DELAWARE COUNTY RURAL WATER DISTRICT NO. 6 GROVE, OKLAHOMA

FINANCIAL STATEMENTS AND AUDITOR'S REPORT

YEAR ENDED DECEMBER 31, 2013

Audited by

SANDERS, BLEDSOE & HEWETT CERTIFIED PUBLIC ACCOUNTANTS, LLP

BROKEN ARROW, OK

DELAWARE COUNTY RURAL WATER DISTRICT NO. 6 BOARD OF DIRECTORS DECEMBER 31, 2013

BOARD OF DIRECTORS

Chairman

Mike Blecha

Vice-Chairman

John Hamilton

Secretary

Roy Pollan

Members

Ray Jones

Bookkeeper

Barbara Harrison

DELAWARE COUNTY RURAL WATER DISTRICT NO. 6 DECEMBER 31, 2013

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INDEPENDENT AUDITOR'S REPORT

Board of Directors Delaware County Rural Water District No. 6 Grove, Oklahoma

We have audited the accompanying financial statements of the business-type activities of the Delaware County Rural Water District No. 6 (the District), Grove, Oklahoma, as of and for the year ended December 31, 2013, which collectively comprise the District'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. Management is also responsible for 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 of 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 District'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 District'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 opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the District as of December 31, 2013, and the respective changes in financial position and cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 5 and 6 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 supplemental 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 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 April 18, 2014 on our consideration of the District'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 or on 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 District's internal control over financial reporting and compliance.

Sanders, Bledsoe & Hewett

Certified Public Accountants, LLP

Sanders, Blodsoe & Hewett

RURAL WATER DISTRICT NO. 6, DELAWARE COUNTY MANAGEMENT'S DISCUSSION AND ANALYSIS DECEMBER 31, 2013

Our discussion and analysis of the Rural Water District No. 6, Delaware County's financial performance provides an overview of the District's financial activities for the fiscal year ended December 31, 2013. Please read it in conjunction with the District's financial statements that begin on page 11.

FINANCIAL HIGHLIGHTS

- The District's water sales and water purchases decreased in the 2013 fiscal year.
- The District's operating revenues exceeded operating expenses by \$87,818 during the 2013 fiscal year.
- Meter income increased in 2013, from \$6,340 to \$32,492.
- Interest earnings decreased in 2013, from \$3,220 to \$2,637.

Using This Report

This report is presented in a format consistent with the presentation requirements of the Governmental Accounting Standards Board (GASB) Statement No. 94, as applicable to the District's basis of accounting.

Basis of Accounting

The District has elected to present its financial statements in the accrual basis of accounting. According to the accrual basis, revenues are recorded when earned and expenses are recognized when incurred. This policy is in accordance with generally accepted accounting principles.

The Financial Statements

One of the most important questions asked about the District's finances is, "Is the District as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets, the Statement of Activities, and the Statement of Cash Flows report information about the District and about its activities in a way that helps answer this question.

These three statements report the District's net assets and the changes in them. You can think of the District's net assets – the difference between assets and liabilities – as one way to measure the District's financial health or financial position. Over time, increases or decreases in the District's net assets are one indicator of whether its financial health is improving or deteriorating. You will need to consider other nonfinancial factors,

however, such as changes in water rates paid or charged and the condition of the District's water system, to assess the overall health of the District.

The District has only one type of fund or activity, which is defined as *Business-type activities*. This is considered a proprietary fund. This means the District charges a fee to customers to help it cover all or most of the cost of certain services it provides.

Fixed Assets

At December 31, 2013, the District had \$1,192,730 invested in fixed assets, net of depreciation, including land, the water system and equipment.

Long-Term Debt

The District has two outstanding notes with the USDA, Rural Development. The notes were incurred to construct/improve the water system. At December 31, 2013 the District had outstanding long-term debt of \$511,698 on these notes.

Economic Factors and Next Year's Budget and Rates

For the upcoming fiscal year ending December 31, 2014, the District's operating budget is fairly consistent with prior years.

