

OFICINA DEL COMISIONADO DE ASUNTOS MUNICIPALES
AREA DE ASESORAMIENTO, REGLAMENTACION E INTERVENCION FISCAL
AREA DE ARCHIVO DIGITAL

MUNICIPIO DE SABANA GRANDE
AUDITORIA 2003-2004
30 DE JUNIO DE 2004

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE
SABANA GRANDE, PUERTO RICO**

BASIC FINANCIAL STATEMENTS

FISCAL YEAR ENDED JUNE 30, 2004

**(WITH THE ADDITIONAL REPORTS AND
INFORMATION REQUIRED BY
THE GOVERNMENT AUDITING STANDARDS AND
OMB CIRCULAR A-133)**

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**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE
SABANA GRANDE, PUERTO RICO
BASIC FINANCIAL STATEMENTS
JUNE 30, 2004
(WITH THE ADDITIONAL REPORTS AND INFORMATION
REQUIRED BY THE GOVERNMENT AUDITING STANDARDS
AND OMB CIRCULAR A-133)**

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PART I
FINANCIAL



MENDOZA & RAMOS
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INDEPENDENT AUDITORS' REPORT

**To the Honorable Mayor and
Members of the Municipal Legislature
Municipality of SABANA GRANDE
SABANA GRANDE, Puerto Rico**

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Municipality of SABANA GRANDE, Puerto Rico (Municipality), as of and for the year ended June 30, 2004, which collectively comprise the Municipality's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Municipality's management. Our responsibility is to express an opinion on these basic financial statements based on our audit.

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

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

The accompanying management's discussion and analysis and budgetary comparison information on pages 3 through 11 are not a required part of the basic financial statements but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

INDEPENDENT AUDITORS' REPORT

Page 2

As described in Notes 1 and 14, during the fiscal year 2003-2004, the Municipality has implemented a new financial reporting model, as required by GASB Statement No. 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*, GASB Statement No. 37, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments: Omnibus*, GASB Statement No. 38, *Certain Financial Statement Note Disclosures*, and GASB Interpretation No. 6, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements* as of July 1, 2002.

In accordance with *Government Auditing Standards*, we have also issued a report dated January 20, 2005 on our consideration of the Municipality's internal control structure over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the financial statements taken as a whole.


MENDOZA & RAMOS

CERTIFIED PUBLIC ACCOUNTANTS, C.S.P.

Guayama, Puerto Rico
January 20, 2005

Stamp number 2026974 was
affixed to the original of this
report.



**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

MANAGEMENT'S DISCUSSION AND ANALYSIS

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

Management of the Municipality of Sabana Grande, Puerto Rico (Municipality) discussion and analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of the Municipality's financial activity, (c) identify changes in the Municipality's financial position (its ability to address the next and subsequent year challenges), (d) identify any material deviations from the financial plan (the approved budget, and (e) identify individual fund issues or concerns. This narrative overview and analysis of the financial activities of the Municipality is for the fiscal year ended June 30, 2004. We encourage readers to consider this information with the Municipality's basic financial statements that follow.

Because the Municipality is implementing new reporting standards for this fiscal year with significant changes in content and structure, the Management's Discussion and Analysis (MD&A) is designed to focus on the current year activities, resulting changes and currently known facts, and much of the information is not easily comparable to prior years. However, in future years, comparisons will be more meaningful and will go further in explaining the Municipality's financial position and results of operations.

FINANCIAL HIGHLIGHTS

Government-wide:

The Municipality's net assets increased by \$1.4 million (or 7%).

The governmental activities revenue for the General Fund increased by \$703 thousand (or 9%).

Fund Level:

The total cost of all Municipality programs increased by \$0.9 million (or 4%).

The General Fund (the primary operating fund) reflected on a current financial resource basis, reports an increase in fund balance of \$136 thousand (or 30%).

USING THIS ANNUAL REPORT

This annual report consists of three components: 1) Management's Discussion and Analysis (this section), 2) Basic Financial Statements, and 3) Required Supplementary Information. In light of the fact that this is a very different presentation from the pre-GASB Statement Number 34 model, the following graphic is provided for your review (Figure A-1 on next page). The Basic Financial Statements include two kinds of statements that present different views of the Municipality as follow:

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

Government-wide Statements (Reporting the Municipality as Whole)

The Statement of Net Assets and Statement of Activities are two financial statements that report information about the Municipality, as a whole, and about its activities similar to a private-sector business. These statements provide both short-term and long-term information about the Municipality's economic condition at the end of the fiscal year. These statements include all assets and liabilities using the accrual basis of accounting. The current year's revenues and expenses are taken into account regardless of when cash is received or paid. The government-wide financial statements include two statements:

The Statement of Net Assets (page 12) presents all the Municipality's assets and liabilities, with the difference between the two reported as "net assets". Over time, increases and decreases in net assets is an indicator of whether the Municipality's financial position is improving or deteriorating.

The Statement of Activities (page 13) presents information showing how the Municipality's net assets change during the most recent fiscal year. All the changes in net assets are reported as soon as the underlying events giving rise to the change occur, regardless of the timing of related cash flows. Therefore, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

Fund Financial Statements (Reporting the Municipality's Major Funds)

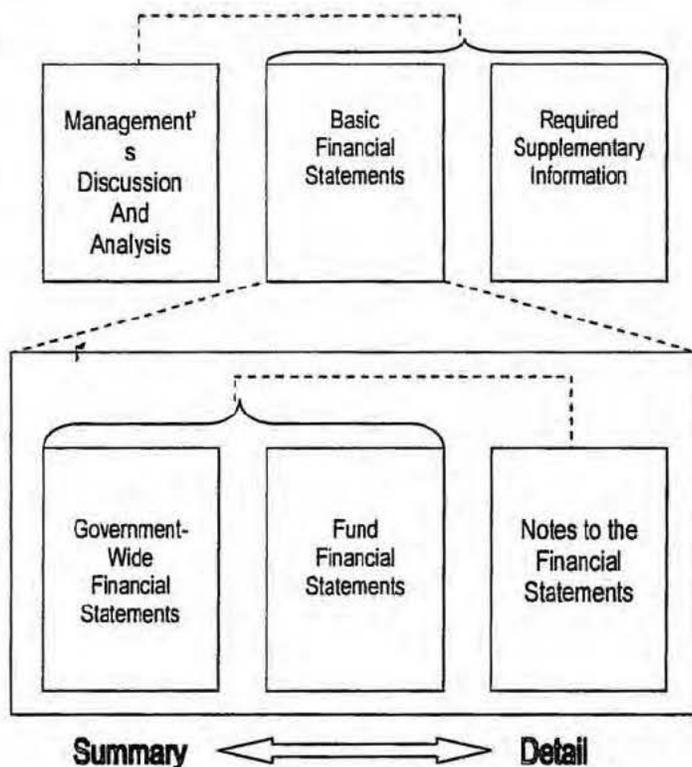
Traditional users of governmental financial statements will find the Fund Financial Statements presentation more familiar. The focus is on Major Funds, rather than (the previous financial reporting model's) fund types. The Major Fund presentation is presented on a sources and uses of liquid resources basis. This is the manner in which the financial plan (the budget) is typically developed. The fund financial statements begin on page 14 and provide detailed information about the Major Individual Funds. A fund is a fiscal and accounting entity with a self-balancing set of accounts the Municipality uses to keep track of specific sources of funding and spending for a particular purpose. The Municipality's funds are all included in Governmental Funds.

The flow and availability of liquid resources is a clear and appropriate focus of any analysis of a government. Funds are established for various purposes and the Fund Financial Statements allows the demonstration of sources and uses and/or budgeting compliance associated therewith (beginning on page 39).

COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004

Figure A-1
Required Component of
Municipality of Sabana Grande Annual Financial Report



Governmental Funds – the entire Municipality's basic service are reported in the governmental funds, which focus in how money flows into out of those funds and the balances left at year-end that are available for future spending. Consequently, the governmental fund financial statements provide a detailed short-term view of the Municipality general information, general operation and the basis service it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the Municipality's programs.

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

These funds are reported using modified accrual basis of accounting, which measures cash and all other financial assets that can readily be converted to cash. Under this method, revenues are recognized when measurable and available. Expenditures are generally recognized when the related fund liability is incurred. This is the manner in which these funds are normally budgeted.

Since the governmental fund statements (current financial resources) are presented on a different measurement focus and basis of accounting than governmental-wide statements (total economic resources), a reconciliation of the differences are reflected on the page following each statement (see pages XX and XX). The flow of current financial resources will reflect bond proceeds and interfund transfers as other financing sources as well as capital expenditures and bond principal payments as expenditures. The reconciliation will eliminate these transactions and incorporate the capital assets and long-term obligation (bonds and others) into the Governmental Activities column (in the Government-Wide Statements).

Infrastructure Assets

Historically, a government's largest group of assets [infrastructure – roads, bridges, traffic signals, underground pipes (unless associated with a utility), etc.] have not been reported nor depreciated in governmental financial statements. GASB Statement Number 34 requires that these assets be valued and reported within the Governmental column of the Government-Wide Statements. Additionally, the government must elect to either (a) depreciate these assets over their estimated useful life or (b) develop a system of asset management designed to maintain the service delivery potential to near perpetuity. If the government develops the asset management system (the alternative method), which periodically (at least every third year), by category, measures and demonstrates its maintenance of locally established condition levels, the government may record all expenditures incurred (except for additions and improvements which extend the asset life) in lieu of depreciation. While the Municipality has acquired an asset management system which a) would allow the election to use the alternative methods, and b) will provide valuable management information, the Municipality has elected to initially implement the depreciation method, and will monitor and consider, over time, a possible conversion to the alternative method.

Capital Assets Investments

Municipality realized capital assets additions of \$1.9 million and recognized depreciation expenses in the amount of \$0.5 million. Principal investments consist of urban development, streets improvement, new buildings, motor vehicles and machinery and equipment acquisitions. Total Investment in Capital Assets, Net of related debt, is \$9.5 million of 65% of total investment (net of depreciation). Municipality is in process to capitalize all infrastructures in order to be included on or before the fiscal year 2006-2007.

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

FINANCIAL ANALYSIS OF THE GOVERNMENT AS A WHOLE

Summary of Net Assets

The Municipality's net assets increase by \$1.4 million over the course of this year's operations. The Municipality's net assets include investment in Capital Assets for \$9.5 million and over \$13.7 million restricted for future expenses. The Municipality's net assets at the end of the fiscal year ended on June 30, 2004 were \$20.9 million, as detailed on Table 1. For more detailed information see the Statement of Net Assets on page 13.

Current and non-current assets	\$17,241,769
Capital assets	<u>14,517,125</u>
Total Assets	<u>31,758,894</u>
Current liabilities	2,076,720
Long-term liabilities	<u>8,733,799</u>
Total Liabilities.....	<u>10,810,519</u>
Nets Assets:	
Investment in capital assets	9,460,125
Restricted	13,702,949
Unrestricted (Deficit).....	<u>(1,911,699)</u>
Total Net Assets.....	<u>\$20,948,375</u>

Normal Impacts

There are six basic (normal) transactions that will affect the comparability of the Net Assets summary presentation.

- **Net Results of Activities** – This will impact (increase/decrease) current assets and unrestricted net assets.
- **Borrowing for Capital** – This will increase current assets and long-term debts.
- **Spending Borrowed Proceeds on New Capital** – This will reduce current assets and increase capital assets. There is a second impact, an increase in invested in capital assets and an increase in related net debt which will not change the invested in capital assets, net of debt.
- **Spending of Non-borrowed Current Assets on New Capital** – This will (a) reduce current assets and increase capital assets and (b) will reduce unrestricted net assets and increase invested in capital assets, net of debt.

COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004

- **Principal Payment on Debt** – This will (a) reduce current assets and reduce long-term and (b) reduce unrestricted net assets and increase invested in capital assets, net of debt.
- **Reduction of Capital Assets through Depreciation** – This will reduce capital assets and invested in capital assets, net of debt.

Current Year Impacts

The following schedule (as detailed on **Table 2**) presents the revenues and expenses for the current fiscal year.

Revenues:	
Program Revenues:	
Federal Grants and Contributions.....	\$12,522,126
State Grants and Contributions	118,764
General Revenues:	
Property Taxes	2,033,769
Volume of Business Taxes	1,011,580
Construction Taxes.....	305,316
Intergovernmental.....	4,363,656
Other General Revenues.....	1,102,596
Total revenues	<u>21,457,807</u>
Expenses:	
General Administration	4,755,496
Public Safety.....	423,729
Public Works.....	2,009,758
Health and Sanitation	86,566
Culture and Recreation.....	476,228
Solid Waste Disposal.....	203,312
Human Services and Welfare.....	4,877,323
Urban Development.....	917,771
Education.....	5,940,529
Interest Costs	346,934
Total expenses	<u>20,037,646</u>
Changes in net assets	1,420,161
Net assets – beginning.....	19,528,214
Net assets – ending	<u>\$20,948,375</u>

Normal Impacts

There are five impacts on revenues and expenses as reflected below.

Revenues:

Economic Condition – which can reflect a declining, stable or growing economic environment and has substantial impact on property and volume of business tax revenues as well as public spending habits for building permits, elective user fees and volumes of consumption.

Operating Grants (both recurring and non-recurring) were stable in comparison with prior year.

