

Washington State Auditor's Office
Financial Statements Audit Report

**Public Utility District No. 1 of Asotin
County**

Audit Period
January 1, 2008 through December 31, 2008

Report No. 1001584

Issue Date
June 8, 2009



WASHINGTON
BRIAN SONNTAG
STATE AUDITOR



**Washington State Auditor
Brian Sonntag**

June 8, 2009

Board of Commissioners
Public Utility District No. 1 of Asotin County
Clarkston, Washington

Report on Financial Statements

Please find attached our report on Public Utility District No. 1 of Asotin County's financial statements.

We are issuing this report in order to provide information on the District's financial condition.

In addition to this work, we look at other areas of our audit client's operations for compliance with state laws and regulations. The results of that audit will be included in a separately issued accountability report.

Sincerely,

BRIAN SONNTAG, CGFM
STATE AUDITOR

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Public Utility District No. 1 of Asotin County January 1, 2008 through December 31, 2008

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Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters in Accordance with *Government Auditing Standards*

**Public Utility District No. 1 of Asotin County
January 1, 2008 through December 31, 2008**

Board of Commissioners
Public Utility District No. 1 of Asotin County
Clarkston, Washington

We have audited the basic financial statements of Public Utility District No. 1 of Asotin County, Washington, as of and for the year ended December 31, 2008, and have issued our report thereon dated May 18, 2009.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit, we considered the District's 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 an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the District's ability to initiate, authorize, record, process or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the District's financial statements that is more than inconsequential will not be prevented or detected by the District's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of the District's compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended for the information and use of management and the Board of Commissioners. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.

A handwritten signature in black ink, appearing to read "Brian Sonntag". The signature is fluid and cursive, with the first name "Brian" and last name "Sonntag" clearly distinguishable.

BRIAN SONNTAG, CGFM
STATE AUDITOR

May 18, 2009

Independent Auditor's Report on Financial Statements

Public Utility District No. 1 of Asotin County January 1, 2008 through December 31, 2008

Board of Commissioners
Public Utility District No. 1 of Asotin County
Clarkston, Washington

We have audited the accompanying basic financial statements of Public Utility District No. 1 of Asotin County, Washington, as of and for the year ended December 31, 2008, as listed on page 5. These financial statements are the responsibility of the District's management. Our responsibility is to express an opinion 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 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. 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 that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Public Utility District No. 1 of Asotin County, as of December 31, 2008, and the changes in financial position and, where applicable, cash flows thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis on pages 6 through 8 is not a required part of the basic financial statements but is 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. However, we did not audit the information and express no opinion on it.

A handwritten signature in black ink, appearing to read "Brian Sonntag". The signature is fluid and cursive, with the first name "Brian" and last name "Sonntag" clearly distinguishable.

BRIAN SONNTAG, CGFM
STATE AUDITOR

May 18, 2009

Financial Section

**Public Utility District No. 1 of Asotin County
January 1, 2008 through December 31, 2008**

REQUIRED SUPPLEMENTAL INFORMATION

Management Discussion and Analysis – 2008

BASIC FINANCIAL STATEMENTS

Statement of Net Assets – 2008

Statement of Revenues, Expenses and Changes in Fund Equity – 2008

Statement of Cash Flows – 2008

Notes to the Financial Statements – 2008

Management Discussion and Analysis

The following Management Discussion and Analysis is designed to provide an overview of the Asotin County Public Utility District's (District's) financial activities for the year ended December 31, 2008. This discussion should be read in conjunction with the District's financial statements and notes to the financial statements.

Basic Financial Statements

The Balance Sheet presents the District's assets and liabilities, with the difference between the two reported as equity. The Balance Sheet provides information about the nature and amount of investment in resources (assets), and the obligations to creditors (liabilities). Net assets increase when revenues exceed expenses. The Statements of Revenue, Expenses and Net Assets report the revenues and expenses during the periods indicated. The Statement of Cash Flow provides information about the District's cash receipts and payments from operations, as well as funds provided in investing and financing activities. The notes to the financial statements provide additional information that is essential to fully understanding the figures provided in the financial statements.

Financial Analysis and Summary

The District's overall financial condition remains stable with slight improvement over the past few years. The refinancing of revenue bonds in 2003 and the reduction of certain costs have provided rate stability for customers while allowing the District to meet its obligations. To ensure that rates charged meet current and future operational expenses and are adequate to fund future capital improvement projects as outlined in the District's 2006 Comprehensive Water System Plan, in December 2006, the Board of Commissioners adopted a one-time increase in the monthly minimum charges for each customer class, and yearly increases in the water consumptive rate and the new service installation charges through 2012. The adopted rate increases became effective January 1, 2007. In 2008 the Board of Commissioners opted to forgo a rate increase for 2008.

During 2008, the District's operating revenues were \$3,207,654. The major source of revenue for the district is metered water and electric sales most of which come from the residential water customers. The major source of non-operating revenues is provided by interest income on invested funds.

Operating Expenses in 2008 increased \$320,448 (or 12%) from 2007. This increase is primarily attributed to the completion of the installation of a standby generator at a water production facility. The net utility operating income before non-operating revenues and expenses was \$306,945 as compared to \$671,877 in 2007. The significant decrease in net utility operating income was due lower than average water sales, lower than average new service installations, a decrease in interest income and an increase in materials and supply and operating costs. The largest source of non-operating expense is interest on long-term debt.

The change in net assets after non-operating revenues and expenses was \$549,189 as compared to \$781,269 in 2007.

