governmental Auditing Standards.

**C - Federal Award Findings and Questioned Cost**

Federal Program Information

**U.S. Department of Health and Human Services  
Early Head Start  
Pass-through Office of Children and Families Administration  
CFDA No. 93-600  
Grant No. 02-CH-9892/03  
Year ended June 30, 2003**

Ref. No. Finding / Noncompliance

Questioned  
Cost

2003-01 Statement of Condition and Criteria

It was noted in my test of compliance that is the Municipality is not Complying with the criteria established by Treasury Circular letter 1075. The Municipality 's financial management system.

-0-

To established procedures to minimize the time elapsing between the Transfer of funds from the Office of Administration of Children and Families administration and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods Longer than 3 days.

Cause

The Municipality does not comply with the Circular 1075 of the Department of Treasury of the United States.

Effect

The Municipality does not maintained and adequate procedures for The administration of cash that determine properly their needs.

Auditor's Recommendation

The Municipality established adequate procedures in order to control in a more effective manner the need of the federal funds used.

Municipality Response:

We concur with auditor's recommendations. The Municipality evaluates. The actual administrative procedures followed to establish a procedure to minimize the time between the funds received and the disbursements.

**MUNICIPALITY OF BARCELONETA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2003  
(continued)**

**U.S. Department of Health and Human Services  
Administration for Children and Families Administration  
Passed-through Governors Office for Administration on Aging  
Special Programs for the Aging  
CFDA No. 93-045  
Grant – Title III, Part B  
Year Ended June 30, 2003**

Ref. No.	Finding / Noncompliance	Questioned Cost
-----	-----	-----
2003-02	<p><u>Statement of Condition and Criteria</u> It was noted in my test of compliance is not complying with the criteria established by Treasury Circular letter 1075. The Municipality's financial management system.</p> <p>To established procedures to minimize the time elapsing between the transfer of funds from the Office of the Administration on Aging and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods longer than 3 days.</p> <p><u>Cause</u> The Municipality does not comply with the Circular 1075 of the Department of Treasury of the United States.</p> <p><u>Effect</u> The Municipality does not maintained an adequate procedures for the Administration of cash that determine properly their use needed.</p> <p><u>Auditors Recommendation</u> The Municipality establishes adequate procedures in order to control in a more effective manner the need of the federal funds used.</p> <p><u>Municipality Response:</u> We concur with auditor's recommendations. The Municipality evaluates the actual administrative procedures followed to establish procedure to minimize the time between the funds received and the disbursements.</p>	-0-

**MUNICIPALITY OF BARCELONETA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**YEAR ENDED JUNE 30, 2003**  
**(continued)**

**U.S. Department of Health and Human Services**  
**Head Start**  
**Passed-through Office of Children and Families Administration**  
**CFDA No. 93-600**  
**Grant No. 02-CH-0483/03**  
**Year ended June 30, 2003**

Ref. No.	Finding / Noncompliance
-----	-----
2003-03	<u>Statement of Condition and Criteria</u>

It was noted in my test of compliance is note complying with the criteria established by Treasury Circular letter 1075. The Municipality's financial management system.

To established procedures to minimize the time elapsing between the transfer of funds from the Office of the Administration for Children and Families and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods longer than 3 days.

Cause

The Municipality does not comply with the Circular 1075 of the Department of Treasury of the United States.

Effect

The Municipality does not maintained adequate procedures for the Administration of cash that determine properly their use needed.

Auditor's Recommendation

The Municipality establishes adequate procedures in order to control in a more effective manner the need of the federal funds used.

Municipality Response:

We concur with auditor's recommendations. The Municipality evaluates the actual administrative procedures followed to establish a procedure to minimize the time between the funds received and the disbursements.

**MUNICIPALITY OF BARCELONETA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**YEAR ENDED JUNE 30, 2003**  
**(continued)**

**U.S. Department of Agriculture**  
**Child Care Food Program**  
**Passed-through Department of Education**  
**CFDA No. 10-558**  
**Grant No. None identified**  
**Year ended June 30, 2003**

Ref. No. Finding / Noncompliance

-----  
2003-04 Statement of Condition and Criteria

It was noted in my test of compliance is note complying with the criteria established by Treasury Circular letter 1075. The Municipality's financial management system.

To established procedures to minimize the time elapsing between the transfer of funds from the Office of the Department of Education and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods longer than 3 days.

