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OFFICE OF AUDITOR OF STATE

STATE OF IOWA

State Capitol Building Des Moines, Iowa 50319-0004

Telephone (515) 281-5834 Facsimile (515) 242-6134

David A. Vaudt, CPA Auditor of State

NEWS RELEASEContact: Andy NielsenFOR RELEASEMarch 24, 2011515/281-5834

Auditor of State David A. Vaudt today released an audit report on the Evansdale Municipal Water Works, Evansdale, Iowa.

The Water Works' receipts totaled \$1,002,963 for the year ended June 30, 2010, a 5.1 percent decrease from the prior year. The receipts included \$369,151 in charges for service, miscellaneous operating receipts of \$62,740, \$7,346 in interest on investments, \$33,232 of property rent and \$530,494 of sewer rental and solid waste fees collected for the City of Evansdale.

Disbursements for the year totaled \$1,063,133, a less than 1 percent increase over the prior year, and included operating disbursements of \$330,387, capital outlay of \$65,576, debt service of \$136,676 and \$530,494 for sewer rental and solid waste collection fees remitted to the City of Evansdale.

A copy of the audit report is available for review in the office of the Evansdale Municipal Water Works, in the Office of Auditor of State and on the Auditor of State's web site at http://auditor.iowa.gov/1023-0049-B00F.pdf .

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EVANSDALE MUNICIPAL WATER WORKS

INDEPENDENT AUDITOR'S REPORTS FINANCIAL STATEMENT AND SUPPLEMENTARY INFORMATION SCHEDULE OF FINDINGS

JUNE 30, 2010

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Officials

Title

Term <u>Expires</u>

(Before January 2010)

Sharon K. Loftus Joan M. Thompson Danton G. Burkett (Appointed) Dona R. Frickson	Trustee Trustee Trustee Trustee	Dec 31, 2009 (Resigned Dec 2008) Dec 31, 2011 Dec 31, 2013
Bennie L. Johnson	Plant and Distribution Foreman	Indefinite
Sandra E. Clements	Office Manager	Indefinite
Eugene Edler	Treasurer	Indefinite
Pat Galles	Attorney	Indefinite
	(After January 2010)	
Danton G. Burkett Dona R. Frickson Sharon K. Loftus	Trustee Trustee Trustee	Dec 31, 2011 Dec 31, 2013 Dec 31, 2015
Bennie L. Johnson	Plant and Distribution Foreman	Indefinite
Sandra E. Clements	Office Manager	Indefinite
Eugene Edler	Treasurer	Indefinite



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Independent Auditor's Report

To the Board of Trustees of the Evansdale Municipal Water Works:

We have audited the accompanying financial statement of the Evansdale Municipal Water Works, Evansdale, Iowa, as of and for the year ended June 30, 2010. This financial statement is the responsibility of Evansdale Municipal Water Works' officials. Our responsibility is to express an opinion on this financial statement based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, 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 statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

As described in note 1, this financial statement was prepared on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles. Also, as discussed in note 1, the financial statement of the Evansdale Municipal Water Works is intended to present only the results of the transactions of that portion of the financial reporting entity of the City of Evansdale that is attributable to the transactions of the Water Works.

In our opinion, the aforementioned financial statement presents fairly, in all material respects, the cash basis financial position of the Evansdale Municipal Water Works as of June 30, 2010, and the changes in its cash basis financial position for the year then ended in conformity with the basis of accounting described in note 1.

In accordance with <u>Government Auditing Standards</u>, we have also issued our report dated March 15, 2011 on our consideration of the Evansdale Municipal Water Works' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts 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 <u>Government</u> <u>Auditing Standards</u> and should be considered in assessing the results of our audit.

Management's Discussion and Analysis and Budgetary Comparison Information on pages 7 through 9 and pages 18 through 20 are not required parts of the financial statement, but are supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. We did not audit the information and express no opinion on it.

