

**OFFICE OF AUDITOR OF STATE  
STATE OF IOWA**

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Auditor of State

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**NEWS RELEASE**

FOR RELEASE

October 17, 2018

Contact: Andy Nielsen  
515/281-5834

Auditor of State Mary Mosiman today released an audit report on the Council Bluffs Airport Authority.

The Authority had total revenues of \$1,797,583 during the year ended June 30, 2018, a 45.8% increase over the prior year. Revenues included property tax of \$712,278, federal grants of \$523,009 and rental income of \$309,240. The increase in revenues is primarily due to an increase in federal grants received for airport improvement projects.

Expenses totaled \$1,404,615 for the year ended June 30, 2018, less than a 1.0% decrease from the prior year, and included \$178,682 for employee salaries, \$893,394 for depreciation and \$89,457 for professional fees.

A copy of the audit report is available for review at the Council Bluffs Airport Authority, in the Office of Auditor of State and on the Auditor of State's web site at <https://www.auditor.iowa.gov/reports/audit-reports/>.

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**COUNCIL BLUFFS AIRPORT AUTHORITY**  
**INDEPENDENT AUDITOR'S REPORTS**  
**BASIC FINANCIAL STATEMENTS AND**  
**REQUIRED SUPPLEMENTARY INFORMATION**  
**SCHEDULE OF FINDINGS**

**JUNE 30, 2018**

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**Council Bluffs Airport Authority**

**Officials**

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Scott Hartman	Chairman	Mar 2019
Rick Crowl	Vice Chairman	Mar 2019
Jeanette M. Aldredge	Secretary/Treasurer	Mar 2021
Brad Knott	Member	Mar 2019
Patti McAtee	Member	Mar 2019
Barbara Vredevel	Member	Mar 2019
Steve Grandfield	Member	(Resigned April 2018)
Steve Dermody (Appointed April 2018)	Member	Mar 2021
Andrew Biller	Executive Director	Indefinite

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Independent Auditor's Report

To the Members of the Council Bluffs Airport Authority:

Report on the Financial Statements

We have audited the accompanying Statement of Net Position, and the related Statements of Revenues, Expenses and Changes in Net Position and Cash Flows, of the Council Bluffs Airport Authority as of and for the years ended June 30, 2018 and 2017, and the related Notes to Financial Statements which collectively comprise the Authority's basic financial statements 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 U.S. generally accepted accounting principles. 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 audit. We conducted our audit in accordance with U.S. generally accepted auditing standards 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 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 on 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 opinion.

## Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Council Bluffs Airport Authority as of June 30, 2018 and June 30, 2017, and the changes in its financial position and its cash flows for the years then ended in accordance with U.S. generally accepted accounting principles.

## Other Matters


### *Required Supplementary Information*

The Council Bluffs Airport Authority has not presented Management's Discussion and Analysis that the Governmental Accounting Standards Board has determined is necessary to supplement, although not required to be part of, the basic financial statements.

U.S. generally accepted accounting principles require the Schedule of the Authority's Proportionate Share of the Net Pension Liability and the Schedule of Authority Contributions on pages 25 through 28 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 which 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 U.S. generally accepted auditing standards, 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 October 11, 2018 on our consideration of the Council Bluffs Airport Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely 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 effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Council Bluffs Airport Authority's internal control over financial reporting and compliance.

  
MARY MOSIMAN, CPA  
Auditor of State

October 11, 2018



## **Basic Financial Statements**

## Council Bluffs Airport Authority

## Statement of Net Position

June 30, 2018 and 2017

	2018	2017
<b>Assets</b>		
Current assets:		
Cash and cash equivalents	\$ 960,707	557,614
Receivables:		
Accounts	4,630	3,791
Property tax	-	10,720
Hangar rent	1,119	4
Due from other governments:		
Federal Aviation Administration	109,339	-
Iowa Department of Transportation	93,422	18,755
Iowa Department of Homeland Security	-	200,000
Prepaid expense	34,021	628
Total current assets	<u>1,203,238</u>	<u>791,512</u>
Noncurrent assets:		
Capital assets, net of accumulated depreciation	<u>23,068,054</u>	<u>23,213,248</u>
<b>Total assets</b>	<u>24,271,292</u>	<u>24,004,760</u>
<b>Deferred Outflows of Resources</b>		
Pension related deferred outflows	<u>50,176</u>	<u>46,714</u>
<b>Liabilities</b>		
Current liabilities:		
Accounts payable	118,770	29,474
Accrued interest payable	2,009	2,322
Payroll tax payable	10,223	10,046
Unearned hangar rent	6,612	3,640
Current portion of:		
Capital lease purchase agreement payable	-	1,381
Notes payable	230,000	225,000
Total current liabilities	<u>367,614</u>	<u>271,863</u>
Noncurrent liabilities:		
Net pension liability	176,311	163,689
Notes payable	<u>1,215,000</u>	<u>1,445,000</u>
Total noncurrent liabilities	<u>1,391,311</u>	<u>1,608,689</u>
<b>Total liabilities</b>	<u>1,758,925</u>	<u>1,880,552</u>
<b>Deferred Inflows of Resources</b>		
Pension related deferred inflows	<u>11,320</u>	<u>12,667</u>
<b>Net position</b>		
Net investment in capital assets	21,623,054	21,541,867
Unrestricted	<u>928,169</u>	<u>616,388</u>
<b>Total net position</b>	<u>\$ 22,551,223</u>	<u>22,158,255</u>