Condensed Comparative Financial Information *(In thousands)*

| | 2008 | 2007 | Change |
|--|-----------------|-----------------|---------------|
| Current Assets | \$2,041 | \$2,343 | (\$302) |
| Restricted Assets | 606 | 628 | (22) |
| Noncurrent Assets | 9 | 14 | (4) |
| Capital Assets, net of depreciation | 12,053 | 11,601 | 452 |
| <i>Total Assets</i> | <u>\$14,709</u> | <u>\$14,586</u> | <u>\$124</u> |
| | | | |
| Current Liabilities | \$1,112 | \$987 | \$125 |
| Payables from Restricted Assets | 2,687 | 3,238 | (551) |
| Net Assets | | | |
| Invested in Capital Assets, net of Related Debt | 8,615 | 8,363 | 252 |
| Restricted Net Assets | 606 | 627 | (21) |
| Unrestricted Net Assets | 1,689 | 1,370 | 319 |
| <i>Total Liabilities, Net Assets and Other Credits</i> | <u>\$14,709</u> | <u>\$14,586</u> | <u>\$124</u> |
| | | | |
| Operating Revenues | \$3,208 | \$3,252 | (\$44) |
| Non-Operating Revenues | 78 | 120 | (42) |
| <i>Total Revenues</i> | <u>\$3,286</u> | <u>\$3,372</u> | <u>(\$86)</u> |
| | | | |
| Operating Expenses | \$2,901 | \$2,580 | \$321 |
| Non-operating Expenses | 106 | 124 | (18) |
| <i>Total Expenses</i> | <u>\$3,007</u> | <u>\$2,704</u> | <u>\$303</u> |
| | | | |
| Income before Contributions, Extraordinary Items | \$279 | \$668 | (\$389) |
| | | | |
| Capital Contributions - Grants | \$270 | \$114 | 156 |
| | | | |
| Change in Net Assets | \$549 | \$781 | (\$233) |
| Net assets, end of year | \$10,910 | \$10,361 | \$549 |

Capital Assets

The District's total capital assets as of December 31, 2008 were \$12.05 million, net of depreciation. Construction Work in Progress is \$28,254, which represents expenditures for ongoing construction projects.

Funds for capital construction are provided for through a combination of installation charges and cash flow from revenues. In 2008 the District purchased and placed in to service \$1,097,184 worth of assets as compared to \$432,144 in 2007. See Note 3 of the accompanying notes to the financial statements for further detail related to Capital Asset activity.

Current Liabilities

Total Current Liabilities as of December 31, 2008 were \$1,112,275 as compared to \$986,954 in 2007, an increase of \$125,321 (or 12%). A major portion of total liabilities is the Current Portion of Long-Term Debt in the amount of \$751,185, which is payable in 2009.

Long-term Debt Activity

At year-end the District had \$1.760 million in revenue bonds outstanding as compared to \$2.310 million in 2007. These bonds were used to purchase the system from a private entity in 1987. The bonds have been refunded twice, in 1993 and again in 2003 to take advantage of lower interest rates.

In December 2008, the District purchase property and buildings located near its office facility for use as an operations shop and equipment and vehicle storage building. The District agreed to a price of \$220,000 for the facility. A down payment of \$20,000.00 was made on transaction and a contract for payment of the remaining \$200,000.00 principal was entered into with the owner of the property and facility. The contractual agreement provides that the principal balance of \$200,000.00 will be paid semi-annually over an 8-year period with an interest rate of 5.5%. The District has the option to pay off the remaining principal of \$50,000.00 after year 6 of the agreement.

Other short-term and long term-debt includes low interest Public Works Trust Fund and State Revolving Fund capital improvement loans and the Local Government Investment Pool Local Option Capital Asset Lending program. At year-end the total of these capital improvement and property and equipment purchase loans was \$1.478 million as compared to \$1.642 in 2007. Funds for payment of Long-term Debt are provided for from cash flow from revenues. See Note 5 of the accompanying notes to the financial statements for further detail related to Long Term Debt Activity.

PUBLIC UTILITY DISTRICT NO.1 OF ASOTIN COUNTY
STATEMENT OF NET ASSETS
DECEMBER 31, 2008

| <u>ASSETS</u> | <u>2008</u> |
|--------------------------------------|---------------------|
| Current Assets: | |
| Cash | \$552,423 |
| General Fund Investments | 846,852 |
| Certificates of Deposit | 0 |
| Equipment Replacement Fund | 432,861 |
| Accounts Receivable | 177,873 |
| Plant Materials & Supplies | 29,570 |
| Accrued Interest Receivable | 1,889 |
| Restricted Assets: | |
| 2003 Revenue Bond Reserve | 481,000 |
| 2003 Revenue Bond Sinking Fund | 52,593 |
| 1992 PWTF Sinking Fund | 28,461 |
| 2000 PWTF Sinking Fund | 43,902 |
| TOTAL CURRENT ASSETS | 2,647,424 |
| Noncurrent Assets: | |
| Unamortized Debt Issuance Costs | 7,432 |
| Workers Compensation Deposit | 1,548 |
| Capital Assets Not Being Depreciated | |
| Land | 107,813 |
| Construction Work in Progress | 28,254 |
| Capital Assets Being Depreciated | |
| Organization | 970 |
| Structures & Improvements | 1,113,858 |
| Infrastructure | 16,042,539 |
| Equipment | 1,165,969 |
| Electrical | 79,724 |
| Less Accumulated Depreciation | (6,486,451) |
| Total Capital Assets (Net) | 12,052,676 |
| TOTAL NONCURRENT ASSETS | 12,061,656 |
| TOTAL ASSETS | \$14,709,080 |

