

**PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
CLEVELAND, OKLAHOMA**

FINANCIAL STATEMENTS AND AUDITOR'S REPORT

YEAR ENDED DECEMBER 31, 2014

**PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
BOARD OF DIRECTORS
DECEMBER 31, 2014**

BOARD OF DIRECTORS

President

David Smith

Vice-President

Jim Dickson

Secretary

Todd Weldon

Treasurer

None

Member

Bobby Brown

Member

Bob Orrell

Member

Bob Boyd

GENERAL MANAGER

Rick Rogers

BOOKKEEPER

Michelle Welch

PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
TABLE OF CONTENTS

	<u>Page No.</u>
Board of Directors	2
Table of Contents	3
Independent Auditor's Report	4-6
Management's Discussion and Analysis	7
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	8-9
 FINANCIAL STATEMENTS	
Statement of Net Assets	10
Statement of Revenue, Expenses and Changes in Net Assets	11
Statement of Cash Flows	12-13
Notes to the Financial Statements	14-17
Schedule of Findings	18-19

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Certified Public Accountant
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INDEPENDENT AUDITOR'S REPORT

Board of Directors
Pawnee County Rural Water District No. 1
Cleveland, Oklahoma 74020

Report on the Financial Statements

We have audited the accompanying financial statements of **Pawnee County Rural Water District No. 1**, Cleveland, Oklahoma, which comprise the statements of net position as of December 31, 2014 and 2013, and the related statements of revenues, expenses, and changes in net position, and cash flows for the years then ended, and the related notes to the financial statements, 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 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 an opinion 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 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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of **Pawnee County Rural Water District No. 1** as of December 31, 2014 and 2013, and the results of its operations and its cash flows for the years 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 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 Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's financial statements. The schedule of Directors, Officers, and Manager is presented for purposes of additional analysis and is not a required part of the basic financial statements. The schedule of Directors, Officers, and Manager has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Report Issued in Accordance with Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated June 30, 2015 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, 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 the internal control over financial reporting or on compliance. Those reports are 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.

Russell Cunningham, CPA
June 30, 2015

PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
MANAGEMENT DISCUSSION ANALYSIS
FOR THE YEAR ENDED DECEMBER 31, 2014

For the **Pawnee County Rural Water District No. 1**, this is a presentation of Management's Discussion and Analysis (MD&A). This analysis serves as an introduction to the financial statements for users to facilitate whether our overall financial health has improved or deteriorated as a result of the past year's operations. A required component of MD&A is to briefly describe the reasons for changes in our asset, liability, revenue and expenditure balances to the previous (2013) year.

Business-type-Activities:

In this review, revenue accounts increased by \$ 75,626 from 2013. This increase is due primarily because of theft restitution payments made to the District by an ex-employee and several people convicted of stealing.

As of December 31, 2014, the District will report a profit of \$ 34,438. This gain includes a reported current depreciation expense amount of \$ 43,798.

For the year ended December 31, 2014, total assets exceeded liabilities by \$ 659,570. The District has one note payable at this time, with a balance of \$ 9,260, and six (6) certificates of deposit totaling \$ 181,846.

Fixed Assets

At December 31, 2014, the District had \$ 470,167 invested in fixed assets, net of depreciation, including land, the water system, vehicles and equipment.

Future Activities

The District needs to make a concerted effort to replace some sections of line within the District.

Additionally, increases in the amount of chemical cost used in the water treatment process is continuing. Our EPA mandated water testing is ongoing and there appears to be no end in sight.

Overall Outlook

The future for the District remains bright. Our water quality remains excellent and we are working to improve the distribution system. The District is financially strong and we are able to improve the system and comply with EPA standards with a minimum of impact on our financial statements.