Cause

The Municipality does not comply with the Circular 1075 of the Department of Treasury of the United States.

Effect

The Municipality does not maintained adequate procedures for the Administration of cash that determine properly their use needed.

Auditor's Recommendation

The Municipality establishes adequate procedures in order to control in a more effective manner the need of the federal funds used.

Municipality Response:

We concur with auditor's recommendations. The Municipality evaluates the actual administrative procedures followed to establish a procedure to minimize the time between the funds received and the disbursements.

**MUNICIPALITY OF BARCELONETA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
YEAR ENDED JUNE 30, 2003**

2003 – Finding No. 1: Early Head Start  
CFDA No. 93-600  
Year ended June 30, 2003

2003 – Finding No. 2: Special Program for the Aging  
CFDA No. 93-045  
Year ended June 30, 2003

Condition

It was noted in my test of compliance that is the Municipality does Treasury Circular letter 1075 establish not complying with the criteria. The Municipalities financial management system.

To established procedures to minimize the time elapsing between the transfer of funds from the office of Administration for Children and Families and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods longer than 3 days.

Recommendation

The Municipality establishes adequate procedures in order to control in a more effective manner the need of the federal funds used.

Current Status

The mayor gave instructions to establish adequate procedures to comply with the requirement.

Findings reported again.

**MUNICIPALITY OF BARCELONETA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
YEAR ENDED JUNE 30, 2003**

2003 – Finding No.3: Early Head Start  
CFDA No. 93-600  
Year Ended June 30, 2003

Condition

During our review of the participant files, we found the following situations:

- \*Two files did not have evidence of the physical report by a doctor
- \*Two files did not have evidence of dental report by a doctor

Sub-part B of the Code of Federal Regulations Number 45 CFR 1304.20 (a) Establishes that a grantee must develop procedures to obtain or arrange Further diagnostic testing, examination and treatment by an appropriate Licensed professional for each child in coordination with the parents.

Recommendation

The municipality most establishes adequate procedures in order to control and record in a more effective manner the records of the students.

Current Status

The mayor gave instructions to establish adequate procedures to comply with requirements.

Finding was corrected.



Estado Libre Asociado de Puerto Rico  
Gobierno Municipal de Barceloneta  
Departamento de Finanzas

CORRECTIVE ACTION PLAN  
YEAR ENDED JUNE 30, 2003  
(CONTINUE)

Ref. No. Finding /Corrective Action  
2003-01 Planned/Person Responsible: Anticipated  
Completion Date

Statement of Condition:

The Early Head Start Program, cash balance over \$5,000 for periods  
End longer than 3 days.

On or before  
end of 2003-04  
fiscal year

Corrective Action Planned:

The Municipality to control established adequate procedures  
the use federal funds in effective manner.

Person Responsible:

Noel Gutiérrez, Finance Director 

Ref. No. Finding /Corrective Action  
2003-02 Planned/Person Responsible:

Anticipated  
Completion Date

Statement of Condition:

The Special Program for the Aging Cash balance over \$5,000  
For periods longer than 3 days.

On or before  
end of 2003-04  
fiscal year

Corrective Action Planned:

The Municipality to control established adequate procedures  
the use federal funds in effective manner.

Person Responsible:

Noel Gutiérrez, Finance Director



Estado Libre Asociado de Puerto Rico  
Gobierno Municipal de Barceloneta  
Departamento de Finanzas

CORRECTIVE ACTION PLAN  
YEAR ENDED JUNE 30, 2003  
(CONTINUE)

Ref. No.	<u>Finding /Corrective Action</u> <u>Planned/Person Responsible:</u>	<u>Anticipated</u> <u>Completion Date</u>
----------	-------------------------------------------------------------------------	----------------------------------------------

2003-03

Statement of Condition:

The Head Start Program, cash balance over \$5,000 for periods  
End longer than 3 days.

On or before  
end of 2003-04  
fiscal year

Corrective Action Planned:

The Municipality to control established adequate procedures  
the use federal funds in effective manner.

Person Responsible:

Noel Gutiérrez, Finance Director

Ref. No.	<u>Finding /Corrective Action</u> <u>Planned/Person Responsible:</u>	<u>Anticipated</u> <u>Completion Date</u>
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2003-04

Statement of Condition:

The Child Care Food Program cash balance over \$5,000  
For periods longer than 3 days.

On or before  
end of 2003-04  
fiscal year

Corrective Action Planned:

The Municipality to control established adequate procedures  
the use federal funds in effective manner.

