

**RURAL WATER DISTRICT NO. 3
KAY COUNTY, OKLAHOMA
ANNUAL FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

RURAL WATER DISTRICT NO. 3
KAY COUNTY, OKLAHOMA
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YEARS ENDED DECEMBER 31, 2013 AND 2012

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Independent Auditor's Report

Board of Directors
Rural Water District No. 3, Kay County, Oklahoma

Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of Rural Water District No. 3, Kay County, Oklahoma as of December 31, 2013 and 2012 and for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting as described in Note 1. This includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the 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 audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and *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 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 an 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

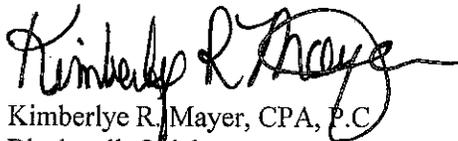
In our opinion, the financial statements referred to above, present fairly, in all material respects, the modified cash basis financial position of Rural Water District No. 3, Kay County, Oklahoma, as of December 31, 2013 and 2012; the changes in modified cash basis financial position; and cash flows thereof, for the year then ended in conformity with the basis of accounting described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statements that describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinions are not modified with respect to this matter.

Other Reporting Required By Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated March 8, 2014 on our consideration of Rural Water District No. 3, Kay County, Oklahoma's internal control over financial reporting and on our tests of its compliance with certain laws, regulations, contracts and grants 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 the internal control over financial reporting or on compliance. 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.



Kimberlye R. Mayer, CPA, P.C.
Blackwell, Oklahoma
March 8, 2014

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
Rural Water District No. 3, Kay County, Oklahoma

We have audited the financial statements of Rural Water District No. 3, Kay County, Oklahoma as of and for the year ended December 31, 2013 and have issued our report thereon dated March 8, 2014. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*, issued by the Comptroller General of the United States. The financial statements were prepared on the modified cash basis of accounting which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Rural Water District No. 3, Kay County, Oklahoma'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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Rural Water District No. 3, Kay County, Oklahoma's internal control. Accordingly, we do not express an opinion on the effectiveness of the Rural Water District No. 3, Kay County, Oklahoma'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 combination of control deficiencies, in internal control that there is reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying schedule of findings and questioned costs to be a material weakness.

Our consideration of internal control 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 questioned costs, we identified a certain deficiency in internal control that we consider to be a material weakness.

Compliance and Other Matters

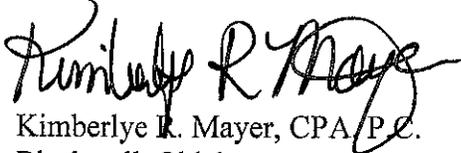
As part of obtaining reasonable assurance about whether Rural Water District No. 3, Kay County, Oklahoma's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have 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 or other matters that are required to be reported under *Government Auditing Standards*.

Response to Findings

Rural Water District No. 3, Kay County, Oklahoma's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Rural Water District No. 3, Kay County, Oklahoma'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.

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 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.



Kimberlye R. Mayer, CPA/P.C.
Blackwell, Oklahoma

March 8, 2014

RURAL WATER DISTRICT NO. 3, KAY COUNTY, OKLAHOMA
SCHEDULE OF FINDINGS AND RESPONSES
YEAR ENDED DECEMBER 31, 2013

Material Weakness in Internal Control Over Financial Reporting: Inadequate Segregation of Duties:

Criteria: The segregation of duties and responsibilities between different individuals and the reconciliation of those asset accounts is an important control activity needed to adequately protect the entity's assets and ensure accurate financial reporting.

Condition: Presently, the same individual is responsible for water service billings and receiving payments; making and recording deposits; maintaining billing registers; and reconciling the monthly bank statements. Only limited oversight is provided over this individual in the conduct of their daily functions.

Cause: The entity's limited size has made it difficult for management to fully segregate the duties.

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

Recommendation: The board should evaluate the risks associated with the lack of segregation of duties and consider implementing controls that could mitigate these risks.

Board's Response: The board has concluded that due to the limited number of personnel, an adequate segregation of duties is not achievable and that the cost of correcting the weakness would exceed the benefits that would be derived from it.