Customer water rates were last increased in 2011. However, if the current economic conditions continue and expenses continue to increase, another rate increase may become necessary.

Contacting the District's Management

This report is designed to provide our customers and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District Office at P.O Box 452545, Grove, OK 74345 or call (918) 791-9922.



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

Board of Directors Delaware County Rural Water District No. 6 Grove, Oklahoma

We have audited, 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, the accompanying financial statements of the Delaware County Rural Water District No. 6 (the District), Grove, Oklahoma, as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated April 18, 2014.

Internal Control Over Financial Reporting

Management of the District is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting in order to determine our auditing procedures that are appropriate for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

Our consideration of the internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying schedule of findings and responses, we identified a certain deficiency in the internal controls that we considered to be a material weakness.

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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District'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. We consider the deficiency described in the accompanying schedule of findings and responses as item 13-1, to be a material weakness.

Compliance

As part of obtaining reasonable assurance about whether the District'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*.

District's Response to Findings

The District's response to the finding identified in our audit is described in the accompanying schedule of findings and responses. The District's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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 District'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 District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Sanders, Bledsoe & Hewett

Certified Public Accountants, LLP

April 18, 2014

DELAWARE COUNTY RURAL WATER DISTRICT NO. 6 DISPOSITION OF PRIOR YEAR AUDIT FINDINGS DECEMBER 31, 2013

12-01 *Finding* – Presently the same individual performs all accounting functions; receives utility service related payments and is responsible for service billing and adjustment, also makes bank deposits, writes checks and reconciles the monthly bank statements and prepares monthly financial reports. This is considered a lack of segregation of duties.

Recommendation — While it may not be cost effective to hire additional administrative staff that would be necessary in order to adequately segregate the responsibilities, the District should consider a formal evaluation of their risks associated with this lack of segregation of duties. In response to the identified risks, consideration should be given to identifying and implementing controls that could help mitigate the risks associated with the lack of segregation of duties.

Disposition – This continues to be a finding.

DELAWARE COUNTY RURAL WATER DISTRICT NO. 6 SCHEDULE OF FINDINGS AND RESPONSES DECEMBER 31, 2013

13-1 *Criteria* – The segregation of duties and responsibilities between different individuals for custody of assets, recordkeeping for those assets, and reconciliation of those asset accounts is an important control activity needed to adequately protect the District's assets and ensure accurate financial reporting.

Condition - Presently the same individual performs all accounting functions; receives utility service related payments and is responsible for service billing and adjustment, also makes bank deposits, writes checks and reconciles the monthly bank statements and prepares monthly financial reports.

Cause – The District's limited size and staffing resources have made it difficult for management to provide sufficient staffing to fully segregate incompatible duties in a cost-effective manner.

Effect or Potential Effect – Without sufficient segregation of duties, the risk significantly increases that errors and fraud related to the accounting functions, including misappropriation of assets, could occur and not be detected within a timely basis.

Recommendation - While it may not be cost effective to hire additional administrative staff that would be necessary in order to adequately segregate the responsibilities, the District should consider a formal evaluation of their risks associated with this lack of segregation of duties. In response to the identified risks, consideration should be given to identifying and implementing controls that could help mitigate the risks associated with the lack of segregation of duties.

Management Response – Management agrees with this finding, and will provide adequate staffing once annual collections increase enough to justify the extra expense.

DELAWARE COUNTY RURAL WATER DISTRICT NO. 6 STATEMENT OF NET ASSETS DECEMBER 31, 2013

<u>ASSETS</u>	
Current assets:	
Cash	\$ 44,413
Investments	137,843
Accounts receivable	8,306
Interest receivable	295
Prepaid insurance	1,310
Total current assets	192,167
Noncurrent assets:	
Investment in debt service reserves	107,972
Capital assets:	
Fixed assets-property, plant & equipment	1,992,374
Less: Accumulated depreciation	(799,644)
Total noncurrent assets	1,300,702
Total Assets	1,492,869
<u>LIABILITIES</u> Current liabilities:	
Accounts payable and accrued interest payable	1,180
Current portion of long-term debt	30,235
Total current liabilities	31,415
Noncurrent liabilities:	
Long-term notes payable	481,463
Total nonurrent liabilities	 481,463
Total Liabilities	512,878
Total Elabilities	 312,676
NET ASSETS	
Invested in capital assets, net of related debt	681,032
Restricted for debt service	107,972
Unrestricted	 190,987
Total Net Assets	\$ 979,991