Person Responsible:

Noel Gutiérrez, Finance Director

**MUNICIPALITY OF BARCELONETA, PUERTO RICO  
NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2003**

**11. RETIREMENT SYSTEM**

**Plan Description**

Regular employees of the Municipality contribute to a cost sharing multiple-employer defined benefit retirement plan, administered by the Employee Retirement System of the Government of Puerto Rico and its instrumentalities (ERS). ERS covers all regular full time public employees working for the central government, public corporations and the municipalities of Puerto Rico. The system provides retirements pensions, death and disability benefits. Retirement benefits depend upon age at retirement and number of years of credited service. Disability retirement benefits are available to members for occupational and non-occupational disabilities. Benefits vest after ten years of plan participation. The system was created under Act 447, approved on May 15, 1951, as amended, and became effective on January 1, 1952. ERS issues a publicly financial report that includes financial statements and required supplementary information of the Plan, which may be obtained from the ERS at G.P.O. Box 42003, San Juan Puerto Rico. 00940.

The annual retirement benefits for those regular full-time employees hired on or before March 31, 1990 or those attaining permanent status before that date (Old Plan) and for those hired or attaining permanent status on or after April 1, 1990 (New Plan) are as follows:

**OLD PLAN**

**Eligibility**

**Pension Benefits**

Age 55 and 30 years  
Of service

75% of average highest compensation  
during any years of credited service

Under 55 and 30 ears  
Of service

65% of average highest compensation  
during any 3 years of credit service

Participant in the System who retire prior to 30 years of credited service are entitled to an annual retirement benefit equal to 1.5% of the highest compensation in any 3 years of credited service for each year of service up to 20 years, and 2% for each year in excess of 20 years.

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**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**NEW PLAN**

**Eligibility**

Age 65 with 10 years  
of service

**Pension Benefits**

1.5% of average compensation during  
the final 5 years of credited services  
multiplied by the number of years  
credited service

For both plans, the employees are vested when attaining ten years of credited services. Disability and death are available with certain limitations and all annuities in pay status will be increased every three years by 3% subject to the approval by the Legislature of Puerto Rico.

**Funding Policy**

The Act 447, as amended, is the authority under which obligations to contribute to the Plan by the Plan members, employer and other contributing entities are established or may be amended. The required contributions made by the Municipality were based on percentages established by the Administrator of the System. Such percentages were not based on actuarial studies as required by generally accepted accounting principles. An actuarial computation of the annual contribution applicable to the Municipality has not been prepared. Accordingly, the amounts by which the actual contributions differ from the required actuarial contributions are not known. The Municipality's total payroll for the fiscal year 2003 amounted approximately \$10,802,627 respectively. Members' contributions are 5.775% for gross salaries up to \$6,600 plus 8.275% of the gross salary in excess of \$6,600 and the Municipality is required to contribute 9.275% of gross salary.



**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

## 12. CLAIMS AND CONTINGENCIES

### Contingencies

As per Act No. 72 of September 7, 1993, "Act of the Health Insurance of PR Administration", (HIA) should negotiate with the municipalities a contribution from the operational budget for the medical services covered by the Health Care Reform. As of June 30, 2002 the amount billed by HIA to the Municipality amounted to \$1,283,283. The Municipality alleged that the HIA never discussed the amount to be contributed by the Municipality and is determined unilaterally. The Municipality's management decided not to record the liability on the financial statements.

On July 1, 1997, there was an amendment to Act No. 72 in which it was established that the balance due to HIA from October 1994 to June 30, 1997 will be earned on the additional lottery games.

### Federal Programs

The Municipality participates in a number of federal financial assistance programs. Although the Municipality's grant programs have been audited in accordance with the provisions of the Single Audit Act of 1984, as amended, during the year ended June 30, 1996, these programs are still subject to financial and compliance audits and resolution of previously identified questioned costs. These grants are also subject to audit on behalf of the grantors to assure compliance with grant provisions. If expenditures are disallowed due to noncompliance with grant program requirements, the Municipality may be required to reimburse to the grantor agency. Accordingly, the Administrations's compliance with applicable grant requirements will be established at some future date. Nevertheless, the Municipality's management expects the amount of expenditures, which may be disallowed by the granting agencies from such audits, to be immaterial.