The accompanying notes are an integral part of these financial statements

PUBLIC UTILITY DISTRICT NO.1 OF ASOTIN COUNTY
STATEMENT OF NET ASSETS
DECEMBER 31, 2008

| | 2008 |
|---|---------------------|
| <u>LIABILITIES</u> | |
| Current Liabilities: | |
| Warrants Payable | \$43,808 |
| Accounts Payable | 73,537 |
| Wages Payable | 27,374 |
| Customer Deposits | 68,899 |
| Accrued Taxes and Expenses | 120,079 |
| Accrued Interest Expense | 27,393 |
| Current Portion of Long-Term Debt | 751,185 |
| TOTAL CURRENT LIABILITIES | 1,112,275 |
| Noncurrent Liabilities: | |
| Payables from Restricted Assets | |
| Contracts Payable | 200,000 |
| 2003 Water Revenue Bonds | 1,760,000 |
| 1992 Public Works Trust Fund | 218,933 |
| 1999 LOCAL Fund | 3,898 |
| 2000 Public Works Trust Fund | 940,748 |
| 2001 State Revolving Fund | 314,053 |
| Current Portion of Long-Term Debt | (751,185) |
| TOTAL NONCURRENT LIABILITIES | 2,686,447 |
| TOTAL LIABILITIES | 3,798,722 |
| <u>NET ASSETS</u> | |
| Invested in Capital Assets, net of Related Debt | 8,615,044 |
| Restricted Net Assets | 605,955 |
| Unrestricted Net Assets | 1,689,359 |
| TOTAL NET ASSETS | 10,910,358 |
| TOTAL NET ASSETS AND LIABILITIES | \$14,709,080 |

The accompanying notes are an integral part of these financial statements

**PUBLIC UTILITY DISTRICT NO.1 OF ASOTIN COUNTY
STATEMENT OF REVENUES, EXPENSES, AND
CHANGES IN FUND EQUITY
YEAR ENDED DECEMBER 31, 2008**

| | <u>2008</u> |
|--|----------------------------|
| OPERATING REVENUES | |
| Metered Sales | \$2,970,894 |
| Other Operating Revenues | 236,760 |
| Total Operating Revenue | <u>3,207,654</u> |
| OPERATING EXPENSES | |
| Operation Expense | |
| General Operations | 123,976 |
| Power Purchased for Resale | 8,949 |
| Cost of Energy | 198,380 |
| Maintenance | 266,856 |
| Customer Services | 232,586 |
| General Administration | 1,397,318 |
| Depreciation | 518,098 |
| Amortization | 4,815 |
| Excise and B&O Taxes | 149,731 |
| Total Operating Expenses | <u>2,900,709</u> |
| OPERATING INCOME (LOSS) | <u>306,945</u> |
| NONOPERATING REVENUES | |
| Interest Income | 77,506 |
| Gain (Loss) on Sale and/or Disposition Property | 0 |
| Total Nonoperating Revenues | <u>77,506</u> |
| NONOPERATING EXPENSES | |
| Interest Expense on Long-Term Debt | 105,600 |
| Total Nonoperating Expenses | <u>105,600</u> |
| INCOME BEFORE CONTRIBUTIONS, TRANSFERS, SPECIAL AND EXTRAORDINARY ITEMS | 278,851 |
| CAPITAL CONTRIBUTIONS - GRANT | 270,338 |
| CHANGE IN NET ASSETS | 549,189 |
| FUND EQUITY, January 1, 2008 | <u>10,361,169</u> |
| FUND EQUITY, December 31, 2008 | <u><u>\$10,910,358</u></u> |

The accompanying notes are an integral part of these financial statements

**PUBLIC UTILITY DISTRICT NO.1 OF ASOTIN COUNTY
STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2008**

| | 2008 |
|---|-------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Receipts from Customers | 3,213,876 |
| Payments to Suppliers | 1,187,699 |
| Payments to Employees | 1,127,585 |
| NET CASH PROVIDED BY OPERATING ACTIVITIES | \$898,592 |
| CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES | |
| Proceeds from Grant Funding | 270,338 |
| NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES | \$270,338 |
| CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES | |
| Acquisition and Construction of Capital Assets | (891,046) |
| Construction Work In Process | 127,194 |
| Principal Paid on Revenue Bonds and Long Term Debt | (714,789) |
| Internal Activity - Amortization of Debt Discount | 4,815 |
| Proceeds from the Sale of an Asset | 0 |
| Interest Paid on Revenue Bonds and Long Term Debt | (105,600) |
| NET CASH USED BY CAPITAL AND RELATED FINANCING ACTIVITIES | (1,579,426) |
| CASH FLOWS FROM INVESTING ACTIVITIES | |
| Purchase of Investments | 0 |
| Reinvested Interest Income | (33,485) |
| Proceeds from Sale and Maturities of Investments | 300,000 |
| Interest and Dividends on Investments | 77,842 |
| NET CASH PROVIDED BY INVESTING ACTIVITIES | 344,357 |
| NET INCREASE IN CASH AND CASH EQUIVALENTS | (66,139) |
| CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR | \$1,051,424 |
| CASH AND CASH EQUIVALENTS AT END OF YEAR | \$985,285 |