Russell Cunningham, CPA
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Tulsa, OK 74114

**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
Pawnee County Rural Water District No. 1
Cleveland, Oklahoma 74020

We have audited the financial statements of **Pawnee County Rural Water District No. 1**, as of and for the years ended December 31, 2014 and 2013, and have issued our report thereon dated June 30, 2015. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered **Pawnee County Rural Water District No. 1's** internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements, and not to provide an opinion on the internal control over financial reporting. 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 would not necessarily disclose all matters in the internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

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. We consider the deficiencies 11-1 and 11-2 described in the accompanying schedule of findings to be material weaknesses.

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 11-3 described in the accompany schedule of findings to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether **Pawnee County Rural Water District No. 1's**, financial statements are free of 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*.

Pawnee County Rural Water District Number 1's responses to the findings identified in our audit are disclosed in the accompanying schedule of findings and responses. We did not audit **Pawnee County Rural Water District Number 1's** response and accordingly, we express no opinion on it.

This report is intended solely for the information and use of management, the Board of Directors, others within the entity and the Oklahoma State auditor and is not intended to be and should not be used by anyone other than these specified parties.

Russell Cunningham, CPA
June 30, 2015

PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
STATEMENT OF NET ASSETS
DECEMBER 31, 2014 AND 2013

ASSETS	<u>2014</u>	<u>2013</u>
Current Assets		
Cash on hand	\$ 532	\$ 589
Cash in bank	26,961	13,181
Investments	181,846	132,600
Accounts receivable	36,117	35,467
Prepaid Insurance	<u>11,033</u>	<u>10,831</u>
Total Current Assets	<u>256,489</u>	<u>192,668</u>
Fixed Assets		
Water distribution system	1,058,378	1,058,378
Buildings	149,711	149,711
Office Equipment	25,633	25,633
Vehicles	90,575	90,575
Equipment	115,691	113,238
Water treatment system	<u>20,420</u>	<u>20,420</u>
Total Fixed Assets	1,460,408	1,457,955
Less: accumulated depreciation	<u>(990,241)</u>	<u>(948,742)</u>
Total Fixed Assets (net of depreciation)	<u>470,167</u>	<u>509,213</u>
Total Assets	<u>\$ 726,656</u>	<u>\$ 701,881</u>
 LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts Payable	\$ 4,026	\$ 4,372
Payroll taxes payable	0	4,636
Customer Deposits	53,800	46,175
Notes Payable – Truck	<u>7,160</u>	<u>6,306</u>
Total Current Liabilities	<u>64,986</u>	<u>61,489</u>
Long-Term Liabilities		
Notes Payable – Truck	<u>2,100</u>	<u>15,260</u>
Total Long-Term Liabilities	<u>2,100</u>	<u>15,260</u>
Total Liabilities	<u>67,086</u>	<u>76,749</u>
Net Assets		
Memberships	102,600	102,600
Contributed capital	20,097	20,097
Unrestricted Net Assets	<u>536,873</u>	<u>502,435</u>
Total Net Assets	659,570	625,132
Total Liabilities and Net Assets	<u>\$ 726,656</u>	<u>\$ 701,881</u>

See Accompanying Independent Auditor's Report and Notes to Financial Statements

PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS
DECEMBER 31, 2014 AND 2013

