

**RURAL WATER DISTRICT NO. 13
JEFFERSON COUNTY, KANSAS**
Lawrence, Kansas

FINANCIAL STATEMENTS
For the year ended December 31, 2018
And
INDEPENDENT AUDITOR'S REPORT

...**KL**...

Karlin & Long, LLC
Certified Public Accountants

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RURAL WATER DISTRICT NO. 13, JEFFERSON COUNTY
Lawrence, Kansas

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RURAL WATER DISTRICT NO. 13

JEFFERSON COUNTY, KANSAS

MANAGEMENT'S DISCUSSION AND ANALYSIS

This section of Rural Water District No. 13's annual financial report presents analysis of the District's financial performance during the fiscal year ended on December 31, 2018. The **Management's Discussion and Analysis** is designed to assist the reader in focusing on the significant financial issues and activities of the District and to identify any significant changes in financial position. This information should be read and considered with the financial statements taken as a whole.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report includes this **Management Discussion and Analysis**, the **Financial Statements** and the **Notes to the Financial Statements**.

Required Financial Statements

The financial statements of the District provide information using accounting methods similar to those used by private sector companies. These statements offer current and long-term financial information about the activities of the District. The financial statements include the current and previous year's statements for comparison purposes year-to-year.

The **Statements of Assets, Liabilities and Net Assets** include all the District's assets and liabilities and provide information about the nature and amounts of assets and obligations to the District's creditors (liabilities). This statement also provides the basis for evaluating the capital structure of the District and assessing the liquidity and financial flexibility of the District.

The **Statements of Support Revenues, and Expenses** show all of the revenues and expenses for the District for the years shown. This statement measures the success of the District's operations over the past year and can be used to determine whether the District has successfully managed the costs through user fees and other charges, profitability and credit worthiness.

The **Statements of Cash Flow** indicates cash receipts, cash payments, and net changes in cash. These changes result from operations, investing, and financing activities. This is simply stated as money in, money out, and money in the bank.

Notes to the Financial Statements

The **Notes to the Financial Statements** provide additional information that is essential to fully understand the data provided.

Supplemental Information

The **Schedule of Insurance in Force** and **Schedule of Statistical Information** are presented with the financial statements, along with this **Management Discussion and Analysis**. All of these documents are needed to have a clear understanding of the District's financial position.

FINANCIAL HIGHLIGHTS AND ANALYSIS

Statements of Assets, Liabilities and Net Assets

The **Statements of Assets, Liabilities and Net Assets** shows the balanced financial position of assets and liabilities for the District.

Total Current Assets decreased by \$54,323 (-9.6%). Although the majority of these funds are maintained by the District, they are not available as Cash but are required to be available in the event the District cannot meet their financial obligation to the Bond payments. **Cash and cash equivalents** showed a significant decrease of \$82,255 or -19% as the Board elected to use cash to complete the two construction projects from the previous year. This is a flow over from the previous year (2017). We have completed the two projects which have put a large financial drain on the District. **Property, plant, and equipment, net** decreased by \$122,997 (-2.6%) primarily due to depreciation expense. Therefore, the **Total Assets** of the District decreased by \$177,817 (-3.3%).

The **Total Current Liabilities** increased (\$11,939 or +7.0%) from 2017. **Net long-term debt** decreased (\$97,760 or -9.3%) due to regular debt payments. The remaining balance of the KRWFA loan is \$949,840.

The **Total net position** of the District decreased in 2018 (\$91,996 or -2.2%). The **Total net position** is divided into three areas (**Invested in capital, Restricted** and **Unrestricted**).