The accompanying notes are an integral part of these financial statements

**PUBLIC UTILITY DISTRICT NO.1 OF ASOTIN COUNTY
STATEMENT OF CASH FLOWS
YEAR ENDED DECEMBER 31, 2008**

**RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED
BY OPERATING ACTIVITIES**

| | |
|--|------------------|
| Utility Operating Income | \$306,945 |
| Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities: | |
| Depreciation Expense | 518,098 |
| Disposition of Assets | |
| Changes In Assets and Liabilities: | |
| Accounts Receivable | (19,513) |
| Plant Materials and Supplies | 13,002 |
| Warrants Payable | 36,664 |
| Accounts Payable | 25,848 |
| Wages Payable | 730 |
| Customer Deposits | 2,429 |
| Accrued Taxes and Expenses | 14,389 |
| | \$898,592 |
| NET CASH PROVIDED BY OPERATING ACTIVITIES | \$898,592 |

The accompanying notes are an integral part of these financial statements

Notes to the Financial Statements

1. SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Public Utility District No. 1 of Asotin County conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles.

In June 1999, GASB approved Statement 34, *Basic Financial Statements – and Management Discussion and Analysis – for State and Local Governments*. This and consecutive statements are reflected in the accompanying financial statements (including notes to the financial statements).

The following is a summary of the most significant policies (including identification of those policies which result in material departures from generally accepted accounting principles):

Entity. Public Utility District No. 1 of Asotin County is a municipal corporation and provides residential and commercial water service and limited electrical service within Asotin County, Washington. The District was formed in 1984 and began operation in April, 1987. A three-member board governs the District.

Use of Estimates. Management uses estimates and assumptions in preparing financial statements in accordance with generally accepted accounting principles. The use of estimates affects the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. Accordingly, actual results could differ from those estimates.

Basis of Accounting and Presentation. The accounting records of the District are maintained in accordance with methods prescribed by the State Auditor, under the authority of Chapter 43.09 RCW.

The District utilizes the full-accrual basis of accounting where revenues are recognized when earned, and expenses are recognized when incurred. The District uses the following fund type:

Proprietary Fund Type

Enterprise Fund – An enterprise fund is used to account for the operations of the water utility which are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that costs (including depreciation) of providing services be financed or recovered primarily through user charges. GASB 33 now requires that capital contributions to proprietary funds be recognized as revenues, effective for financial statement periods beginning after June 15, 2000. Therefore, this statement reflects this change for the period commencing January 1, 2002.

The District's financial statements include the financial position and results of operations of all operations that the District manages. There are no organizations or funds that the District has control over, or to which the District contributes resources that are not included in the District's financial statements.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the District's financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the option of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to this same limitation. The District has elected not to follow subsequent private-sector guidance. The District uses the Uniform System of Accounts for Class A Water Utilities (1984) of the National Association of Regulatory Utility Commissioners.

Investments.

As required by state law, all investments of the District are obligations of the U.S. Government, the State of Washington Local Government Investment Pool, banker's acceptance, or deposits with a bank approved by the Public Deposit Protection Commission. A detailed listing is shown in Note 2: Deposits & Investments.

Restricted Assets and Liabilities. In accordance with bond resolutions and certain related agreements, separate restricted funds are required to be established. The assets held in these funds are restricted for specific uses, including debt service and other special reserve requirements. The current portion of related liabilities is shown as "Payables from Current Restricted Assets". Specific debt reserve requirements are described in Note 5: Long-Term Debt.

Restricted funds currently include:

| | |
|---|-----------|
| 1992 PWTF Annual Payment Fund | \$ 28,461 |
| 2000 PWTF Annual Payment Fund | \$ 43,902 |
| 2003 Water Revenue Bond Annual Payment Fund | \$ 52,593 |
| 2003 Water Revenue Bond Reserve | \$481,000 |

Receivables. Accounts receivable includes current balances due on utility services billed and other receivables. An allowance for uncollectible accounts is provided based upon historical collection experience. The basis for Unbilled Accounts Receivable is accounts that were billed in January 2009 for service that was provided in December 2008.

Accounts receivable as of December 31, 2008, are as follows:

| | |
|--------------------------------------|------------------|
| Utility Service | \$109,873 |
| Unbilled Accounts Receivable | 75,000 |
| Allowance for Uncollectible Accounts | (7,000) |
| Total | <u>\$177,873</u> |

Plant Materials and Supplies (Inventory). Plant materials and supplies are valued at the first-in, first-out average cost which approximates the market value.

Compensated Absences. The District recognizes benefits as earned and records unpaid leave for compensated absences as an expense and liability when incurred. Personal Leave pay, which may be accumulated up to a maximum of 800 hours, is payable upon resignation, retirement or death.

Unamortized Debt Issuance. Costs relating to the sale of bonds are deferred and amortized over the lives of the various bond issues. Unamortized debt issuance at December 31, 2008, is as follows:

| | |
|----------------------------------|---------|
| 2003 Water Revenue Bond Expenses | \$7,432 |
|----------------------------------|---------|

Cash and Cash Equivalents. For purposes of the statement of cash flows, the District considers as cash equivalent and has included all District cash accounts and certificates of deposit with an original maturity of three months or less. Investments in the State of Washington Local Government Investment Pool are included as cash equivalents. Restricted investments are not included as cash equivalents.

2. DEPOSITS AND INVESTMENTS

Deposits

The District's deposits and certificates are entirely covered by the Federal Depository Insurance (FDIC) or by collateral held in a multiple financial institution collateral pool administered by the Washington Public Deposit Protection Commission (PDPC).