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

DELAWARE COUNTY RURAL WATER DISTRICT NO. 6 STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2013

Operating Revenues:	
Water sales	\$ 283,235
Meter income	32,492
Rental income	5,350
Reconnect and membership fees	793
Transfer fees	650
Total Operating Revenue	322,520
Operating Expenses:	
Water purchases	196,669
Bad debts	-
Contract labor	21,220
Dues and fees	885
Insurance	2,281
Maintenance	2,038
Professional fees	900
Rent	7,650
Office and postage	228
Telephone	1,501
Utilities	1,231
Miscellaneous expense	 99
Total Operating Expenses	 234,702
Operating income (loss)	87,818
Other Revenues (Expenses):	
Interest income	2,637
Interest expense	(25,873)
Depreciation expense	(49,129)
Total Other Revenues (Expenses)	(72,365)
Changes in Net Assets	15,453
Net Assets, Beginning of Year	964,538
Net Assets, End of Year	\$ 979,991

DELAWARE COUNTY RURAL WATER DISTRICT NO. 6 STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2013

Cash Flows from Operating Activities: Receipts from customers Payments to suppliers Net Cash Provided (Used) by Operating Activities Cash Flows from Investing Activities: Interest and dividends	\$ 332,350 (242,904) 89,446 2,637
Cash Flows from Financing Activities: Payments on long-term notes - principal Interest paid Net Cash Provided (Used) by Financing Activities	 (72,559) (25,716) (98,275)
Net Increase (Decrease) in Cash Cash and cash equivalents, beginning of year	(6,192) 296,420
Cash and cash equivalents, end of year	\$ 290,228
Reconciliation of operating income (loss) to net cash provided by operating activities: Operating income (loss) Adjustments to reconcile operating income to net cash provided (used) by operating activities: Change in Assets and Liabilities:	\$ 87,818
Accounts receivable	1,787
Interest receivable Accounts payable and accrued interest payable	4 (163)
Net cash provided by operating activities	\$ 89,446

Note A – Summary of Significant Accounting Policies

Business Activity

Delaware County Rural Water District No. 6 (the District) was formed under the provisions of Title 82, O.S. 1981, Sections 1324.1-1324.26 inclusive. The District operates as a nontaxable government agency to service residents of the Delaware County Rural Water District No. 6. The District's primary income is from the sale of water to its members in an area west of Grove, Oklahoma.

Basis of Accounting

The financial statements are prepared on an accrual basis of accounting, which is in compliance with accounting principles generally accepted in the United States of America (GAAP), and which recognizes revenues when earned and expenses as incurred. Interest earnings on certificates of deposit are recorded when such interest is actually received by the District. Generally accepted accounting principles include all relevant Government Accounting Standards Board (GASB) pronouncements.

Financial Statement Presentation

In the financial statements, Financial Accounting Standards Board (FASB), (APB) opinions issued on or before November 30, 1989, have been applied, unless those pronouncements conflict with or contradict GASB pronouncements, in which case GASB prevails.

Inventories

The District does not carry a significant inventory of materials and supplies. The cost of such items is recorded as an expense when purchased.

Income Taxes

The District is recognized as a tax-exempt organization under the Internal Revenue Code. Because the District is exempt from federal income tax, no provision for taxes has been made in the financial statements.

Prior Year Information

Prior year information is shown on the financial statements for comparative purposes only. No assurance is given on prior year amounts.