- A large portion of the District's **Total net position** consists of the District's **Invested in capital** portion (\$3,485,533 or 83.7% of the **Total net position**) which includes physical assets (distribution system, plant equipment and vehicles) less related debt and accumulated depreciation. The District uses these assets to provide service and consequently these assets are not available for liquidation or for other spending. The net investment in capital assets decreased (\$22,997 or -0.7%) due to changes in asset purchases, depreciation expense and payment on debts.
- The **Restricted** portion (\$136,760) is the amount of money required to be set aside to make payment on our long-term debt. This money is not available for use by the District.
- The **Unrestricted** amount (\$478,920) represents the amount available to be used to meet the District's ongoing obligations to creditors and operations of the District. The **Unrestricted** amount decreased (\$71,414 or -13.0%) from 2017 to 2018. The District has sufficient funds to meet requirements for cash outlays in the next fiscal year as well as the financial capacity to sustain operations.

At the end of the 2018 fiscal year the District has positive balances in all categories of **Total net position**.

Statements of Support Revenues, and Expenses

The **Statements of Support Revenues, and Expenses** provides insight to the nature and source of the changes from the **Statements of Assets, Liabilities and Net Assets**.

Total operating revenues increased in 2018 from 2017 (\$72,185 or 8.9%) primarily due to water sales.

Income (loss) from operations for the year was an additional loss of \$105,060 (174.6%) from 2017 to 2018. This was due in a major part to increases in **Repairs and maintenance** and **Professional fees** which were funds spent on completing the two major line improvement construction projects.

Overall the change in **Net Position, End of Year** for the District is a loss of \$91,996 for 2018. The District's financial position is not as good as 2017 because of the significant investment in the distribution system.

Statements of Cash Flow

The **Statements of Cash Flow** describes the sources of District's cash and how that cash was spent over the year. Non-cash items such as depreciation are not included in this statement. This makes the statement useful for determining the short-term viability of the District, particularly the District's ability to pay bills. As such, the **Statements of Cash Flow** shows how the District has performed in managing inflows and outflows of cash.

The **Net Cash Provided by Operating Activities** decreased from 2017 to 2018 (\$167,574 or -46.9%) due to increased **Cash payments to suppliers for goods and services** (construction projects). There is a section (**Reconciliation of operating income to net cash**) at the bottom of the **Statements of Cash Flow** that breaks down the areas of change. The significant items of note are the overall decrease of **Operating income** of (\$165,656) and the **(Increase) decrease in accounts receivable** of (\$23,314).

Net Cash Provided by Capital and Related Financing Activities decreased in 2018 due primarily to the distribution system expansion efforts (\$71,618 or -20.2%)

The end of year net change of **Cash and Cash Equivalents, End of Period** decreased (\$82,255 or -19.0%) for 2018 as compared to 2017.

Debt Ratio

The State of Kansas requires the District to maintain our debt ratio coverage at 1.25 (minimum). The District's ratio for 2018 is 1.75. Although the debt ratio is not a part of the Financial Statement, the District uses this as another indicator on how capable the District is to pay their debts.

Contact Information

Any questions regarding the report or request for additional information should be directed to the District Board of Directors, 1951 Wellman Road, Lawrence, Kansas 66044

Gordon A. Brest

Board Chairman

Rural Water District No. 13, Jefferson County, Kansas

...KL...

Karlin & Long, LLC
Certified Public Accountants

Board of Directors
Rural Water District No. 13, Jefferson County
1951 Wellman Road
Lawrence, KS 66044

INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS

We have audited the accompanying financial statements of the Rural Water District No. 13, Jefferson County, Kansas which comprise the statements of assets, liabilities, and net assets – modified cash basis as of December 31, 2018, and the related statements of support, revenues and expenses – modified cash basis, and cash flows – modified cash basis for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting as described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective assets, liabilities, and net assets of Rural Water District No. 13, Jefferson County, Kansas, as of December 31, 2018 and the respective support, revenues, and expenses, functional expenses and cash flows for the year then ended in accordance with the modified cash basis of accounting as described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other-Matters

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Rural Water District No. 13, Jefferson County, Kansas basic financial statements. The Schedules of Insurance in Force and Statistical Information enclosed are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Schedules of Insurance in Force and Statistical Information are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 11, 2019, on our consideration of Rural Water District No. 13, Jefferson County, Kansas, 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 to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Rural Water District No. 13, Jefferson County, Kansas internal control over financial reporting and compliance.