David A. Vaudt, CPA Auditor of State Our audit was conducted for the purpose of forming an opinion on the aforementioned financial statement taken as a whole. Other supplementary information included in Schedules 1 and 2 is presented for purposes of additional analysis and is not a required part of the financial statement. Such information has been subjected to the auditing procedures applied in our audit of the aforementioned financial statement and, in our opinion, is fairly stated in all material respects in relation to the aforementioned financial statement taken as a whole.

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DAVID A. VAUDT, CPA Auditor of State

WARREN G. JENKINS, CPA Chief Deputy Auditor of State

March 15, 2011

MANAGEMENT'S DISCUSSION AND ANALYSIS

The Evansdale Municipal Water Works provides this Management's Discussion and Analysis of its financial statement. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2010. We encourage readers to consider this information in conjunction with the Water Works' financial statement, which follows.

2010 FINANCIAL HIGHLIGHTS

- The Water Works' total receipts decreased approximately \$54,000, or 5.1 %, from fiscal year 2009 to fiscal year 2010.
- The Water Works' total disbursements increased approximately \$5,600, or less than 1%, from fiscal year 2009 to fiscal year 2010.
- The Water Works' total cash basis net assets decreased 13.75%, or approximately \$60,000, from June 30, 2009 to June 30, 2010.

USING THIS ANNUAL REPORT

The Evansdale Municipal Water Works has elected to present its financial statement on the cash basis of accounting. The cash basis of accounting is a basis of accounting other than U.S. generally accepted accounting principles. Basis of accounting refers to when financial events are recorded, such as the timing for recognizing revenues, expenses and the related assets and liabilities. Under the Evansdale Municipal Water Works' cash basis of accounting, revenues and expenses and the related assets and liabilities are recorded when they result from cash transactions.

As a result of the use of the cash basis of accounting, certain assets and their related revenues and liabilities and their related expenses are not recorded in this financial statement. Therefore, when reviewing the financial information and discussion within this annual report, readers should keep in mind the limitations resulting from the use of the cash basis of accounting.

The annual report is presented in a format consistent with the presentation of Governmental Accounting Standards Board (GASB) Statement No. 34, as applicable to the Evansdale Municipal Water Works' cash basis of accounting.

This discussion and analysis are intended to serve as an introduction to the Evansdale Municipal Water Works' financial statement. The annual report consists of a financial statement and other information, as follows:

- Management's Discussion and Analysis introduces the financial statement and provides an analytical overview of the Water Works' financial activities.
- The Statement of Cash Receipts, Disbursements and Changes in Cash Basis Net Assets presents information on the Evansdale Municipal Water Works' receipts and disbursements and whether the Water Works' financial position has improved or deteriorated as a result of the year's activities.
- The Notes to Financial Statement provide additional information essential to a full understanding of the data provided in the financial statement.
- Required Supplementary Information further explains and supports the financial statement with a comparison of the Water Works' budget for the year.
- Other Supplementary Information provides detailed information about the individual Enterprise Fund accounts. In addition, the Schedule of Indebtedness provides details of the Water Works' debt at June 30, 2010.

FINANCIAL ANALYSIS OF THE EVANSDALE MUNICIPAL WATER WORKS

Statement of Cash Receipts, Disbursements and Changes in Cash Basis Net Assets

The purpose of the statement is to present the receipts received by the Evansdale Municipal Water Works and the disbursements paid by the Water Works, both operating and nonoperating. The statement also presents a fiscal snapshot of the Water Works' cash balances at year end. Over time, readers of the financial statement are able to determine the Evansdale Municipal Water Works' financial position by analyzing the increase and decrease in cash basis net assets.

