

Financial Statements

of

**PITTSBURG COUNTY
WATER AUTHORITY**

Pittsburg County, Oklahoma

June 30, 2015



Clothier & Company CPA's P.C.

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PITTSBURG COUNTY WATER AUTHORITY
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June 30, 2015

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Pittsburg County Water Authority
Pittsburg County, Oklahoma

We have audited the accompanying statements of net assets and the revenue, expense, and changes in net assets-modified cash basis as described in Note 1, of Pittsburg County Water Authority, Pittsburg County, Oklahoma, as of and for the year ended June 30, 2015 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 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; 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.

Auditors' 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. 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 auditors' 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 authority'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 of the effectiveness of the authority'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 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 assets, liabilities and net assets – modified cash basis of Pittsburg County Water Authority, as of June 30, 2015, and the revenues, expenses, and changes in net assets – modified cash basis and cash flows thereof for the year then ended, on the basis of accounting described in Note 1.

Other Matters

Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis information on pages I and II 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 general 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 November 7, 2016, on our consideration of Pittsburg County Water Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreement 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 Pittsburg County Water Authority's internal control over financial reporting and compliance.



Clothier & Company, CPA's, P.C.
November 7, 2016

Management Discussion and Analysis For Year Ended June 30, 2015

For Pittsburg County Water Authority, Pittsburg County, Oklahoma, this is our presentation of Management's Discussion and Analysis (MD&A). This analysis serves as an introduction to the financial statements for users to facilitate whether overall financial health has improved or deteriorated as a result of the past year's operation. A required component of MD&A is to briefly describe the reasons for change in our revenue, liability, asset, and expenditure balances compared to the previous (2014) year.

Business Activities:

During the year the Pittsburg County Water Authority emphasized improved maintenance of plant and customer waterlines. The customers of the Authority are two small cities and one rural water district who distribute water to business and residential customers. The improved maintenance on existing infrastructure was also emphasized by the Authority's institutional customers, resulting in a decrease of water loss. The decrease in water loss resulted in an increase in net assets. Weather and aging lines and equipment require both the Authority and its customers are continually updating equipment and maintaining water lines. The Authority's total revenue decreased by \$24,771 compared to 2014 revenue and the operating expenses increased by \$117,987 as compared to 2014. Net income of the Authority is down from a profit of \$75,370 in 2014 to a loss of \$61,358 in 2015.

Utilities expense increased from \$81,891 in 2014 to \$83,633 in 2015.

The Authority currently has plant and equipment with a net book value of \$2,367,991, an increase of \$162,291 from last year. The Authority worked water treatment plant improvements during the current year.

For the year ended June 30, 2015, total assets exceeded liabilities by \$2,035,271. The Authority has a note payable to Oklahoma Water Resources Board in the amount of \$620,557. The balance sheet has a net increase of \$117,922 from 2014 to 2015.

Future Activities of Pittsburg County Water Authority:

The Authority is currently in the process of updating its water system through a Phase II project and we just completed part one in time to meet established deadlines for DEQ/EPA standards. The final portion of Phase II project is contingent on loans and we are nearing finalizing those documents which will help us meet and exceed outlined standards for water production compliance, as well as, enhance overall water production and energy efficiency. Choctaw Nation has provided financial support to aid in the completion of Phase II project.

Overall Outlook:

The quality of the water continues to be superb and we are ranked in the top ten water production facilities within the state of Oklahoma. We continue working to improve the

distribution system. The Authority remains financially strong as we make improvements through out the system, meeting the DEQ/EPA standards, and paying our bills.

The economy still affects our efforts, the cost of chemicals, pipe, fuel, etc. continues to fluctuate. This is all out of our control; however it has not stopped our progress.

