

*The Bethany-Warr Acres  
Public Works Authority*

*Serving the Cities of Bethany and Warr Acres, Oklahoma*

*Annual Financial Report  
For  
The Fiscal Year Ended  
June 30, 2013*



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*Annual Financial Report  
for  
The Fiscal Year Ended  
June 30, 2013*

*Prepared by:*

*City of Bethany  
Finance Department*

*The Bethany-Warr Acres Public Works Authority*

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For  
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June 30, 2013*

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*Public Works Authority*

## *Introductory Section*



*Public Works Authority*



**Bethany-Warr Acres Public Works Authority**  
**A Joint Trust Operating the Bluff Creek Plant**

4301 NW 192<sup>nd</sup> • Edmond, OK 73012-9092 • (405) 341-4260 • Fax: (405) 341-7359

June 16, 2014

**Honorable Chairman,  
Trustees, and  
Citizens of Bethany and Warr Acres**

We present to you the audited financial statements for the year ended June 30, 2013 for the Bethany-Warr Acres Public Works Authority (the Authority). Oklahoma State law requires that all public trusts publish within six months after the close of each fiscal year a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP). These statements are to be audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.

This report consists of management's representations concerning the finances of the Authority. Consequently, management assumes full responsibility for the completeness and reliability of all the information presented in this report. To provide a reasonable basis for making these representations, management of the Authority has established a comprehensive internal control framework that is designed both to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the financial statements in conformity with GAAP. Since the cost of internal controls should not outweigh their benefits, the Authority's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement.

The Bethany-Warr Acres Public Works Authority's financial statements have been audited by the independent accounting firm of Casey J. Russell, CPA, Inc. The goal of the independent audit was to provide reasonable assurance that the financial statements for the fiscal year ended June 30, 2013, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unqualified opinion that the statements for the fiscal year ended June 30, 2013, are fairly presented in conformity with GAAP. The independent auditor's report is presented as the first component of the financial section of this report.

GAAP require that management provide a narrative introduction, overview, and analysis of the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it.

## **Profile of the Bethany-Warr Acres Public Works Authority**

The Bethany Warr-Acres Public Works Authority is a public trust created under Oklahoma statutes for the use and benefit of the Cities of Bethany and Warr Acres. The trust furnishes public and municipal services within and without the boundaries of the two cities. The trustees consist of two representatives from each city and a fifth trustee who is appointed as a representative of the City of Warr Acres or the City of Bethany on an alternate basis each year. The Trust owns the Bluff Creek Regional Water Pollution Control Facility (the plant).

The plant is operated under the terms of a contract between the Authority, the Bethany Public Works Authority, and the Warr Acres Public Works Authority. The latter two remit to the Authority, on or before the fifteenth day of each month, amounts billed for wastewater treatment during the preceding calendar month. The Authority may remit any surplus receipts to the Bethany Public Works Authority and the City of Warr Acres after payment for operation and maintenance expense, currently due principal and interest payments and capital improvements. The distributions, if made, are made in the proportion that the total revenue collected within the corporate limits of each municipality bears to the total revenue collected.

## **Factors Affecting Financial Conditions**

The information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the Bethany-Warr Acres Public Works Authority operates.

### **Local economy**

Located on the western edge of the Oklahoma City urbanized area, the cities of Bethany and Warr Acres are primarily residential communities. As the economy of the entire area expands, the two cities will benefit with an increase in population, retail sales and jobs. While surrounded on all sides by Oklahoma City, there is still room for new commercial and residential development.

### **Long-term financial planning**

A capital improvement plan is used to guide capital spending. Capital improvements means equipment, land, buildings, or sewer lines and all other items not consumed but diminished in value with prolonged use or time.

### **Investment and Cash Management**

The objective of the investment and cash management process of the Trust is to manage and invest public funds with regard to the following criteria.

Safety of principal is the foremost objective of the Investment/Cash Management Program for the Trust. All investments are undertaken in a manner that seeks to ensure preservation of capital in the overall portfolio.

Liquidity is the second objective and the Trust's investment portfolio is structured in such a manner as to remain sufficiently liquid to enable the Trust to meet all operating requirements which might be reasonably anticipated.

Finally, the Trust's investment portfolio is designed with the objective of attaining a market yield throughout budgetary and economic cycles, taking into account investment risk constraints and the cash flow characteristics of the portfolio.