	<u>2014</u>	<u>2013</u>
Revenue from operations		
Water revenue	\$ 439,456	\$ 422,604
Late charges	8,246	7,413
Transfer fees	3,550	848
Miscellaneous Income	61,860	6,601
New taps	6,648	7,050
Collection fees	9,130	8,496
Interest income	674	926
Total revenue from operations	<u>529,564</u>	<u>453,938</u>
Expenses from operations		
Accounting Fees	10,200	19,250
Auto & Truck	10,222	14,474
Bank Charges	3,553	2,709
Depreciation	43,798	48,334
Dues & Publications	556	432
Donations	100	250
Education	400	3,009
Employee Benefits	35,391	27,515
Insurance	20,912	20,575
Interest Expense	1,409	2,386
Laundry	2,485	2,072
Legal Expense	506	507
License & Permits	3,901	351
Meals and Entertainment	1,309	1,903
Office Expense	8,242	10,281
Outside Services	9,066	17,999
Postage	4,326	3,939
Repairs and Maintenance	4,368	6,587
Supplies	4,338	1,973
Taxes – Payroll	15,281	13,872
Telephone	2,400	2,370
Tools	229	730
Travel	1,042	1,141
Utilities	22,225	19,328
Wages	199,750	181,326
Water lease	43,882	37,779
Water Treatment	45,235	44,138
Total expenses from operations	<u>495,126</u>	<u>485,230</u>
Change in Net Assets	34,438	(31,292)
Net Assets, beginning of period	<u>502,435</u>	<u>533,727</u>
Net Assets, end of period	<u>\$ 536,873</u>	<u>\$ 502,435</u>

See Accompanying Independent Auditor's Report and Notes to Financial Statements

PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
STATEMENTS OF CASH FLOWS
DECEMBER 31, 2014 AND 2013

	<u>2014</u>	<u>2013</u>
Operating Activities:		
Operating Cash Receipts from Customers	\$ 535,865	\$ 456,383
Cash Payments to Vendors for Goods and Services	<u>456,512</u>	<u>(437,951)</u>
Net Cash from Operating Activities	<u>79,353</u>	<u>18,432</u>
Financing Activities:		
Payment of Principle on Note	<u>(12,306)</u>	<u>(7,693)</u>
Net Cash from Financing Activities	<u>(12,306)</u>	<u>(7,693)</u>
Investing Activities		
Interest Income	674	926
Purchase of Fixed Assets	<u>(4,752)</u>	<u>(16,597)</u>
Net Cash from Investing Activities	<u>(4,078)</u>	<u>(15,671)</u>
Net Change in Cash and Cash Equivalents	<u>62,969</u>	<u>(4,932)</u>
Cash & Cash Equivalents at Beginning of Year	<u>146,370</u>	<u>151,302</u>
Cash & Cash Equivalents at End of Year	\$ <u>209,339</u>	\$ <u>146,370</u>
Reconciliation of Change in Net Assets to Net Cash Provided by Operating Activities		
Change in Net Assets	\$ 34,438	\$ (31,292)
Adjustments to Reconcile Net Income to Net Cash Provided by Operating Activities		
Depreciation	43,798	48,334
Changes in Certain Assets and Liabilities:		
Prepaid Expenses	(202)	(627)
Accounts Receivable	(650)	(8,429)
Accounts Payable	(346)	(1,493)
Payroll Taxes Payable	(4,636)	1,065
Customer Deposits	7,625	11,800
Interest Income	<u>(674)</u>	<u>(926)</u>
Net Cash Provided by Operating Activities	\$ <u>79,353</u>	\$ <u>18,432</u>

See Accompanying Independent Auditor's Report and Notes to Financial Statements

PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
STATEMENTS OF CASH FLOWS
DECEMBER 31, 2014 AND 2013

	<u>2014</u>	<u>2013</u>
Supplemental Disclosures:		
Cash Consists of:		
Cash On Hand	\$ 532	\$ 589
Cash in Bank	26,961	13,181
Savings in Bank	<u>181,846</u>	<u>132,600</u>
 Cash at End of Year	 \$ <u>209,339</u>	 \$ <u>146,370</u>
 Interest Paid During the Year	 \$ 1,409	 \$ 2,386
Income Tax Paid During the Year	0	0

See Accompanying Independent Auditor's Report and Notes to Financial Statements

PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014

Note A – Nature of Operations and Summary of Significant Accounting Policies

Pawnee County Rural Water District No. 1 is a political subdivision of the State of Oklahoma with its office located in Cleveland, Oklahoma. The District was formed May 31, 1966 to furnish water service to the residents of the district by constructing and maintaining a water system.