Receipts are received for both the metered and unmetered sale of water, extensions of water mains and taps for service lines, water turn on/off fees, rent for tower space on the water tower and miscellaneous fees. The City of Evansdale pays the Evansdale Municipal Water Works contract fees to include sewer rental and solid waste charges on the water bill and costs involved in preparing the billing, i.e. meter reading for sewer rental, data entry of meter reads, sales tax return preparation and payment. A summary of cash receipts, disbursements and changes in cash basis net assets for the years ended June 30, 2010 and June 30, 2009 are presented below:

Changes in Cash Basis Net .	Assets			
		Year ended June 30,		
		2010	2009	
Receipts:				
Use of money and property	\$	40,578	42,487	
Charges for service		369,151	371,566	
Sewer rental and solid waste				
fees collected for City		530,494	531,223	
Loan proceeds		-	66,920	
Miscellaneous		62,740	44,930	
Total receipts		1,002,963	1,057,126	
Disbursements:				
Administration		169,502	170,204	
Plant operation and maintenance		125,518	145,443	
Distribution operation and maintenance		35,367	30,867	
Sewer rental and solid waste fees remitted to City		530,494	531,223	
Capital outlay		65,576	75,915	
Debt service		136,676	103,880	
Total disbursements		1,063,133	1,057,532	
Net change in cash basis net assets		(60,170)	(406)	
Cash basis net assets beginning of year		439,951	440,357	
Cash basis net assets end of year	\$	379,781	439,951	

The larger portion of the Water Works' net assets (81.2%) is unrestricted assets used in the routine operations for the plant, distribution and administrative areas of the Water Works and for capital improvements to the plant <u>and</u> distribution areas. State and federal laws and regulations require the Evansdale Municipal Water Works to perform specific maintenance and monitoring functions in the collection and treatment of water sources before final distribution. The remaining net assets (18.8%) are restricted funds for customer deposits.

BUDGETARY HIGHLIGHTS

The Evansdale Municipal Water Works prepares a budget on the cash basis of accounting and submits it to the City of Evansdale. There were no budget amendments for the Water Works during the year ended June 30, 2010.

The Water Works' receipts were \$2,783 more than budgeted.

Total disbursements were \$77,294 less than budgeted. This was primarily due to unanticipated staffing reductions.

DEBT ADMINISTRATION

At June 30, 2010, the Evansdale Municipal Water Works had \$651,920 of loan debt outstanding. The loan was originally issued March 1, 1999.

ECONOMIC FACTORS

The City of Evansdale continues to experience a sizeable increase in new housing starts. However, current economic conditions beyond the Evansdale Municipal Water Works Trustees' control play a significant role in the daily operations of the water plant and distribution services. These conditions include, but are not limited to:

- the need to constantly maintain facilities, wells, vehicles and machinery.
- the need to comply with federal and state regulations for the production of water and well-head protection.
- the need to maintain up-to-date technology at a reasonable cost.
- the fluctuation of the cost of the chemicals and energy used to produce quality water.

CONTACTING THE EVANSDALE WATER WORKS' FINANCIAL MANAGEMENT

This financial report is designed to provide our customers and creditors with a general overview of the Evansdale Municipal Water Works' finances and to show the Water Works' accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Evansdale Municipal Water Works at 319-233-5524.

Financial Statement

Statement of Cash Receipts, Disbursements and Changes in Cash Basis Net Assets

As of and for the year ended June 30, 2010

Operating receipts:	
Charges for service	\$ 369,151
Miscellaneous	62,740
Total operating receipts	431,891
Operating disbursements:	
Business type activities:	
Administration	169,502
Plant and collection	125,518
Distribution	35,367
Total operating disbursements	330,387
Excess of operating receipts over operating disbursements	101,504
Non-operating receipts (disbursements):	
Interest on investments	7,346
Property rent	33,232
Solid waste fees collected for City	185,686
Sewer rental fees collected for City	344,808
Solid waste fees remitted to City	(185,686)
Sewer rental fees remitted to City	(344,808)
Capital outlay	(65,576)
Debt service	(136,676)
Total non-operating receipts (disbursements)	(161,674)
Net change in cash basis net assets	(60,170)
Cash basis net assets beginning of year	439,951
Cash basis net assets end of year	\$ 379,781
Cash Basis Net Assets	
Restricted for customer deposits	\$ 71,476
Unrestricted	308,305
Total	\$ 379,781
See notes to financial statement.	