### Comptroller's Office Audits

The Municipality of Barceloneta, Puerto Rico, has been audited by the Comptroller's Office of the Commonwealth of Puerto Rico. The Comptroller's Office issued a final report related to the financial operations of the Municipality dated November 2, 2001. The report covers municipal operations from July 1, 1997 through June 30, 2000. Such report includes findings regarding to certain alleged irregularities in the operations and administration of the Municipality of Barceloneta, Puerto Rico, during the stated period. The Comptroller's opinion in the report stated that the operations of the Municipality were conducted substantially in accordance with laws and regulations, except for some findings disclosed in specific municipal operations.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**NEW PLAN**

**Eligibility**

Age 65 with 10 years  
of service

**Pension Benefits**

1.5% of average compensation during  
the final 5 years of credited services  
multiplies by the numbers of years  
credited service

For both plants, the employees are vested when attaining ten years of credited services. Disability and death are available with certain limitations and all annuities in pay status will be increased every three years by 3% subject to the approval by the Legislature of Puerto Rico.

**Funding Policy**

The Act 447, as amended, is the authority under which obligations to contribute to the Plan by the Plan members, employer and other contributing entities are established or may be amended. The required contributions made by the Municipality were based on percentages established by the Administrator of the System. Such percentages were not based on actuarial studies as required by generally accepted accounting principles. An actuarial computation of the annual contribution applicable to the Municipality has not been prepared. Accordingly, the amounts by which the actual contributions differ from the required actuarial contributions are not known. The Municipality's total payroll for the fiscal year 2003 amounted approximately \$10,802,627 respectively. Members' contributions are 5.775% for gross salaries up to \$6,600 plus 8.275% of the gross salary in excess of \$6,600 and the Municipality is required to contribute 9.275% of gross salary.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2003**

**13. PRIOR PERIOD ADJUSTMENTS**

**General Fund**

The current bank account includes certain non-budgeted fund cash balances, which have not been naluzed. Therefore, when differences are determined, they are recorded as an adjustments to the beginning fund balance. This year's difference amounted to \$1,110,212 and the amount, if any, that would have been recorded in the current year revenues or expenditures of the general fund, was not practicable to determine.

**Municipal Solid Waste Landfill Closure and Post-closure cost:**

The Municipality of Barceloneta discontinues the landfill operation on December 31, 1998 according to United States Environmental Protection Agency (EPA) by the Consent Decree (CERLA -00304). The order demands a remedial feasibility study at the site to determine the estimated cost to closure and post-closure cost the landfill. State and Federal laws and regulations require the Municipality to perform certain closure procedures and establish monitoring and maintenance function at the landfill for 30 years after closure. The Environmental Protection Agency (EPA) determines that the Municipality of Barceloneta with ten pharmaceuticals companies was responsible for the existence of contamination on the landfill. The Municipality and the other responsible parties signed to under take the obligations established in the consent decree with an estimated total cost of \$5,000,000.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003**

Federal Grantor / Pass-through Grantor Program Title	Federal CFDA Number	Pass-through Grantors Number	Federal Expenditures
<b>U.S. Of Housing and Urban Development Passed-through the office of the Commissioner of Municipal Affairs</b>			
<b>Community Planning and Development</b>			
<b>Community Development Block Grant (State Program)</b>			
SBGP - 2002	14-228	2002-FD	\$ 146,807
SBGP - 2001	14-228	2001-FD	384,392
SBGP - 2000	14-228	2000-DC	73,113
SBGP - 1999	14-228	1999-FD	88,413
			<u>702,725</u>
<b>Direct Program:</b>			
<b>Public and Indian Housing</b>			
Section 8- Existing	14-857	RQ-46-CE-054-002/010	557
Section 8- Voucher	14-855	RQ-46-V-054-002/004	479,617
			<u>480,174</u>
<b>U.S. Department of Health and Human Services:</b>			
<b>Administration for children and families</b>			
<b>Passed-through Governors Office for Human Development:</b>			
Head Start	93-600	02-CH-0483	2,695,894
Early Head Start	93-600	02-CH-9892-03	989,362
Early Children Care	93-675	CHC-0421	408,955
<b>Administration on Aging</b>			
Special Program for the Aging (SENDEC)	93-045	Title III	76,154
			<u>4,168,365</u>
<b>U.S. Department of Agriculture:</b>			
<b>Passed-through Department of Education</b>			
Child Care Food Program	10-558		147,784
Early Child Food Program	10-558		35,945
<b>Food and Nutrition Services:</b>			
Total Federal Assistance			<u>\$ 5,534,993</u>

See notes to the schedule of expenditures of federal awards.