Investments

The District's investments are categorized to give an indication of risk assumed at year-end as either (A) insured investments and (B) amounts invested with the State of Washington Local Government Investment Pool.

| | <u>Categories</u> | | <u>Combined</u> |
|--------------------------|-------------------|-------------|-----------------|
| Proprietary Fund Type | (A) | (B) | |
| Restricted Investments | \$ 481,000 | \$ 124,956 | \$ 605,956 |
| General Fund Investments | | 1,279,713 | 1,279,713 |
| Total | \$ 481,000 | \$1,404,669 | \$1,885,669 |

Amounts held in Washington State banks approved by the Public Deposit Protection Commission (PDPC) are covered by federal depository insurance up to \$100,000 and by the PDPC for amounts over \$100,000. The PDPC constitutes a multiple financial institution collateral pool that provides for additional assessments against participants of the pool on a pro rata basis. Accordingly, the deposits covered by PDPC are considered to be insured. Custodial risk is the risk that in event of a failure of the counterparty to an investment transaction the District would not be able to recover the value of the investment or collateral securities. Of the District's total position of \$1,885,669 in 2008, \$0 is exposed to custodial risk because the investments are held by the District's brokerage firm, which is also the counterparty in those particular securities. The District has no derivatives.

3. CAPITAL ASSETS

Capital Assets are defined by the District as assets with initial individual cost of more than \$1,000.00 and an estimated useful life in excess of 3 years. Utility plant in service and other assets are recorded at cost. Donations by developers are recorded at appraised value. Net interest expense on construction loans is capitalized as a cost of the utility plant. Depreciation is computed on the straight-line method over the estimated useful lives of the asset as follows:

| | <u>Useful Life</u> |
|------------------------------------|--------------------|
| Organizational and franchise costs | 5-50 years |
| Buildings and improvements | 10-40 years |
| Wells and distribution system | 25-50 years |
| Equipment | 3+ years |

The original cost of utility plant retired or otherwise disposed of is removed from the plant account: accumulated depreciation is charged with the accumulated depreciation relating to the asset sold: and the net gain or loss on disposal is credited or charged to income. The gain (loss) from disposition of utility property account is maintained so that the transactions and details underlying each gain or loss are readily identifiable.

Utility plan activity for the year ended December 31, 2008 was as follows:

| CAPITAL ASSETS | Beginning Balance | Increase | Decrease | Ending Balance |
|---|----------------------|--------------------|------------------|----------------------|
| Utility Plant not being depreciated: | | | | |
| Land | \$107,813 | | | \$107,813 |
| Construction in Progress | <u>\$155,448</u> | | <u>\$127,194</u> | <u>\$ 28,254</u> |
| Total Utility Plant not being depreciated | \$263,261 | | \$127,194 | \$136,067 |
| Utility Plant being depreciated: | | | | |
| Organizational and franchise costs | \$970 | | | \$970 |
| Buildings and Improvements | \$830,467 | \$283,391 | | \$1,113,858 |
| Wells, distribution system and infrastructure | \$15,324,379 | \$797,884 | | \$16,122,263 |
| Equipment | <u>\$ 1,150,060</u> | <u>\$ 15,909</u> | | <u>\$ 1,165,969</u> |
| Total utility plant being depreciated | \$17,305,876 | \$1,097,184 | | \$18,403,060 |
| CAPITAL ASSETS (Depreciation) | | | | |
| CAPITAL ASSETS (Depreciation) | Beginning Balance | Increase | Decrease | Ending Balance |
| Organizational and franchise costs | (\$860) | (\$4) | | (\$864) |
| Buildings and Improvements | (\$377,630) | (\$21,481) | | (\$399,110) |
| Wells, distribution system and infrastructure | (\$4,487,047) | (\$382,022) | | (\$4,869,069) |
| Equipment | <u>(\$1,102,817)</u> | <u>(\$114,591)</u> | | <u>(\$1,217,408)</u> |
| Total accumulated depreciation | <u>(\$5,968,354)</u> | <u>(\$518,098)</u> | | <u>(\$6,486,451)</u> |
| Total Utility Plant, Net | \$11,600,783 | \$579,086 | \$127,194 | \$12,052,676 |

4. CONSTRUCTION IN PROGRESS

Construction in progress represents expenses to date on projects whose authorizations total \$50,000. The project represented is for the purchase of material and installation of water main replacement. Of the committed balance of \$21,746, the District will provide remaining funding from the general fund.

Construction in progress is composed of the following:

Required

| | <u>Project Authorization</u> | <u>Expended to 12/31/08</u> | <u>Committed</u> | <u>Future Financing</u> |
|------------------------|----------------------------------|---------------------------------|------------------|-----------------------------|
| Water Main Replacement | \$50,000 | \$28,254 | \$21,746 | None |

5. LONG-TERM DEBT

Long-term debt at December 31, 2008, is comprised of the following individual bonds and contract payable:

1992 Public Works Trust Fund

The Washington State Department of Community Development provided a loan, not to exceed \$1,027,839, to finance water system improvements. The District received the final loan advance of \$102,784 after December 31, 1995. The loan will be repaid annually over 20 years at an interest rate of 1%. \$ 218,933

1999 Local Option Capital Assets Lending Program (LOCAL)

The State Investment Pool provided a low interest loans through their LOCAL program, which were used for the purchase of fleet vehicles and equipment. These loans are paid bi-annually.
 Loan No. 1 - \$14,766, 5 year term, 4.80% interest rate.
 Loan No. 2 - \$28,974, 5 year term, 5.16% interest rate.
 Loan No. 3 - \$62,000, 10 year term, 5.20% interest rate. \$ 3,898