Intergovernmental Revenues increase primarily for the liquidation of the Electric Power Authority that produces a positive balance to the **Municipality**.

Expenses:

Introduction of New Programs – within the functional expense categories individual programs may be added or deleted to meet changing community needs.

Increase/Decrease in Authorized Personnel – changes in service demand

COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004

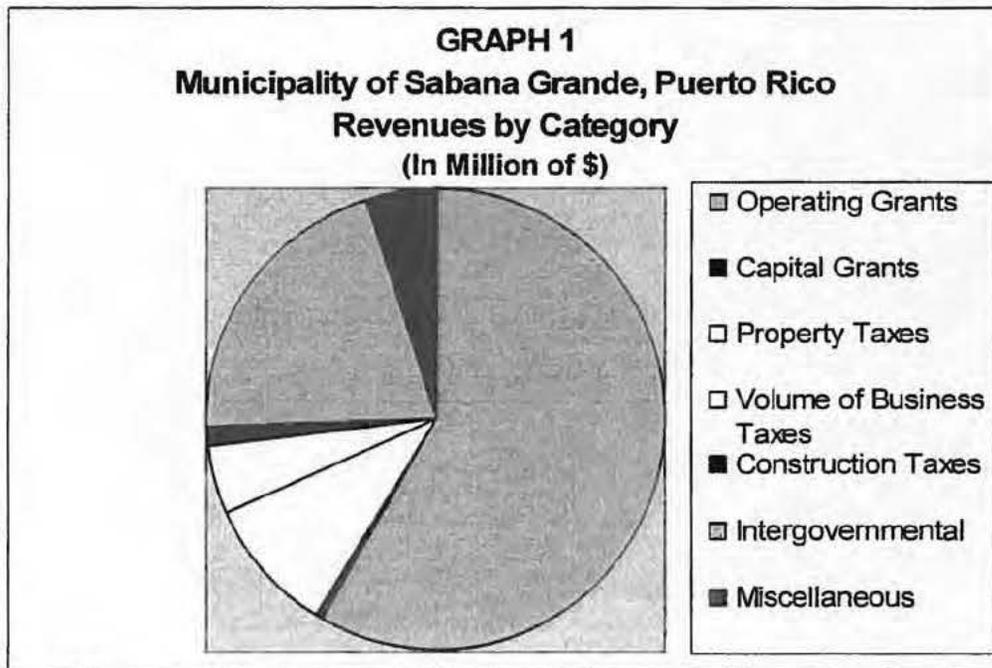
may cause the Municipality to increase/decrease authorized staffing. Staffing costs (salary and related benefits) represent 64% of the Municipality's operating cost.

Salary Increases (cost of living, merit and market adjustment) – the ability to attract and retain human and intellectual resources requires the Municipality to strive to approach a competitive salary range position in the marketplace. Also, Christmas Bonus for all employees was increase during December 2003.

Inflation – while overall inflation appears to be reasonably modest, the Municipality is a major consumer of certain commodities such as chemicals and supplies, fuels and parts. Some functions may experience unusual commodity specific increases.

Net Assets:

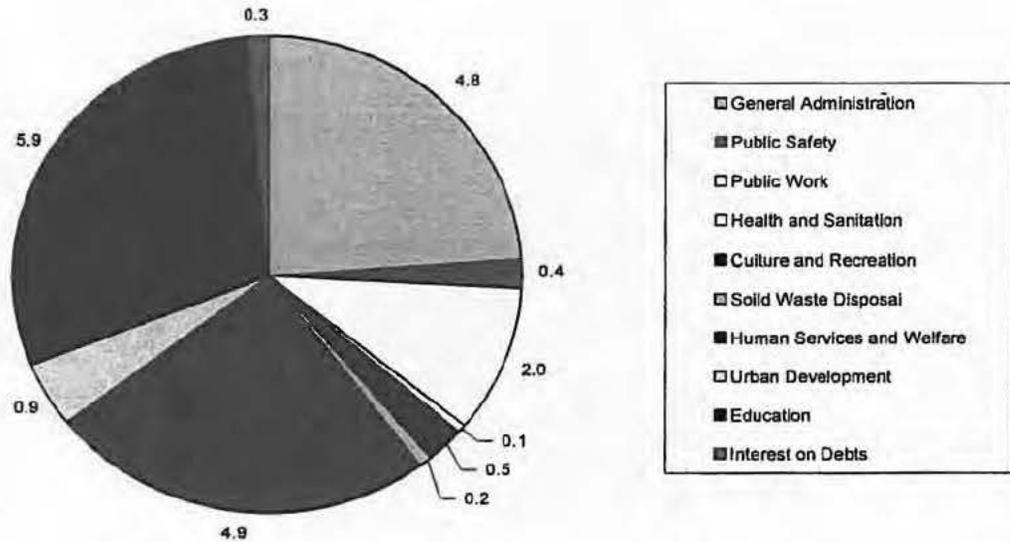
Net Assets reflect an increase of \$1,420,161 corresponding to an increase in revenues over expenses. See Graph 1 and 2 that present revenues by category and expenditures by function.



**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

**MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

**GRAPH 2
Municipality of Sabana Grande, Puerto Rico
2004 Expenses By Functions
(In Million of \$)**



FINANCIAL ANALYSIS OF THE MUNICIPALITY'S FUNDS

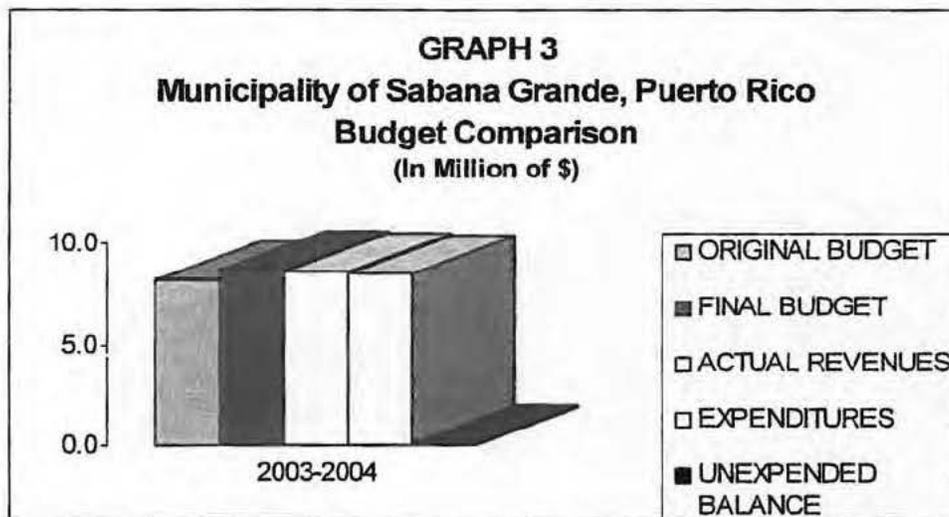
As the Municipality's completed the year, its governmental funds reported fund balances of \$9.0 million. Of this total amount, \$206 thousand or 2% constitute unreserved fund balance, which is available for appropriation for the general purposes of the programs administer by the Municipality.

General Fund Budgetary Highlights:

The total budget for the Municipality was \$8.7 million and actual spending was \$8.5 million. Total expenditures represented 98% of total budget availability for the period. Current year budgetary fund balance was positive in the amount of \$110 thousand corresponding to economies in appropriations.

COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO

MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004



Economic Factors and Next Year's Budgets

For the fiscal year 2003-04, the Municipality actual revenues are \$8.6 million, exceeding the expenditures for the amount for \$110 thousand. The budget for the year 2004-05 is similar to the current year.

CONTACTING THE MUNICIPALITY'S OFFICE OF FINANCIAL MANAGEMENT

This report is designed to provide a general overview of the Municipality's finances and to demonstrate the accountability for the money it receives. If you have any questions about this report or need additional information, contact the Municipality's Finance Department at (787) 867-1483.

COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE
SABANA GRANDE, PUERTO RICO

STATEMENT OF NET ASSETS

JUNE 30, 2004

	<u>GOVERNMENTAL ACTIVITIES</u>
<u>ASSETS:</u>	
Cash and Investments	\$ 8,350,308
Cash with Fiscal Agent.....	1,973,185
Receivables (net):	
Property Taxes	449
Federal Grants	6,710,567
Others.....	<u>207,260</u>
Capital Assets (Note 5):	
Land, Improvements, and Construction in Progress	3,104,124
Other Capital Assets, [Net of Depreciation]	<u>11,413,001</u>
Total Capital Assets.....	<u>14,517,125</u>
TOTAL ASSETS	<u>31,758,894</u>
<u>LIABILITIES:</u>	
Accounts Payable and Accrued Expenses	\$ 697,742
Accrued Interest.....	74,645
Deferred Revenue.....	1,304,333
Long-Term Liabilities (Note 6):	
Due within One Year.....	1,257,336
Due in More than One Year	<u>7,476,463</u>
Total Liabilities.....	<u>10,810,519</u>
NET ASSETS	
Invested in Capital Assets, Net of Related Debt.....	9,460,125
Restricted for:	
Head Start Program	3,184,613
Community Development Projects.....	2,442,085
Special Revenue	1,861,762
State Assignment Funds	5,457,883
Debt Service	453,606
Unrestricted (Deficit)	<u>(1,911,699)</u>
TOTAL NET ASSETS.....	<u>\$20,948,375</u>

See accompanying Notes to Basic Financial Statements.

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE
SABANA GRANDE, PUERTO RICO**

STATEMENT OF ACTIVITIES

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

FUNCTIONS/PROGRAMS	EXPENSES	PROGRAM REVENUES			NET (EXPENSE) REVENUE (SEE NEXT PAGE)
		CHARGES FOR SERVICES	OPERATING GRANTS AND CONTRIBUTIONS	CAPITAL GRANTS AND CONTRIBUTIONS	
Governmental Activities:					
Mayor and Municipal Legislature	\$ 1,909,142	\$ -	\$ -	\$ -	(\$ 1,909,142)
General Government.....	2,846,354	-	3,291,355	-	445,001
Public Safety.....	423,729	-	89,089	-	(334,640)
Public Works	2,009,758	-	-	-	(2,009,758)
Culture and Recreation	476,228	-	-	-	(476,228)
Health and Sanitation.....	86,566	-	-	-	(86,566)
Solid Waste Disposal.....	203,312	-	-	-	(203,312)
Human Services and Welfare	4,877,323	-	2,322,453	-	(2,554,870)
Urban Development.....	917,771	-	1,106,392	118,764	307,385
Capital Outlay.....	-	-	-	-	-
Education.....	5,940,529	-	5,712,837	-	(227,692)
Interest on Long-Term Debt.....	346,934	-	-	-	(346,934)
Total Governmental Activities.....	\$20,037,646	\$ -	\$12,522,126	\$ 118,764	(7,396,756)
General Revenues:					
Taxes:					
Property Taxes, levied for General Purposes					1,620,006
Property Taxes, levied for Debt Service.....					413,763
Volume of Business Taxes					1,011,580
Construction Taxes.....					305,316
Intergovernmental					4,363,656
Rent.....					74,689
Miscellaneous.....					1,027,907
Total General Revenues and Special Items					8,816,917
CHANGE IN NET ASSETS					1,420,161
Net Assets - Beginning of Year.....					19,528,214
NET ASSETS - ENDING OF YEAR.....					\$20,948,375

See accompanying Notes to Basic Financial Statements.

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE
SABANA GRANDE, PUERTO RICO**

BALANCE SHEET – GOVERNMENTAL FUNDS

JUNE 30, 2004

	<u>GENERAL</u>	<u>HEAD START FUND</u>	<u>STATE ASSIGNMENT FUND</u>	<u>CDBG FUND</u>	<u>OTHER GOVERNMENTAL FUNDS</u>	<u>TOTAL FUNDS</u>
ASSETS						
Cash and Investments (Note 2).....	\$ 1,486,589	\$ 323,501	\$ 5,397,961	\$ 16,824	\$ 1,125,433	\$ 8,350,308
Cash with Fiscal Agent.....	-	-	-	-	1,973,185	1,973,185
Receivables:						
Property Tax.....	-	-	-	-	449	449
Federal Grants.....	-	3,157,656	-	2,683,327	869,584	6,710,567
Due from Other Funds.....	1,073,451	-	129,325	-	634,861	1,837,637
Others.....	-	-	-	-	207,260	207,260
Total Assets.....	<u>\$ 2,560,040</u>	<u>\$ 3,481,157</u>	<u>\$ 5,527,286</u>	<u>\$ 2,700,151</u>	<u>\$ 4,810,772</u>	<u>\$19,079,406</u>
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts Payable and Accrued Liabilities.....	261,235	10,676	-	159,234	28,987	460,132
Bonds and Notes Payable.....	-	-	-	-	166,000	166,000
Accrued Interest.....	-	-	-	-	74,645	74,645
Due to Governmental Units.....	69,392	-	-	-	2,218	71,610
Due to Other Funds.....	764,186	285,868	69,403	98,841	619,339	1,837,637
Deferred Revenues:						
Volume of Business Tax.....	870,408	-	-	-	-	870,408
Federal Grants.....	-	3,157,657	-	2,364,481	1,028,679	6,550,817
Total Liabilities.....	<u>1,965,221</u>	<u>3,454,201</u>	<u>69,403</u>	<u>2,622,556</u>	<u>1,919,868</u>	<u>10,031,249</u>
Fund Balances:						
Reserve For:						
Encumbrances.....	388,476	-	-	-	-	388,476
Debt Service.....	-	-	-	-	453,606	453,606
Other Purposes.....	-	26,956	5,457,883	77,595	2,437,298	7,999,732
Unreserved.....	206,343	-	-	-	-	206,343
Total Fund Balances.....	<u>594,819</u>	<u>26,956</u>	<u>5,457,883</u>	<u>77,595</u>	<u>2,890,904</u>	<u>9,048,157</u>
TOTAL LIABILITIES AND FUND BALANCES....	<u>\$ 2,560,040</u>	<u>\$ 3,481,157</u>	<u>\$ 5,527,286</u>	<u>\$ 2,700,151</u>	<u>\$ 4,810,772</u>	<u>\$19,079,406</u>

See accompanying Notes to Basic Financial Statements.