Note B – Cash and Investments

Cash

The District's accounts are with Grand Savings Bank, Grove, Oklahoma, and Cornerstone Bank, Southwest City, Missouri, and are detailed as follows:

	December 31,		
		2013	2012
Revenue account, Grand Savings Bank	\$	44,413	53,000
Meter account (restricted), Cornerstone Bank		19,680	19,602
Total	\$	64,093	72,602

The District has the opportunity to obtain additional pledged collateral from the banks where they have funds. Such collateral provides additional security for the District's funds in excess of the \$250,000 Federal Deposit Insurance Corporation insurance limits at each institution. At December 31, 2013, no District funds at any bank exceeded the \$250,000 FDIC maximum coverage amount.

Investments

The District had the following outstanding investments at December 31, 2013:

Bank of Oklahoma, Tulsa, Oklahoma: Certificate of deposit No. 2118, due 2-15-14, at .18%	\$ 23,592
Grand Saving Bank, Grove, Oklahoma: Certificate of deposit No. 43376330, due 1-28-14, at .50%	93,225
BOSC, Inc., Tulsa, Oklahoma: Brokerage Account	21,026
Total	\$137,843

Note B – Cash and Investments – cont'd

Restricted Asset – Investment Reserves

In compliance with Rural Economic and Community Development regulations, cash reserves have been established to collect up to one year's payment o the notes payable at which time deposits in the reserve can be suspended. When necessary, these funds may be utilized with proper approval of the Rural Economic and Community Development. The reserve account funds have been deposited in an interest-bearing certificate of deposit at Grand Savings Bank, Grove, Oklahoma, which is insured by the federal government and a super-now checking account at Cornerstone Bank, Southwest City, Missouri. At December 31, 2013, the restricted asset – reserve is detailed as follows:

Grand Savings Bank, Grove, Oklahoma Certificate of deposit No. 34525630, due, 3-3-15, at 1.85% (restricted)

\$ 88,292

The Cornerstone Bank, Southwest City, Missouri Super-now checking account

19,680

Total \$ 107,972

Cash and Cash Equivalents

For the purposes of the statement of cash flows, the District considers all cash on hand, demand deposits, interest bearing checking accounts, time deposit accounts and highly liquid investments, with an original maturity of three months or less when purchased, to be cash and cash equivalents.

Note C – Accounts Receivable

Receivables from water consumers at December 31, 2013 were \$8,306. These amounts consist primarily of charges for water services. No allowance for doubtful accounts or a related charge for bad debts has been recorded in these financial statements

Note D – Property, Plant, and Equipment

Fixed assets are carried at cost with depreciation being provided using the straight-line method. The District's policy is to capitalize assets of \$1,000 or more. The following schedule summarizes the estimated useful lives of the various fixed asset categories and acquisitions for the year ended December 31, 2013.

Note D - Property, Plant, and Equipment - cont'd

	Balance December 31,			Balance December 31,
	2012	Acquired	(Disposed)	2013
Land	\$ 21,030	-	-	21,030
Water Lines - 40 yrs	1,965,162	-	-	1,965,162
Equipment - 7 yrs	6,182			6,182
Sub-Total	1,992,374	0	0	1,992,374
Less: Accum. Depr.	(750,514)	(49,129)	0	(799,643)
Total	\$ 1,992,374	(49,129)	0	1,192,731

Note E - Long-Term Debt

Long-term debt as of December 31 is summarized as follows:	<u>2013</u>	<u>2012</u>
Note 91-01, 5.0 percent, mortgage payable to the Office of Rural Development, required monthly installments of \$2,893. The loan is secured by a pledge of real estate and equipment.	\$ 235,387	301,511
Note 91-05, 4.875 percent, mortgage payable to the Office of Rural Development, required monthly installments of \$1,673. The loan is secured by a pledge of real estate		
and equipment.	276,311	282,746
Sub-Total	511,698	584,257
Less: current maturities	(30,235)	(26,531)
Total	<u>\$ 481,463</u>	557,726

Note E – Long-Term Debt - cont'd

The scheduled maturities for the next five (5) years, and in total thereafter, are detailed as follows:

2014	\$ 30,235
2015	31,773
2016	33,390
2017	35,088
2018	36,873
2019-23	152,939
2024-28	60,702
Thereafter	130,698
Total	\$ 511.698

Restricted funds for this debt are retained in a certificate of deposit with Grand Savings Bank, Grove, Oklahoma and a savings account with Cornerstone Bank, Southwest City, Missouri, and are shown in the Investment schedule in note section B.