Karlin & Long, LLC
Certified Public Accountants

February 11, 2019
Lawrence, Kansas

RURAL WATER DISTRICT NO. 13, JEFFERSON COUNTYStatements of Assets, Liabilities, and Net Assets - Modified Cash Basis
As of December 31, 2018 and 2017

ASSETS		
	2018	2017
Current Assets		
Cash and cash equivalents	\$ 353,166	\$ 435,421
Account receivable, net	65,591	59,319
Construction aid receivable	22,256	
Inventory	74,144	74,763
Total current assets	<u>515,157</u>	<u>569,503</u>
Certificate of deposit, Bond reserve account	<u>136,760</u>	<u>134,345</u>
Property, plant, and equipment, net	<u>4,555,533</u>	<u>4,678,530</u>
Other assets		
Note issue costs	<u>25,825</u>	<u>28,714</u>
Total Assets	<u>\$ 5,233,275</u>	<u>\$ 5,411,092</u>
LIABILITIES AND NET POSITION		
Current Liabilities		
Current portion of bonds payable	\$ 100,000	\$ 100,000
Customer credits	5,222	4,485
Reserve for benefit unit installation	36,800	36,800
Accounts payable	24,559	13,650
Accrued interest	11,990	12,615
Accrued payroll	<u>3,651</u>	<u>2,733</u>
Total current liabilities	<u>182,222</u>	<u>170,283</u>
Long Term Debt		
Bonds payable, net of current portion	970,000	1,070,000
Less deferred refunding, net of amortization	<u>20,160</u>	<u>22,400</u>
Net long term debt	<u>949,840</u>	<u>1,047,600</u>
Total liabilities	<u>1,132,062</u>	<u>1,217,883</u>
Net position		
Invested in capital, net of debt	3,485,533	3,508,530
Restricted, expendable	136,760	134,345
Unrestricted	<u>478,920</u>	<u>550,334</u>
Total net position	<u>\$ 4,101,213</u>	<u>\$ 4,193,209</u>

The notes to the financial statements are an integral part of this statement.

RURAL WATER DISTRICT NO. 13, JEFFERSON COUNTY

Statements of Support Revenues, and Expenses - Modified Cash Basis
For the years ended December 31, 2018 and 2017

	<u>2018</u>	<u>2017</u>
Water revenues		
Water sales	\$ 875,623	\$ 801,659
Late fees	<u>10,825</u>	<u>12,604</u>
Total Operating revenues	<u>886,448</u>	<u>814,263</u>
Operating Expenses		
Salaries and payroll taxes	162,301	172,277
Chemicals	38,320	27,848
Utilities and telephone	70,139	67,090
Office expenses	15,481	16,380
Repairs and maintenance	312,240	142,814
Locates	-	3,340
Contract labor	19,560	19,785
Professional fees	23,460	8,959
Operating supplies	12,767	5,259
Safety	373	1,219
GIS mapping	-	8,583
Dues and memberships	4,219	3,893
Customer reimbursement	186	56
Insurance	17,679	17,092
Board expense	1,263	2,814
Vehicle expenses	3,832	4,760
Security	686	551
Bad debt	-	-
Continuing education	705	2,244
Water relief	844	1,872
Miscellaneous	1,066	793
Depreciation and amortization	<u>366,706</u>	<u>366,953</u>
	<u>1,051,827</u>	<u>874,582</u>
Income (Loss) from operations	<u>(165,379)</u>	<u>(60,319)</u>
Nonoperating Revenues (Expense)		
Interest income	5,384	3,058
Interest expense	(32,056)	(32,571)
Reimbursements and other fees	<u>9,255</u>	<u>19,177</u>
	<u>(17,417)</u>	<u>(10,336)</u>
Income before capital contributions	(182,796)	(70,655)
Capital Contributions		
Benefit Units	90,800	113,300
Contribution in Aid of Construction	<u>90,800</u>	<u>113,300</u>
Change in Net Position	(91,996)	42,645
Net Position, Beginning of Year	<u>4,193,209</u>	<u>4,150,564</u>
Net Position, End of Year	<u>\$ 4,101,213</u>	<u>\$ 4,193,209</u>

The notes to the financial statements are an integral part of this statement.