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE
SABANA GRANDE, PUERTO RICO**

**RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET ASSETS**

JUNE 30, 2004

Total Fund Balances – Governmental Funds (Page 14)..... \$ 9,048,157

Amounts reported for Governmental Activities in the Statement of Net Assets (Page 14)
are different because:

Capital Assets used in governmental activities are not financial resources and therefore are
not reported in the funds. In the current period, these amounts are:

Non Depreciable Capital Assets	\$ 3,104,124	
Depreciable Capital Assets	12,903,408	
Infrastructure Assets	2,480,195	
Accumulated Depreciation.....	<u>(3,970,602)</u>	
Total Capital Assets.....		14,517,125

Some of the Municipality's revenues will be collected after year-end but are not available
soon enough to pay for the current period's expenditures and therefore are deferred in
the funds:

Head Start	3,157,657	
CDBG	2,364,490	
Child Care.....	144,741	
Early Head Start.....	<u>450,004</u>	
Total Deferred Revenues		6,116,892

Some liabilities are not due and payable in the current period and therefore are not reported
in the funds. Those liabilities consist of:

General Bonds and Notes Payable.....	6,690,000	
Compensated Absences	1,375,668	
Municipal Revenue Collection Center.....	<u>668,131</u>	
Total Long-Term Liabilities		<u>(8,733,799)</u>

Total Net Assets of Governmental Activities (Page 12)..... \$20,948,375

**COMMONWEALTH OF PUERTO RICO
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**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE –
GOVERNMENTAL FUNDS**

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

	<u>GENERAL</u>	<u>HEAD START FUND</u>	<u>STATE ASSIGNMENT FUND</u>	<u>CDBG FUND</u>	<u>OTHER GOVERNMENTAL FUNDS</u>	<u>TOTAL FUNDS</u>
REVENUES						
Property Taxes.....	\$ 1,620,006	\$ -	\$ -	\$ -	\$ 413,763	\$ 2,033,769
Volume of Business Taxes.....	1,011,580	-	-	-	-	1,011,580
Federal Assistanes.....	-	4,641,153	-	908,804	2,341,906	7,891,863
Intergovernmental.....	4,363,656	-	3,291,355	-	1,487,728	9,142,739
Licenses and Permits.....	305,316	-	-	-	-	305,316
Rent.....	74,689	-	-	-	-	74,689
Miscellaneous.....	1,027,907	-	-	-	-	1,027,907
Total Revenues.....	<u>8,403,154</u>	<u>4,641,153</u>	<u>3,291,355</u>	<u>908,804</u>	<u>4,243,397</u>	<u>21,487,863</u>
EXPENDITURES						
Current:						
Mayor and Municipal Legislature.....	1,823,634	-	-	-	-	1,823,634
General Government.....	2,305,843	-	592,539	-	7,336	2,905,718
Public Safety.....	299,957	-	-	-	89,089	389,046
Public Works.....	1,913,782	-	-	-	-	1,913,782
Culture and Recreation.....	389,492	-	-	-	-	389,492
Health and Sanitation.....	285,301	-	-	-	-	285,301
Human Services and Welfare.....	1,035,282	-	1,560,656	-	2,192,270	4,788,208
Urban Development.....	-	-	1,041,139	832,511	537,106	2,410,756
Education.....	-	4,700,900	-	-	1,239,629	5,940,529
Capital Outlay.....	-	-	151,057	-	32,640	183,697
Debt Service:						
Principal.....	-	-	-	-	345,000	345,000
Interest and Other Charges.....	-	-	-	-	346,934	346,934
Total Expenditures.....	<u>8,053,291</u>	<u>4,700,900</u>	<u>3,345,391</u>	<u>832,511</u>	<u>4,790,004</u>	<u>21,722,097</u>
OTHER FINANCING SOURCES (USES)						
Bonds Issued.....	-	-	-	-	-	-
Transfers – In.....	-	-	-	-	213,800	213,800
Transfers – Out.....	(213,800)	-	-	-	-	(213,800)
Total Other Financing Sources and Uses.....	<u>(213,800)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>213,800</u>	<u>-</u>
Net Change in Fund Balances.....	136,063	(59,747)	(54,036)	76,293	(332,807)	(234,234)
Fund Balance – Beginning, as Restated (Note 13).....	458,756	86,703	5,511,919	1,302	3,223,711	9,282,391
FUND BALANCES – ENDING	<u>\$ 594,819</u>	<u>\$ 26,956</u>	<u>\$ 5,457,883</u>	<u>\$ 77,595</u>	<u>\$ 2,890,904</u>	<u>\$ 9,048,157</u>

See accompanying Notes to Basic Financial Statements.

**COMMONWEALTH OF PUERTO RICO
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**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES**

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

Net Change in Fund Balances – Total Governmental Funds (Page 16)..... (\$ 234,234)

Amounts reported for Governmental Activities in the Statement of Activities (Page 13)
are different because:

Governmental funds report capital outlays as expenditures. However, in the Statement of
Activities the cost of those assets is allocated over their estimated useful lives and reported
as depreciation expense. In the current period, these amounts are:

Urban Development and Capital Outlay	\$ 1,862,522	
Depreciation Expense	<u>(520,993)</u>	
Excess of Capital Outlay over Depreciation Expense		1,341,529

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds.....		4,020,503
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Revenues in the Statement of Revenues that correspond to Prior Year resources are recorded as Revenue in the Statement of Activities		(4,050,559)
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Repayment of long-term principal is expenditure in the governmental funds, but the repayment reduces Long-Term Liabilities in the Statement of Net Assets. In the current year the repayments were.		345,000
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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.
These activities consist of:

Increase in Compensated Absences	(\$ 87,594)	
Increase in Landfill Closure and Postclosure Cost	(800,000)	
Decrease in Claims and Judgments.....	1,000,000	
Municipal Collection Revenue Center	<u>(87,594)</u>	
Total Additional Expenditures.....		(2,078)

Change in Net Assets of Governmental Activities (Page 13)..... \$ 1,420,161

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NOTES TO THE BASIC FINANCIAL STATEMENTS

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Municipality of Sabana Grande, Puerto Rico (Municipality) was founded in the year 1813, and operates as a governmental unit of the Commonwealth of Puerto Rico, under the Law Number 81 of August 30, 1991, known as "Autonomy Municipalities Law of the Commonwealth of Puerto Rico". 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 the Commonwealth of Puerto Rico. The legislative body consists of 14 Legislators also elected in the general elections of Puerto Rico for a four-year period.

The Municipality provides services such as: health, public works, sanitation, aids and services to low-income and elderly citizens, public safety, housing and urban development, culture and recreation, planning, zoning and other general and administrative services.

The accounting policies of the Municipality conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The following is a summary of the more significant of such policies.

The accompanying basic financial statements of the Municipality have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB). The GASB is the standard-setting body for governmental accounting and financial reporting. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations) constitutes GAAP for governmental units.

In June 1999, the GASB issued Statement Number 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*. This statement establishes new financial reporting requirements for state and local governments. The Municipality adopted the provisions of GASBS No. 34 as well as other statements referred to below as of July 1, 2003. They require new information and restructure much of the information that governments have presented in the past.

Comparability with reports issued in prior years is affected. With the implementation of GASBS No. 34, the Municipality has prepared required supplementary information titled Management's Discussion-and Analysis, which precedes the basic financial statements.

As previously mentioned, other GASB Statements and Interpretations were required to be implemented in conjunction with GASBS No. 34. Therefore, the Municipality has implemented the following GASB Statements in the current fiscal year 2003-2004: GASBS No. 37, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments: Omnibus*, GASBS No. 38, *Certain Financial Statement Note Disclosures*, GASB No. 41, *Budgetary Comparison Schedules – Perspective Differences*, and GASB Interpretation No. 6, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*.

The accompanying basic financial statements present the financial position and the results of operations of the Municipality and its various funds and fund types. The basic financial statements are presented as of June 30, 2004, and for the fiscal year then ended. The more significant of these accounting policies are described below and, where appropriate, subsequent pronouncements will be referenced.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

A. Financial Reporting Entity

The accompanying basic financial statements include all departments and organizations units whose funds are under the custody and control of the Municipality. In evaluating the Municipality as a reporting entity, management has addressed all the potential component units. The decision to include a potential component unit in the reporting entity was made by applying the provisions of GASBS No. 14.

The basic criteria for including a potential component unit within the reporting entity is if potential component units are financially accountable and other organizations for which the nature and significance of their relationship with the entity are such that exclusion would cause the Municipality's financial statements to be misleading or incomplete. The GASB has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) ability of the Municipality to impose its will on that organization or (2) the potential for the organization to provide specific financial benefits to, or impose specific financial burdens on the Municipality.

The relative importance of each criterion must be evaluated in light of specific circumstances in order to determine which components units are to be included as part of the reporting entity. Our specific evaluations of the criteria applicable to the Municipality indicate no organizations meet the criteria to be included as component units. Accordingly, these basic financial statements present only the Municipality as the reporting entity.

These financial statements present the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Municipality, as of June 30, 2004, and the respective changes in financial position, where applicable, thereof for the fiscal year then ended.

B. Measurement Focus and Basis of Accounting

Government-wide Financial Statements

The government-wide financial statements (the Statement of Net Assets and the Statement of Activities) are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grant and similar items are recognized as revenue as soon as all eligibility requirements have been met.

Governmental Fund Financial Statements

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when susceptible to accrual; as soon as it is both measurable and available. "Available" means collectible within the current period or soon enough thereafter, normally within sixty (60) days, to be used to pay liabilities of the current period. Expenditures are generally recognized when the related liability is incurred.

The exception to this general rule is the principal and interest on general obligation long-term debt and compensated absences, if any, are recognized when due.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

In applying the "susceptible to accrual" concept to intergovernmental revenues (federal grants) pursuant to GASBS No. 33, *Accounting and Financial Reporting for Nonexchange Transactions* (the Municipality may act as either provider or recipient), the provider should recognize liabilities and expenses and the recipient should recognize receivables and revenue when the applicable eligibility requirements including time requirements, are met. Resources transmitted before the eligibility requirements are met should, under most circumstances, be reported as advances by the provider and deferred revenue by the recipient.

There are essentially two types of revenue. For the majority of grants, moneys must be expended by the Municipality on the specific purpose or project before any amounts will be reimbursed. Revenue is, therefore, recognized as expenditures are incurred to the extent available. For the other revenue, moneys are virtually unrestricted and are generally revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenue at the time of receipt or earlier if the susceptible to accrual criteria is met.

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

- Employee's vested annual vacation and sick leave is recorded as expenditure when utilized. The amount of accumulated annual vacation and sick leave unpaid at June 30, 2004, has been reported only in the government-wide financial statements.

C. Financial Statement Presentation

The basic financial statements include both government-wide (based on the Municipality as a whole) and fund financial statements. While the previous financial reporting model emphasized fund types (the total of all funds of a particular type), in the new financial model the focus is on either the Municipality as a whole, or major individual funds (within the basic financial statements). Both the government-wide and fund financial statements (within the basic financial statements) categorize primary activities as either governmental or business type.

Government-wide Financial Statements

The government-wide financial statements (the Statement of Net Assets and the Statement of Activities) report information of all the activities of the Municipality. For most part, the effect of interfund activity has been removed from these government-wide financial statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The focus of the Statement of Net Assets is designed to be similar to bottom line results for the Municipality and its governmental activities. This statement, for the first time, combines and consolidates governmental fund's current financial resources (short-term spendable resources) with capital assets and long-term obligations.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

The Statement of Net Assets presents the reporting entities' assets and liabilities, with the difference reported as net assets. Net assets are reported in three categories:

- Invested in Capital Assets, Net of Related Debt – These consists of capital assets, net of accumulated depreciation and amortization and reduced by outstanding balances for bonds, notes, and other debt that are attributed to the acquisition, construction, or improvement of those assets.
- Restricted Net Assets – These result when constraints placed on net assets use are either externally imposed by creditors, grantors, contributors, and the like, or imposed by law through constitutional provisions or enabling legislation.
- Unrestricted Net Assets – These consist of net assets which do not meet the definition of the two preceding categories. Unrestricted net assets often are designated, to indicate that management does not consider them to be available for general operations. Unrestricted net assets often have constraints on resources that are imposed by management, but can be removed or modified.

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

The Statement of Activities is focused on both the gross and net costs per functional category. The statement reduces gross expenses (including depreciation) by related program revenues, operating and capital grants. This is intended to summarize and simplify the user's analysis of cost of various governmental services.