Notes to Financial Statement

June 30, 2010

(1) Summary of Significant Accounting Policies

A. <u>Reporting Entity</u>

The Evansdale Municipal Water Works is a component unit of the City of Evansdale, Iowa, as determined by criteria specified by the Governmental Accounting Standards Board. The Water Works is governed by a three-member Board of Trustees appointed by the City Council, which exercises oversight responsibility under this criteria.

B. Basis of Presentation

The accounts of the Water Works are organized as an Enterprise Fund. Enterprise Funds are utilized to finance and account for the acquisition, operation and maintenance of governmental facilities and services supported by user charges.

C. <u>Basis of Accounting</u>

The Evansdale Municipal Water Works maintains its financial records on the basis of cash receipts and disbursements and the financial statement of the Water Works is prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statement does not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles.

D. <u>Restricted Assets</u>

Funds set aside for customer deposits are classified as restricted.

E. <u>Budgets and Budgetary Accounting</u>

The budgetary comparison and related disclosures are reported as Required Supplementary Information.

(2) Cash and Pooled Investments

The Water Works' deposits in banks and credit unions at June 30, 2010 were entirely covered by federal depository insurance, the national credit union share insurance fund or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The Water Works is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the Board of Trustees; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

The Water Works had no investments meeting the disclosure requirements of Governmental Accounting Standards Board Statement No. 3, as amended by Statement No. 40.

(3) Pension and Retirement Benefits

The Water Works contributes to the Iowa Public Employees Retirement System (IPERS), which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits established by state statute to plan members and beneficiaries. IPERS issues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, Iowa, 50306-9117.

Plan members are required to contribute 4.30% of their annual covered salary and the Water Works is required to contribute 6.65% of annual covered payroll. Contribution requirements are established by state statute. The Water Works' contribution to IPERS for the years ended June 30, 2010, 2009 and 2008 were \$7,961, \$9,355 and \$8,292, respectively, equal to the required contributions for each year.

(4) Compensated Absences

Water Works' employees accumulate a limited amount of earned but unused vacation hours for subsequent use or for payment upon termination, retirement or death. Sick leave is payable when used or upon retirement. If paid upon retirement, the total accumulated hours are reduced by one-fourth, not to exceed 240 hours.

These accumulations are not recognized as disbursements by the Water Works until used or paid. The Water Works' approximate liability for earned compensated absences payable to employees at June 30, 2010 was as follows:

Type of Benefit	Amount
Vacation Sick Leave	\$ 10,200 11,500
Total	\$ 21,700

This liability has been computed based on rates of pay in effect at June 30, 2010.

(5) Other Postemployment Benefits (OPEB)

- <u>Plan Description</u> The City of Evansdale operates a single-employer health benefit plan in which the Evansdale Water Works is a participant. The plan provides medical/prescription drug benefits for employees and retirees and their spouses. The Water Works has 2 active and no retired members in the plan. Retired participants must be age 55 or older at retirement. The medical/prescription drug benefits are provided through a fully-insured plan with Cedar Valley Community Healthcare. Retirees under age 65 would pay the same premium for the medical/prescription drug benefits as active employees.
- <u>Funding Policy</u> The contribution requirements of plan members are established and may be amended by the City of Evansdale. The City currently finances the benefit plan on a month-to-month basis. The most recent active member monthly premiums for the Water Works plan members are \$331 for single coverage and \$1,076 for family coverage. The same monthly premiums would apply to retirees under the age 65. For the year ended June 30, 2010, the Water Works contributed \$11,971 and plan members eligible for benefits contributed \$901 to the plan.