Pawnee County Rural Water District No. 1's financial statements are prepared in accordance with generally accepted accounting principles (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB).

For financial purposes, a reporting entity's financial statements should include all component units over which another component unit (oversight unit) exercises financial accountability. Financial accountability includes such aspects as appointment of governing body members, designation of management, the ability to significantly influence operations and accountability for fiscal matters.

Based upon the above criteria, there are no component units to be included within the District as a reporting entity.

Basis of Accounting

The accrual basis of accounting is utilized in reporting financial information in accordance with U.S. generally accepted accounting principles. The accrual basis of accounting records revenues in the period in which earned rather than when received and records expenses in the period incurred rather than when paid.

Cash

The District's checking and savings accounts at December 31 are detailed as follows:

	<u>2014</u>	<u>2013</u>
Bank of Oklahoma, Sand Springs, Oklahoma		
Operating Account	\$ 38,982	\$ 15,371
Less: Outstanding checks	<u>12,021</u>	<u>2,190</u>
Total	<u>\$ 26,961</u>	<u>\$ 13,181</u>

Investments

The District's investments at December 31 are as follows:

	<u>2014</u>	<u>2013</u>
Certificate of Deposits:		
Central Bank of Oklahoma (2)	\$ 52,573	\$ 52,284
Stillwater National Bank Stillwater, Oklahoma (4)	<u>129,273</u>	<u>80,316</u>
Total	<u>\$ 181,846</u>	<u>\$ 132,600</u>

Statement of Cash Flows

For the purposes of the statement of cash flows, the District considers all highly liquid investments, such as certificates of deposit and savings accounts, as cash equivalents.

Fixed Assets

Fixed assets are valued at cost, and depreciation is computed by use of the straight line method. The estimated useful lives of these assets are detailed as follows:

Water distribution system	50 years
Office building	39 years
Office equipment	7 years
Vehicles	5 years
Water treatment system	7-10 years

Notes Payable

Notes Payable – Hitachi originated June 14, 2012 for \$ 32,052. The interest rate is 6.95% and the loan is payable for 60 months @ \$ 633.91 per month. It was originated to buy a 2012 Chevrolet truck, which is the collateral on the loan. The amount of principal due on the loan is as follows:

Principle Due:

FYE: 12/31/2015	\$ 7,160
12/31/2016	2,100

Income Tax

As a political subdivision of the State of Oklahoma, the District is exempt from income taxes.

Credit Risk

The District's receivables consist primarily of uncollateralized customer obligations for water consumed. If these customers were to leave the District prior to paying off their account, collectability could be difficult.

Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Note B – Cash and Investments

The District's investment policies are governed by state statute. Permissible investments include direct obligations of the United States Government and agencies; certificates of deposit of savings and loan associations, banks and trust companies; savings accounts or savings certificates of savings and loan associations, banks and trust companies; and warrants, bonds or judgments of the district.

The District's cash deposits at December 31, 2014 are categorized to give an indication of the level of risk assumed by the District at year-end.

Deposit Categories of Credit Risk

(A) Insured by Federal Deposit Insurance.

(B) Collateralized with securities held by the pledging financial institution's trust department or agent in the District's name.

(C) Uncollateralized.

	Category			Bank	Carrying
	(A)	(B)	(C)	Balance	Amount
Cash	\$ 38,982			\$ 38,982	\$ 26,961
Investments	<u>181,846</u>			<u>181,846</u>	<u>181,846</u>
Total	<u>\$ 220,828</u>	<u>0</u>	<u>0</u>	<u>\$ 220,828</u>	<u>\$ 208,807</u>

Note C – Accounts Receivable

Accounts receivable consist of amounts billed to residents within the District's area of operation for water used, but not yet paid. No allowance for doubtful accounts was established because it does not have a material effect on the balance sheet.