See notes to financial statements.

Council Bluffs Airport Authority

Statement of Revenues, Expenses and Changes in Net Position

Years ended June 30, 2018 and 2017

	2018	2017
Operating revenues:		
Land rent	\$ 120,352	89,826
Hangar rent	188,888	190,644
Other revenues	57,585	72,733
Total operating revenues	366,825	353,203
Operating expenses:		
Salaries	178,682	206,435
Depreciation	893,394	892,515
FICA	13,600	15,725
IPERS	22,738	17,472
Advertising	-	202
Dues	670	520
Fuel	7,229	6,394
Insurance	66,834	69,104
Internet and website	555	270
License and subscriptions	4,364	4,212
Meetings	32	365
Office	2,689	2,773
Postage and freight	506	909
Professional fees	89,457	71,721
Radio and telephone	4,626	5,819
Buildings and grounds maintenance and repair	8,375	5,739
Equipment repair	6,214	5,036
Hangar repair	1,098	5,241
Runway repair	17,954	6,432
Trash hauling	1,395	1,368
Travel and training	1,825	1,542
Utilities	42,901	42,696
Miscellaneous	10,454	13,154
Total operating expenses	1,375,592	1,375,644
Operating loss	(1,008,767)	(1,022,441)
Non-operating revenues (expenses):		
Property tax	712,278	703,451
Interest income	487	482
Federal grants	523,009	155,934
Other grant revenue	94,422	19,896
Contributions from other governments	61,062	-
Interest expense	(29,023)	(32,068)
Gain on sale of assets	39,500	-
Net non-operating revenues	1,401,735	847,695
Change in net position	392,968	(174,746)
Net position beginning of year	22,158,255	22,333,001
Net position end of year	\$ 22,551,223	22,158,255

See notes to financial statements.

**Council Bluffs Airport Authority**

Council Bluffs Airport Authority

Statement of Cash Flows

Years ended June 30, 2018 and 2017

	2018	2017
Cash flows from operating activities:		
Cash received from rent	\$ 311,097	281,147
Cash received from other revenues	56,746	78,015
Cash paid to suppliers for goods and services	(270,482)	(244,338)
Cash paid to employees for services	(207,030)	(237,712)
Net cash used for operating activities	(109,669)	(122,888)
Cash flows from noncapital financing activities:		
Cash received from property tax	722,998	714,730
Cash flows from capital and related financing activities:		
Federal grants received	539,003	121,783
Received from other governments	155,484	19,896
Proceeds from sale of capital assets	39,500	-
Loan proceeds	100,000	-
Acquisition of capital assets	(688,993)	(397,257)
Principal paid on loans	(325,000)	(225,000)
Interest paid on loans	(29,225)	(31,965)
Principal paid on capital lease purchase agreement	(1,381)	(1,178)
Interest paid on capital lease purchase agreement	(111)	(320)
Net cash used for capital and related financing activities	(210,723)	(514,041)
Cash flows from investing activities:		
Interest received	487	482
Net increase in cash and cash equivalents	403,093	78,283
Cash and cash equivalents beginning of year	557,614	479,331
Cash and cash equivalents end of year	\$ 960,707	557,614
<b>Reconciliation of operating loss to net cash used for operating activities:</b>		
Operating loss	\$ (1,008,767)	(1,022,441)
Adjustments to reconcile operating loss to net cash used for operating activities:		
Depreciation	893,394	892,515
Changes in assets and liabilities:		
(Increase) decrease in accounts receivable	(1,954)	5,704
Increase in prepaid expense	(33,393)	(103)
Increase (decrease) in accounts payable	30,089	(738)
Increase in payroll tax payable	177	2,090
Increase in unearned hangar rent	2,972	255
Increase in net pension liability	12,622	25,156
Increase in deferred outflows of resources	(3,462)	(21,541)
Decrease in deferred inflows of resources	(1,347)	(3,785)
Total adjustments	899,098	899,553
Net cash used for operating activities	\$ (109,669)	(122,888)

See notes to financial statements.