FINANCIAL STATEMENTS

AND

NOTES

RURAL WATER DISTRICT NO. 3
 KAY COUNTY, OKLAHOMA
 STATEMENTS OF ASSETS, LIABILITIES AND NET POSITION
 MODIFIED CASH BASIS
 DECEMBER 31, 2013 AND 2012

ASSETS

	<u>2013</u>	<u>2012</u>
Current Assets:		
Cash and cash equivalents	\$ 106,377	\$ 122,105
Certificates of deposit	105,513	104,771
ORWAAG reserves	1,000	1,000
Utility deposit	<u>180</u>	<u>180</u>
Total Current Assets	213,070	228,056
 Capital assets (net of accumulated depreciation) (Note 2)	 <u>815,357</u>	 <u>779,043</u>
 Total Assets	 <u><u>\$ 1,028,427</u></u>	 <u><u>\$ 1,007,099</u></u>

LIABILITIES AND NET POSITION

Liabilities:	\$	\$
 Net Position:		
Net investment in capital assets	815,357	779,043
Unrestricted	<u>213,070</u>	<u>228,056</u>
Total Net Position	<u>1,028,427</u>	<u>1,007,099</u>
 Total Liabilities and Net Position	 <u><u>\$ 1,028,427</u></u>	 <u><u>\$ 1,007,099</u></u>

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

RURAL WATER DISTRICT NO. 3
KAY COUNTY, OKLAHOMA
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
MODIFIED CASH BASIS
YEARS ENDED DECEMBER 31, 2013 AND 2012

	<u>2013</u>	<u>2012</u>
Operating Revenues:		
Water service	\$ 243,282	\$ 260,421
Late penalties	5,188	5,811
Miscellaneous income	12,774	11,372
Total Operating Revenues	<u>261,244</u>	<u>277,604</u>
Operating Expenses:		
Water purchases	106,784	116,560
Utilities	10,647	10,464
Repairs and maintenance	85,380	71,671
Mileage	2,241	2,195
Office supplies and postage	4,643	3,801
Insurance and bonds	5,471	4,777
Auditing, accounting and legal fees	955	915
Personnel costs	11,271	10,445
Depreciation	27,386	25,809
Dues, memberships & meetings	2,534	3,550
Telephone	804	815
Miscellaneous expense	362	616
Total Operating Expenses	<u>258,478</u>	<u>251,618</u>
Operating Income (Loss)	2,766	25,986
Nonoperating Revenue (Expenses):		
Interest income	1,062	1,589
New memberships	17,500	12,500
Members' meters sold		(5,266)
Total Nonoperating Revenues	<u>18,562</u>	<u>8,823</u>
Change in Net Position	21,328	34,809
Net Position, beginning of year	<u>1,007,099</u>	<u>972,290</u>
Net Position, end of year	<u>\$ 1,028,427</u>	<u>\$ 1,007,099</u>

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

RURAL WATER DISTRICT NO. 3
 KAY COUNTY, OKLAHOMA
 STATEMENTS OF CASH FLOWS
 MODIFIED CASH BASIS
 YEARS ENDED DECEMBER 31, 2013 AND 2012

	2013	2012
Cash Flows From Operating Activities:		
Cash received from customers	\$ 248,470	\$ 266,232
Other operating cash receipts	12,774	11,372
Cash payments to employees	(10,500)	(9,800)
Cash payments to suppliers for goods and services	(220,592)	(216,009)
Net cash provided (used) by operating activities	30,152	51,795
 Cash flows from non-capital financing activities:		
Cash flows from capital and related financing activities:		
Acquisition and construction of capital assets	(63,700)	(174,442)
Members' meters sold		(5,266)
Membership fees	17,500	12,500
Net cash provided (used) by financing activities	(46,200)	(167,208)
 Cash flows from investing activities:		
Interest income	1,062	1,589
(Increase) decrease in certificates of deposit	(742)	38,671
Net cash provided (used) by investing activities	320	40,260
 Net increase (decrease) in cash and cash equivalents	(15,728)	(75,153)
Beginning cash and cash equivalents	122,105	197,258
Ending cash and cash equivalents	\$ 106,377	\$ 122,105
 Reconciliation of income (loss) from operations to net cash provided (used) by operating activities:		
Operating income or loss	\$ 2,766	\$ 25,986
Adjustments to reconcile income (loss) from operations to net cash provided (used) by operating activities:		
Depreciation	27,386	25,809
Net cash provided (used) by operating activities	\$ 30,152	\$ 51,795