Governmental Fund Financial Statements

The fund financial statements (the Balance Sheet, the Statement of Revenues, Expenditures, and Changes in Fund Balances, the Statement of Net Assets) are, in substance, very similar to the financial statements presented in the previous financial reporting model. Emphasis here is on the major funds in the governmental category. Non-major funds are summarized into a single column.

Traditional users of governmental financial statements will find the Fund Financial Statements presentation more familiar. The focus is on Major Funds, rather than the previous financial model's fund types. The Governmental Major Fund Statements are presented on current financial resources and modified accrual basis of accounting.

This is the manner in which these funds are normally budgeted. This presentation 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's actual experience conforms to the budgeted fiscal plan.

Since the governmental fund statements are presented in different measurement focus and basis of accounting than the government-wide statements, reconciliation is presented and separate explanation for each differences.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

The Municipality reports its financial position (Balance Sheet) and results of operations (Statement of Revenues, Expenditures and Changes in Fund Balance) in funds, which are considered separate accounting entities. The operations of each fund are accounted for within a set of self-balancing accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with legal, financial, and contractual provisions.

The new model as defined in GASBS No. 34 established criteria (percentage of the assets, liabilities, revenues, or expenditures/expenses of either fund category in the governmental fund) for the determination of major funds. The non-major funds are combined in a single column in the fund financial statements. The Municipality reports the following major fund:

General Fund – This is the general operating fund of the Municipality. It is used to account for all financial resources, except those required to be accounted for in another fund.

Head Start Fund – This is the fund used to account for all transactions of the Head Start Program. The objectives to this program are to provide comprehensive health, educational, nutritional, social and other developmental services primarily to economically-disadvantaged pre-school children and infants and toddlers so that the children will attain school readiness.

State Assignment Fund – This is the fund used to account for all the transactions of the State Assignment by Legislature Resolutions. The primary objectives of this assignment is to development of minor projects on communities, not-for-profit organizations and indirect assignment to persons of low and moderate income.

SBGP Fund – This is the fund used to account for all the transactions of the State Block Grant Program. The primary objectives of this program is to development of viable communities by providing decent housing, a suitable living environment and expanded economic opportunities, principally for persons of low and moderate income.

GASBS No. 34 eliminates the presentation of Account Groups, but provides for these records to be maintained and incorporates the information into the Governmental column in the government-wide Statement of Net Assets.

D. Budgetary Data

The Municipality's annually adopts the Budget Resolution for all operating funds of the Municipality except for certain restricted accounts Special Revenue Funds. Budgetary control is legally maintained at the fund level. The budget is prepared using the modified accrual basis of accounting with encumbrance included as budgetary basis expenditures. The Municipality's Budget Resolution provides transfer authority (1) to the Mayor and the Management and Budget Director, within and between departments and funds, as long as the total budget of the Municipality (net of interfund transfers) is not increased; (2) to the Management and Budget Director to implement grant budgets as the grant applications are accepted by the Municipality; and (3) to the Management and Budget Director to amend (re-appropriate) each new year's budget, to the extent of outstanding encumbrances, and/or unexpended project/grant appropriations at year end. Municipality's

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NOTES TO THE BASIC FINANCIAL STATEMENTS

Legislature action is required for (1) use of the budgeted Legislature contingency, and (2) the approval of a supplemental appropriation(s). During the year, several supplemental appropriations were necessary.

The budget columns (original and final budgets) of the Budgetary Comparison – General Fund reflect the original budget and the amended budget (which have been adjusted for legally authorized revisions of the annual budgets during the year). Appropriations, except remaining project appropriations, encumbrances, and unexpended grant appropriations, lapse at the end of each fiscal year.

Amendments to the budget, including transfers, require the approval of the Municipal Legislature. Unencumbered appropriations lapse at the end of the next fiscal year. The Municipality follows these procedures, in accordance with law, in order to establish the budgetary data reflected in the basic financial statements:

1. Prior of May 31 of each fiscal year, the Mayor submits to the Municipal Legislature a proposed budget for the fiscal year commencing the following July 1 in addition of a budget message.
2. The budget document is available for public inspection prior to its approval by the Municipal Legislature.
3. The Commissioner of Municipal Affairs examines the budget to verify if it complied with the law's standards and sends it to the Mayor for any comments or recommendation before the limited date establishes by the Law.
4. Prior to June 13, the annual budget is legally enacted through passage of the annual appropriation ordinance.
5. If a budget is not adopted prior to the end of the end of the fiscal year, the annual budget for the preceding fiscal year, as approved by the Municipal Legislature and the Mayor, is automatically renewed for the ensuing fiscal year until a new budget is approved. This permits the Municipality to continue making payments for its operating and other expenses until the new budget is approved.
6. Subsequent to the enactment of the annual appropriation ordinance, the Municipal Legislature has the authority to make necessary amendments made during the fiscal year and are reflected in the budget information included in the Budgetary Comparison Schedule – General Fund.
7. Budgetary data for the Special Revenue Fund has not been presented in the accompanying basic financial statements as such funds are budgeted over the life of the respective grant or project and not on an annual basis.

Since the budgetary basis differs from accounting principles generally accepted in the United States of America (GAAP), actual amounts for the General Fund in the accompanying Budgetary Comparison Schedule, is presented on the budgetary basis to enhance comparability.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

The principal differences between the budgetary and GAAP bases are the following:

1. Encumbrances are recorded as expenditures under the budgetary basis and as a reserve of fund balances under GAAP.
2. The non-exonerated portion of the property tax advances are presented as revenue in the budgetary basis and as other financing sources under GAAP (See Note 8).
3. Interfund transactions of the General and Special Revenue Funds are not included in the budgetary basis.
4. Certain accrued liabilities and other debts are not included in the budgetary basis.
5. Certain revenues susceptible to accrual, i.e., both measurable and available, are not included in the budgetary data.

All encumbrance appropriations in the operating budget lapse at the end of the fiscal year. Property taxes collected during the current year by the Municipal Revenue Collection Center (Fiscal Agent) are presented as revenues in the accounting basis but are not considered in the budgetary schedule.

The special funds of the Special Revenue Fund have not been included in the budgetary comparison because balances are not budgeted. Also the budget prepared for the Federal Financial Awards Programs included in the Capital Projects and Special Revenue Funds is based on a program period which is not necessarily a year. Accordingly, it's not practical to present an annual comparison of budget for such programs.

E. Cash, Cash Equivalent and Investment

The Director of Finance of the Municipality is responsible for investing the available resources in certificates of deposit and other short-term investments. Investments are made from the available combined funds of the Municipality and, accordingly, it is not practical to disclose certificates of deposit and other short-term investments individually by fund in the combined financial statements. Interest earned on certificates of deposit and other short-term investments are recognized as revenue in the General Fund. Cash in the Special Revenue, Debt Service and Capital Project Funds are restricted; accordingly, resources available were not used for pool investments.

Cash with fiscal agent represents property tax collections retained by the Municipal Revenues Collection Center and undisbursed proceeds of certain bonds, loans or grants which are maintained in a cash custodian account by the Government Development Bank of the Commonwealth of Puerto Rico.

Cash balance recognized in the Debt Service Fund is restricted for the payment of the Municipality's obligations, and others are restricted for specific projects, such as the acquisition or construction of permanent improvements. This sinking fund is maintained by the Governmental Development Bank of Puerto Rico, agency which acts as the insurer and payer of the Municipality's bonds and notes issued in accordance with law.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

F. Receivable

Receivable are stated nets of estimated allowances for uncollectible accounts, which are determined upon past collection experience and current economic conditions. Receivable from Federal Government represents amounts owed to the Municipality for reimbursement of expenditures incurred pursuant to federally funded programs.

G. Inventories

The General, Special Revenue and Capital Project Funds, purchases office and printing supplies, gasoline, oil and other expendable supplies held for consumption. The cost of purchases is recorded as expenses/expenditure in the appropriate fund and the inventory is not recorded in the basic financial statements.

H. Capital Assets

Property, plant and equipment purchased or acquired is carried at historical cost or estimated historical cost. Contributed assets are recorded at fair market value as of the date received. The Municipality's capitalization levels are \$500 on personal property. For improvements other than buildings, the capital outlay must be greater than \$10,000, extend the estimated useful life for ten years, and be greater than 10% of the original cost of the asset. Other costs incurred for repairs and maintenance is expensed as incurred.

Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

CAPITAL ASSETS	YEARS
Buildings	50
Improvement Other Than Buildings	50
Equipments	10
Furniture	10
Vehicles	5
Machinery	5-10
Infrastructure	10-50

I. Compensated Absences

The Municipality accrues accumulated unpaid vacation and sick leave and associated employee-related costs when earned (or estimated to be earned) by the employee. The Municipality's employees are granted 30 days of vacations and 18 days of sick leave annually. Vacations may be accumulated up to a maximum of sixty (60) days and sick leave up to a maximum of ninety (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 of service who are entitled to sick leave pay up to the maximum allowed.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

The Municipality accrued a liability for compensated absences, which meet the following criteria:

1. The Municipality's obligation relating to employee's rights to receive compensation for future absences is attributable to employee's services already rendered.
2. The obligation relates to rights that vest or accumulate.
3. Payment of the compensation is probable.
4. The amount can be reasonably estimated.

In accordance with the above criteria and requirements as established by GASBS No. 16; the Municipality has accrued a liability for compensated absences, which has been earned but not taken by Municipality's employees. For the government-wide statements, the current portion is the amount estimated to be used in the following year. For the governmental funds statements, all of the compensated absences are considered long-term and therefore, are not a fund liability and represents a reconciling item between the fund level and government-wide presentations (see Note 6 on page X).

The following is a summary of changes in the balance of Compensated Absences for the fiscal year ended June 30, 2004.

BALANCE JULY 1, 2003	NEW ISSUES	RETIREMENTS AND CURRENT MATURATES	BALANCE JUNE 30, 2004	CURRENT PORTION	LONG-TERM PORTION
<u>\$1,288,074</u>	<u>\$ 87,594</u>	<u>\$ -</u>	<u>\$1,375,668</u>	<u>\$ 922,336</u>	<u>\$ 453,332</u>

J. Insurance

The Municipality has insurance coverage for its public facilities, primarily to provide protection from catastrophic losses. Also, principal officials of the Municipality are covered under various surety bonds. The Secretary of the Treasury Department of the Commonwealth of Puerto Rico is the agent commissioned to place all of the Municipality's insurance coverage. Corresponding premiums payable are withheld by the Municipal Revenue Collection Center from quarterly advances of annual property tax and subsidy sent to the Municipality.

K. Interfund Transactions

Interfund transactions are reflected as loans, reimbursements or transfers. Loans are reported as receivables and payables as appropriate and are subject to elimination upon consolidation. Reimbursements occur when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide columnar presentation.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

The Municipality has the following types of transactions among funds:

Interfund Transfers – Legally required transfers that are reported when incurred as transfers-in by the recipient fund and as transfers-out by the disbursing fund, with receivables and payables presented as amounts due to and due from other funds. Advances between funds are also presented as amounts due to and due from other funds. However, these transfers and related amounts receivables and payables are considered internal balances and activities that have been eliminated in the government-wide financial statements.

L. Reservations of Fund Balance – Governmental Funds

The governmental fund financial statements present fund balance reserves for those portions of fund balance (1) not available for appropriation for expenditures or (2) legally segregated for a specific future use. The reserves for related assets such as inventories and prepayments are examples of the former. Reserves for debt service and other specific purposes are examples of the latter.

M. Claims and Judgments

The estimated amount of the liability for claims and judgments, if any, which is due on demand, such as from adjudicated or settled claims, is recorded in the General Fund. The Long-Term Debt Account includes an amount estimated as a contingent liability or liabilities with a fixed or expected due date, which will require future available financial resources for its payment.

N. Use of Estimates

The preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the basic financial statements and the reported revenue and expenses during the reporting period. Actual result could differ from those estimates.

NOTE 2 CASH, CASH EQUIVALENTS AND INVESTMENTS

Investments consist of certificates of deposit. The Municipality's cash, cash equivalent and investments at year-end were entirely covered by the Federal Deposit Insurance Corporation (FDIC) coverage, up to a maximum of \$100,000 in each bank, and the excess by collateral provided by the banks and held by the Department of the Treasury pursuant the applicable laws and regulations. Cash with fiscal agent is maintained in interest bearing accounts in the Government Development Bank of Puerto Rico and is not collateralized.

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.

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During the year, the Municipality invested its funds in short-term certificates of deposit. As June 30, 2004 the market value of investments recorded in General Fund (\$400,000) and Special Revenue Fund (\$3,285,683) approximated its carrying value as follow:

CERTIFICATE OF DEPOSIT ISSUED BY	PRINCIPAL NUMBER	INTEREST AMOUNT	RATE	EXPIRATION DATE
WesternBank	2900710028	\$ 400,000	1.40%	07/21/04
WesternBank	2900710033	375,000	1.40%	07/18/04
Popular Bank of Puerto Rico.....	1110000009	<u>2,910,683</u>	1.55%	02/03/05
Total		<u>\$3,685,683</u>		

NOTE 3 INTERFUND TRANSFER AND BALANCES

A. INTERFUND TRANSFERS

Transfers are indicative of funding for capital projects or debt service, and subsidies of various operations.