Note F – Commitments

The District contracts with the Grove Municipal Service Authority (GMSA) to provide water to the District, perform all maintenance of the District's water distribution system and provide installation of new services. The District's members pay the GMSA for the monthly water service. Included in the monthly billing is the District's base fee of \$21.80 per member, which is collected and remitted to the District by GMSA.

The agreement is for five years and contains options for seven consecutive terms of five year contracts.

Note G -Insurance and Surety Bond Coverage

At December 31, 2013, the District had appropriate coverage against all major perils.

Note H – Subsequent Events

Management has evaluated subsequent events through April 18, 2014, which is the date the financial statements were available to be issued and have determined that no additional information needs to be added to the financial statements.

DELAWARE COUNTY RURAL WATER DISTRICT NO. 6

BALANCE SHEET December 31, DECEMBER 31, 2013 -(memo only) **ASSETS** 2013 2012 Current Assets: Cash in banks \$ 44,413 53,000 Investments 137,843 137,142 Accounts receivable 8,306 10,093 Interest receivable 295 299 Prepaid insurance 1,310 1,466 Total current assets 192,167 202,000 Restricted Assets: Debt service reserves - cash and cash equivalents 19,680 19,602 Debt service reserves - investments 88,292 86,677 Total restricted assets 107,972 106,279 Property, Plant, and Equipment: Land 21,030 21,030 Water distribution system 1,965,162 1,965,162 Equipment 6,182 6,182 Sub-total 1,992,374 1,992,374 Less: accumulated depreciation (799,644)(750,515)1,192,730 Total property, plant, and equipment 1,241,859 Total Assets 1,492,869 1,550,138 **LIABILITIES AND MEMBER EQUITY** Current Liabilities: Accounts payable and accrued interest on debt \$ 1,180 1,343 Current portion of long-term debt 30,235 26,531 Total current liabilities 31,415 27,874 Long-term Debt, Less Current Maturities: Notes payable 481,463 557,726 **Total Liabilities** 512,878 585,600 Member Equity: Contributed capital 689,507 689,507

290,484

979,991

1,492,869

275,031

964,538

1,550,138

Retained earnings

Total member equity

Total Liabilities and Member Equity

DELAWARE COUNTY RURAL WATER DISTRICT NO. 6 INCOME STATEMENT FOR THE YEAR ENDED DECEMBER 31, 2013

	2013	(memo only) 2012
Operating Revenues:		
Water sales	\$ 283,235	\$ 332,905
Meter income	32,492	6,340
Rental income	5,350	5,405
Reconnect and membership fees	793	802
Transfer fees	650	900
Total Operating Revenue	322,520	346,352
Operating Expenses:		
Water purchases	196,669	212,308
Bad debts	=	237
Contract labor	21,220	23,580
Dues and fees	885	527
Insurance	2,281	2,165
Maintenance	2,038	29,015
Professional fees	900	900
Rent	7,650	7,800
Office and postage	228	297
Telephone	1,501	1,468
Utilities	1,231	1,086
Miscellaneous expense	99	495
Total Operating Expenses	234,702	279,878
Operating Revenues Over (Under) Operating Expenses	87,818	66,474
Other Revenues (Expenses):		
Interest income	2,637	3,220
Depreciation expense	(49,129)	(49,129)
Interest expense on debt	(25,873)	(35,630)
Total Other Revenues (Expenses)	(72,365)	(81,539)
Increase (Decrease) in Retained Earnings	15,453	(15,065)
Retained Earnings, Beginning of Year	275,031	290,096
Retained Earnings, End of Year	\$ 290,484	\$ 275,031