2000 Public Works Trust Fund

The Washington State Department of Community Development provided a loan, not to exceed \$1,620,000, to finance distribution system improvements, well upgrade, reservoir painting and SCADA upgrades. The District received advances in the amount of \$1,458,000, which represents 90% of the approved loan. The loan will be repaid annually over 20 years at an interest rate of 3%. \$ 940,748

2001 State Revolving Fund Loan

The Washington State Public Works Board provided a loan not To exceed \$459,000, to finance the construction of Disinfection Facilities at each source of water supply. The \$39,000 represents the first draw on the loan for expense reimbursement of \$30,000 and a 2 percent, \$9,000 loan fee. The loan will be repaid annually over 20 years at an interest rate of 2.5%. Payments began in 2003. \$ 314,053

2003 Water Revenue Bonds – Original issue of \$4,810,000

These bonds were issued to retire \$5,295,000 of the 1993 water revenue bonds. \$ 1,760,000

2008 Contracts Payable – Operations Facility

This promissory note provides for the purchase of property and storage Facilities for use as an operations facility. The price of the property and facility was \$220,000. A down payment of \$20,000 was made with the remaining principal balance to be paid over an 8 year period with an interest rate of 5.5%. Loan payments begin in 2009. \$ 200,000

| | |
|-----------------------------------|---------------------|
| Aggregate long-term debt | \$ 3,437,632 |
| Current portion of long-term debt | <u>751,185</u> |
| Long-term debt due after one year | <u>\$ 2,686,447</u> |

There are a number of limitations and restrictions contained in the various bond indentures. The District is in compliance with all significant limitations and restrictions.

On January 7, 2003, Public Utility District No. 1 of Asotin County issued Water Revenue Refunding Bonds of \$4,810,000 (par value) with an average coupon rate of 3.394 percent and to advance refund 1993 Water Revenue Bonds with an average coupon rate of 5.24 percent and a par value of \$6,660,000. The 2003 Water Revenue Refunded Bonds mature December 2003 thru December 2011. This resulted in a net present value savings to the PUD of \$416,630.21.

On September 7, 1993, Public Utility District No. 1 of Asotin County issued Water Revenue Refunding Bonds of \$7,395,000 (par value) with an average coupon rate of 5.24 percent to advance refund 1987 Water Revenue Bonds with an average coupon rate of 6.94 percent and a par value of \$6,660,000.

The advance refunding of the 1987 water revenue bonds and simultaneous issuance of the 1993 bonds met the requirements of an in-substance debt defeasance. Therefore, \$6,660,000 of the 1987 water revenue bonds was considered retired and the debt was removed from the balance sheet.

The 2003 Water Revenue Refunding Bonds covenants require that the District maintain a bond reserve fund equal to or greater than the maximum annual debt service under the 1987, 1991, and 1993 Water Revenue Bonds, which amounts to an additional reserve fund of \$481,000 at December 31, 2008. At December 31, 2008, the actual bond reserve fund in the amount of \$481,000 is invested in a bank certificate of deposit. The covenants further require the transfer of the following year's principal and interest payments to a separate account on a monthly basis. At December 31, 2008, the principal and interest account in the amount of \$52,593 is combined with general District investments in the State of Washington Local Government investment Pool.

A summary of changes in long-term debt is as follows:

| | Balance <u>1-1-08</u> | Debt <u>Issued</u> | Principal <u>Repayment</u> | Interest <u>Payment</u> | Balance <u>12-31-08</u> |
|------------------------------|--------------------------|-----------------------|-------------------------------|----------------------------|----------------------------|
| 1992 Public Works Trust Fund | 273,666 | 0 | 54,733 | 2,737 | 218,933 |
| 1999 LOCAL | 11,400 | 0 | 7,502 | 496 | 3,898 |
| 2000 Public Works Trust Fund | 1,019,144 | 0 | 78,396 | 10,191 | 940,748 |
| 2001 State Revolving Fund | 338,211 | 0 | 24,157 | 8,455 | 314,053 |
| 2003 Water Revenue Bonds | 2,310,000 | 0 | 550,000 | 83,988 | 1,760,000 |
| 2008 Contracts Payable | <u>0</u> | <u>200,000</u> | <u>0</u> | <u>0</u> | <u>200,000</u> |
| Total Long-Term Debt | <u>\$3,952,421</u> | <u>\$ 200,000</u> | <u>\$ 714,788</u> | <u>\$105,867</u> | <u>\$3,437,632</u> |

Long-term Debt Maturities. The annual requirements to amortize all long-term debt outstanding as of December 31, 2008 are as follows:

| <u>Year</u> | <u>Principal</u> | <u>Interest</u> | <u>Annual Payment</u> |
|--------------------------|------------------|-----------------|---------------------------|
| 2009 | 751,185 | 91,902 | 843,087 |
| 2010 | 767,287 | 70,090 | 837,377 |
| 2011 | 792,287 | 46,218 | 838,504 |
| 2012 | 182,287 | 19,882 | 202,169 |
| 2013 | 127,554 | 17,947 | 145,501 |
| 2014 | 127,554 | 16,559 | 144,113 |
| 2015 | 127,554 | 15,171 | 142,725 |
| 2016 | 127,554 | 13,783 | 141,337 |
| 2017 | 102,554 | 6,156 | 108,709 |
| 2018 | 102,554 | 4,768 | 107,321 |
| 2019 | 102,554 | 3,380 | 105,933 |
| 2020 | 102,554 | 1,992 | 104,545 |
| 2021 | 24,158 | 604 | <u>24,762</u> |
| Principal & Interest | | | \$ 3,746,084 |
| Less: Interest Included | | | <u>308,452</u> |
| Aggregate long-term debt | | | <u>\$ 3,437,632</u> |

6. SHORT-TERM DEBT

The District had no short-term debt.