**MUNICIPALITY OF BARCELONETA, PUERTO RICO  
NOTES TO THE SCHEDULE  
OF EXPENDITURES OF FEDERAL FINANCIAL AWARDS  
FOR THE FISCAL YEAR THEN ENDED JUNE 30, 2003**

(1) GENERAL

The accompanying schedule of expenditures of federal awards includes the federal grant activity of Municipality of Barceloneta, Puerto Rico and is presented on the accrual basis of accounting. The reporting entity is defined in Note 1 to the financial statements of the Municipality. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations.

(2) MAJOR FEDERAL AWARDS

The Community Development Block grants, Housing Assistance Payments Programs, Health and Human Services Programs and Federal Emergency Management Agency represents the major federal financial awards of the Municipality. Major federal awards represent 89% of total expenditures.

(3) FEDERAL CFDA NUMBER

The CFDA numbers included in this schedule were determined based on the program name review of grant contract information and the office of management and budget catalog of Federal Domestic Assistance.

(4) RELATIONSHIP TO GENERAL PURPOSE FINANCIAL STATEMENTS

Federal financial assistance expenditures are reported in the Municipality of Barceloneta, Puerto Rico Combined Statement of Revenues, Expenditures and Change in Fund Balances - All Governmental and Types as follow:

<u>Description</u>	<u>Special revenue</u>	<u>Capital project</u>	<u>Other funds</u>	<u>Total</u>
Federal Programs Expenditures	\$3,685,256	\$702,725	\$1,147,012	45,534,993
State & Municipal Expenditures	-	-	2,418,309	2,418,309
Total Expenditures	\$3,685,256	\$702,725	\$3,565,321	\$47,953,302

CHANGES IN FUND BALANCE - BUDGET AND ACTUAL (BUDGET BASIS) GENERAL FUND  
FOR THE FISCAL YEAR ENDED JUNE 30, 2003

	Budget Amounts		Adjusted Actual Note 1	Variance Favorable (Unfavorable)
	Original	Final		
<b>REVENUES</b>				
Property taxes	\$ 401,613	\$ 401,613	\$ 401,613	\$ -
Municipal license tax	9,500,000	9,500,000	9,178,585	-321,415
Intergovernmental revenues (Note 5)	2,059,552	2,059,552	1,996,349	-63,203
Licenses, Permits and F.	157,200	161,200	785,352	624,152
Rent of properties (Note 6)	40,000	40,000	67,833	27,833
Interest Income	305,000	305,000	118,364	-186,636
Other revenues (Note 5a)	132,000	530,837	740,370	209,533
Other financial sources	4,297,007	5,200,360	5,200,360	0
<b>Total revenues</b>	<b>16,892,372</b>	<b>18,198,562</b>	<b>18,488,828</b>	<b>290,264</b>
<b>EXPENDITURES:</b>				
Current:				
General Government	6,754,077	8,532,536	7,958,461	574,075
Public safety	905,235	1,155,376	1,150,894	4,482
Public Work	5,426,123	6,082,128	5,813,587	268,531
Health	1,340,036	1,303,658	1,292,131	11,527
Other expenditures	-	229,110	229,110	-0
Capital projects	205,610	205,610	205,610	0
Culture and Recreation	1,879,005	1,897,683	1,865,058	32,625
Transfer out to Debt service	382,286	533,323	533,323	
<b>Total expenditures</b>	<b>16,892,372</b>	<b>19,939,424</b>	<b>19,048,186</b>	<b>891,238</b>
<b>Excess of revenues over (under) expenditures</b>			<b>\$ (559,360)</b>	<b>\$ 1,181,502</b>

The reduction from actual compare with budget in the account municipal license tax if for less tax volume business declaration and interest income on the investment account was reduce.

**STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY**Budgetary Control

The Municipality's annual budget is prepared on the budgetary basis of accounting, which is not in accordance with GAAP, and represent department appropriations recommended by the Mayor and approved by the Municipal Legislature prior to the beginning of the fiscal year. Amendments to the budget require the approval of the of the Municipal Legislature. Transfer of appropriations within the budget, known as Mayor's Resolution, do not require the approval of the Municipal Legislature.

The Municipality prepares its annual budget including the operation of the general fund.