INTERFUND TRANSFERS WITHIN THE GOVERNMENTAL FUNDS

SOURCES	TRANSFER TO	AMOUNT	PURPOSE
General Fund	Debt Services Fund	<u>\$ 213,800</u>	Debt payment

B. INTERFUND RECEIVABLE AND PAYABLE BALANCES

Interfund receivables and payables at June 30, 2004 are summarized as follows:

INTERFUND RECEIVABLE	INTERFUND PAYABLE	AMOUNT
General Fund	Head Start	\$ 285,868
General Fund	State Assignment	64,903
General Fund	CDBG	98,841
General Fund	Other Funds	619,339
State Assignment	General Fund	129,325
Other Funds	General Fund	<u>634,861</u>
TOTAL		<u>\$1,837,637</u>

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NOTES TO THE BASIC FINANCIAL STATEMENTS

NOTE 4 DUE TO OTHER GOVERNMENTAL UNITS

As of June 30, 2004, balance due to other governmental units of the General Fund for services rendered to the Municipality, consists of the following:

	AMOUNT
Water Company.....	\$ 33,564
General Services Administration.....	3,990
PR Electric Power Authority.....	<u>31,838</u>
Total Due to Governmental Units.....	<u>\$ 69,392</u>

NOTE 5 CAPITAL ASSETS

Capital Assets activities for the fiscal year ended June 30, 2004 was as follows:

DESCRIPTION	BALANCE JULY 1, 2003	ADDITIONS	RETIREMENTS	BALANCE JUNE 30, 2004
Non-Depreciable Capital Assets:				
Land.....	\$ 1,275,741	\$ 65,250	\$ -	\$ 1,340,991
Construction in Progress.....	<u>1,104,950</u>	<u>658,183</u>	<u>-</u>	<u>1,763,133</u>
Total Non-Depreciable Capital Assets..	<u>2,380,691</u>	<u>723,433</u>	<u>-</u>	<u>3,104,124</u>
Depreciable Capital Assets:				
Buildings.....	8,239,459	879,794	-	9,119,253
Infrastructure.....	2,386,695	93,500	-	2,480,195
Machinery and Equipment.....	1,395,865	117,955	-	1,513,820
Motor Vehicles.....	<u>2,222,495</u>	<u>47,840</u>	<u>-</u>	<u>2,270,335</u>
Total Depreciable Capital Assets.....	<u>14,244,514</u>	<u>1,139,089</u>	<u>-</u>	<u>15,383,603</u>
Less Accumulated Depreciation:				
Buildings.....	(1,030,069)	(155,157)	-	(1,185,226)
Infrastructure.....	(130,233)	(36,533)	-	(166,766)
Machinery and Equipment.....	(874,561)	(145,281)	-	(1,019,842)
Motor Vehicles.....	<u>(1,414,746)</u>	<u>(184,022)</u>	<u>-</u>	<u>(1,598,768)</u>
Total Accumulated Depreciation.....	<u>(3,449,609)</u>	<u>(520,993)</u>	<u>-</u>	<u>(3,970,602)</u>
Total Depreciable Capital Assets (Net).	<u>10,794,905</u>	<u>618,096</u>	<u>-</u>	<u>11,413,001</u>
CAPITAL ASSETS, NET.....	<u>\$13,175,596</u>	<u>\$ 1,341,529</u>	<u>\$ -</u>	<u>\$14,517,125</u>

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Depreciation expenses were charged to governmental functions/programs as follows:

	AMOUNT
Mayor and Municipal Legislature	\$ 85,508
General Government	85,756
Public Safety	34,683
Public Works	95,976
Culture and Recreation.....	86,736
Health and Sanitation	4,577
Human Services and Welfare.....	89,115
Urban Development	<u>38,642</u>
 Total Depreciation Expenses	 <u>\$ 520,993</u>

NOTE 6 GENERAL LONG-TERM DEBTS

A. GENERAL OBLIGATIONS BONDS AND SPECIAL NOTES PAYABLE

The principal long-term obligations of the Municipality are general obligations bonds and special notes issued to finance the construction and improvements of public facilities and purchase of equipment. The Municipality's obligations long-term debt retirements are appropriated and paid from resources accumulated in the Debt Service Fund (see Note 7). The special obligations long-term notes retirements are paid through retention made by the Municipal Revenue Collection Center from monthly advance of annual property tax and subsidy send to the Municipality.

General obligations bonds and notes payable as of June 30, 2004, are comprised of the following individual issues:

DESCRIPTION	AMOUNT
General Obligations Bonds:	
\$1,305,000, Series 2003, for construction purposes, payable in annual installments ranging from \$20,000 to \$100,000, excluding interests at 6.50%, through July 1, 2027.....	\$ 1,260,000
\$735,000 Series 2001, for construction purposes, payable in annual installments ranging from \$15,000 to \$75,000, excluding interests at 8.00%, through July 1, 2020.....	665,000
\$1,760,000 Series 2001, for purchase of building, payable in annual installments ranging from \$25,000 to \$160,000, excluding interests at 8.00%, through July 1, 2025	1,650,000

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DESCRIPTION	AMOUNT
\$755,000 Series 2001, for operation purposes, payable in annual installments ranging from \$15,000 to \$65,000, excluding interests at 8.00%, through July 1, 2025	710,000
\$105,000, Series 2000, for construction purposes, payable in annual installments ranging from \$5,000 to \$15,000, excluding interests at 8.00%, through January 1, 2009	60,000
\$60,000, Series 2000, for construction purposes, payable in annual installments ranging from \$1,000 to \$6,000, excluding interests from 6.41% to 6.56%, through January 1, 2024	55,000
\$600,000, Series 2000, payable in annual installments ranging from \$9,000 to \$29,000, excluding interests at 4.50%, through January 1, 2027 (Water & Waste Disposal Loans & Grants)	435,000
\$140,000, Series 1999, for construction purposes, payable in annual installments ranging from \$5,000 to \$10,000, excluding interests at 8.00%, through July 1, 2023	110,000
\$230,000, Series 1998, for construction purpose, payable in annual installments ranging from \$5,000 to \$20,000, excluding interests at 8.00%, through July 1, 2022	195,000
\$121,000, Series 1998, for operation purposes, payable in annual installments ranging from \$3,000 to \$8,000, excluding interests at 4.50%, through July 1, 2003	108,000
\$310,000, Series 1997, for construction purposes, payable in annual installments ranging from \$5,000 to \$30,000, excluding interests from 4.70% to 6.63%, through July 1, 2002	270,000
\$222,000 Series 1996, for construction purposes, actually in process of disbursement, interests at 4.50% (Water & Waste Disposal Loans & Grants)	\$ 195,000
\$350,000 Series 1992, for construction purposes, payable in annual installments, actually in process of disbursement; interests at 5.25% (Community Facilities Loan)	- 273,000
\$350,000 Series 1991, for construction purposes, payable in annual installments ranging from \$13,000 to \$31,000, excluding interests at 5.25%, through January 1, 2015 (Community Facilities Loan)	260,000
\$361,000, Series 1984, for construction purposes, payable in annual installments ranging from \$5,000 to \$26,000, excluding interests at 5.00%, through January 1, 2008	<u>93,000</u>
Total General Obligations – Bonds	<u>6,339,000</u>

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DESCRIPTION	AMOUNT
Notes Payable:	
\$475,000, Series 2001, for purchase of equipment, payable in annual installments ranging from \$55,000 to \$90,000, excluding interests at 8.00%, through July 1, 2007.....	240,000
\$114,000, Series 1998, for purchase of equipment, payable in quarterly installments ranging from \$14,000 to \$19,000, excluding interests at 4.75%, through January 1, 2005 (Community Facilities Loan)	19,000
\$200,000, Series 1988, for operation purposes, payable in quarterly installments of \$2,500, excluding interests at 8.00%, through July 1, 2007	30,000
\$880,000, Series 1986, for operation purposes, payable in annual installments ranging from \$31,000 to \$44,000, excluding variable interests up to 8.50%, through July 1, 2006.....	<u>62,000</u>
Total Notes Payable	<u>351,000</u>
Total General Obligations Bonds and Notes.....	<u>\$ 6,690,000</u>

The annual requirements to amortize the general and special obligations outstanding as of June 30, 2004 are as follows:

YEAR ENDING JUNE 30,	PRINCIPAL PAYMENT	INTEREST PAYMENT	TOTAL PAYMENT
2005	\$ 335,000	\$ 378,183	\$ 713,183
2006	335,000	406,239	741,239
2007	330,000	388,248	718,248
2008	250,000	371,416	621,416
2009	231,000	357,103	588,103
2010-2014	1,331,000	1,562,156	2,893,156
2015-2019	1,622,000	1,106,106	2,728,106
2020-2024	1,662,000	545,611	2,207,611
2025-2027	<u>594,000</u>	<u>63,350</u>	<u>657,350</u>
TOTAL	<u>\$ 6,690,000</u>	<u>\$ 5,178,412</u>	<u>\$11,868,412</u>

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From the portion belonging to the Municipality, 6.00% and 4.00%, respectively, represents the Municipality's basic tax rate that is appropriated for general purposes and therefore accounted for through the general fund.

The remaining portion belonging to the Municipality of 1.25% represents the ad-valorem property taxes withheld by the Municipal Revenue Collection Center of the Commonwealth of Puerto Rico and restricted for debt service, which is accounted for through the debt service fund (See Note 7). The Municipality has reached the maximum statutory tax rate limit for the basic tax while there is no limitation for the ad-valorem tax rate.

The Commonwealth of Puerto Rico grants complete real property tax exoneration on the first \$15,000 has assessed valuation on residential units occupied by their owners. 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. The Municipal Revenue Collection Center, instead of the property taxpayer, becomes the source of payment in these cases.

The Municipality grants a complete exemption from personal property taxes up to an assessment value of \$50,000. The Municipal Revenue Collection Center advances to the Municipality, on monthly payments, 100% of the contribution assessed over property for each fiscal year. In accordance to Law, these advances will be contributions by the Municipal Revenue Collection Center from taxpayers. The Municipal Revenue Collection Center periodically informs to the Municipality the amounts collected from taxpayers and applied to outstanding advances.

The Municipality records as revenue in the general fund the property tax contribution when received from monthly advances from Municipal Revenue Collection Center.

Due to the fact that collections of property tax are applied to the advances of property tax paid by the Municipality Revenue Collection Center, the amortization of the advance at end of year was not available due to that is in process of verification by external auditors. As of June 30, 2004, the Debt Service Fund presented a receivable of \$449 for the collection of additional property taxes during the next 60 days after end of year.

NOTE 9 VOLUME OF BUSINESS TAX

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 tax under the Industrial Incentives Laws of the Commonwealth of Puerto Rico. All taxpayers are required to file their declarations by April 23 of each year.

The tax rates are as follows:

- a. 1.50% for financial institutions and savings and loan associations.
- b. 0.50% for all other organizations.

Taxes are payable in two equal semi-annual installments on July 1 and January 1 following the date of levy. If they are paid with declaration, the taxpayer is granted a 5% of discount. Collections of taxes during current fiscal year, applicable to the next fiscal year, are recorded as deferred revenues in the General Fund.

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NOTES TO THE BASIC FINANCIAL STATEMENTS

B. OTHER LONG-TERM DEBTS

DESCRIPTION	BALANCE JULY 1, 2003	NEW ISSUES	RETIREMENTS AND ADJUSTMENT	BALANCE JUNE 30, 2004
Property Taxes – MRCC.....	\$ 815,497	\$ -	\$ 147,366	\$ 668,131
Claims and Judgments.....	523,000	-	523,000	-
Compensated Absences.....	<u>1,288,074</u>	<u>87,594</u>	<u>-</u>	<u>1,375,668</u>
TOTAL.....	<u>\$ 2,626,571</u>	<u>\$ 87,594</u>	<u>\$ 670,366</u>	<u>\$ 2,043,799</u>

C. CHANGES IN GENERAL LONG-TERM DEBTS

The following is a summary of changes in long-term debts for the year ended June 30, 2004:

DESCRIPTION	BALANCE JULY 1, 2003	NEW ISSUES	RETIREMENTS AND ADJUSTMENT	BALANCE JUNE 30, 2004	AMOUNTS DUE WITHIN ONE YEAR	AMOUNTS DUE AFTER NEXT YEAR
General.....	\$ 6,530,000	\$ -	\$ 191,000	\$ 6,339,000	\$ 195,000	\$ 6,144,000
Special.....	505,000	-	154,000	351,000	255,000	96,000
Others Debts.....	<u>2,626,571</u>	<u>87,594</u>	<u>670,366</u>	<u>2,043,799</u>	<u>922,336</u>	<u>1,121,463</u>
TOTAL.....	<u>\$ 9,661,571</u>	<u>\$ 87,594</u>	<u>\$ 1,015,366</u>	<u>\$ 8,733,799</u>	<u>\$ 1,372,336</u>	<u>\$ 7,361,463</u>

NOTE 7 DEBT RETIREMENT

Revenues of the debt service fund consists of the ad-valorem property taxes which are recognized as revenue when collected from taxpayers and reported by the Municipal Revenue Collection Center of the Commonwealth of Puerto Rico to the Municipality (See Note 8).

These property taxes are accumulated by the Municipal Revenue Collection Center in costs of the general obligations bonds issued by the Municipality. Payments are made to the Government Development Bank of the Commonwealth of Puerto Rico from such accumulated funds by the Municipal Revenue Collection Center of Puerto Rico.