RURAL WATER DISTRICT NO. 13, JEFFERSON COUNTY

Statements of Cash Flow - Modified Cash Basis
For the years ended December 31, 2018 and 2017

	<u>2018</u>	<u>2017</u>
Cash Flows from Operating Activities		
Cash received from members for water	\$ 880,176	\$ 824,983
Cash payments to suppliers for goods and services	(528,222)	(291,217)
Cash payments to employees for services	(161,383)	(175,621)
Net Cash Provided By Operating Activities	<u>190,571</u>	<u>358,145</u>
Cash Flows from Capital and Related Financing Activities		
Proceeds from sale of benefit units and aid in construction	90,800	113,300
Payments on long-term debt	(100,000)	(95,000)
Interest paid	(29,900)	(31,181)
Purchase of property and equipment	(243,710)	(341,547)
Net Cash Provided By Capital and Related Financing Activities	<u>(282,810)</u>	<u>(354,428)</u>
Cash Flows from Noncapital Financing Activities		
Receipts from miscellaneous activities	9,255	19,177
Amortization of advance refunding	(2,240)	(2,240)
Change in restricted cash	(2,415)	(1,664)
	<u>4,600</u>	<u>15,273</u>
Cash Flows from Investing Activities		
Interest received	5,384	3,058
Net Cash Provided By Investing Activities	<u>5,384</u>	<u>3,058</u>
Net Change in Cash and Equivalents	(82,255)	22,048
Cash and Equivalents, Beginning of Period	<u>435,421</u>	<u>413,373</u>
Cash and Equivalents, End of Period	<u>\$ 353,166</u>	<u>\$ 435,421</u>
Reconciliation of operating income to net cash		
provided by operating activities		
Operating income	\$ (165,379)	\$ (60,319)
Adjustments to reconcile operating income		
to net cash provided by operating activities		
Depreciation and amortization	366,706	366,953
Changes in		
(Increase) decrease in accounts receivable	(23,314)	65,296
(Increase) decrease in inventory	619	(84)
Increase (decrease) in customer credits	737	(646)
Increase (decrease) in reserve for benefit installation	-	(9,200)
Increase (decrease) in accounts payable	10,909	(1,902)
Increase (decrease) in accrued interest	(625)	1,391
Increase (decrease) in accrued payroll	918	(3,344)
Net cash provided by operating activities	<u>\$ 190,571</u>	<u>\$ 358,145</u>

The notes to the financial statements are an integral part of this statement.

RURAL WATER DISTRICT NO. 13

Jefferson County, Kansas

NOTES TO FINANCIAL STATEMENTS

NOTE 1 – Summary of Significant Accounting Policies

Organization

Rural Water District No. 13, Jefferson County (the District) was organized under Kansas law and is accounted for as an enterprise fund using the modified cash basis of accounting. The District's purpose and objective is to acquire water and water rights, to build and acquire pipelines and for the purpose of furnishing water for domestic, agriculture, and/or other purposes. The District provides services to patrons in Douglas, Jefferson, and Leavenworth Counties. Total benefit units at December 31, 2018 and 2017 were 1,056 and 1,044, respectively.

GASB Statement No. 34

In June 1999, GASB issued Statement No. 34, Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments. The statement known as the "Reporting Model" statement, affects the way the District prepares and presents information.

GASB Statement No. 34 established new requirements and a new reporting model for the annual financial reports of state and local governments, including special purpose governments. The statement was developed to make annual reports easier to understand and more useful to the people who use governmental information to make decisions and includes:

Management's Discussion and Analysis

GASB Statement No. 34 requires that financial statements be accompanied by a narrative introduction and analysis overview of the District's financial activities in the form of "management's discussion and analysis" (MD&A). This analysis is similar to analysis the private sector provides in their annual reports.