For budgetary purpose, encumbrance accounting is used. The encumbrance are considered expenditures when incurred. For GAAP reporting purposes, encumbrances outstanding at year-end are reported as reservation of fund balances and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year.

The unencumbered balance of any appropriations at the end of the fiscal year will lapse at the end of such fiscal year. Other appropriations, mainly capital project appropriations, are continuing accounts for which the Municipal Legislature has authorized that an unspent balances from the prior year be carried forward and made available for current spending.

The annual budget as presented in the Budgetary Comparison Schedule - General Fund is the budget ordinance at June 30, 2003 representing the original budget. There were no supplemental appropriations for the year ended June 30, 2003.

I noted no matters involving the internal control over financial reporting and its operation that I consider being material weaknesses. However, I noted other matters involving the internal control over financial reporting that I have reported to management of Municipality of Barceloneta, in a separate dated December 19, 2003.

This report is intended for the information of the board of directors, management and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

San Juan, Puerto Rico  
December 19, 2003

The stamp number 1942642  
Was affixed to the  
original of this report.

  
CPA JUAN A. FELICIANO CHARNECO  
License No. 1263  
Expires December 1, 2004



*Juan A. Feliciano Charasco*  
CERTIFIED PUBLIC ACCOUNTANT

406 Tnt. César González  
Eleanor Roosevelt  
Hato Rey, PR 00919

Tel. (787) 879-4433  
Fax (787) 880-1402

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**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO  
EACH MAYOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE  
IN ACCORDANCE WITH OMB CIRCULAR A-133**

Mayor of the Municipality of Barceloneta  
Barceloneta, Puerto Rico

Compliance

I have audited the compliance of the Municipality of Barceloneta, Puerto Rico, with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to each of its major federal programs for the year ended June 30, 2003. The Municipality of Barceloneta major federal programs is identified in the summary of auditor's result section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Municipality of Barceloneta Management. My responsibility is to express an opinion on Municipality of Barceloneta compliance based on my audit.

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

In my opinion, Municipality of Barceloneta, complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2003. However, the results of my auditing procedures disclosed instances of noncompliance with those requirements that are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying schedule of findings and questioned costs as items 2003-01, 2003-02, 2003-03 and 2003-04.

Internal Control Over Compliance

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

My consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. I noted no matters involving the internal control over compliance and its operation that I consider being material weaknesses.

This report is intended for the information of the board of directors, management and federal awarding agencies and pass-through entities. However, this report is a matter of public record and its distribution is not limited.

San Juan, Puerto Rico  
December 19, 2003

The stamp number 1942643  
was affixed to the  
original of this report.

*Juan A. Feliciano Charneco*  
CPA JUAN A. FELICIANO CHARNECO  
License No. 1263  
Expires December 1, 2004



**MUNICIPALITY OF BARCELONETA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2003**

**A. Summary of Audit results**

**Financial Statements**

Type of auditor's issued:

Qualified

Internal control over financial reporting:

Material weakness (es) identified?

\_\_\_ Yes \_\_\_ X \_\_\_ No

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

\_\_\_ Yes \_\_\_ X \_\_\_ No None

Noncompliance material to financial statements noted?

\_\_\_ Yes \_\_\_ X \_\_\_ No

**Federal Awards**

Internal control over mayor programs:

Material weakness(es) identified?

\_\_\_ Yes \_\_\_ X \_\_\_ No

Reportable condition(s) identified not

Considered being material weaknesses?

\_\_\_ Yes \_\_\_ X \_\_\_ No

Type of auditor's report issued on compliance considered  
For mayor programs

Unqualified

Any audit findings disclosed that are required to be

Reported in accordance with Circular A-133,

Section .510(a) are reported on part C, of this schedule

\_\_\_ X \_\_\_ Yes \_\_\_ No

**Identification of Major Programs**

CFDA Number(s)	Name of Federal Program or Cluster
14.855, 14,857	Section 8 – Voucher
93.600, 93-575	Head Start, Early Child Care & Early Head Start
14-228	SBGP

Dollar threshold used to distinguish  
Between type A and type B Programs

300,000

Auditee qualified as low-risk audit

Yes  No

**B - Financial Statements Findings**

No matters were reported regarding reportable conditions, material weaknesses, and instances of non-compliance related to the financial statements that are required to be reported in accordance with paragraph 5.18 through 5.20 of Governmental Auditing Standards.