### **Risk Management**

The Trust's risk management activities are designed to help prevent losses. Trust employees participate in accident investigation as well as prevention training. The Trust purchases insurance protection for all known risks.

### **Pension and other post employment benefits**

All Trust employees participate in the Oklahoma Municipal Retirement Fund. This multiple-employer public retirement system acts as a common investment and administrative agent for cities in Oklahoma. This plan is funded on an actuarial basis. All Trust employees who retire are able to retain the health insurance policy at their own expense. This plan is not funded.

### **Acknowledgments**

The preparation of this annual financial report was made possible by the dedicated service of all staff members. Each person is commended for their contributions towards the preparation of this report. The leadership and support of the governing body is gratefully acknowledged as the Trust Management continues to improve financial reporting.

Respectfully submitted,

Glenn Brentnell  
General Manager

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***Bethany-Warr Acres Public Works Authority***

***List of Principal Officials  
June 30, 2013***

**Chairman and Trustees**

**Pat Woolley, Chairman – Mayor of Warr Acres  
Bryan Taylor, Trustee – Mayor of Bethany  
Pamela Ramirez, Trustee – City Clerk of Warr Acres  
John D. Shugart, Trustee – City Manager of Bethany  
Phill Shirey, Trustee – City of Bethany**

**Appointed Trust Officials**

**Glenn Brentnell, General Manager  
Tom Lay, Trust Attorney  
Paul D'Andrea, Trust Engineer**

## ***Financial Section***



*Public Works Authority*

## Casey J. Russell CPA, Inc.

Casey J. Russell, C.P.A., M.B.A.  
Autumn L. Williams, C.P.A., Esq.  
Member AICPA & OSCP

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### INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees  
Bethany-Warr Acres  
Public Works Authority

#### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Bethany-Warr Acres Public Works Authority as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

#### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### ***Auditor's Responsibility***

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Bethany-Warr Acres Public Works Authority as of June 30, 2013, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## ***Other Matters***

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 13-16 and the schedule of funding progress-defined benefit pension trust on page 33 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated October 31, 2014, on our consideration of the Bethany-Warr Acres Public Work Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Bethany-Warr Acres Public Works Authority's internal control over financial reporting and compliance.



Oklahoma City, Oklahoma  
October 31, 2014



*Public Works Authority*

## **MANAGEMENT'S DISCUSSION AND ANALYSIS** **(Unaudited)**

Within this section of the Bethany-Warr Acres Public Works Authority's annual financial report, management provides narrative discussion and analysis of the financial activities for the fiscal year ended June 30, 2013. The Trust's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosure following this section. Additional information is available in the transmittal letter that precedes Management's Discussion and Analysis.

### **Financial Highlights**

- The Trust's assets exceeded its liabilities by \$4,885,427 (net assets) at the close of the fiscal year.
- Total net assets are comprised of the following:
  - (1) Capital assets, net of related debt, of \$3,594,833 include property and equipment, net of accumulated depreciation, and reduced for outstanding debt related to the purchase or construction of capital assets.
  - (2) Unrestricted net assets of \$945,529 represent the portion available to maintain the Trust's continuing obligations to citizens and creditors.
  - (3) \$345,065 of net assets is restricted for debt service.
- At the end of the current fiscal year, current assets were \$1,095,248.
- Total liabilities of the Trust were \$618,315 at the end of the fiscal year. This includes \$468,596 in principal and interest on the sewer plant debt and \$149,719 in other liabilities.

### **Overview of the Financial Statements**

Management's Discussion and Analysis introduces the Trust's basic financial statements. The basic financial statements include: (1) government-wide financial statements and (2) notes to the financial statements. The Trust also provides additional information to supplement the basic financial statements.

### **Required Financial Statements**

The financial statements report uses a governmental proprietary fund accounting method that is similar to that used by private sector companies. These statements offer short and long-term financial information about its activities.

The Statement of Net Assets includes all of the Trust's assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and the obligations to creditors (liabilities). It also provides the basis for assessing the liquidity and financial flexibility of the Trust.

All of the current year's revenues and expenses are accounted for in the Statement of Revenue, Expenses and Changes in Net Assets. This statement measures the success of the Trust's operations over the past year and can be used to determine whether the Trust has successfully recovered all its costs through sewer revenue and other income, profitability and credit worthiness.