Statement of Net Position or Balance Sheet

This statement is designated to display the financial position of the District. Districts report all capital assets, including infrastructure. The net assets of the District will be broken down into three categories 1) invested in capital assets, net of depreciation; 2) restricted (if applicable); and 3) unrestricted.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Basis of accounting refers to when revenues, expenses and the related assets and liabilities are recognized in the accounts and reported in the financial statements. Measurement focus refers to what is being measured. The financial statements are reported using the economic resources measurement focus and the modified cash basis of accounting in accordance with accounting principles generally accepted in the United States of America.

RURAL WATER DISTRICT NO. 13

Jefferson County, Kansas

NOTES TO FINANCIAL STATEMENTS

NOTE 1 – Summary of Significant Accounting Policies (continued)

GASB Statement No. 34 (continued)

With this measurement focus, all assets and liabilities are included on the statement of net assets. Under the modified cash basis of accounting, revenues are recognized when earned and expenses are recognized when incurred. The modification from the accrual basis of accounting is the omission of the net pension liabilities for the organization, based upon the participation in the Kansas Public Employees Retirement System. The statement of cash flows provides information about how the District meets the cash flow needs of its activities.

GASB Statement No. 20

Under GASB Statement No. 20, *Accounting and Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*, all proprietary funds continue to follow Financial Accounting Standards Board (FASB) standards issued on or before November 30, 1989. However, from that date forward, proprietary funds have the option of either choosing not to apply future FASB standards (including amendments of earlier pronouncements), or continuing to follow new FASB pronouncements (unless they conflict with GASB guidance). The District has chosen not to apply future FASB standards for proprietary funds.

Budget

The District prepares its budget for the fiscal year using the same basis of accounting as the financial statements. A comparison of actual to budget is not presented in the financial statements.

Cash and Cash Equivalents

For the purposes of the statement of cash flows the District defines cash and cash equivalents as demand deposits and certificates of deposit at banks with maturities of three months or less.

Certificates of Deposit

The certificates of deposit represent nonnegotiable certificates of deposit. The Certificates of deposit are recorded at cost because they are not affected by market rate changes.

Accounts Receivable

The District reads meters during the last week of each month, and mails invoices approximately on the last day of the month. Payments for water service are due on the 16th of the following month, or will be subject to a 10% late charge. The allowance for doubtful accounts was \$4,285 and \$4,285 on December 31, 2018 and 2017, respectively.

RURAL WATER DISTRICT NO. 13

Jefferson County, Kansas

NOTES TO FINANCIAL STATEMENTS

NOTE 1 – Summary of Significant Accounting Policies (continued)

Inventory

Inventory consists of supplies held by the district for future use, and is stated at cost using the first in, first out method.

Property, Plant, and Equipment

Property, plant and equipment are recorded at cost less accumulated depreciation. Improvements and betterments to existing property and equipment are capitalized. Expenditures for maintenance and repair which do not extend the life of the applicable assets are charged to expense as incurred. Depreciation and amortization are computed using the straight-line method over the estimated useful life of the asset. When assets are retired or otherwise disposed of, the cost and related accumulated depreciation are removed from the accounts and any resulting gain or loss is recognized in income for the period. The district does not have a formal capitalization policy. Depreciation and amortization expense totaled \$366,706 and \$366,953 for the years ended December 31, 2018 and 2017, respectively.

Benefit Units

Benefit units are rights that entitle the holder to water service. Benefit units are presently sold for \$ 6,000, and are included in the statements of revenue, expenses, and changes in net assets as benefit unit sales.

Aid in Construction

Aid in Construction represents contributions from the members for line extensions, and are included in the statement of activities. Aid in construction was \$-0- and \$-0- for the years ended December 31, 2018 and 2017, respectively.