**C - Federal Award Findings and Questioned Cost**

**Federal Program Information**

**U.S. Department of Health and Human Services  
Early Head Start  
Pass-through Office of Children and Families Administration  
CFDA No. 93-600  
Grant No. 02-CH-9892/03  
Year ended June 30, 2003**

Ref. No. Finding / Noncompliance

Questioned  
Cost

2003-01 Statement of Condition and Criteria

It was noted in my test of compliance that is the Municipality is not Complying with the criteria established by Treasury Circular letter 1075. The Municipality 's financial management system.

-0-

To established procedures to minimize the time elapsing between the Transfer of funds from the Office of Administration of Children and Families administration and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods Longer than 3 days.

**MUNICIPALITY OF BARCELONETA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2003  
(continued)**

**U.S. Department of Health and Human Services  
Administration for Children and Families Administration  
Passed-through Governors Office for Administration on Aging  
Special Programs for the Aging  
CFDA No. 93-045  
Grant – Title III, Part B  
Year Ended June 30, 2003**

Ref. No.	Finding / Noncompliance	Questioned Cost
2003-02	<p><u>Statement of Condition and Criteria</u> It was noted in my test of compliance is not complying with the criteria established by Treasury Circular letter 1075. The Municipality's financial management system.</p> <p>To established procedures to minimize the time elapsing between the transfer of funds from the Office of the Administration on Aging and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods longer than 3 days.</p> <p><u>Cause</u> The Municipality does not comply with the Circular 1075 of the Department of Treasury of the United States.</p> <p><u>Effect</u> The Municipality does not maintained an adequate procedures for the Administration of cash that determine properly their use needed.</p> <p><u>Auditors Recommendation</u> The Municipality establishes adequate procedures in order to control in a more effective manner the need of the federal funds used.</p> <p><u>Municipality Response:</u> We concur with auditor's recommendations. The Municipality evaluates the actual administrative procedures followed to establish procedure to minimize the time between the funds received and the disbursements.</p>	-0-

**MUNICIPALITY OF BARCELONETA  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED JUNE 30, 2003  
(continued)**

**U.S. Department of Health and Human Services  
Head Start  
Passed-through Office of Children and Families Administration  
CFDA No. 93-600  
Grant No. 02-CH-0483/03  
Year ended June 30, 2003**

**Ref. No. Finding / Noncompliance**

**2003-03 Statement of Condition and Criteria**

It was noted in my test of compliance is note complying with the criteria established by Treasury Circular letter 1075. The Municipality's financial management system.

To established procedures to minimize the time elapsing between the transfer of funds from the Office of the Administration for Children and Families and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods longer than 3 days.

**Cause**

The Municipality does not comply with the Circular 1075 of the Department of Treasury of the United States.

**Effect**

The Municipality does not maintained adequate procedures for the Administration of cash that determine properly their use needed.

**Auditor's Recommendation**

The Municipality establishes adequate procedures in order to control in a more effective manner the need of the federal funds used.

**Municipality Response:**

We concur with auditor's recommendations. The Municipality evaluates the actual administrative procedures followed to establish a procedure to minimize the time between the funds received and the disbursements.

**MUNICIPALITY OF BARCELONETA**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**YEAR ENDED JUNE 30, 2003**  
**(continued)**

**U.S. Department of Agriculture**  
**Child Care Food Program**  
**Passed-through Department of Education**  
**CFDA No. 10-558**  
**Grant No. None identified**  
**Year ended June 30, 2003**

Ref. No. Finding / Noncompliance

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2003-04 Statement of Condition and Criteria

It was noted in my test of compliance is note complying with the criteria established by Treasury Circular letter 1075. The Municipality's financial management system.

To established procedures to minimize the time elapsing between the transfer of funds from the Office of the Department of Education and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods longer than 3 days.

Cause

The Municipality does not comply with the Circular 1075 of the Department of Treasury of the United States.

Effect

The Municipality does not maintained adequate proccdures for the Administration of cash that determine properly their use needed.

Auditor's Recommendation

The Municipality establishes adequate procedures in order to control in a more effective manner the need of the federal funds used.

Municipality Response:

We concur with auditor's recommendations. The Municipality evaluates the actual administrative procedures followed to establish a procedure to minimize the time between the funds received and the disbursements.

**MUNICIPALITY OF BARCELONETA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
YEAR ENDED JUNE 30, 2003**

2003 – Finding No. 1: Early Head Start  
CFDA No. 93-600  
Year ended June 30, 2003

2003 – Finding No. 2: Special Program for the Aging  
CFDA No. 93-045  
Year ended June 30, 2003

Condition

It was noted in my test of compliance that is the Municipality does Treasury Circular letter 1075 establish not complying with the criteria. The Municipalities financial management system.