NOTE 8 PROPERTY TAXES

The Municipal Revenue Collection Center of the Commonwealth of Puerto Rico is responsible for the assessment of all real and personal property located within the Municipality and for the levy, administration and collection of the corresponding tax contribution.

The property tax contribution is levied each year over the appraised value of the property at the beginning of the calendar year. The real property assessment is based on the current value existing in the year 1957 and the personal property at the current value at the date of the assessment.

The tax rate per annum is 8.28% for real property and 6.28% for personal property of which 1.03% of both belong to the Commonwealth of Puerto Rico and 7.25% and 5.25%, respectively, belongs to the Municipality.

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NOTE 10 INTERGOVERNMENTAL REVENUES

Intergovernmental revenues consist primarily of funds received from the Commonwealth of Puerto Rico, "in lieu of tax" payments from the quasi-public corporation, Puerto Rico Electric Power Authority, and federal financial assistance received from federal government.

Grants and subsidies received from the Commonwealth of Puerto Rico and federal agencies include, among others, a general subsidy for urban development and capital improvements. Intergovernmental revenues are accounted for through the General Fund except for those directly related to urban development and capital improvements, which are accounted for through the Special Revenue and the Capital Project Funds. Federal Financial Assistance is recorded in the Special Revenue Fund.

NOTE 11 EMPLOYEE'S RETIREMENT PLAN

The Employee's Retirement System of the Government of Puerto Rico and its Instrumentalities (ERS) is the administrator of a cost-sharing multiple-employer retirement system established by the Commonwealth of Puerto Rico. The ERS was created under the Act 447, approved on May 15, 1951, as amended, and became effective on January 1, 1952. ERS covers all regular employees of the Commonwealth of Puerto Rico and its instrumentalities and of certain municipalities and components units not covered by their own retirement systems.

Participation is mandatory except for members of the Legislature, Government Secretaries, Head of Agencies and Public Instrumentalities, Assistants to the Governor, the Comptroller of the Puerto Rico, Gubernatorial Board and Committee appointees and Experimental Service Station employees. ERS provides retirement, death and disability benefits. Disability retirement benefits are available to members for occupational and non-occupational disabilities. Retirement benefits depend upon age at retirement and number of years of credited service. Benefits vest after ten years of plan participation.

The Municipality adopted the requirements of GASBS No. 25 for all the career employees that are covered under the Commonwealth of Puerto Rico Employee's Retirement System, a multiple-employer public employee retirement system, established by State Laws.

Under the plan, the employees and employer portions are contributed, for which, the employee amount is withheld from salaries. Covered employees are required by Commonwealth statute to contribute 5.775% for the first \$6,600 of monthly salary plus 8.275% for the excess of this amount, or on the alternative, 8.275% of all salary. The Municipality contributes to the system 9.275% of the participating employee's salaries.

Law Number 305 of September 24, 1999, amends the Act Number 447 that establish a savings program. All employees active in the system as of December 31, 1999 may elect to transfer from defined contribution programs to the new savings program (a defined contribution plan). Employees in the savings program may now contribute from a minimum of 8.275% up to a maximum of 10% of their monthly salary, and will be invested in an account which will either: (a) earn a fixed rate based on the two-year Constant Maturity Treasury Note or, (b) earn a rate equal to 75% of the return of the System's investment portfolio (net of management fees), or (c) earn a combination of both alternatives.

If at time of retirement accumulated benefits amount to \$10,000 or less may elect to receive a lump sum distribution up to the accumulated benefits. Under the new program the retirement age is reduced from 65 to 60 for those employees who joined the current plan on or after April 1, 1990.

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The pension benefit for participants who retire with less than 30 years of service is computed at the rate of 1½% of their average compensation of each year of credit service for the remaining years. The System also provides for death and disability benefits and the assets of the System pertaining to the participant employees.

A variety of significant actuarial assumptions are used to determine the standard measure of the pension benefit obligation and these assumptions are summarized below:

- a. The present value of the future pension payments was computed by using a discount of 9%.
- b. Future pension payments reflect an assumption of a 6% salary increase.

All employees that do not elect to transfer for the new program and who at the time of employment are 55 years old or less are eligible to participate in the System. Pension benefits for participants with 30 years of service are as follows:

YEARS OF SERVICE	PARTICIPANT'S AGE	PENSION BENEFITS
30 or more	55 or less	65% of the average of the three years of highest salary during the employee's service period.
30 or more	58 or more	75% of the average of the three years of highest salary during the employee's service period.
30 or more	65 or more	75% of the average of the three years of highest salary during the employee's service period (employees started working after April 1, 1990).

The amount of the total pension benefit obligation is based on a standardized measurement established by GASBS No. 27, *Financial Reporting for Defined Benefit Pension Plans and Notes Disclosure for Defined Contributions Plans*. The standardized measurement is the actuarial present value of estimated defined pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee services performed to date. The measure is intended to help users assess the System's funding status on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among other public retirement systems. The measure is independent of the actuarial funding method used to determine contributions to the plan.

The membership of retirees and beneficiaries currently receiving benefits and terminated employees entitled to benefits, but not yet receiving benefits, and active employees and the distribution of active employees between vested and non-vested is not readily available.

Contributions in 2004 and prior years were made based on percentages established by the law. Such percentage has not been based on actuarial studies, as required by accounting principles generally accepted in the United States of America. An actuarial compilation of the annual contribution applicable to the Municipality has not been prepared. Accordingly, the accounts by which the actual contributions differ from the required actuarial contributions are not known.

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The total pension expenditures recorded in the category of administration for the Fiscal Year Ended June 30, 2004 was approximately \$202,515. All employees who at the time of employment are 55 years old or less are eligible to participate in the System. No benefit is payable if the participant receives a refund of his accumulated contributions.

The historical trend information regarding the accumulation of assets and pension benefit obligation in the ERS is not available. For the ten-year trend information, refer to the separately issued financial statements of the ERS as of and for the fiscal year ended June 30, 2004. The P.R. Retirement Plan Administration provides additional information of the ERS. They issue a publicly available financial report that includes financial statements and required supplementary information for ERS, as a component unit of the Commonwealth of Puerto Rico. That report may be obtained by writing to the Administration at PO Box 42003, Minillas Station, San Juan, P.R. 00940.

NOTE 12 CONTINGENCIES

A. CLAIMS AND JUDGMENTS

The Municipality is, at present, a defendant in a number of legal matters that arise from alleged improper application of policies and negligence in the ordinary course of the Municipality's activities. The legal counsel of the Municipality has advised that at this stage in the proceedings of lawsuits he cannot offer an opinion as to the probable outcome.

In addition, the Municipality is a defendant or co-defendant in several legal proceedings, which are in discovery stage. Certain of these claims are covered by insurance. Legal counsel with the information currently available can not determine the final outcome of these claims. Accordingly, the financial statements do not include adjustment, if any, that could result from the resolution of this legal proceeding. However, it has been the Municipality's experience that such actions are settled for amounts substantially less than the claimed amounts.

B. FEDERAL GRANTS

In the normal course of operations, the Municipality receives grants from various Federal and State agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement which may arise as the result of these audits is not believed to be material.

NOTE 13 ACCOUNTING CHANGES, CHANGES IN REPORTING ENTITY AND RESTATEMENTS

During fiscal year 2003-2004, the Municipality implemented several new accounting standards and an interpretation issued by GASB.

GASBS No. 34 as amended by GASBS Nos. 37, 38 and 41 establishes new financial reporting standards for state and local governments. This statement's requirements represent a significant change in the financial reporting model used by state and local governments, including statement formats and changes in fund types and elimination of account groups. In addition to fund financial statements, governments are required to report government-wide financial statements, prepared using the accrual basis of accounting and the economic

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NOTES TO THE BASIC FINANCIAL STATEMENTS

resources measurement focus. As a result, fund reclassifications and adjustments to the fund equities reported in the prior financial statement balances were required.

GASBS No. 38 requires certain note disclosures when GASBS No. 34 is implemented. The provisions of these new standards have been incorporated into the basic financial statements and notes.

GASB Interpretation No. 6 clarifies the application of existing standards for distinguishing the respective portions of certain types of liabilities that should be reported as (1) governmental fund liabilities and (2) general long-term liabilities of the government. The provisions of this interpretation have been incorporated into the basic financial statements and notes.

These new accounting standards caused most of the accounting changes, changes in reporting entity, and restatements described on the ensuing discussions below. Changes and restatements for reasons other than the adoption of the above pronouncements are also explained below.

The following schedule reconciles the June 30, 2003 Fund Balances, as previously reported to Beginning Fund Balances, as restated, July 1, 2003.

	FUND BALANCE RESTATED			
	GENERAL FUND	HEAD START	SBGP FUND	OTHERS GOVERNMENTAL FUNDS
Fund Balance, as Previously Reported, June 30, 2003	\$ 297,236	\$ -	\$ -	\$2,828,868
Interfund Transactions Not Recorded on Prior Year	161,520	-	-	-
Restatement as per GAAP	<u>-</u>	<u>86,703</u>	<u>1,302</u>	<u>1,228,943</u>
Beginning Fund Balance, as Restated, July 1, 2003	<u>\$ 458,756</u>	<u>\$ 86,703</u>	<u>\$ 1,302</u>	<u>\$3,223,711</u>

NOTE 14 FUTURE ADOPTION OF ACCOUNTING PRONOUNCEMENT

The Governmental Accounting Standards Board (GASB) issued GASBS No. 42, *Accounting and Financial Reporting for Impairment of Capital Assets and for Insurance Recoveries*, which is effective for fiscal year beginning after December 15, 2004. Early application is encouraged. The Municipality has not adopted the requirement of this statement. Other three pronouncements are issued (GASBS Nos. 43, 44 and 45), but do not apply to the Municipality.

END OF NOTES

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**REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE – GENERAL FUND**

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

	BUDGET AMOUNTS		ACTUAL AMOUNTS (BUDGETARY BASIS) (SEE NOTE A)	VARIANCE WITH FINAL BUDGET POSITIVE (NEGATIVE)
	ORIGINAL	FINAL		
BUDGETARY FUND BALANCE, JULY 1, 2003.....	\$ 458,756	\$ 458,756	\$ 458,756	\$ -
Resources (Inflows):				
Property Taxes	1,620,006	1,620,006	1,620,006	-
Volume of Business Taxes.....	1,000,000	1,011,580	1,011,580	-
Intergovernmental Revenues.....	4,187,415	4,488,112	4,363,656	(124,456)
License and Permits	683,345	305,316	305,316	-
Rent.....	75,000	74,689	74,689	-
Miscellaneous	<u>588,282</u>	<u>1,164,647</u>	<u>1,210,503</u>	<u>45,856</u>
Total Resources (Inflows).....	<u>8,154,048</u>	<u>8,664,350</u>	<u>8,585,750</u>	<u>(78,600)</u>
Amounts Available for Appropriation	<u>8,612,804</u>	<u>9,123,106</u>	<u>9,044,506</u>	<u>(78,600)</u>
Charges to Appropriations (Outflows):				
Mayor and Municipal Legislature	1,596,221	2,180,646	2,096,767	83,879
General Government	1,983,707	2,226,207	2,195,376	30,831
Public Safety	389,322	302,041	300,001	2,040
Public Works.....	2,007,664	1,982,301	1,943,917	38,384
Culture and Recreation.....	385,611	394,883	393,539	1,344
Health and Sanitation	285,888	314,344	285,301	29,043
Human Services and Welfare.....	1,216,430	1,050,128	1,046,639	3,489
Transfer to Other Funds	<u>289,205</u>	<u>213,800</u>	<u>213,800</u>	<u>-</u>
Total Charges to Appropriations.....	<u>8,154,048</u>	<u>8,664,350</u>	<u>8,475,340</u>	<u>189,010</u>
BUDGETARY FUND BALANCE, JUNE 30, 2004 ...	\$ 458,756	\$ 458,756	\$ 569,166	\$ 110,410

See accompanying Notes to Required Supplementary Information.