Note D – Unclaimed Debenture Payments

Upon creation of the District, individual patrons contributed funds to assist in the start-up and operation of the water distribution system. These funds were subsequently invested to provide additional return for the District. Since inception, the District has attempted to refund this contribution to as many individuals as possible. Some contributors cannot be located, and there is no determination as to when these payments will be made in future years, if at all. As of December 31, 2014, all unclaimed debenture payments were written off due to inability to accurately identify the contributors and amount owed to each person.

Note E – Insurance

It appears the District has current insurance coverage for all major perils.

Note F – Contingent Liabilities

Per the District's legal counsel, there were no known contingent liabilities at December 31, 2014, which would have material effect on the financial statements.

Note G – Employee Theft

In April 2013, an office employee admitted to stealing money from **Pawnee County Rural Water District No. 1**. The amount of theft was estimated to be \$ 98,625. The District received \$ 48,500 in 2014 in restitution payments from the ex-employee. It is probable that some or all of the remaining monies will be recovered through restitution in future years.

Note H – Current Liabilities

Accounts payable consists of amounts payable to vendors for supplies related to operations in the amount of \$ 4,026.

Note I – Fair Value

The carrying amount reported in the balance sheet for cash and cash equivalents approximates its fair value.

Note J – Subsequent Events

Subsequent events have been evaluated through the financial statement release date of June 30, 2015, with no items noted for reporting.

PAWNEE COUNTY RURAL WATER DISTRICT NO. 1
SCHEDULE OF FINDINGS
DECEMBER 31, 2014

Control Deficiencies

Material Weakness

11-1. Segregation of Duties

Condition: The District has a limited number of office personnel and, accordingly, does not have adequate internal accounting controls in certain areas because of a lack of segregation of duties.

Criteria: A good system of internal accounting control contemplates an adequate segregation of duties so that no one individual handles a transaction from its inception to its completion.

Effect: Inadequate segregation of duties could adversely affect the District's ability to detect misstatements in amounts that would be material in relation to the financial statements in a timely period by employees in the normal course of performing their assigned functions.

Recommendation: While we recognize that your office staff may not be large enough to permit an adequate segregation of duties in all respects for an effective system of internal control, it is important that you be aware of this condition. In situations like this, management's close supervision and review of accounting information is the best means of preventing and detecting errors and irregularities.

Response: At the present time, the District has segregated the duties in the most efficient manner possible, given its limited staff. Due to cost constraints, there will be no further administrative employees added.

11-2. Significant Journal Entries

Condition: During the course of our engagement, we proposed material audit adjustments that would not have been identified as a result of the Districts existing internal controls, and therefore could have resulted in a material misstatement of the District's financial statements.

Criteria: A good system of internal accounting control contemplates an adequate system for recording and processing entries material to the financial statements.

Effect: Inadequate controls could adversely affect the District's ability to detect misstatements in amounts that would be material in relation to the financial statements.

Recommendation: While we recognize that your office staff is limited, it is important that you be aware of this condition. In situations like this, management's close supervision and review of accounting information is the best means of preventing and detecting errors and irregularities.

Response: Due to the limited office staff, the District is aware of the deficiency in internal control. The District accepts the risk and due to cost constraints, there will be no further administrative employees added.

Significant Deficiency

11-3 Preparation of Financial Statements

Condition: The Organization does not have an internal control system designed to provide for the preparations of the financial statements being audited. As auditors, we were requested to draft the financial statements and accompanying notes to the financial statements.

Criteria: A good system of internal accounting control contemplates an adequate system for recording and processing entries material to the financial statements.

Effect: This control deficiency could result in a misstatement to the financial statements that would not be prevented or detected.

Recommendation: This circumstance is not unusual in an organization of your size. It is the responsibility of management and those charged with governance to make the decision whether to accept the degree of risk associated with this condition because of cost or other consideration.

Response: The District is aware of the deficiency in internal control. The District accepts the risk and will not add additional administrative employees due to cost constraints.