Restricted Resources

It is the District's policy to use restricted resources only after unrestricted resources are depleted.

Income Taxes

The District is considered a tax-exempt entity and is not subject to income taxes at either the federal or state level. The District's payroll tax returns for the years ending 2018, 2017, and 2016 are subject to examination by the IRS, generally for three years after they were filed.

RURAL WATER DISTRICT NO. 13

Jefferson County, Kansas

NOTES TO FINANCIAL STATEMENTS

NOTE 1 – Summary of Significant Accounting Policies (continued)

Net Position

The District's net position is classified as follows:

Invested in capital assets, net of accumulated depreciation – This represents the District's total investment in capital assets, net of accumulated depreciation.

Unrestricted net position – This includes resources derived from sales and services. These resources are used for transactions relating to providing sales and services and general operations of the District and may be used at the discretion of the governing board to meet current expense for any purpose.

Use of Estimates

The preparation of financial statements in compliance with generally accepted accounting principles requires managements to make estimates and assumptions that affect certain reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 – Deposits and Investments

Deposits

K.S.A. 9-1401 establishes the depositories which may be used by the district. The statute requires banks eligible to hold the district's funds have a main or branch bank in the county in which the district is located and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The district has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the district's investments of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The district has no investment policy that would further limit its investment choices

Restricted Cash

At December 31, 2018 and 2107, the District had \$136,760 and \$134,345, respectively in a reserve account which is restricted to meet the loan reserve requirements of the note agreement.

RURAL WATER DISTRICT NO. 13

Jefferson County, Kansas

NOTES TO FINANCIAL STATEMENTS

NOTE 2 – Deposits and Investments (continued)

Concentration of Credit Risk

The District is engaged to in the sale of water to customers located in Douglas, Jefferson, and Leavenworth counties in Kansas. The District grants credit to those customers and requires no collateral; therefore, the District has a concentration of accounts receivable in the community.

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the district's deposits may not be returned to it. State statutes require the district's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except during designated "peak periods" when required coverage is 50%. All deposits were legally secured at December 31, 2018.

At December 31, 2018 and 2017, the District's carrying amount of deposits, including certificates of deposit, were \$489,926 and \$569,766, respectively, and the bank balances were \$536,686 and \$576,452, respectively and of which \$536,686 and \$576,452, respectively, was covered by FDIC insurance, and pledged collateral. Any collateral securities used to secure deposits for the district are to be held by a Federal Reserve Bank, a bank, or a trust company.

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the district will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured.

NOTE 3 – Risk Management

The District is exposed to various risks of loss related to limited torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the District carries commercial insurance.

There have been no significant reductions in coverage from prior years and settlements have not exceeded coverage in the past three years. See Schedule of Insurance in Force for details of insurance.

RURAL WATER DISTRICT NO. 13

Jefferson County, Kansas

NOTES TO FINANCIAL STATEMENTS

NOTE 4 – Defined Benefit Pension Plan

Plan Description – The Rural Water District No. 13, Jefferson County, Kansas participates in the Kansas Public Employees Retirement System (KPERS), a cost sharing multiple-employer defined benefit pension plan as provided by K.S.A 74-4901, et. seq. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. KPERS' financial statements are included in its Comprehensive Annual Report which can be found on the KPERS website at www.kpers.org or by writing to KPERS (611 S. Kansas; Topeka, KS 66603) or by calling 1-888-275-5737.

Contributions – K.S.A. 74-4919 and K.S.A. 74-4921 establishes the KPERS member-employee contribution rates depending on whether the employee is KPERS 1, KPERS2, or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2, and KPERS 3 members. Member contributions are withheld by their employer and paid to KPERS according to provisions Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERS 1, KPERS 2, and KPERS 3 be determined based on results of each annual actuarial valuation. Kansas sets a limitation on annual increases in the employer contributions rates. The actuarially determined employer contribution rate (not including the 1% contribution rate for the Death and Disability Program) and the statutory contribution rate was 8.39% for the fiscal year ended December 31, 2018. Contributions to the pension plan from Rural Water District No. 13, Jefferson County, Kansas were \$12,157 and \$12,016 for the years ended December 31, 2018 and 2017, respectively.