Council Bluffs Airport Authority

Notes to Financial Statements

June 30, 2018

**(1) Summary of Significant Accounting Policies**

The Council Bluffs Airport Authority, a political subdivision of the State of Iowa, was formed in 1995 pursuant to the provisions of Chapter 330A of the Code of Iowa. The Authority provides and maintains airport facilities for the City of Council Bluffs, Iowa.

The Authority is a component unit of the City of Council Bluffs. The accompanying financial statements include only the activity of the Authority. Financial statements for the City of Council Bluffs can be obtained from the City.

A. Reporting Entity

For financial reporting purposes, the Council Bluffs Airport Authority has included all funds, organizations, agencies, boards, commissions and authorities. The Authority has also considered all potential component units for which it is financially accountable and other organizations for which the nature and significance of their relationship with the Authority are such that exclusion would cause the Authority's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body and (1) the ability of the Authority to impose its will on that organization or (2) the potential for the organization to provide specific benefits to or impose specific financial burdens on the Authority. The Council Bluffs Airport Authority has no component units which meet the Governmental Accounting Standards Board criteria.

B. Basis of Presentation

The accounts of the Council Bluffs Airport Authority are organized as an Enterprise Fund. Enterprise Funds are used to account for operations (a) financed and operated in a manner similar to private business enterprises, where the intent of the governing body is the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or (b) where the governing body has decided periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

The Statement of Net Position presents the Council Bluffs Airport Authority's nonfiduciary assets, deferred outflows of resources, liabilities and deferred inflows of resources, with the difference reported as net position. Net position is reported in the following categories.

Net investment in capital assets consists of capital assets, net of accumulated depreciation and reduced by outstanding balances for bonds, notes and other debt attributable to the acquisition, construction or improvement of those assets.

Unrestricted net position consists of net position not meeting the definition of the preceding category. Unrestricted net position is often subject to constraints imposed by management which can be removed or modified.

C. Measurement Focus and Basis of Accounting

The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The Authority distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the Authority's principal ongoing operations. All revenues, including property tax, and all expenses not meeting this definition are reported as non-operating revenues and expenses.

D. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Net Position

The following accounting policies are followed in preparing the Statement of Net Position:

Cash and Cash Equivalents – The Authority considers all short-term investments that are highly liquid to be cash equivalents. Cash equivalents are readily convertible to known amounts of cash and, at the day of purchase, have a maturity date no longer than three months.

Capital Assets – Capital assets are accounted for at historical cost. Depreciation of all exhaustible capital assets is charged as an expense against operations. The cost of repair and maintenance is charged to expense while the cost of renewals or substantial betterments is capitalized. The cost and accumulated depreciation of assets disposed of are deleted, with any gain or loss recorded in current operations.

Reportable capital assets are defined by the Authority as assets with initial, individual costs in excess of the following thresholds and estimated useful lives in excess of five years.

<u>Asset Class</u>	<u>Amount</u>
Land, buildings and improvements	\$ 5,000
Equipment and vehicles	1,000

Capital assets of the Authority are depreciated using the straight line method over the following estimated useful lives:

<u>Asset Class</u>	<u>Estimated Useful Lives (In Years)</u>
Buildings and improvements	5 - 50
Equipment and vehicles	5 - 30

Deferred Outflows of Resources – Deferred outflows of resources represent a consumption of net position applicable to a future year(s) which will not be recognized as an outflow of resources (expense/expenditure) until then. Deferred outflows of resources consist of unrecognized items not yet charged to pension expense and contributions from the Authority after the measurement date but before the end of the Authority's reporting period.

Pensions – For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position of the Iowa Public Employees' Retirement System (IPERS) and additions to/deductions from IPERS' fiduciary net position have been determined on the same basis as they are reported by IPERS. For this purpose, benefit payments, including refunds of employee contributions, are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Deferred Inflows of Resources – Deferred inflows of resources represent an acquisition of net position applicable to a future year(s) which will not be recognized as an inflow of resources (revenue) until that time. Deferred inflows of resources in the Statement of Net Position consist of unrecognized items not yet charged to pension expense and the unamortized portion of the net difference between projected and actual earnings on IPERS investments.