PITTSBURG COUNTY WATER AUTHORITY
Statement of Net Assets
June 30, 2015

ASSETS

Current Assets		
Cash & Equivalents	\$	287,838
Total Current Assets		287,838
Fixed Assets		
Plant and Equipment		4,146,321
Land		2,879
Accumulated Depreciation		(1,781,209)
Total Fixed Assets		2,367,991
Other Assets		_____
Total Assets	\$	2,655,829

LIABILITIES AND FUND BALANCE

Current Liabilities		
Current Maturities	\$	70,425
Total Current Liabilities		70,425
Long Term Liabilities		
Notes Payable - OWRB		550,133
Total Long Term Liabilities		550,133
Fund Balance		
Invested in Capital Assets		1,747,433
Unrestricted		101,196
Increase (Decrease) in Net Assets		186,642
Total Fund Balance		2,035,271
Total Liabilities & Fund Balance	\$	2,655,829

See accompanying footnotes and independent auditors' report.

PITTSBURG COUNTY WATER AUTHORITY
Statement of Revenue, Expense and Change in
Net Assets - Modified Cash Basis
For the Period Ended June 30, 2015

UNRESTRICTED NET ASSETS

Revenue	
Water Revenue	\$ 742,816
Grant Income	<u>248,000</u>
Total Revenue	<u>990,816</u>
Expenses	
Repairs and Supplies	136,319
Salaries	275,163
Employee Benefits	81,386
Payroll Taxes	1,119
Gasoline	1,857
Insurance	31,647
Accounting	12,375
DEQ Fees	41,661
Office Supplies	9,697
Miscellaneous	259
Rent	3,661
Travel	5,940
Utilities	102,936
Depreciation	83,633
Trustee Fees	<u>6,010</u>
Total Expenses	<u>793,663</u>
Operating Income (Loss)	<u>197,153</u>
Other Revenue/Expenses	
Interest Expense	(11,233)
Interest Income	<u>722</u>
Total Other Income	<u>(10,511)</u>
Increase (Decrease) in Net Assets	<u>\$ <u>186,642</u></u>

See accompanying footnotes and independent auditors' report.

PITTSBURG COUNTY WATER AUTHORITY

Statement of Cash Flows

June 30, 2015

Cash Flows From Operating Activities:

Cash received from customers	\$	742,816
Cash received from other sources		248,000
Cash paid to employees		(275,163)
Cash paid to suppliers		(435,248)
Other operating payments		0
Net Cash Flows from Operating Activities		280,405

Cash Flows From Capital and Related

Financing Activities:

Proceeds from issuance of debt		0
Payment of debt		(68,339)
Acquisition and construction of capital assets		(245,924)
Payment of Interest		(11,233)
Net Cash (Used) By Capital and Related Financing Activities		(325,496)

Cash Flows From Investing Activities:

Decrease (Increase) in restricted cash		100,000
Receipt of interest and dividends		722
Net Cash Provided (Used) By Investing Activities		100,722

Net Increase (Decrease) In Cash		55,631
Cash Beginning of Year		232,207
Cash End of Year	\$	287,838

Reconciliation of Operating Income to Net Cash Flows from Operating Activities:

Operating income (loss)	\$	197,153
Add depreciation expense		83,633
(Increase)/Decrease in Current Assets:		
Accounts receivables, net		0
Prepaid expenses		0
Increase/(Decrease) in Current Liabilities:		
Accrued expenses		(381)
Customer deposits		0
Net Cash Flows from Operating Activities	\$	280,405

See accompanying footnotes and independent auditors' report.

NOTE 1 - NATURE OF OPERATIONS AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Pittsburg County Water Authority is a public trust created and presently existing under the terms of a declaration of trust dated January 20, 1965 pursuant to the laws of the State of Oklahoma. The major purpose of the authority is providing adequate water supplies to area water districts. The beneficiary of the public trust is Pittsburg County, Oklahoma.

Basis of Accounting

The financial statements of the Authority are prepared using the modified cash basis of accounting where revenues are recognized when received and expenses are recognized when paid. Other modifications to the cash basis of accounting include recording depreciation on property and equipment and accruing for payroll taxes. This is a comprehensive basis of accounting other than generally accepted accounting principles.

Cash and Cash Equivalents

For the purposes of preparing the statement of cash flows, cash on hand, cash in savings and checking, and certificates of deposit with an original maturity of three months or less, are considered cash equivalents. The Authority has a reserve account for its long term debt.

Funds on Deposit

The Authority maintains the following accounts for funds deposited with a fully insured bank.