7. CAPITAL LEASE

The District had no capital lease arrangements.

8. RETIREMENT PLAN

Public Employees' Retirement System (PERS) Plans 1, 2, and 3

All of the District's full-time and qualifying part-time employees participate in one of the following statewide retirement systems administered by the Washington State Department of Retirement Systems, under cost-sharing multiple-employer public employee defined benefit and defined contribution retirement plans. The Department of Retirement Systems (DRS), a department within the primary government of the State of Washington, issues a publicly available comprehensive annual financial report (CAFR) that includes financial statements and required supplementary information for each plan.

The DRS CAFR may be obtained by writing to: Department of Retirement Systems, Communications Unit, P.O. Box 48380, Olympia, WA 98504-8380. The following disclosures are made pursuant to GASB Statement No. 27, *Accounting for Pensions by State and Local Government Employers*.

Plan Description

PERS is a cost-sharing multiple-employer retirement system comprised of three separate plans for membership purposes: Plans 1 and 2 are defined benefit plans and Plan 3 is a defined benefit plan with a defined contribution component.

Membership in the system includes: elected officials; state employees; employees of the Supreme, Appeals, and Superior courts (other than judges currently in a judicial retirement system); employees of legislative committees; community and technical colleges, college and university employees not participating in national higher education retirement programs; judges of district and municipal courts; and employees of local governments.

PERS participants who joined the system by September 30, 1977 are Plan 1 members. Those who joined on or after October 1, 1977 and by either, February 28, 2002 for state and higher education employees, or August 31, 2002 for local government employees, are Plan 2 members unless they exercise an option to transfer their membership to Plan 3. PERS participants joining the system on or after March 1, 2002 for state and higher education employees, or September 1, 2002 for local government employees have the irrevocable option of choosing membership in either PERS Plan 2 or PERS Plan 3. The option must be exercised within 90 days of employment. An employee is reported in Plan 2 until a choice is made. Employees who fail to choose within 90 days default to PERS Plan 3.

PERS defined benefit retirement benefits are financed from a combination of investment earnings and employer and employee contributions. PERS retirement benefit provisions are established in state statute and may be amended only by the State Legislature.

Plan 1 members are vested after the completion of five years of eligible service. Plan 1 members are eligible for retirement at any age after 30 years of service, or at the age of 60 with five years of service, or at the age of 55 with 25 years of service. The annual benefit is two percent of the average final compensation per year of service, capped at 60 percent. The average final compensation is based on the greatest compensation during any 24 eligible consecutive compensation months. Plan 1 retirements from inactive status prior to the age of 65 may receive actuarially reduced benefits. The benefit is actuarially reduced to reflect the choice of a survivor option. A cost-of living allowance (COLA) is granted at age 66 based upon years of service times the COLA amount, increased by three percent annually. Plan 1 members may also elect to receive an additional COLA amount (indexed to the Seattle Consumer Price Index), capped at three percent annually. To offset the cost of this annual adjustment, the benefit is reduced.

Plan 2 members are vested after the completion of five years of eligible service. Plan 2 members may retire at the age of 65 with five years of service, or at the age of 55 with 20 years of service, with an allowance of two percent of the average final compensation per year of service. The average final compensation is based on the greatest compensation during any eligible consecutive 60-month period. Plan 2 retirements prior to the age of 65 receive reduced benefits. If retirement is at age 55 or older with at least

30 years of service, a three percent per year reduction applies; otherwise an actuarial reduction will apply. The benefit is also actuarially reduced to reflect the choice of a survivor option. There is no cap on years of service credit; and a cost-of-living allowance is granted (indexed to the Seattle Consumer Price Index), capped at three percent annually.

Plan 3 has a dual benefit structure. Employer contributions finance a defined benefit component, and member contributions finance a defined contribution component. The defined benefit portion provides a benefit calculated at one percent of the average final compensation per year of service. The average final compensation is based on the greatest compensation during any eligible consecutive 60-month period. Effective June 7, 2006, Plan 3 members are vested in the defined benefit portion of their plan after ten years of service; or after five years of service, if twelve months of that service are earned after age 44; or after five service credit years earned in PERS Plan 2 prior to June 1, 2003. Plan 3 members are immediately vested in the defined contribution portion of their plan. Vested Plan 3 members are eligible to retire with full benefits at age 65, or at age 55 with 10 years of service. Retirements prior to the age of 65 receive reduced benefits. If retirement is at age 55 or older with at least 30 years of service, a three percent per year reduction applies; otherwise an actuarial reduction will apply. The benefit is also actuarially reduced to reflect the choice of a survivor option. There is no cap on years of service credit, and Plan 3 provides the same cost-of-living allowance as Plan 2.

The defined contribution portion can be distributed in accordance with an option selected by the member, either as a lump sum or pursuant to other options authorized by the Employee Retirement Benefits Board.