**(2) Cash and Cash Equivalents**

The Authority's deposits in banks at June 30, 2018 and 2017 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against depositories to ensure there will be no loss of public funds.

The Authority 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 Authority; 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 Authority had no investments meeting the disclosure requirements of Governmental Accounting Standards Board Statement No. 72.



### (3) Capital Assets

Capital assets activity for the year ended June 20, 2018 was as follows:

	Balance Beginning of Year	Increases	Decreases	Balance End of Year
Capital assets not being depreciated:				
Land	\$ 2,192,064	-	-	2,192,064
Construction in progress	175,843	683,916	138,275	721,484
Total capital assets not being depreciated	2,367,907	683,916	138,275	2,913,548
Capital assets being depreciated:				
Buildings	7,603,576	1,208	-	7,604,784
Improvements other than buildings	21,005,839	138,275	-	21,144,114
Equipment and vehicles	427,377	63,076	102,363	388,090
Total capital assets being depreciated	29,036,792	202,559	102,363	29,136,988
Less accumulated depreciation for:				
Buildings	2,235,729	182,590	-	2,418,319
Improvement other than buildings	5,679,280	676,193	-	6,355,473
Equipment and vehicles	276,442	34,611	102,363	208,690
Total accumulated depreciation	8,191,451	893,394	102,363	8,982,482
Total capital assets being depreciated, net	20,845,341	(690,835)	-	20,154,506
Total capital assets, net	\$ 23,213,248	(6,919)	138,275	23,068,054
Total depreciation expense				\$ 893,394

Capital assets activity for the year ended June 20, 2017 was as follows:

	Balance Beginning of Year	Increases	Decreases	Balance End of Year
Capital assets not being depreciated:				
Land	\$ 2,192,064	-	-	2,192,064
Construction in progress	377,256	263,535	464,948	175,843
Total capital assets not being depreciated	2,569,320	263,535	464,948	2,367,907
Capital assets being depreciated:				
Buildings	7,477,581	125,995	-	7,603,576
Improvements other than buildings	20,662,361	343,478	-	21,005,839
Equipment and vehicles	333,570	135,807	42,000	427,377
Total capital assets being depreciated	28,473,512	605,280	42,000	29,036,792
Less accumulated depreciation for:				
Buildings	2,056,115	179,614	-	2,235,729
Improvements other than buildings	5,006,312	672,968	-	5,679,280
Equipment and vehicles	278,509	39,933	42,000	276,442
Total accumulated depreciation	7,340,936	892,515	42,000	8,191,451
Total capital assets being depreciated, net	21,132,576	(287,235)	-	20,845,341
Total capital assets, net	\$ 23,701,896	(23,700)	464,948	23,213,248
Total depreciation expense				\$ 892,515

**(4) Long-Term Liabilities**

A summary of changes in long-term liabilities for the year ended June 30, 2018 is as follows:

	Balance Beginning of Year	Increases	Decreases	Balance End of Year	Due Within One Year
Capital lease purchase agreement	\$ 1,381	-	1,381	-	-
Bank loan	-	100,000	100,000	-	-
Loan agreements	1,670,000	-	225,000	1,445,000	230,000
Net pension liability	163,689	12,622	-	176,311	-
Total	\$ 1,835,070	112,622	326,381	1,621,311	230,000

A summary of changes in long-term liabilities for the year ended June 30, 2017 is as follows:

	Balance Beginning of Year	Increases	Decreases	Balance End of Year	Due Within One Year
Capital lease purchase agreement	\$ 2,559	-	1,178	1,381	1,381
Loan agreements	1,895,000	-	225,000	1,670,000	225,000
Net pension liability	138,533	25,156	-	163,689	-
Total	\$ 2,036,092	25,156	226,178	1,835,070	226,381

Bank Loan

On November 3, 2017, the Authority entered into a line of credit bank loan for a maximum loan amount of \$500,000 to assist with cash flow until certain grant funding is collected. The loan bears interest at .50% below the U.S. prime rate per annum, with a minimum rate of 3.75%, and maturing on November 3, 2018. During the year ended June 30, 2018, the Authority drew down \$100,000 on the loan and repaid \$100,000 of principal, plus interest of \$461, leaving no principal balance on the loan at June 30, 2018.

Loan Agreements

On April 28, 2016, the Authority entered into a \$1,790,000 loan agreement with the City of Council Bluffs with an interest rate of 1.75% per annum for a current refunding of \$1,790,000 of series 2006B revenue bonds dated June 1, 2006.