The third required statement is the Statement of Cash Flows. The primary purpose of this statement is to provide information about the Trust's cash receipts and payments during the reporting period. This statement reports the receipt of cash, cash payments made, and changes in cash resulting from operations, investing, and financing activities.

**Notes to the financial statements.** The accompanying notes to the financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the financial statements begin immediately following the basic financial statements.

**Other information.** In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Trust's progress in funding its obligation to provide pension benefits to its employees. This information follows the notes to the financial statements.

The Trust's net assets at fiscal year-end are \$4,885,427. The following table provides a summary of net assets:

<b>Bethany-Warr Acres Public Works Authority</b>				
<b>Condensed Statement of Net Assets</b>				
<b>As of June 30,</b>				
	<u>2013</u>	<u>2012</u>	<u>Amount</u> <u>Change</u>	<u>%</u> <u>Change</u>
Current and other assets	\$1,095,248	\$ 867,569	\$227,679	-26.24%
Restricted assets	345,065	526,797	(181,732)	-34.50%
Capital assets, net	<u>4,063,429</u>	<u>4,548,821</u>	<u>(485,392)</u>	<u>-10.67%</u>
Total assets	<u>\$5,503,742</u>	<u>\$5,943,186</u>	<u>(439,444)</u>	<u>-7.39%</u>
Current liabilities	\$132,799	\$113,665	19,134	16.83%
Liabilities payable from restricted assets	<u>485,516</u>	<u>673,248</u>	<u>(187,732)</u>	<u>-27.88%</u>
Total liabilities	<u>618,315</u>	<u>786,913</u>	<u>(168,598)</u>	<u>-21.43%</u>
<b>Net Assets:</b>				
Invested in capital assets, net of related debt	3,594,833	3,892,523	(297,690)	-7.65%
Reserved for debt service	345,065	527,443	(182,379)	-34.58%
Unrestricted	<u>945,529</u>	<u>736,308</u>	<u>209,221</u>	<u>28.41%</u>
Total net assets	<u>\$4,885,427</u>	<u>\$5,156,273</u>	<u>(\$270,846)</u>	<u>-5.25%</u>

**Bethany-Warr Acres Public Works Authority**  
**Condensed Statement of Revenues, Expenses, and Changes in Net Assets**  
**For the Fiscal Years Ended June 30,**

	<u>2013</u>	<u>2012</u>	<u>Amount</u> <u>Change</u>	<u>%</u> <u>Change</u>
Operating revenue	\$1,725,747	\$1,771,078	(\$45,331)	-2.56%
Operating expense	<u>(2,001,586)</u>	<u>(1,965,089)</u>	<u>36,497</u>	<u>1.86%</u>
Net operating income	(275,839)	(194,012)	(81,827)	-42.18%
Non operating revenue (expense)	<u>4,993</u>	<u>10,752</u>	<u>(5,759)</u>	<u>-53.56%</u>
Net income	(270,846)	(183,260)	(87,586)	-47.79%
Net assets beginning of year	<u>5,156,273</u>	<u>5,538,227</u>	<u>(381,954)</u>	<u>-6.90%</u>
Net assets end of year	<u>\$4,885,427</u>	<u>\$5,156,273</u>	<u>(\$270,846)</u>	<u>-5.25%</u>

Operating revenue decreased by \$45,331 due to less sewer revenue received from the city of Warr Acres and Oklahoma City residents served.

Operating expense increased by \$36,497 as a result of higher maintenance and utility costs.

Non operating revenue decreased due to reductions in interest earned on investments.

**Capital Assets.**

The Trust's investment in capital assets as of June 30, 2013, totals \$4,063,429 (net of accumulated depreciation). This investment includes buildings, equipment, and sewer treatment system improvements.

Capital asset additions during the year totaled \$244,582:

- Construction was in-progress on sliplining a section of sewer outfall pipe.
- New office equipment was purchased.

**Long-term debt.** The Authority paid scheduled principal and interest on outstanding State Revolving Fund debt. The fiscal year end principal debt payable was \$468,596. All debt is backed by future sewer revenue.

### **Economic Factors and Next Year's Budgets and Rates**

The cities of Bethany and Warr Acres are located on the western edge of Oklahoma City. The ability of our citizens to pay for municipal services is greatly dependent on the health of the economy of the overall metropolitan area. Many of our citizens work in Oklahoma City and the surrounding municipalities. Economists with the Oklahoma State University College of Business Administration and others predict modest job growth through the next fiscal year.