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE
SABANA GRANDE, PUERTO RICO**

**BUDGETARY COMPARISON SCHEDULE – GENERAL FUND
NOTE TO REQUIRED SUPPLEMENTARY INFORMATION**

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

NOTE A Explanation of Differences between Budgetary Inflows and Outflows and GAAP Revenues and Expenditures

	<u>GENERAL FUND</u>
Sources/Inflows of Resources:	
Sources/Inflows of Resources:	
Actual Amounts (Budgetary Basis) "Available for Appropriation" from the Budgetary Comparison Schedule (See Page 39).....	\$ 9,044,506
Difference – Budget to GAAP:	
The Fund Balance at the Beginning of Year is a budgetary resource but is not a Current-Year Revenue for financial reporting purposes.....	(458,756)
Prior and Current Adjustments to Revenues.....	<u>(182,596)</u>
Total Revenues as Reported on the Statement of Governmental Funds Revenues, Expenditures and Changes in Fund Balance (See Page 16).....	<u>\$ 8,403,154</u>
Uses/Outflows of Resources:	
Actual Amounts (Budgetary Basis) "Total Charges to Appropriation" from the Budgetary Comparison Schedule (See Page 39).....	\$ 8,475,340
Difference – Budget to GAAP:	
Prior Year expenditures are not outflows of budgetary resources but are expenditures For financial reporting purposes.....	222,201
Encumbrances for supplies and equipment ordered but not received are reported in the year the order is placed for budgetary reporting purposes.....	(213,800)
Adjustment to Expenditures.....	<u>– (83,035)</u>
Total Expenditures as Reported on the Statement of Governmental Funds Revenues, Expenditures and Changes in Fund Balance (See Page 16).....	<u>\$ 8,053,291</u>

NOTE B Explanation of Differences between Budgetary Fund Balance and GAAP Fund Balance

Budgetary Fund Balance, June 30, 2004 (See Page 39).....	\$ 569,166
Timing Differences:	
Net Change in Encumbrances.....	(41,061)
Non-budgetary Items.....	<u>(321,762)</u>
Unreserved Fund Balance, June 30, 2004 (See Page 14).....	<u>\$ 206,343</u>

END OF THIS SECTION

PART II

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
AND REPORTS ON COMPLIANCE AND INTERNAL CONTROL
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS
AND THE REQUIREMENTS OF OMB CIRCULAR A-133**

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

<u>FEDERAL GRANTOR / PASS THROUGH GRANTOR / PROGRAM OR CLUSTER TITLE</u>	<u>FEDERAL CFDA NUMBER</u>	<u>PASS-THROUGH ENTITY IDENTIFYING NUMBER</u>	<u>FEDERAL EXPENDITURES</u>
U.S. Department of Agriculture:			
Pass-Through Department of Education:			
Child and Adult Care Food Program.....	10.558	N/AV	<u>\$ 307,546</u>
Direct Program:			
Water and Waste Disposal Loans and Grants	10.770		<u>5,125</u>
Total U.S. Department of Agriculture.....			<u>312,671</u>
U.S. Department of Housing and Urban Development:			
Pass-Through State – Office of Commissioner Of Municipal Affairs:			
State Block Grant Program (SBGP).....	14.228 00-FD-55	02-FD-55 99-FD-55 98-FD-55 97-FD-55 96-FD-55 95-FD-55 94-AF-FD-55	<u>832,511</u>
Direct Program:			
Section 8 Housing Choice Voucher Program.....	14.871		<u>708,637</u>
Total U.S. Department of Housing and Urban Development.....			<u>1,541,148</u>
U.S. Department of Justice:			
Direct Program:			
Edward Byrne Memorial State Program	16.580		52,680
Local Law Enforcement Block Grant	16.592		18,552
Public Safety Partnership and Community Policing Grants (Cops).....	16.710		<u>70,537</u>
Total U.S. Department of Justice			<u>141,769</u>
U.S. Federal Emergency Management Administration (FEMA):			
Pass-Through Office of the Governor:			
Public Assistant Grant.....	83.544	1247DR-PR-121	<u>2,976</u>
Subtotal Expenditures of Federal Awards (Balance Carry Forward).....			<u>1,998,564</u>

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

FEDERAL GRANTOR / PASS THROUGH GRANTOR / PROGRAM OR CLUSTER TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH ENTITY IDENTIFYING NUMBER	FEDERAL EXPENDITURES
Subtotal Expenditures of Federal Awards (Balance Brought Forward).....			<u>\$1,998,564</u>
U.S. Department of Health and Human Services:			
Pass-Through Office of Governor – Elderly Office:			
Special Program for Aging, Title III, Part B	93.044	N/AV	- 77,503
Pass-Through Administration of Children and Families:			
Child Care and Development Block Grant.....	93.575	CC-92-502	249,117
Head Start Program.....	93.600	02-CH-0483-36 02-CH-0483-37	4,700,900
Family Violence Prevention and Services.....	93.592		27,445
Social Services Block Grant.....	93.667		34,723
Direct Program:			
Early Head Start.....	93.600		<u>682,966</u>
Total U. S. Department of Health and Human Services			<u>5,772,654</u>
TOTAL EXPENDITURES OF FEDERAL AWARDS....			<u>\$7,771,218</u>

See accompanying Notes to Schedule of Expenditures of Federal Awards.

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

NOTE 1 GENERAL

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the Municipality of Sabana Grande, Puerto Rico (Municipality) and is presented on the modified accrual basis. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the general-purpose financial statements. The reporting entity is defined in Note (1) (A) to the general-purpose combined financial statements.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

- A. The accompanying Schedule of Expenditures of Federal Awards is prepared from Municipality's accounting records and is not intended to present financial position or the results of operations.
- B. The financial transactions are recorded by the Municipality in accordance with the terms and conditions of the grants, which are consistent with accounting principles generally accepted in the United States of America.
- C. Expenditures are recognized in the accounting period in which the liability is incurred, if measurable or when actually paid, whichever occurs first.

NOTE 3 FEDERAL CFDA NUMBER

The CFDA numbers included in this Schedule are determined based on the program name, review of grant contract information and the Office of Management and Budget's Catalogue of Federal Domestic Assistance.

NOTE 4 PASS THROUGH GRANTOR'S NUMBER

State or local government redistribution of federal awards to the Municipality, treated as if they were received directly from the federal government. OMB Circular A-133 requires the schedule to include the name of the pass through entity and identifying number assigned by the pass through entity for federal awards received as a subrecipient. Numbers identified as N/AV are not available.

NOTE 5 MAJOR PROGRAMS

Major programs are identified in the Summary of Auditor's Results Section of the Schedule of Findings and Questioned Costs.

END OF NOTES



MENDOZA & RAMOS

Contadores Públicos Autorizados, C.S.P.

P.O. Box 35 • Guayama, Puerto Rico 00785 • Telefax 787-864-9271

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED UPON THE AUDIT PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

**To the Honorable Mayor and
Members of the Municipal Legislature
Municipality of SABANA GRANDE
SABANA GRANDE, Puerto Rico**

We have audited the basic financial statements of Municipality of Sabana Grande, Puerto Rico (the "Municipality") as of and for the fiscal year ended June 30, 2004, and have issued report thereon dated January 20, 2005. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

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

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Municipality's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control 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 basic financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weakness. However, we noted other matters involving the internal control over financial reporting, which we have reported to management of the Municipality in a separate letter dated January 20, 2005.

INDEPENDENT AUDITORS' REPORT

Page 2

This report is intended solely for the information and use of the Municipal Legislature, management, Office of the Commissioner of Municipal Affairs, federal awarding agencies, state funding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Mendoza & Ramos

MENDOZA & RAMOS
CERTIFIED PUBLIC ACCOUNTANTS, C.S.P.

Guayama, Puerto Rico
January 20, 2005

Stamp number 2026975 was
affixed to the original of this
report.



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND INTERNAL CONTROL
OVER COMPLIANCE APPLICABLE TO EACH MAJOR FEDERAL AWARD PROGRAM
AND ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**

**To the Honorable Mayor and
Members of the Municipal Legislature
Municipality of SABANA GRANDE
SABANA GRANDE, Puerto Rico**

Compliance

We have audited the compliance of the Municipality of SABANA GRANDE, Puerto Rico (the "Municipality") 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 fiscal year ended June 30, 2004. The Municipality's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grants, applicable to each of its major federal programs is the responsibility of the Municipality's management. Our responsibility is to express an opinion on the Municipality's compliance based on our audit.

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

In our opinion, the Municipality complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the Fiscal Year Ended June 30, 2004. However, the results of our auditing procedures disclosed an instance of noncompliance with those requirements, which 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 04-III-01.

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND INTERNAL CONTROL OVER COMPLIANCE APPLICABLE TO EACH MAJOR FEDERAL AWARD PROGRAM AND ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Page 2

Internal Control Over Compliance

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

We noted certain matters involving the internal control over compliance and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over compliance that, in our judgment, could adversely affect the Municipality's ability to administer a major federal program in accordance with the applicable requirements of laws, regulations, contracts and grants. Reportable conditions are described in the accompanying Schedule of Findings and Questioned Costs as item 04-III-01.

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

This report is intended solely for the information and use of the Municipal Legislature, management, Office of the Commissioner of Municipal Affairs, federal awarding agencies, state funding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Mendoza & Ramos
MENDOZA & RAMOS

CERTIFIED PUBLIC ACCOUNTANTS, C.S.P.

Guayama, Puerto Rico
January 20, 2005

Stamp number 2026976 was
affixed to the original of this
report.



PART III

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

SECTION I – SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of auditors' report issued: Unqualified Opinion Qualified Opinion
 Adverse Opinion Disclaimer Opinion

Internal control over financial reporting:

- Reportable condition(s) identified? Yes None Reported
- Material weakness(es) identified? Yes No

Noncompliance material to financial statements noted? Yes No

Federal Awards

Internal control over major programs:

- Reportable condition(s) identified? Yes None Reported
- Material weakness(es) identified? Yes No

Type of auditors' report issued on compliance for Major Programs: Unqualified Opinion Qualified Opinion
 Adverse Opinion Disclaimer Opinion

Any audit finding disclosed that are required to be reported in accordance with OMB Circular A-133? Yes No

The Municipality's major programs were:

CFDA Number	Name of Federal Program
14.871	Section 8 Housing Choice Vouchers
93.600	Head Start Program

Dollar threshold used to distinguish between Type A and Type B Programs: \$300,000

Auditee qualified as low-risk auditee? Yes No

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

SECTION II – FINANCIAL STATEMENT FINDINGS

NO MATTER IS REPORTED.

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

FINDING	NUMBER 04-III-01
FEDERAL PROGRAM	HEAD START PROGRAM (CFDA NO. 93.600) U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PASS-THROUGH STATE – ADMINISTRATION OF CHILDREN AND FAMILIES
REQUIREMENT	COMPLIANCE AND INTERNAL CONTROL
NONCOMPLIANCE	DAVIS BACON
CONDITION	Municipality did not perform the required procedures to ensure that contractors paid prevailing wages according to the Department of Labor rates as established by the Davis-Bacon Act.
CRITERIA	Davis-Bacon Act, as amended (40 USC 276a – 276a-7). The procedures establish that the Municipality must interview the employees at the beginning, at a middle stage and at the end of the project. Also the Municipality should verify if the contractor is paying the prevailing wages according to the Department of Labor.
CAUSE	Municipality's Head Start Program is not in compliance with Davis-Bacon Act (40 USC 276a – 276a-7).
EFFECT	Municipality did not perform the required procedures for the Head Start Program to ensure contractors and subcontractors compliance with the Act.
RECOMMENDATION	We recommend the Head Start Program's management to perform the required procedures that includes obtaining prevailing wage rates from the Department of Labor and comparing it with the payroll of the contractor, the assignment of specific responsibility to one municipal employee to monitor contractors and subcontractors for compliance, and to perform interviews to contractor's and subcontractor's laborers accordingly to the established requirements.
QUESTIONED COSTS	None
MANAGEMENT RESPONSE	Pending the Corrective Action Plan.

END OF SCHEDULE

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**
SCHEDULE OF PRIOR AUDIT'S FINDINGS AND QUESTIONED COSTS
FOR THE FISCAL YEAR ENDED JUNE 30, 2004

(1) Audit Findings that have been Fully Corrected:

FISCAL YEAR 2003

Finding Number 03-III-01 Allowance Cost/ Cost Principles – No stamped as paid

CFDA Number 14.871

Questioned Cost None

Auditee Comments System and procedures are corrected.

Finding Number 03-III-03 Eligibility Tests – HUD-approved release and consent forms.

CFDA Number 14.871

Questioned Cost None

Auditee Comments System and procedures are corrected.

Finding Number 03-III-04 Special Tests and Provisions -
Housing Quality Standards inspections.

CFDA Number 14.871

Questioned Cost None

Auditee Comments System and procedures are corrected

FISCAL YEAR 2002

Finding Number 02-III-01 Eligibility Tests – HUD-approved release and consent forms.

CFDA Number 14.871

Questioned Cost None

Auditee Comments System and procedures are corrected.

**COMMONWEALTH OF PUERTO RICO
MUNICIPALITY OF SABANA GRANDE, PUERTO RICO**

SCHEDULE OF PRIOR AUDIT'S FINDINGS AND QUESTIONED COSTS

FOR THE FISCAL YEAR ENDED JUNE 30, 2004

Finding Number	02-III-03	Special Tests and Provisions – Housing Quality Standards inspections.
CFDA Number	14.871	
Questioned Cost	None	
Auditee Comments		System and procedures are corrected

(2) Audit Findings not Corrected or Partially Corrected:

FISCAL YEAR 2003

Finding Number	03-III-02	Davis Bacon – Municipality did not develop a monitoring system to the contractors.
----------------	-----------	--

CFDA Number	14.871
-------------	--------

Questioned Cost	None
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Auditee Comments	We will develop the monitoring system and assign to an employee the responsibility to obtaining contractor's payrolls and perform the interviews in accordance with this requirement.
------------------	---

(3) Corrective action taken is significantly different from corrective action previously reported:

NONE

(4) Audit findings is no longer valid:

NONE

END OF SCHEDULE

FORM **SF-SAC**
(5-2004)

U.S. DEPT. OF COMM. - Econ. and Stat. Admin. - U.S. CENSUS BUREAU
ACTING AS COLLECTING AGENT FOR
OFFICE OF MANAGEMENT AND BUDGET

Data Collection Form for Reporting on AUDITS OF STATES, LOCAL GOVERNMENTS, AND NON-PROFIT ORGANIZATIONS for Fiscal Year Ending Dates in 2004, 2005, or 2006

Complete this form, as required by OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

RETURN TO

**Federal Audit Clearinghouse
1201 E. 10th Street
Jeffersonville, IN 47132**

PART I GENERAL INFORMATION (To be completed by auditee, except for Items 4 and 7)

1. Fiscal period ending date for this submission Month Day Year 06 / 30 / 2004 Fiscal Period End Dates Must Be in 2004, 2005, or 2006		2. Type of Circular A-133 audit 1 <input checked="" type="checkbox"/> Single audit 2 <input type="checkbox"/> Program-specific audit	
3. Audit period covered 1 <input checked="" type="checkbox"/> Annual 2 <input type="checkbox"/> Biennial 3 <input type="checkbox"/> Other - <input type="text"/> Months		4. FEDERAL GOVERNMENT USE ONLY Date received by Federal clearinghouse	
5. Auditee Identification Numbers			
a. Primary Employer Identification Number (EIN) 66 - 0433530		b. Are multiple EINs covered in this report? 1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	
d. Data Universal Numbering System (DUNS) Number <input type="text"/> - <input type="text"/> - <input type="text"/>		e. Are multiple DUNS covered in this report? 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No	
c. If Part I, Item 5b = "Yes," complete Part I, Item 5c on the continuation sheet on Page 4.		f. If Part I, Item 5e = "Yes," complete Part I, Item 5f on the continuation sheet on Page 4.	