A summary of the annual principal and interest requirements to maturity at June 30, 2018 is as follows:

Year ending June 30,	Principal	Interest	Total
2019	\$ 230,000	25,287	255,287
2020	235,000	21,263	256,263
2021	240,000	17,150	257,150
2022	245,000	12,950	257,950
2023	245,000	8,662	253,662
2024	250,000	4,375	254,375
Total	\$ 1,445,000	89,687	1,534,687

A summary of the annual principal and interest requirements to maturity at June 30, 2017 is as follows:

Year ending June 30,	Principal	Interest	Total
2018	\$ 225,000	29,225	254,225
2019	230,000	25,287	255,287
2020	235,000	21,263	256,263
2021	240,000	17,150	257,150
2022	245,000	12,950	257,950
2023-2024	495,000	13,037	508,037
Total	\$ 1,670,000	118,912	1,788,912

**(5) Pension Plan**

Plan Description – IPERS membership is mandatory for employees of the Authority, except those covered by another retirement system. Employees of the Authority are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by the Iowa Public Employees’ Retirement System (IPERS). IPERS issues a stand-alone financial report which is available to the public by mail at PO Box 9117, Des Moines, Iowa 50306-9117 or at [www.ipers.org](http://www.ipers.org).

IPERS benefits are established under Iowa Code Chapter 97B and the administrative rules thereunder. Chapter 97B and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

Pension Benefits – A Regular member may retire at normal retirement age and receive monthly benefits without an early-retirement reduction. Normal retirement age is age 65, any time after reaching age 62 with 20 or more years of covered employment, or when the member’s years of service plus the member’s age at the last birthday equals or exceeds 88, whichever comes first. These qualifications must be met on the member’s first month of entitlement to benefits. Members cannot begin receiving retirement benefits before age 55. The formula used to calculate a Regular member’s monthly IPERS benefit includes:

- A multiplier based on years of service.
- The member’s highest five-year average salary, except members with service before June 30, 2012 will use the highest three-year average salary as of that date if it is greater than the highest five-year average salary.

If a member retires before normal retirement age, the member’s monthly retirement benefit will be permanently reduced by an early-retirement reduction. The early-retirement reduction is calculated differently for service earned before and after July 1, 2012. For service earned before July 1, 2012, the reduction is 0.25% for each month the member receives benefits before the member’s earliest normal retirement age. For service earned on or after July 1, 2012, the reduction is 0.50% for each month the member receives benefits before age 65.

Generally, once a member selects a benefit option, a monthly benefit is calculated and remains the same for the rest of the member’s lifetime. However, to combat the effects of inflation, retirees who began receiving benefits prior to July 1990 receive a guaranteed dividend with their regular November benefit payments.

Disability and Death Benefits – A vested member who is awarded federal Social Security disability or Railroad Retirement disability benefits is eligible to claim IPERS benefits regardless of age. Disability benefits are not reduced for early retirement. If a member dies before retirement, the member’s beneficiary will receive a lifetime annuity or a lump-sum payment equal to the present actuarial value of the member’s accrued benefit or calculated with a set formula, whichever is greater. When a member dies after retirement, death benefits depend on the benefit option the member selected at retirement.

Contributions – Contribution rates are established by IPERS following the annual actuarial valuation which applies IPERS’ Contribution Rate Funding Policy and Actuarial Amortization Method. State statute limits the amount rates can increase or decrease each year to 1 percentage point. IPERS Contribution Rate Funding Policy requires the actuarial contribution rate be determined using the “entry age normal” actuarial cost method and the actuarial assumptions and methods approved by the IPERS Investment Board. The actuarial contribution rate covers normal cost plus the unfunded actuarial liability payment based on a 30-year amortization period. The payment to amortize the unfunded actuarial liability is determined as a level percentage of payroll based on the Actuarial Amortization Method adopted by the Investment Board.

In fiscal years 2018 and 2017, pursuant to the required rate, Regular members contributed 5.95% of covered payroll and the Authority contributed 8.93% of covered payroll for a total rate of 14.88%.

The Authority’s contributions to IPERS for the years ended June 30, 2018 and 2017 were \$14,925 and \$17,643, respectively.

Net Pension Liability, Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions – At June 30, 2018, the Authority reported a liability of \$176,311 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2017 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The Authority’s proportion of the net pension liability was based on the Authority’s share of contributions to IPERS relative to the contributions of all IPERS participating employers. At June 30, 2017, the Authority’s proportion was 0.002647%, which was an increase of 0.000046% from its proportion measured as of June 30, 2016.