(6) Loan from City of Evansdale

On March 1, 1999, the Water Works entered into a loan agreement with the City of Evansdale for \$1,200,000 to construct a water tower with interest rates ranging from 4.30% to 4.40% per annum. On March 24, 2009, the Water Works and the City of Evansdale refinanced the outstanding debt and added \$66,920 to the debt. The new interest rates range from 1.75% to 3.3% per annum. Annual debt service requirements to maturity for the loan is as follows:

Year Ending June 30,	Principal	Interest	Total
2011	\$ 110,000	17,545	127,545
2012	110,000	15,345	125,345
2013	110,000	12,815	122,815
2014	110,000	9,955	119,955
2015	110,000	6,875	116,875
2016	 101,920	3,465	105,385
Total	\$ 651,920	66,000	717,920

(7) Risk Management

The Water Works is exposed to various risks of loss related to torts; theft, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by the purchase of commercial insurance. Settled claims from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

Required Supplementary Information

Budgetary Comparison Schedule of Receipts, Disbursements and Changes in Balances -Budget and Actual (Cash Basis)

Required Supplementary Information

Year ended June 30, 2010

		Less Funds
		not Required
	Actual	to be Budgeted
	nctual	to be Duugettu
Receipts:		
Use of money and property	\$ 40,578	-
Charges for service	899,645	530,494
Miscellaneous	62,740	-
Total receipts	1,002,963	530,494
Total receipts	1,002,900	000,+94
Disbursements:		
Business type activities	1,063,133	530,494
Change in cash basis net assets	(60,170)	-
change in cash sabis net assets	(00,110)	
Cash havin not assets beginning of your	420.051	
Cash basis net assets beginning of year	439,951	-
Cash basis net assets end of year	\$ 379,781	-

See accompanying independent auditor's report.

	Budgeted	Final
	Amounts	to Net
Net	Original/Final	Variance
40,578	43,597	(3,019)
369,151	378,475	(9,324)
62,740	47,614	15,126
472,469	469,686	2,783
532,639	609,933	77,294
(60,170)	(140,247)	80,077
439,951	362,817	77,134
379,781	222,570	157,211

Notes to Required Supplementary Information – Budgetary Reporting

June 30, 2010

- The Evansdale Municipal Water Works prepares a budget on the cash basis of accounting and submits it to the City Council. In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.
- Formal and legal budgetary control is based upon classes of disbursements known as functions, not by fund. The Water Works' disbursements are budgeted in the business type activities function. There were no budget amendments for the Water Works during fiscal year 2010.

Disbursements during the year ended June 30, 2010 did not exceed the amount budgeted.

Other Supplementary Information

Combining Schedule of Cash Receipts, Disbursements and Changes in Cash Basis Net Assets

Enterprise Fund Accounts

As of and for the year ended June 30, 2010

		Water
		Meter
	General	Deposits
Operating receipts:		
Charges for service:	*	
Sale of water	\$ 235,123	-
Service fees	4,859	-
Water tower fees	118,469	-
Tap fees	500	-
Sewer and solid waste billing fees	10,200	-
	369,151	-
Miscellaneous:		
Sales tax	17,761	_
Penalties	4,462	_
Customer deposits	7,702	7 7 9 5
Meter sales	1,890	7,785
Miscellaneous	-	-
miscellaneous	<u> </u>	7,785
Total operating receipts	413,077	7,785
Total operating receipts	413,077	7,705
Operating disbursements:		
Business type activities:		
Administration:		
Personal services	94,106	-
Services and commodities	56,477	7,923
	150,583	7,923
		,
Plant and collection:		
Personal services	83,606	-
Services and commodities	41,912	-
	125,518	-
Distribution:		
Personal services	9 640	
	8,642	-
Services and commodities	<u>26,725</u> 35,367	-
Total operating disbursements	35,367 311,468	7,923
iotal operating disputsements	511,400	1,923
Excess (deficiency) of operating receipts over		
(under) operating disbursements	101,609	(138)
· · ·		

Deposits Deposits Collections Collections	Total
	235,123
	4,859
	118,469
	500
	10,200
	369,151
	17,761
	4,462
6,630 4,399	18,814
	1,890
<u> </u>	19,813
6,630 4,399	62,740
6,630 4,399	431,891
	94,106
7,037 3,959	75,396
7,037 3,959	169,502
	83,606
	41,912
	125,518
	8,642
	26,725
	35,367
7,037 3,959	330,387
(407) 440	101,504