There are 1,188 participating employers in PERS. Membership in PERS consisted of the following as of the latest actuarial valuation date for the plans of September 30, 2006:

| | |
|--|----------------|
| Retirees and Beneficiaries Receiving Benefits | 70,201 |
| Terminated Plan Members Entitled to but not yet Receiving Benefits | 25,610 |
| Active Plan Members Vested | 105,215 |
| Active Plan Members Non-vested | 49,812 |
| Total | 250,838 |

In March 1995, the District authorized the participation of its full-time employees in the Washington Public Employee's Retirement System (PERS). This is a statewide local government retirement system administered by the Department of Retirement System, under a cost sharing multiple-employer public employee retirement plan.

During 1995, assets from the District's Defined Benefit Plan amounting to \$124,603 were used to provide service credit for all employees from the later of April 1987 or the employee's date of employment up through March 1995. The balance of the Defined Benefit Plan Assets of \$19,175 was used to fund the employer's share of prior service credit. The District has entered into an agreement with PERS to fund the balance of the employer's share of prior service cost amounting to \$159,695 over 15 years at \$887 per month with no interest. Final payment of the prior service cost is in 2010.

Funding Policy

Each biennium, the state Pension Funding Council adopts Plan 1 employer contribution rates, Plan 2 employer and employee contribution rates, and Plan 3 employer contribution rates. Employee contribution rates for Plan 1 are established by statute at 6 percent for state agencies and local government unit employees, and at 7.5 percent for state government elected officials. The employer and employee contribution rates for Plan 2 and the employer contribution rate for Plan 3 are developed by the Office of the State Actuary to fully fund Plan 2 and the defined benefit portion of Plan 3. All employers are required to contribute at the level established by the Legislature. Under PERS Plan 3, employer contributions finance the defined benefit portion of the plan, and member contributions finance the defined contribution portion. The Employee Retirement Benefits Board sets Plan 3 employee contribution rates. Six rate options are available ranging from 5 to 15 percent; two of the options are graduated rates dependent on the employee's age. The methods used to determine the contribution requirements are established under state statute in accordance with chapters 41.40 and 41.45 RCW.

The required contribution rates expressed as a percentage of current year covered payroll, as of December 31, 2008, were as follows:

| | PERS Plan 1 | PERS Plan 2 | PERS Plan 3 |
|-----------|-------------|-------------|-------------|
| Employer* | 6.13%** | 6.13%** | 6.13%*** |
| Employee | 6.00%**** | 4.15%**** | ***** |

* The employer rates include the employer administrative expense fee currently set at 0.16%.

** The employer rate for state elected officials is 9.12% for Plan 1 and 6.13% for Plan 2 and Plan 3.

*** Plan 3 defined benefit portion only.

**** The employee rate for state elected officials is 7.50% for Plan 1 and 4.15% for Plan 2.

***** Variable from 5.0% minimum to 15.0% maximum based on rate selected by the PERS 3 member.

The District's covered payroll for year ending December 31, 2008, was \$783,368. The District's total current-year payroll for all employees was \$835,315.

Both the District and the employees made the required contributions. The District's required contributions for the year ending December 31, 2008 were as follows:

| | PERS Plan 1 | PERS Plan 2 | PERS Plan 3 |
|------|-------------|-------------|-------------|
| 2008 | \$ 0.00 | \$ 94,221 | \$ 0.00 |
| 2007 | \$ 0.00 | \$ 71,738 | \$ 0.00 |
| 2006 | \$ 0.00 | \$ 42,106 | \$ 0.00 |

9. PROPERTY TAXES

The District did not levy property taxes for 2008.

10. RISK MANAGEMENT - SELF-INSURANCE FUND

The District is a member of the Public Utility Risk Management System (PURMS). The purpose of the PURMS is to provide its members the capability and authority to jointly provide a self-insurance plan for liability claims and property losses for which the risk is shared, to jointly purchase excess group liability and property loss coverage, establish and maintain a cash reserve for self-insurance coverage, and to provide related services, including a cooperative program of risk management. In 2000 PURMS began offering Group Health Insurance coverage. In May 2000 the District added group health insurance coverage for all employees and commissioners.

The member districts, through the Fund, provide self-insurance for the first \$1,000,000 of individual loss liability claims and \$250,000 per property loss. The Fund maintains assets from which liability claims and property losses are paid and, through assessments of the members to replenish these assets, the members share joint liability among themselves for liability claims and property losses incurred. Additional assessments may be imposed in addition to the annual contributions in the event that losses payable exceed funds available in the Fund's loss fund.

The Fund also maintains excess liability insurance of \$35 million for losses above \$1,000,000 and excess property insurance in the amount of \$150 million for losses above \$250,000 per property loss.

11. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

The District had no violations of finance-related legal or contractual provisions.

12. OTHER POST EMPLOYMENT BENEFIT (OPEB) PLANS

The District does not provide post employment benefit plans to its employees.

13. OTHER DISCLOSURES

Subsequent Events

There were no material contingent liabilities requiring disclosure.

Prior Period Adjustments

There were no prior period adjustments to prior period fund equity.

Significant Revenue or Expenditure Changes

There were no significant revenue or expenditure changes.



ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

Our mission is to work in cooperation with our audit clients and citizens as an advocate for government accountability. As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

The State Auditor's Office employees are located around the state to deliver our services effectively and efficiently.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments and fraud, whistleblower and citizen hotline investigations.

The results of our work are widely distributed through a variety of reports, which are available on our Web site and through our free, electronic subscription service. We continue to refine our reporting efforts to ensure the results of our audits are useful and understandable.

We take our role as partners in accountability seriously. We provide training and technical assistance to governments and have an extensive quality assurance program.

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