For the year ended June 30, 2018, the Authority recognized pension expense of \$22,738. At June 30, 2018, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 1,619	1,528
Changes of assumptions	30,635	-
Net difference between projected and actual earnings on IPERS investments	-	1,842
Changes in proportion and differences between Authority contributions and the Authority's proportionate share of contributions	2,997	7,950
Authority contributions subsequent to the measurement date	14,925	-
Total	\$ 50,176	11,320

\$14,925 reported as deferred outflows of resources related to pensions resulting from the Authority's contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ending June 30,	Total
2019	\$ 2,763
2020	11,502
2021	6,583
2022	864
2023	2,219
Total	<u>\$ 23,931</u>

There were no non-employer contributing entities to IPERS.

Actuarial Assumptions – The total pension liability in the June 30, 2017 actuarial valuation was determined using the following actuarial assumptions applied to all periods included in the measurement:

Rate of inflation (effective June 30, 2017)	2.60% per annum.
Rates of salary increase (effective June 30, 2017)	3.25 to 16.25% average, including inflation. Rates vary by membership group.
Long-term investment rate of return (effective June 30, 2017)	7.00% compounded annually, net of investment expense, including inflation.
Wage growth (effective June 30, 2017)	3.25% per annum, based on 2.60% inflation and 0.65% real wage inflation.

The actuarial assumptions used in the June 30, 2017 valuation were based on the results of actuarial experience study dated March 24, 2017.

Mortality rates were based on the RP-2000 Mortality Table for Males or Females, as appropriate, with adjustments for mortality improvements based on Scale AA.

The long-term expected rate of return on IPERS' investments was determined using a building-block method in which best-estimate ranges of expected future real rates (expected returns, net of investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Asset Allocation	Long-Term Expected Real Rate of Return
Domestic equity	24.0%	6.25%
International equity	16.0	6.71
Core plus fixed income	27.0	2.25
Public credit	3.5	3.46
Public real assets	7.0	3.27
Cash	1.0	(0.31)
Private equity	11.0	11.15
Private real assets	7.5	4.18
Private credit	3.0	4.25
Total	<u>100.0%</u>	

Discount Rate – The discount rate used to measure the total pension liability was 7.00%. The projection of cash flows used to determine the discount rate assumed employee contributions will be made at the contractually required rate and contributions from the Authority will be made at contractually required rates, actuarially determined. Based on those assumptions, IPERS’ fiduciary net position was projected to be available to make all projected future benefit payments to current active and inactive employees. Therefore, the long-term expected rate of return on IPERS’ investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Authority’s Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the Authority’s proportionate share of the net pension liability calculated using the discount rate of 7.00%, as well as what the Authority’s proportionate share of the net pension liability would be if it were calculated using a discount rate 1% lower (6.00%) or 1% higher (8.00%) than the current rate.

	1% Decrease (6.00%)	Discount Rate (7.00%)	1% Increase (8.00%)
Authority’s proportionate share of the net pension liability	\$ 290,489	176,311	80,379

IPERS’ Fiduciary Net Position – Detailed information about IPERS’ fiduciary net position is available in the separately issued IPERS financial report which is available on IPERS’ website at [www.ipers.org](http://www.ipers.org).

Payables to IPERS – At June 30, 2018, the Authority reported payables to IPERS of \$1,770 for legally required Authority contributions and \$1,179 for legally required employee contributions withheld from employee wages which had not yet been remitted to IPERS.

**(6) Risk Management**

The Authority is a member of the Iowa Communities Assurance Pool, as allowed by Chapter 670.7 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool whose 775 members include various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, automobile physical damage, public officials liability, police professional liability, property, inland marine and boiler/machinery. The Authority only uses the Pool for property coverage. There have been no reductions in insurance coverage from prior years.

Each member’s annual casualty contributions to the Pool fund current operations and provide capital. Annual casualty operating contributions are those amounts necessary to fund, on a cash basis, the Pool’s general and administrative expenses, claims, claims expenses and reinsurance expenses estimated for the fiscal year, plus all or any portion of any deficiency in capital. Capital contributions are made during the first six years of membership and are maintained at a level determined by the Board not to exceed 300% of basis rate.

The Pool also provides property coverage. Members who elect such coverage make annual property operating contributions which are necessary to fund, on a cash basis, the Pool’s general and administrative expenses, reinsurance premiums, losses and loss expenses for property risks estimated for the fiscal year, plus all or any portion of any deficiency in capital. Any year-end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital and, if insufficient, by the subsequent year’s member contributions.