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

RURAL WATER DISTRICT NO. 3
KAY COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Nature of Organization

Rural Water District No. 3, Kay County, Oklahoma was incorporated on April 3, 1967 under the Rural Water District Act of the Oklahoma State Statutes, Title 82, 1301-1321, as amended. The District is exempt from federal and state income taxes as a 501(c)(12) organization. The purpose of the District is to acquire water and water rights; to build and acquire waterlines and other facilities; and to operate the same for the purpose of furnishing water to serve the needs of owners and occupants of land located within the District, and others as authorized by the By-Laws.

The District is a governed entity by a Board of Directors that acts as the authoritative and legislative body of the entity. The Board of Directors is comprised of elected board members.

Basis of Accounting

The District maintains its records and prepares its financial statements on the modified cash basis of accounting. Under the modified cash basis, revenues are recognized when received, rather than when earned, and expenditures are recognized when paid, rather than when incurred. Fixed assets are recorded at cost when purchased. Annual depreciation is calculated on a straight-line basis. Total depreciation for the years ended December 31, 2013 and 2012 was \$27,386 and \$25,809 respectively.

Cash and Deposits

The State of Oklahoma allows government entities to invest in the following: direct obligations of the United States Government, its agencies or instrumentalities; collateralized or insured certificates of deposit; insured savings accounts or savings certificates or county, municipal or school district direct debt.

Cash and deposits are maintained in financial institutions which provide coverage to depositors through the Federal Deposit Insurance Corporation.

Statement of Cash Flows

For the purposes of the Statement of Cash Flows, the District considers all accounts, (excluding restricted reserves), with a maturity of three months or less to be cash equivalents.

Budget

The District is not legally required to adopt a budget.

RURAL WATER DISTRICT NO. 3
 KAY COUNTY, OKLAHOMA
 NOTES TO FINANCIAL STATEMENTS
 YEARS ENDED DECEMBER 31, 2013 AND 2012

NOTE 2 – PROPERTY AND EQUIPMENT:

Depreciable assets are recorded at cost when purchased or constructed. Improvements are capitalized; the cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset's life are expendable. Annual depreciation is calculated on a straight-line basis. The balances for depreciable assets by major category are as follows:

	12/31/2012	Additions	12/31/2013
Land	\$ 4,200	\$	\$ 4,200
Waterline system	1,527,300	63,700	1,591,000
Office building	77,475		77,475
Office equipment and tools	5,565		5,565
	<u>1,614,540</u>	<u>63,700</u>	<u>1,678,240</u>
Accumulated depreciation	(835,497)	(27,386)	(862,883)
Net	<u>\$ 779,043</u>	<u>\$ 36,314</u>	<u>\$ 815,357</u>

NOTE 3 – RISK MANAGEMENT:

The District is exposed to various risks of losses related to torts; thefts of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District manages this risk through the purchase of commercial insurance policies. Claims are recognized when it is probably that a loss has occurred and the amount of the loss can be reasonably estimated. In determining claims, events that might create claims, but for which none have been reported, are considered. There were no claims during the year ended December 31, 2013.

NOTE 4 – ESTIMATES:

The preparation of financial statements in conformity with the modified cash basis of accounting 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 financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

NOTE 5 – CONTINGENCIES:

As of December 31, 2013 the District did not have any pending litigation or potential non-disclosed liabilities that management believes would have a material effect on the financial statements.

RURAL WATER DISTRICT NO. 3
KAY COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012

NOTE 6 - FAIR VALUE OF INSTRUMENTS:

The District's financial instruments include cash and cash equivalents, and certificates of deposit. The District's estimate of the fair value of all financial instruments does not differ materially from the aggregate carrying values of its financial instruments recorded in the accompanying statement of net position. The carrying amount of these financial statements approximates fair value because of the short maturity of these instruments.

NOTE 6 - EVALUATION OF SUBSEQUENT EVENTS:

The District has evaluated subsequent events through March 8, 2014, the date which the financial statements were available to be issued.