The Bethany-Warr Acres Public Works Authority is certainly aware that the overall economic condition of the region is important in the budgeting process. The Trust is also aware that quality municipal services are important to our citizens. Accordingly the Trust strives to maintain a balance between the service quality provided and the cost efficiency of operating the plant.

### **Contacting the Trust's Financial Management**

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the Trust's finances and to demonstrate the Trust's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Finance Department, PO Box 219, Bethany, OK 73008-0219

**Bethany-Warr Acres Public Works Authority**  
**Statement of Net Assets**  
**As of June 30, 2013**

<b>Assets</b>	
<b>Current Assets</b>	
Cash and Cash Equivalents - Unrestricted	924,723.06
Accounts Receivable (Net of Allowance)	<u>170,524.80</u>
Total Current Assets	1,095,247.86
<b>Restricted Assets</b>	
Investments	<u>345,065.05</u>
Total Restricted Assets	345,065.05
<b>Capital Assets</b>	
Plant and Buildings	13,130,146.67
Improvements	3,131,595.45
Machinery and Equipment	606,275.94
Construction in Process	253,251.12
Accumulated Depreciation	<u>(13,057,840.07)</u>
Capital Assets (Net)	<u>4,063,429.11</u>
Total Assets	<u><u>\$ 5,503,742.02</u></u>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	96,365.10
Employment Payables	7,821.31
Compensated Absences	28,612.53
Current Portion of Note Payable	<u>187,497.00</u>
Total Current Liabilities	320,295.94
<b>Non-Current Liabilities</b>	
Customer Security Deposits	16,920.00
Note Payable, Less Current Portion	<u>281,098.65</u>
Total Non-Current Liabilities	<u>298,018.65</u>
Total Liabilities	618,314.59
<b>Net Assets</b>	
Investments in Capital Assets, Net of Related Debt	3,594,833.46
Restricted for Debt Service and Other	345,065.11
Unrestricted	<u>945,528.86</u>
Total Net Assets	<u>4,885,427.43</u>
Total Liabilities and Net Assets	<u><u>\$ 5,503,742.02</u></u>

The accompanying notes are an integral part of these financial statements.

**Bethany-Warr Acres Public Works Authority**  
**Statement of Revenues, Expenses and Changes in Net Assets**  
**For the Year Ending June 30, 2013**

<b>Operating Revenues</b>	<b>1,725,747.23</b>
<b>Operating Expenses</b>	
Salaries, Wages and Benefits	489,613.13
Materials and Supplies	328,125.24
Professional Services	141,294.84
Utilities	294,238.90
Insurance	15,245.18
Depreciation	729,973.50
<b>Total Operating Expenses</b>	<u><b>1,998,490.79</b></u>
<b>Operating Income (Loss)</b>	<b>(272,743.56)</b>
<b>Non-Operating Revenues (Expnses)</b>	
Investment Income	4,992.89
Interest Expense	<u>(3,095.34)</u>
<b>Total Non-Operating Revenues (Expenses)</b>	<u><b>1,897.55</b></u>
<b>Change in Net Assets</b>	<b>(270,846.01)</b>
<b>Beginning Net Assets</b>	<u><b>5,156,273.44</b></u>
<b>Ending Net Assets</b>	<u><b>\$ 4,885,427.43</b></u>

The accompanying notes are integral part of these financial statements.

**Bethany-Warr Acres Public Works Authority**  
**Statement of Cash Flows**  
**As of June 30, 2013**

<b>Cash Flows From Operating Activities</b>	
Cash Received From Customers	1,711,447.67
Cash Payments to Suppliers	(757,653.63)
Cash Payments to Employees	<u>(477,436.93)</u>
<b>Net Cash Provided by (Used) by Operating Activities</b>	<b>476,357.11</b>
<b>Cash Flows From Capital and Related Activities</b>	
Acquisition and Construction of Assets	(244,581.62)
Interest Paid	(3,095.34)
Customer Security Deposits	(30.00)
Principal Paid on Notes Payable	<u>(187,702.59)</u>
<b>Net Cash Used by Capital and Related Activities</b>	<b>(435,409.55)</b>
<b>Cash Flows From Investing Activities</b>	
Interest Income	4,992.89
Proceeds From Sale or Maturities of Investments	<u>164,781.61</u>
<b>Net Cash Provided by Sale or Maturities of Investments</b>	<b><u>169,774.50</u></b>
Net Increase (Decrease) in Cash and Cash Equivalents	210,722.06
Cash and Cash Equivalent, Beginning of Year	<u>714,001.00</u>
<b>Cash and Cash Equivalent, End of Year</b>	<b><u>\$ 924,723.06</u></b>