The Authority's property contributions to the Pool are recorded as expenditures from its operating fund at the time of payment to the Pool. The Authority's contributions to the Pool for the year ended June 30, 2018 were \$15,459.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, police professional, and public officials' liability risks up to \$500,000 per claim. Claims exceeding \$500,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the Authority's risk-sharing certificate. Property and automobile physical damage risks are retained by the Pool up to \$250,000 each occurrence, each location. Property risks exceeding \$250,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the Authority's risk-sharing certificate.

The Pool's intergovernmental contract with its members provides that in the event a casualty claim, property loss or series of claims or losses exceeds the amount of risk-sharing protection provided by the Authority's risk-sharing certificate, or in the event a casualty claim, property loss or series of claims or losses exhausts the Pool's funds and any excess risk-sharing recoveries, then payment of such claims or losses shall be the obligation of the respective individual member against whom the claim was made or the loss was incurred.

The Authority does not report a liability for losses in excess of reinsurance or excess risk-sharing recoveries unless it is deemed probable such losses have occurred and the amount of such loss can be reasonably estimated. Accordingly, at June 30, 2018, no liability has been recorded in the Authority's financial statements. As of June 30, 2018, settled claims have not exceeded the risk pool or reinsurance coverage since the Pool's inception.

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days prior written notice may withdraw from the Pool. Upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim was incurred or reported prior to the member's withdrawal. Upon withdrawal, a formula set forth in the Pool's intergovernmental contract with its members is applied to determine the amount (if any) to be refunded to the withdrawing member.

The Authority also carries commercial insurance purchased from other insurers for coverage associated with torts; thefts; errors and omissions; employee dishonesty and \$1,000,000 in workers compensation coverage. The Authority assumes liability for any deductibles and claims in excess of coverage limitations. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

**(7) Contract Commitment**

On September 20, 2017, the Authority entered into a contract for \$889,900 with Seneca Companies, Inc. for the construction of a fuel farm. There has been one change order totaling \$4,252 issued subsequent to the original contract date, bringing the adjusted contract to \$894,152. The project is funded through a grant from the Federal Aviation Authority. As of June 30, 2018, \$452,262 had been expended on the project, leaving a remaining balance of \$441,890.

**Council Bluffs Airport Authority**



**Required Supplementary Information**

**Council Bluffs Airport Authority**

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Council Bluffs Airport Authority

Schedule of the Authority's Proportionate Share of the Net Pension Liability

Iowa Public Employees' Retirement System  
For the Last Four Years\*

Required Supplementary Information

	2018	2017	2016	2015
Authority's proportion of the net pension liability	0.002647%	0.002601%	0.002787%	0.002901%
Authority's proportionate share of the net pension liability	\$ 176,311	163,689	138,533	117,401
Authority's covered payroll	\$ 197,571	186,658	192,102	193,718
Authority's proportionate share of the net pension liability as a percentage of its covered payroll	89.24%	87.69%	72.11%	60.60%
IPERS' net position as a percentage of the total pension liability	82.21%	81.82%	85.19%	87.61%

\* In accordance with GASB Statement No. 68, the amounts presented for each fiscal year were determined as of June 30 of the preceding fiscal year.

See accompanying independent auditor's report.

Council Bluffs Airport Authority  
 Schedule of Authority Contributions  
 Iowa Public Employees' Retirement System  
 For the Last Ten Years

Required Supplementary Information

	2018	2017	2016	2015
Statutorily required contribution	\$ 14,925	17,643	16,669	17,155
Contributions in relation to the statutorily required contribution	(14,925)	(17,643)	(16,669)	(17,155)
Contribution deficiency (excess)	\$ -	-	-	-
Authority's covered payroll	\$ 167,139	197,571	186,658	192,102
Contributions as a percentage of covered payroll	8.93%	8.93%	8.93%	8.93%

See accompanying independent auditor's report.

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2014	2013	2012	2011	2010	2009
17,298	15,851	16,152	12,680	10,096	9,253
(17,298)	(15,851)	(16,152)	(12,680)	(10,096)	(9,253)
-	-	-	-	-	-
193,718	182,826	200,149	182,446	151,820	145,717
8.93%	8.67%	8.07%	6.95%	6.65%	6.35%

Council Bluffs Airport Authority

Notes to Required Supplementary Information – Pension Liability

Year ended June 30, 2018

Changes of benefit terms:

Legislation enacted in 2010 modified benefit terms for Regular members. The definition of final average salary changed from the highest three to the highest five years of covered wages. The vesting requirement changed from four years of service to seven years. The early retirement reduction increased from 3% per year measured from the member's first unreduced retirement age to a 6% reduction for each year of retirement before age 65.