To established procedures to minimize the time elapsing between the transfer of funds from the office of Administration for Children and Families and the disbursements by the Municipality. It was noted during my audit that Municipality held cash balances over \$5,000 for periods longer than 3 days.

Recommendation

The Municipality establishes adequate procedures in order to control in a more effective manner the need of the federal funds used.

Current Status

The mayor gave instructions to establish adequate procedures to comply with the requirement.

Findings reported again.

**MUNICIPALITY OF BARCELONETA  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
YEAR ENDED JUNE 30, 2003**

**2003 - Finding No.3: Early Head Start  
CFDA No. 93-600  
Year Ended June 30, 2003**

**Condition**

During our review of the participant files, we found the following situations:

\*Two files did not have evidence of the physical report by a doctor

\*Two files did not have evidence of dental report by a doctor

Sub-part B of the Code of Federal Regulations Number 45 CFR 1304.20 (a) Establishes that a grantee must develop procedures to obtain or arrange Further diagnostic testing, examination and treatment by an appropriate Licensed professional for each child in coordination with the parents.

**Recommendation**

The municipality must establish adequate procedures in order to control and record in a more effective manner the records of the students.

**Current Status**

The mayor gave instructions to establish adequate procedures to comply with requirements.

Finding was corrected.



**Estado Libre Asociado de Puerto Rico**  
**Gobierno Municipal de Barceloneta**  
**Departamento de Finanzas**

**CORRECTIVE ACTION PLAN**  
**YEAR ENDED JUNE 30, 2003**  
**(CONTINUE)**

<p>Ref. No. <u>Finding /Corrective Action</u>            2003-01 <u>Planned/Person Responsible:</u></p>	<p><u>Anticipated Completion Date</u></p>
<p><u>Statement of Condition:</u>            The Early Head Start Program, cash balance over \$5,000 for periods            End longer than 3 days.</p>	<p>On or before            end of 2003-04            fiscal year</p>
<p><u>Corrective Action Planned:</u></p> <p>The Municipality to control established adequate procedures            the use federal funds in effective manner.</p>	
<p><u>Person Responsible:</u>            Noel Gutiérrez, Finance Director </p>	
<p>Ref. No. <u>Finding /Corrective Action</u>            2003-02 <u>Planned/Person Responsible:</u></p>	<p><u>Anticipated Completion Date</u></p>
<p><u>Statement of Condition:</u>            The Special Program for the Aging Cash balance over \$5,000            For periods longer than 3 days.</p>	<p>On or before            end of 2003-04            fiscal year</p>
<p><u>Corrective Action Planned:</u></p> <p>The Municipality to control established adequate procedures            the use federal funds in effective manner.</p>	
<p><u>Person Responsible:</u>            Noel Gutiérrez, Finance Director</p>	



**Estado Libre Asociado de Puerto Rico**  
**Gobierno Municipal de Barceloneta**  
**Departamento de Finanzas**

**CORRECTIVE ACTION PLAN**  
**YEAR ENDED JUNE 30, 2003**  
**(CONTINUE)**

<b>Ref. No.</b>	<b><u>Finding /Corrective Action</u></b>	<b>Anticipated</b>
2003-03	<b><u>Planned/Person Responsible:</u></b>	<b><u>Completion Date</u></b>

**Statement of Condition:**

The Head Start Program, cash balance over \$5,000 for periods  
 End longer than 3 days.

On or before  
 end of 2003-04  
 fiscal year

**Corrective Action Planned:**

The Municipality to control established adequate procedures  
 the use federal funds in effective manner.

**Person Responsible:**

Noel Gutiérrez, Finance Director

<b>Ref. No.</b>	<b><u>Finding /Corrective Action</u></b>	<b>Anticipated</b>
2003-04	<b><u>Planned/Person Responsible:</u></b>	<b><u>Completion Date</u></b>

**Statement of Condition:**

The Child Care Food Program cash balance over \$5,000  
 For periods longer than 3 days.

On or before  
 end of 2003-04  
 fiscal year

**Corrective Action Planned:**

The Municipality to control established adequate procedures  
 the use federal funds in effective manner.

**Person Responsible:**

Noel Gutiérrez, Finance Director