**Reconciliation of Cash and Changes in Net Assets**

Net Operating Income (Loss)	(272,743.56)
Adjustments to reconcile net operating income (loss) to net cash provided by operating activities:	
Depreciation	729,973.50
Change in Assets and Liabilities	
(Increase) Decrease in Accounts Receivable	(14,299.56)
(Increase) Decrease in Prepaid Expenses	14,292.29
Decrease (Increase) in Accounts Payable	19,350.02
Decrease (Increase) in Employment Payable	7,821.31
Decrease (Increase) in Other Accrued Expenses	<u>(8,036.89)</u>
Total Adjustments	<u>749,100.67</u>
<b>Net Cash Flows Provided (Used) by Operating Activities</b>	<b><u>\$ 476,357.11</u></b>

The accompanying notes are an integral part of these financial statements.



*Public Works Authority*

**BETHANY-WARR ACRES PUBLIC WORKS AUTHORITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**JUNE 30, 2013**

**I. Summary of Significant Accounting Policies**

**Reporting Entity**

The Bethany-Warr Acres Public Works Authority (the Authority) is a public trust created under Oklahoma statutes for the use and benefit of the City of Bethany and the City of Warr Acres, Oklahoma. Its purpose is to furnish public and municipal services inside and outside the boundaries of the two cities. Five representatives of the cities of Bethany and Warr Acres jointly govern the Authority. The board of trustees consists of two representatives from each city and a fifth trustee who is appointed as a representative of the City of Warr Acres or the City of Bethany in alternating years.

The financial statements of the Authority have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The significant accounting policies of the Authority are described below.

**Financial Statement Presentation**

The Authority's financial statements are presented in accordance with the requirements of GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis – for State and Local Governments*. Under GASB Statement No. 34, the Authority is required to present a statement of net assets classified between current and noncurrent assets and liabilities, a statement of revenues, expenses and changes in fund net assets, with separate presentation for operating and nonoperating revenues and expenses, and a statement of cash flows using the direct method.

**Basis of Accounting**

For financial reporting purposes, the Authority is considered a special-purpose government engaged only in business-type activities. Accordingly, the Authority's financial statements have been presented using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis, revenues are recognized when earned, and expenses are recorded when an obligation has been incurred. All significant intra-agency transactions have been eliminated.

The Authority has the option to apply all Financial Accounting Standards Board (FASB) pronouncements issued after November 30, 1989, unless FASB conflicts with GASB. The Authority has elected to apply FASB pronouncements issued after that date, if applicable.

## **I. Summary of Significant Accounting Policies (continued)**

### **Use of Estimates**

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

### **Deposits and Investments**

The Authority's cash and cash equivalents are considered to be cash on hand, demand deposits, and short term investments with original maturities of three months or less from the date of acquisition.

As authorized by state statutes, the Authority has adopted an investment policy that allows investment in obligations of the U.S. Government including its agencies and instrumentalities, insured or collateralized certificates of deposit, repurchase agreements, money market funds, commercial paper, and banker's acceptances.

### **Prepaid Items**

Payments made to vendors for services that will benefit periods beyond June 30, 2013 were recorded as prepaid items.

### **Restricted Assets**

Certain proceeds of promissory notes, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable debt covenants. These assets are held in trust by the trustee banks and consist of cash and investments. Interest earnings are used to pay principal and interest on these promissory notes when due. The excess of restricted assets over liabilities payable from restricted assets is included as net assets reserved for debt service.

### **Compensated Absences**

Employees are granted annual and sick leave based upon length of employment. In the event of termination, the employee is paid for accumulated vacation leave (maximum 30 days). Payment of sick leave is restricted to those who retire with more than 90 days of accumulated benefits and is limited to a maximum compensation equivalent to 15 days. Vested or accumulated vacation and sick leave that is expected to be liquidated with economic resources is reported as an expense and liability.