Combining Schedule of Cash Receipts, Disbursements and Changes in Cash Basis Net Assets

Enterprise Fund Accounts

As of and for the year ended June 30, 2010

		Water
		Meter
	General	Deposits
Non-operating receipts (disbursements):		
Interest on investments	7,346	-
Property rent	33,232	-
Solid waste collection fees collected for City	-	-
Sewer rental fees collected for City	-	-
Solid waste collection fees remitted to City	-	-
Sewer rental fees remitted to City	-	-
Capital outlay	(65,576)	-
Debt service:		
Principal redeemed	(115,000)	-
Interest paid	(21,676)	
Total non-operating receipts (disbursements)	(161,674)	-
Net change in cash basis net assets	(60,065)	(138)
Cash basis net assets beginning of year	368,370	29,770
Cash basis net assets end of year	\$ 308,305	29,632

See accompanying independent auditor's report.

Sewer	Solid	Sewer	Solid	
Rental	Waste	Rental	Waste	
Deposits	Deposits	Collections	Collections	Total
-	-	-	-	7,346
-	-	-	-	33,232
-	-	-	185,686	185,686
-	-	344,808	-	344,808
-	-	-	(185,686)	(185,686)
-	-	(344,808)	-	(344,808)
-	-	-	-	(65,576)
-	-	-	-	(115,000)
	-	-	-	(21,676)
	-	-	-	(161,674)
(407)	440	-	-	(60,170)
26,394	15,417	_	_	439,951
25,987	15,857	-	-	379,781

Schedule of Indebtedness

Year ended June 30, 2010

Obligation	Date of Issue	Interest Rates	Amount Originally Issued
Loan agreement: City of Evansdale	Mar 1, 1999	1.75-3.30%	\$ 1,200,000

See accompanying independent auditor's report.

Balance Beginning of Year	Issued During Year	Redeemed During Year	Balance End of Year	Interest Paid
766,920	-	115,000	651,920	21,676



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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 a Financial Statement Performed in Accordance with Government Auditing Standards

To the Board of Trustees of the Evansdale Municipal Water Works:

We have audited the accompanying financial statement of the Evansdale Municipal Water Works as of and for the year ended June 30, 2010, and have issued our report thereon dated March 15, 2011. Our report expressed an unqualified opinion on the financial statement which was prepared in conformity with an other comprehensive basis of accounting. We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Evansdale Municipal Water Works' internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing our opinion on the effectiveness of the Evansdale Municipal Water Works' internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Evansdale Municipal Water Works' internal control over financial reporting.

Our consideration of 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 over financial reporting that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as described in the accompanying Schedule of Findings, we identified certain deficiencies in internal control over financial reporting we consider to be significant deficiencies and another deficiency we consider 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 a combination of deficiencies, in internal control such that there is a reasonable possibility a material misstatement of the Water Works' financial statement will not be prevented or detected and corrected on a timely basis. We consider the deficiency described in the accompanying Schedule of Findings as item (A) to be a material weakness.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control which is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the deficiencies described in the accompanying Schedule of Findings as items (B) and (C) to be significant deficiencies.

David A. Vaudt, CPA Auditor of State

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Evansdale Municipal Water Works' financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance 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 non-compliance or other matters that are required to be reported under <u>Government Auditing Standards</u>.

Comments involving statutory and other legal matters about the Water Works' operations for the year ended June 30, 2010 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statement of the Water Works. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

The Evansdale Municipal Water Works' responses to the findings identified in our audit are described in the accompanying Schedule of Findings. While we have expressed our conclusions on the Water Works' responses, we did not audit the Water Works' responses and, accordingly, we express no opinion on them.