6. AUDITEE INFORMATION

a. Auditee name MUNICIPIO DE SABANA GRANDE	
b. Auditee address (Number and street) APARTADO 356	
City SABANA GRANDE	
State PR	ZIP + 4 Code 00637
c. Auditee contact Name MIGUEL G. ORTIZ VELEZ	
Title MAYOR	
d. Auditee contact telephone (787) 873 - 2060	
e. Auditee contact FAX (787) 873 - 2590	
f. Auditee contact E-mail	

7. AUDITOR INFORMATION (To be completed by auditor)

a. Auditor name CPA MENDOZA & RAMOS	
b. Auditor address (Number and street) PO BOX 35	
City GUAYAMA	
State PR	ZIP + 4 Code 00785
c. Auditor contact Name CPA ISMAEL RAMOS	
Title PARTNER	
d. Auditor contact telephone (787) 864 - 9271	
e. Auditor contact FAX (787) 864 - 9271	
f. Auditor contact E-mail CPARAMOS@PUERTORICO.ORG	

g. AUDITEE CERTIFICATION STATEMENT - This is to certify that, to the best of my knowledge and belief, the auditee has: (1) engaged an auditor to perform an audit in accordance with the provisions of OMB Circular A-133 for the period described in Part I, Items 1 and 3; (2) the auditor has completed such audit and presented a signed audit report which states that the audit was conducted in accordance with the provisions of the Circular, and (3) the information included in **Parts I, II, and III** of this data collection form is accurate and complete. I declare that the foregoing is true and correct.

Signature of certifying official	Date Month Day Year 05/08/05
Printed Name of certifying official MIGUEL G. ORTIZ VELEZ	
Printed Title of certifying official MAYOR	

9. AUDITOR STATEMENT - The data elements and information included in this form are limited to those prescribed by OMB Circular A-133. The information included in Parts II and III of the form, except for Part III, Items 7, 8, and 9a-9f, was transferred from the auditor's report(s) for the period described in Part I, Items 1 and 3, and is not a substitute for such reports. The auditor has not performed any auditing procedures since the date of the auditor's report(s). A copy of the reporting package required by OMB Circular A-133, which includes the complete auditor's report(s), is available in its entirety from the auditee at the address provided in Part I of this form. As required by OMB Circular A-133, the information in **Parts II and III** of this form was entered in this form by the auditor based on information included in the reporting package. The auditor has not performed any additional auditing procedures in connection with the completion of this form.

Signature of auditor	Date Month Day Year 28/2/2005
----------------------	-------------------------------------

PART II FINANCIAL STATEMENTS (To be completed by auditor)

1. Type of audit report

Mark either: 1 Unqualified opinion **OR**
any combination of: 2 Qualified opinion 3 Adverse opinion 4 Disclaimer of opinion

2. Is a "going concern" explanatory paragraph included in the audit report? 1 Yes 2 No

3. Is a reportable condition disclosed? 1 Yes 2 No - SKIP to Item 5

4. Is any reportable condition reported as a material weakness? 1 Yes 2 No

5. Is a material noncompliance disclosed? 1 Yes 2 No

PART III FEDERAL PROGRAMS (To be completed by auditor)

1. Does the auditor's report include a statement that the auditee's financial statements include departments, agencies, or other organizational units expending \$500,000 or more in Federal awards that have separate A-133 audits which are not included in this audit? (AICPA Audit Guide, Chapter 12) 1 Yes 2 No

2. What is the dollar threshold to distinguish Type A and Type B programs? (OMB Circular A-133 § .520(b))

3. Did the auditee qualify as a low-risk auditee? (§ .530) 1 Yes 2 No

4. Is a reportable condition disclosed for any major program? (§ .510(a)(1)) 1 Yes 2 No -SKIP to Item 6

5. Is any reportable condition reported as a material weakness? (§ .510(a)(1)) 1 Yes 2 No

6. Are any known questioned costs reported? (§ .510(a)(3) or (4)) 1 Yes 2 No

7. Were Prior Audit Findings related to **direct** funding shown in the Summary Schedule of Prior Audit Findings? (§ .315(b)) 1 Yes 2 No

8. Indicate which **Federal** agency(ies) have current year audit findings related to **direct** funding or prior audit findings shown in the Summary Schedule of Prior Audit Findings related to **direct** funding. (Mark (X) all that apply or None)

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> 98 U.S. Agency for International Development | <input type="checkbox"/> 83 Federal Emergency Management Agency | <input type="checkbox"/> 43 National Aeronautics and Space Administration | <input type="checkbox"/> 96 Social Security Administration |
| <input type="checkbox"/> 10 Agriculture | <input type="checkbox"/> 39 General Services Administration | <input type="checkbox"/> 89 National Archives and Records Administration | <input type="checkbox"/> 19 U.S. Department of State |
| <input type="checkbox"/> 23 Appalachian Regional Commission | <input type="checkbox"/> 93 Health and Human Services | <input type="checkbox"/> 05 National Endowment for the Arts | <input type="checkbox"/> 20 Transportation |
| <input type="checkbox"/> 11 Commerce | <input type="checkbox"/> 97 Homeland Security | <input type="checkbox"/> 06 National Endowment for the Humanities | <input type="checkbox"/> 21 Treasury |
| <input type="checkbox"/> 94 Corporation for National and Community Service | <input type="checkbox"/> 14 Housing and Urban Development | <input type="checkbox"/> 47 National Science Foundation | <input type="checkbox"/> 82 United States Information Agency |
| <input type="checkbox"/> 12 Defense | <input type="checkbox"/> 03 Institute of Museum and Library Services | <input type="checkbox"/> 07 Office of National Drug Control Policy | <input type="checkbox"/> 64 Veterans Affairs |
| <input type="checkbox"/> 84 Education | <input type="checkbox"/> 15 Interior | <input type="checkbox"/> 59 Small Business Administration | <input checked="" type="checkbox"/> 00 None |
| <input type="checkbox"/> 81 Energy | <input type="checkbox"/> 16 Justice | | <input type="checkbox"/> Other - Specify: |
| <input type="checkbox"/> 66 Environmental Protection Agency | <input type="checkbox"/> 17 Labor | | <input type="text"/> |
| | <input type="checkbox"/> 09 Legal Services Corporation | | <input type="text"/> |

Each agency identified is required to receive a copy of the reporting package.

In addition, one copy each of the reporting package is required for:

- the Federal Audit Clearinghouse archives
- and, if not marked above, the Federal cognizant agency

Count total number of boxes marked above and submit this number of reporting packages

FORM SF-SAC (5-2004)

PART III FEDERAL PROGRAMS - Continued

9. FEDERAL AWARDS EXPENDED DURING FISCAL YEAR

10. AUDIT FINDINGS

CFDA Number		Research and development (c)	Name of Federal program (d)	Amount expended (e)	Direct award (f)	Major program		Type(s) of compliance requirement(s) ⁴ (a)	Audit finding reference number(s) ⁵ (b)
Federal Agency Prefix ¹ (a)	Extension ² (b)					Major program (g)	If yes, type of audit report ³ (h)		
1	0558	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	CHILD AND ADULT CARE FOOD	\$ 307,546.00	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
1	0770	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	WATER AND WASTE DISPOSAL LOAN	\$ 5,125.00	1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
1	4228	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	STATE BLOCK GRANT	\$ 832,511.00	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
1	4871	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	SECTION 8 HOUSING CHOICE VOUCHERS	\$ 708,637.00	1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No	U	O	N/A
1	6580	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	EDWARD BYRNE MEMORIAL STATE	\$ 52,680.00	1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
1	6592	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	LOCAL LAW ENFORCEMENT BLOCK	\$ 18,552.00	1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
1	6710	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	PUBLIC SAFETY PARTNERSHIP AND COMMUNITY	\$ 70,537.00	1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
8	3544	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	PUBLIC ASSISTANCE GRANT	\$ 2,976.00	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
9	3044	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	SPECIAL PROGRAM FOR AGING	\$ 77,503.00	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
9	3575	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	CHILD CARE AND DEVELOPMENT	\$ 249,117.00	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
TOTAL FEDERAL AWARDS EXPENDED →				\$ 7,771,218.00	IF ADDITIONAL LINES ARE NEEDED, PLEASE PHOTOCOPY THIS PAGE, ATTACH ADDITIONAL PAGES TO THE FORM, AND SEE INSTRUCTIONS				

¹ See Appendix 1 of instructions for valid Federal Agency two-digit prefixes.

² Or other identifying number when the Catalog of Federal Domestic Assistance (CFDA) number is not available. (See Instructions)

³ If major program is marked "Yes," enter only one letter (U = Unqualified opinion, Q = Qualified opinion, A = Adverse opinion, D = Disclaimer of opinion) corresponding to the type of audit report in the adjacent box. If major program is marked "No," leave the type of audit report box blank.

⁴ Enter the letter(s) of all type(s) of compliance requirement(s) that apply to audit findings (i.e., noncompliance, reportable conditions (including material weaknesses), questioned costs, fraud, and other items reported under § .510(a)) reported for each Federal program.

- A. Activities allowed or unallowed
- B. Allowable costs/cost principles
- C. Cash management
- D. Davis - Bacon Act

- E. Eligibility
- F. Equipment and real property management
- G. Matching, level of effort, earmarking
- H. Period of availability of Federal funds

- I. Procurement and suspension and debarment
- J. Program income
- K. Real property acquisition and relocation assistance

- L. Reporting
- M. Subrecipient monitoring
- N. Special tests and provisions
- O. None
- P. Other

⁵ N/A for NONE

FORM SF-SAC (5-2004)

PART III FEDERAL PROGRAMS - Continued

9. FEDERAL AWARDS EXPENDED DURING FISCAL YEAR

10. AUDIT FINDINGS

CFDA Number		Research and development (c)	Name of Federal program (d)	Amount expended (e)	Direct award (f)	Major program		Type(s) of compliance requirement(s) ⁴ (a)	Audit finding reference number(s) ⁵ (b)
Federal Agency Prefix ¹ (a)	Extension ² (b)					Major program (g)	If yes, type of audit report ³ (h)		
9	3 .600	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	HEAD STAR	\$ 4,700,900 .00	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No	U	D	04-III-01
9	3 .592	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	FAMILY VIOLENCE PREVENTION AND SERVICES	\$ 27,445 .00	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
9	3 .667	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	SOCIAL SERVICES BLOCK GRANT	\$ 34,723 .00	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No		O	N/A
9	8 .600	1 <input type="checkbox"/> Yes 2 <input checked="" type="checkbox"/> No	EARLY HEAD START	\$ 682,966 .00	1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input checked="" type="checkbox"/> Yes 2 <input type="checkbox"/> No	U	O	N/A
		1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No		\$.00	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No			
		1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No		\$.00	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No			
		1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No		\$.00	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No			
		1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No		\$.00	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No			
		1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No		\$.00	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No			
		1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No		\$.00	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No	1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No			
TOTAL FEDERAL AWARDS EXPENDED →				\$ 7,771,218 .00	IF ADDITIONAL LINES ARE NEEDED, PLEASE PHOTOCOPY THIS PAGE, ATTACH ADDITIONAL PAGES TO THE FORM, AND SEE INSTRUCTIONS				

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⁴ Enter the letter(s) of all type(s) of compliance requirement(s) that apply to audit findings (i.e., noncompliance, reportable conditions (including material weaknesses), questioned costs, fraud, and other items reported under § .510(a)) reported for each Federal program.

- | | | | |
|------------------------------------|--|--|---------------------------------|
| A. Activities allowed or unallowed | E. Eligibility | I. Procurement and suspension and debarment | L. Reporting |
| B. Allowable costs/cost principles | F. Equipment and real property management | J. Program income | M. Subrecipient monitoring |
| C. Cash management | G. Matching, level of effort, earmarking | K. Real property acquisition and relocation assistance | N. Special tests and provisions |
| D. Davis - Bacon Act | H. Period of availability of Federal funds | | O. None |
| | | | P. Other |

⁵ N/A for NONE