## Net Assets

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvements of those assets, except for borrowing related to unspent proceeds to be used for capital asset acquisition activities. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislations adopted by the city or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. When an expense is incurred that can be paid using either restricted or unrestricted resources, the Authority's policy is to first apply the expense towards restricted resources, and then towards unrestricted resources.

## II. Deposits and Investments

For purpose of the statement of cash flows, only demand deposits are considered as cash. State statutes authorize investments in: (a) direct obligations of the United States Government, the payment of which the full faith and credit of the Government of the United States is pledged; (b) certificates of deposit which are secured by acceptable collateral, as in the deposit of other monies; or (c) savings accounts or savings certificates in savings and loan associations, banks and trust companies, to the extent that the accounts or certificates are fully insured by the Federal Savings and Loan Insurance Corporation or the Federal Deposit Insurance Corporation.

### *Custodial Credit Risk*

At June 30, 2013, the Authority held deposits of \$1,269,788 at financial institutions. These institutions are required by law to pledge securities in addition to Federal Deposit Insurance Corporation (FDIC) insurance at least equal to the amount on deposit at all times. As of June 30, 2013, the balances in cash and certificates of deposit were fully secured.

### *Investment Interest Rate Risk*

While the Authority does have a formal investment policy, it does not limit investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

### *Investment Credit Risk*

The Authority's investment policy limits its investment choices to the limitations set forth in state law as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime banker's acceptances, prime commercial paper and repurchase agreements with certain limitations.

- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs (a.-d.).

The investments held at June 30, 2013 are as follows:

Type	Weighted Average Maturity (Years)	Credit Rating	Market Value	Cost
Investments				
Government Agency Notes	3.38	AAA	\$ 345,065	\$ 345,065
Total investments			<u>\$ 345,065</u>	<u>\$ 345,065</u>

*Concentration of Investment Credit Risk*

The Authority places no limit on the amount it may invest in any one issuer. The Authority has the following credit risk: 100.0% invested in U.S. government agency securities.

**III. Receivables**

Receivables are reported at their net value due and consist of amounts due from the City of Bethany, the City of Warr Acres and a small group of service recipients located outside of these two cities:

	<u>2013</u>
City of Bethany & Warr Acres	\$ 155,614
Oklahoma City customers	15,852
Penalties	<u>1,059</u>
	172,525
Allowance for doubtful accounts	<u>(2,000)</u>
	<u>\$ 170,525</u>

**IV. Capital Assets**

Capital assets are stated at cost and depreciated on a straight-line basis over the estimated useful lives of the respective assets. The following estimated useful lives are used to compute depreciation:

Buildings and Improvements	5-25 years
Machinery and Equipment	3-10 years
Infrastructure	40-50 years

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital asset, as applicable.

	July 01, 2012	Additions	Deletions	June 30, 2013
Treatment facility	\$ 13,130,147	\$ -	\$ -	\$ 13,130,147
Facility improvements	1,527,015	-	-	1,527,015
Infrastructure improvements	1,613,250	253,252	(8,670)	1,857,832
Machinery and equipment	606,276	-	-	606,276
Construction-in-progress	-	-	-	-
Accumulated depreciation	(12,327,867)	(729,973)	-	(13,057,840)
Capital assets, net	<u>\$ 4,548,821</u>	<u>\$ (476,721)</u>	<u>\$ (8,670)</u>	<u>\$ 4,063,430</u>

**V. Long-term debt**

A new wastewater treatment plant was constructed in 1995 to meet regulatory requirements. This plant was financed with notes from the Oklahoma Water Resources Board (OWRB). The original amount of the notes was \$10,084,940. A portion of these funds was provided to the Authority from the State Revolving Fund of the OWRB. Payments of principal, interest and administrative fees are made on a semi-annual basis with a final maturity date of August 15, 2015. The portion of the notes funded from the bond issue of the OWRB bears an interest rate varying from 1.7% to 4.8%. This portion was fully paid on May 15, 2009 using a debt service reserve fund that was held in trust by the fiscal agent. The portion of the notes funded from the State Revolving Fund bears an administrative fee of 0.5% per annum on the outstanding principal balance. The notes are secured by a lien on the revenues of the sewer system.