This report, a public record by law, is intended solely for the information and use of the members and customers of the Evansdale Municipal Water Works and other parties to whom the Water Works may report. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the Evansdale Municipal Water Works during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

DAVID A. VAUDT, CPA Auditor of State

WARREN G. JENKINS, CPA Chief Deputy Auditor of State

March 15, 2011

Schedule of Findings

Year ended June 30, 2010

Findings Related to the Financial Statement:

INTERNAL CONTROL DEFICIENCIES:

- (A) <u>Segregation of Duties</u> One important aspect of internal control is the segregation of duties among employees to prevent an individual employee from handling duties which are incompatible. The following areas were noted as having inadequate segregation of duties:
 - 1) Cash opening mail and handling, reconciling and recording cash.
 - 2) Receipts collecting, depositing, journalizing and posting.
 - 3) Utilities billing, collecting, depositing, posting and maintaining accounts receivable records.
 - 4) Disbursements invoice processing, check writing, mailing, posting, reconciling and recording.
 - <u>Recommendation</u> We understand segregation of duties is difficult with limited office staff. However, the Water Works should review procedures and segregate duties to the extent possible utilizing current staff.
 - <u>Response</u> Along with the January 1, 2011 financial accounting merger with the City of Evansdale, we will look at the above areas to see where changes can be made while still maintaining efficiency and timely bank deposits.

<u>Conclusion</u> – Response accepted.

(B) <u>Utility Receipts</u> – Utility receipts do not always identify collections as cash versus check.

<u>Recommendation</u> - To provide additional control over the proper recording of all collections, the Water Works should identify all collections as cash versus check on each receipt.

<u>Response</u> – We will establish procedures to ensure all cash collections are properly identified as "cash".

<u>Conclusion</u> – Response accepted.

- (C) <u>Credit Cards</u> The Water Works has credit cards for use by employees while on Water Works business. The Water Works has not adopted a formal policy to regulate the use of credit cards and to establish procedures for the proper accounting of credit card charges.
 - <u>Recommendation</u> The Water Works should adopt a formal written policy regulating the use of Water Works credit cards. The policy, at a minimum, should address who controls credit cards, who is authorized to use credit cards and for what purposes, as well as the types of supporting documentation required to substantiate charges.

Schedule of Findings

Year ended June 30, 2010

<u>Response</u> – The Office Manager will present a written policy for the Board to consider and adopt at the March 9, 2011 Board meeting.

<u>Conclusion</u> – Response accepted.

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

Schedule of Findings

Year ended June 30, 2010

Other Findings Related to Required Statutory Reporting:

- <u>Certified Budget</u> The budget certified by the City of Evansdale includes amounts budgeted for the Water Works. Disbursements during the year ended June 30, 2010 did not exceed the amount budgeted.
- (2) <u>Questionable Disbursements</u> No disbursements we believe may not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979 were noted.
- (3) <u>Travel Expense</u> No disbursements of Water Works' money for travel expenses of spouses of Water Works' officials or employees were noted.
- (4) <u>Business Transactions</u> Business transactions between the Water Works and Water Works' officials or employees are detailed as follows:

Name, Title and Business connection	Transaction Description	Amount	
Dona Frickson, Trustee,			
owner of Frickson Backhoe	Water course hydrant		
and Trucking	materials and installations	\$	704

- In accordance with Chapter 362.5(10) of the Code of Iowa, the transactions with Frickson Backhoe and Trucking do not appear to represent a conflict of interest since total transactions were less than \$1,500 during the fiscal year.
- (5) <u>Bond Coverage</u> Surety bond coverage of Water Works' officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure the coverage is adequate for current operations.
- (6) <u>Board Minutes</u> No transactions were found that we believe should have been approved in the Board minutes but were not.
- (7) <u>Deposits and Investments</u> No instances of non-compliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa and the Water Works' investment policy were noted.

Staff

This audit was performed by:

Marlys K. Gaston, CPA, Manager Rosemary E. Nielsen, Staff Auditor Daryl L. Hart, Assistant Auditor

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Andrew E. Nielsen, CPA Deputy Auditor of State