Operations and Maintenance - The gross revenues of the Authority are deposited to this account and the bills of the Authority are generally paid from this account. Excess revenues are transferred to CD's as needed.

Certificates of Deposit - Cash is invested in interest bearing certificates of deposit with an original maturity date greater than 90 days. The CD's may be used for planned projects, extensions and improvements to the water system however the CD's bear no restrictions other than those imposed by the bank for early redemption. CD's are reported at fair value. The certificates of deposit were transferred to the Operations and Maintenance account to fund the capital improvement project during 2015.

Property and Equipment

Property and equipment are recorded at cost, with depreciated on the straight-line method over the estimated useful lives of the assets.

Inventory

The policy of the Authority is to record inventory at original cost using the first-in, first-out method. The Authority is not currently carrying any inventory.

Income Tax

As a state agency for the State of Oklahoma, the Authority is exempt from filing income taxes.

Pittsburg County Water Authority

Concentration of Revenue Risk

Annually 99% of the revenue for each year is from three local rural water districts. The water sales to each for 2015 were Hartshorne RWD 45.51%, Haileyville RWD 14.85% and Adamson RWD#8 39.65%. If any of these sources of revenue were lost and other sources could not be found quickly, management would be able to eliminate the variable costs of water production, however fixed costs and capital invested in the distribution system would be lost and create a severe risk to the Authority.

Use of Estimates

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

Vacation, Sick Leave, and Other Compensated Absences

The Authority has written policies for full-time employees to be entitled to annual leave which may not be carried over from one year to the next.

The first working day after six months employment, the employee shall earn a total of (8) eight hours sick leave per month up to a maximum of 240 hours. Sick leave may be carried over from year to year but 240 hours is the total accruable amount. When terminating employment with the Authority, an employee may not collect payment of the accrued sick leave.

NOTE 2 - PROPERTY AND EQUIPMENT

	Cost	Additions	Accumulated Depreciation	Book Value
Land	\$2,879	\$0	\$0	\$2,879
Water Authority Systems	3,818,921	245,923	(1,710,455)	2,354,389
Trucks & Equipment	81,477	0	(70,754)	10,723
	<u>\$3,903,277</u>	<u>\$245,923</u>	<u>(\$1,781,209)</u>	<u>\$2,367,991</u>

NOTE 3 - LONG TERM DEBT

The current portion of long term debt is \$70,425 and the long term portion is \$550,132. The total note payable to Oklahoma Water Resources Board has a balance of \$620,557 at June 30, 2015. Revenue is pledge as collateral. The Authority is required to have enough annual income to cover expenses and loan obligation plus 1.5%. Each year OWRB reviews the financials to determine if an increase in water rates is needed to cover the expenses and loan obligation. If an increase in rates is needed they will inform the Authority.

Semi-annual payments are made to the OWRB. The current interest rate is 3.5%.

Pittsburg County Water Authority

The following are the maturities and debt service requirements of Long-Term Debt at current interest rates:

	<u>Current Maturities</u>	<u>Debt Service</u>
2016	70,425	82,881
2017	79,821	82,837
2018	80,509	82,760
2019	80,844	82,692
2020	81,186	82,630
Thereafter	<u>227,772</u>	<u>229,656</u>
	<u><u>620,557</u></u>	<u><u>643,457</u></u>

NOTE 4 - CONCENTRATION OF RISK

The Authority maintains deposits at financial institutions located in Oklahoma. The Federal Deposit Insurance Corporation insures deposits up to \$250,000 at each institution for all time and savings accounts and up to \$250,000 for all demand deposits. As of June 30, 2015 cash balances totaled \$287,838. Deposits are categorized for risk as insured by FDIC.

The Authority's deposits were as follows at June 30, 2015:

<u>Financial Institution</u>	<u>Balance</u>	<u>FDIC Insured</u>	<u>Uninsured</u>
First National Bank & Trust - Checking	187,838	187,838	0
First National Bank & Trust - CD	<u>100,000</u>	<u>100,000</u>	<u>0</u>
Totals	<u><u>287,838</u></u>	<u><u>287,838</u></u>	<u><u>0</u></u>

NOTE 5 – SUBSEQUENT EVENTS

Pittsburg County Water Authority approved an Intention to Sell Water Contract with Latimer County Rural Water at \$2.94 per thousand gallons in August 2015. In September 2014 the board approved accepting a loan from Farmers Home Administration in the amount of \$547,000. As of the date of these financials they had not received any funds from the loan because the project it is funding has not started.