*Changes in long-term debt*

The following is a summary of changes in long-term debt for the year ended June 30, 2013:

	Balance at July 1, 2012	Issued	Retired	Balance at June 30, 2011	Amounts due within one year
Notes payable	\$ 656,298	\$ -	\$ 187,702	\$ 468,596	\$ 187,497

**V. Long-term debt (continued)**

Future annual principal and interest obligations under these agreements are as follows:

Year Ending June 30:	Principal	Interest	Total
2014	187,497	2,137	189,634
2015	187,497	1,186	188,683
2016	93,749	236	93,984
	<u>\$ 468,743</u>	<u>\$ 3,559</u>	<u>\$ 472,301</u>

## **VI. Risk Management**

The Authority is exposed to various risks of loss related to torts; theft of, damage to or destruction of assets; errors and omissions; injuries to employees and natural disasters. The Authority has commercial insurance coverage for all risks of loss, including workers' compensation and employee health and accident insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

## **VII. Employee Retirement Systems**

### *Defined Benefit Plan Description*

Eligible Authority employees participate in the Bethany Warr-Acres defined contribution pension plan in the form of the Oklahoma Municipal Retirement Fund Master Defined Contribution Plan (OMRF), administered by Bank One of Oklahoma Authority. Title 11, Oklahoma Statutes 1981, sections 48-101 et. seq. assigns the to establish and amend the benefit provisions of the plans that participate in the OMRF to the respective employer entities. The summary of plan provisions are as follows:

<b>Eligibility</b>	All regular, full time employees except police, firefighters and other employees who are covered under an approved system.
<b>Probationary Period</b>	None
<b>Service</b>	
Credited service	The last period of continuous employment with the employer excluding any periods before the plan effective date specified in the adoption agreement.
Vesting	Credited service plus transferred service from other OMRF employers.
<b>Benefit Eligibility</b>	10 or more years of vesting service
<b>Final Average Compensation</b>	The average of the 5 highest consecutive years of salaries out of the last 10 years of service.
<b>Accrued Benefit</b>	Plan AAA 3% of final average compensation multiplied by the number of years Of credited services.
<b>Normal Retirement Age</b>	Age 65 with 10 or more years of vesting service.

**Normal Retirement**

Eligibility Termination of employment on or after normal retirement age.

Benefit The accrued benefit payable immediately.

**Early Retirement**

Eligibility Termination after age 55 with 10 or more years of vesting service.

Benefit The accrued benefit payable starting at normal retirement age, or the accrued benefit reduced 5% per year for commencement prior to normal retirement age.

**Disability Retirement**

Eligibility Total and permanent disability after 10 or more years of service.

Benefit The accrued benefit is payable upon disablement without reduction for early payment.

**Termination Before Retirement Age**

Before vesting Return of employee contributions, if any, with interest.

After vesting The accrued benefit payable starting at normal retirement age, or a reduced benefit payable at an early retirement age.

**In-Service Death**

Before vesting Return of employee contributions, if any, with interest.

After vesting (married participants only) 50% of accrued benefit is payable to the spouse as a lifetime annuity with 10 years certain

After vesting (other Participants) 50% of the accrued benefit is payable for 10 years certain.

**Payment Options**

Normal form The normal form of payment of the accrued benefit is a monthly lifetime annuity with 10 years certain.

Optional forms Disability retirement benefits are paid only under the normal form.

Other retirement benefits are available under actuarially equivalent optional forms:

- Joint and 50% survivor annuity
- Joint and 66-2/3res % last survivor annuity
- Joint and 100% survivor annuity
- Lump sum

**Cost of Living** Benefits in payment status are adjusted each July 1<sup>st</sup> based on the Percentage change in the CPI. The maximum increase or decrease in any year is 3%.

**Hybrid Plan** Hybrid contributions are accumulated at the actual rate earned by the retirement fund and paid to the employee upon retirement in addition to the accrued benefit.

During the year ending June 30, 2013 covered employees were required to contribute 6.0 % of their gross payroll which the Authority pays for them. Authority contributions are variable and were 25.60% for the current year. The covered payroll for the year was \$309,858. Actual Authority and employee contributions for the year were \$79,338 and \$18,561 respectively.

Schedule of funding progress was as follows as of January 1, 2013:

Value of Assets	\$ 1,929,497
Actuarial Accrued Liability	<u>(2,668,352)</u>
Unfunded Liability	<u>\$ 738,855</u>

The OMRF issues a publicly available financial report that includes financial statements and required supplementary information for the Plan. The report may be obtained by writing OMRF, 525 Central Park, Suite 320, Oklahoma City, OK 73105.