Changes of assumptions:

The 2017 valuation implemented the following refinements as a result of an experience study dated March 24, 2017:

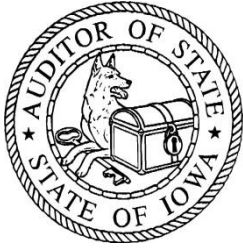
- Decreased the inflation assumption from 3.00% to 2.60%.
- Decreased the assumed rate of interest on member accounts from 3.75% to 3.50% per year.
- Decreased the discount rate from 7.50% to 7.00%.
- Decreased the wage growth assumption from 4.00% to 3.25%.
- Decreased the payroll growth assumption from 4.00% to 3.25%.

The 2014 valuation implemented the following refinements as a result of a quadrennial experience study:

- Decreased the inflation assumption from 3.25% to 3.00%.
- Decreased the assumed rate of interest on member accounts from 4.00% to 3.75% per year.
- Adjusted male mortality rates for retirees in the Regular membership group.
- Moved from an open 30-year amortization period to a closed 30-year amortization period for the UAL (unfunded actuarial liability) beginning June 30, 2014. Each year thereafter, changes in the UAL from plan experience will be amortized on a separate closed 20-year period.

The 2010 valuation implemented the following refinements as a result of a quadrennial experience study:

- Adjusted retiree mortality assumptions.
- Modified retirement rates to reflect fewer retirements.
- Lowered disability rates at most ages.
- Lowered employment termination rates.
- Generally increased the probability of terminating members receiving a deferred retirement benefit.
- Modified salary increase assumptions based on various service duration.



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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 Members of the Council Bluffs Airport Authority:

We have audited in accordance with U.S. generally accepted auditing standards 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 the Council Bluffs Airport Authority as of and for the year ended June 30, 2018, and the related Notes to Financial Statements which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated October 11, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Council Bluffs Airport Authority's internal control over financial reporting to determine the audit procedures 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 Council Bluffs Airport Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Council Bluffs Airport 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 a material misstatement of the Council Bluffs Airport Authority'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 which is less severe than a material weakness, yet important enough to merit attention by those charged with 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. Given these limitations, during our audit we did not identify any deficiencies in internal control we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Council Bluffs Airport Authority's financial statements are 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 Government Auditing Standards. However, we noted a certain immaterial instance of non-compliance or other matters which is described in the accompanying Schedule of Findings.

Comments involving statutory and other legal matters about the Authority's operations for the year ended June 30, 2018 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the Authority. 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 Authority's Response to the Finding

The Council Bluffs Airport Authority's response to the finding identified in our audit is described in the accompanying Schedule of Findings. The Authority's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express not 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 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.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of the Council Bluffs Airport Authority 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.

  
MARY MOSIMAN, CPA  
Auditor of State

October 11, 2018



Council Bluffs Airport Authority

Schedule of Findings

Year ended June 30, 2018

**Findings Related to the Financial Statements:**

**INTERNAL CONTROL DEFICIENCIES:**

No material weaknesses in internal control over financial reporting were noted.

**INSTANCES OF NON-COMPLIANCE:**

No matters were noted.

**Other Findings Related to Required Statutory Reporting:**

- (1) Questionable Disbursements – A disbursement we believe may not meet the requirements of public purpose as defined in an Attorney General’s opinion date April 25, 1979 since the public benefits to be derived have not been clearly documented was noted. This disbursement is detailed as follows:

<u>Paid to</u>	<u>Purpose</u>	<u>Amount</u>
Cellar 19	Lunch in Council Bluffs for Consultant, Operations Manager and Executive Director	\$ 34

Recommendation – According to the opinion, it is possible for certain disbursements to meet the test of serving a public purpose under certain circumstances, although such items will certainly be subject to a deserved close scrutiny. The line to be drawn between a proper and improper purpose is very thin.

Response – A meeting was scheduled during lunch to maximize the use of the consultant’s available time while in town for a one day session. The meeting included the consultant, Operations Manager and Executive Director and the purpose was to discuss airport operational topics. In the future public purpose will be documented.

Conclusion – Response accepted.


- (2) Travel Expenses – No expenditures of Authority money for travel expenses of spouses of Authority officials or employees were noted.
- (3) Authority Minutes – No transactions were found that we believe should have been approved in the Authority minutes but were not.
- (4) Deposits and Investments – No instances of non-compliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa and the Authority’s investment policy were noted.

Council Bluffs Airport Authority

Staff

This audit was performed by:

Brian R. Brustkern, CPA, Manager  
Ryan J. Pithan, CPA, Senior Auditor II  
Brett S. Gillen, CPA, Staff Auditor  
Elin M. Landgren, Assistant Auditor



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Deputy Auditor of State