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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 Directors
Pittsburg County Water Authority
Pittsburg County, 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 financial statements of Pittsburg County Water Authority, Pittsburg County, Oklahoma, as of and for the year ended June 30, 2015 and the related notes to the financial statements, and have issued our report thereon dated November 7, 2016.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Pittsburg County Water 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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the 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 in charge of 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify certain deficiencies in internal, described in the

accompany schedule of findings and questioned costs that we consider to be material weaknesses as 2015-1, 2015-2, 2015-3, and 2015-4.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations and contracts, 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 result of that testing, and not to provide an opinion on the effectiveness of the authority'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 authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Clothier & Company CPA's".

Clothier & Company, CPA's, P.C.
November 7, 2016

Pittsburg County Water Authority
Pittsburg County, Oklahoma
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
For the Period Ended June 30, 2015

Section I – Summary of Auditors’ Results

Financial Statements

Type of auditors’ report issued. – Unqualified

Internal control over financial reporting:

- Material weaknesses identified? Yes No
- Control deficiencies identified that are not considered to be material weaknesses? Yes No

Noncompliance material to financial statements noted? Yes No

Section II – Financial Statement Findings

2015-1 – Cash and cash equivalents

Condition – The client had certificates of deposit recorded in the general ledger that was cashed in in April of 2014 to pay-off a bank loan that was also still on the general ledger. An audit entry that was approved by the client was furnished with the completion of the 6/30/14 audit.

Effect – Overstated financial statements. Poor control over cash in bank.

Cause – Not adjusting the general ledger accounts when the certificates were used to pay-off the loans or when the audit journal entries were provided.

Recommendation – The general ledger accounts should be adjusted for all activity during the fiscal year by bookkeeper or outside service provider for better financial reporting.

Entity’s Response – Manager will meet with outside bookkeeper and adjust whatever is needed to do a better job.

2015-2 – Fund balance is out of balance with audit.

Condition – The beginning balances in the general ledger do not agree with the prior years audit report.

Effect – Poor financial reporting and internal control.

Cause – Audit journal entries approved by management have not been entered in the general ledger.

Recommendation – Post approved audit entries to the general ledger when furnished.

Entity’s Response – Outside bookkeeper will post adjusting journal entries and furnish auditor a copy of the trial balance after entries are posted.

2015-3 – No documentation with check stubs

Condition – Check stubs with no approved invoices or other documentation attached. Invoices without cancellation or approval for payment. Information received was put in a box in an unorganized manner and had to be organized by month before it could be used.

Effect – Cannot tell if an invoice has been paid by looking at it or what a check paid for. The risk of double payment and fraudulent payments is increased. The lack of organization caused additional audit time and cost.

Cause – Not attaching approved documentation to check stub or cancelling an invoice by writing check number, date and amount paid on each invoice. Not filling information by month or vendor.

Recommendation – Implement controls to document transaction approval and payment. This can be done with a rubber stamp, or simply initialed by the manager upon approval for processing. After checks are run, the appropriate employee can write the check number and date on the document approved or attach the check stub to document and file by month or vendor.

Entity's Response – Plant manager will be more involved in paying of bills. Manager will make copies of all bills and keep them in monthly files with check numbers.

2015-4 – Timeliness of audit

Condition – Audit information not received in a timely manner.

Effect – Audit information not timely and current.

Cause – Not receiving requested information in a timely manner after the fiscal year end. Received information to start the audit 9 months after the year end and the information was not complete. Subsequent information requested not received for several weeks or months after requests were made.

Recommendation – Provide all information requested to start the audit within 3 months of fiscal year end.

Entity's Response – Plant Manager will be more involved in audit. Will follow up on material needed, and provide and email to receive all requests. Manager will make sure the response will be a lot faster than before.