*Other Post Employment Benefits*

11 O.S. Section 23-108 requires municipal employers who offer health insurance plans to employees to allow retirees to continue in force the health insurance plan and coverage. The retiree shall pay up to 100% of the premium cost, but no more than 125% of the cost to current employees of the plan.

The Bethany Warr Acres Public Works Authority offers a health insurance plan for its employees that pays 100% of the cost of employee coverage and allows employees to purchase dependent coverage through payroll deduction. There is currently one retiree retaining the health insurance plan offered who pays 100% of the premium cost. The premiums are not derived as a blended rate due to the small employee number. Rather each employee/retiree is rated based on the individual's age and an actuarial measurement performed by the health insurance provider. Therefore, there is no subsidy accruing, actual or implied, for retiree premiums and no funds are paid out of the Authority for these retiree benefits.

**VIII. Contractual Agreement for Maintaining and Operating the Plant**

The Bluff Creek Wastewater Treatment Plant and gathering system is operated under the terms of a contract between the Authority, the Bethany Public Works Authority (BPWA), and the Warr Acres Public Works Authority (WAPWA). BPWA and WAPWA remit to the Authority, on or before the fifteenth day of each month, amounts billed for wastewater treatment during the preceding calendar month.

The Authority may remit any surplus receipts to the Bethany Public Works Authority and the City of Warr Acres after payment of operation and maintenance expenses, principal and interest payments and capital asset acquisitions. The distributions, if made, are made in the proportion that total revenue collected within the city limits of each municipality bears to the total revenue collected by the Authority.

**IX. Economic Dependence**

A material part of the Authority's operating revenues is dependent on two primary customers, the loss of which could have a material effect on the Authority. A summary of revenues from these customers is as follows:

	<u>Year Ended 6/30/13</u>	
	<u>Revenues</u>	<u>% of Revenues</u>
City of Bethany	\$ 955,427	55.1%
City of Warr Acres	\$ 663,076	38.8%



*Public Works Authority*

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### INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Trustees  
Bethany-Warr Acres  
Public Works Authority

We have audited, in accordance with the 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, the financial statements of the Bethany-Warr Acres Public Works Authority, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Bethany-Warr Acres Public Works Authority's basic financial statements, and have issued our report thereon dated October 31, 2013.

#### **Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Bethany-Warr Acres Public Works Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Bethany-Warr Acres Public Works Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Bethany-Warr Acres Public Works Authority's internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

#### **Compliance and Other Matters**

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

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Oklahoma City, Oklahoma  
October 31, 2013



*Public Works Authority*

***Supplemental Information***  
**(Unaudited)**

**BETHANY-WARR ACRES PUBLIC WORKS AUTHORITY**  
**REQUIRED SUPPLEMENTARY INFORMATION - SCHEDULE OF FUNDING PROGRESS**  
**FOR**  
**DEFINED BENEFIT PENSION PLAN**  
**June 30, 2013**

Actuarial Valuation Date	Actuarial Value of Assets ( a )	Actuarial Accrued Liability (AAL) ( b )	Unfunded AAL (UAAL) ( b-a )	Funded Ratio ( a/b )	Covered Payroll ( c )	UAAL as a percentage of Covered Payroll ( b-a )/( c )
01/01/2005	1,246,334	1,245,486	-848	100.10%	322,024	-0.30%
01/01/2006	1,360,395	1,342,867	-17,528	101.30%	320,035	-5.50%
01/01/2007	1,485,896	1,479,144	-6,752	100.50%	309,458	-2.20%
01/01/2008	1,605,950	1,789,212	183,262	89.80%	309,658	59.20%
01/01/2009	1,565,278	2,029,819	464,541	77.10%	345,913	134.30%
01/01/2010	1,636,115	2,250,626	614,511	72.70%	301,203	204.00%
01/01/2011	1,736,946	2,454,761	717,814	70.80%	321,153	223.50%
01/01/2012	1,844,032	2,544,871	700,839	72.50%	283,697	247.00%
01/01/2013	1,929,497	2,668,352	738,855	72.31%	309,858	238.45%

GASB 25 requires that the actuarial liability used to fund the Plan be used to measure funding progress.





*Public Works Authority*