Net Pension Liability

At December 31, 2018, the Rural Water District No. 13, Jefferson County, Kansas' proportionate share of the collective net pension liability reported by KPERS was \$139,987. The net pension liability was measured as of June 30, 2018, and the total pension liability used to calculate the net pension liability was determined was an actuarial valuation as of December 31, 2017, which was rolled forward to June 30, 2018. Rural Water District No. 13, Jefferson County, Kansas' proportion of the net pension liability was based on the ratio of the Rural Water District No. 13, Jefferson County, Kansas' contributions to KPERS, relative to the total employer and non-employer contributions to the Local subgroup within KPERS. Since non-GAAP basis of accounting does not recognize this long-term debt, this liability is not reported in these financial statements.

RURAL WATER DISTRICT NO. 13

Jefferson County, Kansas

NOTES TO FINANCIAL STATEMENTS

NOTE 4 – Defined Benefit Pension Plan (continued)

Net Pension Liability (continued)

The complete actual valuation report including all actuarial assumptions and methods, and the report on the allocation of the KPERS collective net pension liability to all participating employers are publically available on the website www.KPERS.org or can be obtained as described above.

NOTE 5 – Compliance with Kansas Statutes

References made herein to the statutes are not intended as interpretation of law, but are offered for consideration of the Director of Accounts and Reports and interpretation by the County Attorney and legal representatives of the water district. We noted no violations of Kansas statutes during the year ended December 31, 2018

NOTE 6 – Concentrations of customers

The District sells water to the City of McLouth, Kansas and Rural Water District No. 10 Leavenworth County, Kansas, which accounts for a significant amount of water sales.

NOTE 7 – Compliance with Finance-Related Legal and Contractual Provisions

The District is required to establish a Loan Reserve Account for the purpose of meeting principal and interest payments. The District had a balance of \$136,760 and \$134,345 as of December 31, 2018 and 2017, respectively in this account.

In addition the District was required to maintain a debt service coverage ratio of at least 1.25 for the year ended December 31, 2018, the District's debt service coverage ratio was 1.75.

NOTE 8 – Property, Plant, and Equipment

Capitalization policies, depreciation methods, and estimated useful lives of capital assets are as follows:

	<u>Capitalization Policy</u>	<u>Deprecation Method</u>	<u>Estimated Useful Life</u>
Buildings	\$ 5,000	Straight Line	20 - 40 years
Equipment	5,000	Straight Line	3 - 20 years
Water Systems	5,000	Straight Line	10 - 20 years
Furniture and Fixtures	5,000	Straight Line	7 - 10 years

RURAL WATER DISTRICT NO. 13

Jefferson County, Kansas

NOTES TO FINANCIAL STATEMENTS**NOTE 8 –Property, Plant, and Equipment (continued)**

The following represents of property, plant, and equipment as of December 31, 2018 and 2017:

	2017			
	Beginning Balance	Additions	Dispositions	Ending Balance
Distribution	\$ 5,484,122	\$ 341,547		\$ 5,825,669
Furniture and fixtures	95,250			95,250
Office building	32,040			32,040
Treatment plant	1,857,923			1,857,923
Water storage tower	1,343,289			1,343,289
Wells	128,560			128,560
Vehicles	44,176			44,176
Easements	9,000			9,000
Land	13,000			13,000
Total	9,007,360	341,547	-	9,348,907
Less Accumulated depreciation	4,308,533	361,844		4,670,377
Net	\$ 4,698,827	\$ (20,297)	-	\$ 4,678,530

	2018			
	Beginning Balance	Additions	Dispositions	Ending Balance
Distribution	\$ 5,825,669	\$ 243,709		\$ 6,069,378
Furniture and fixtures	95,250			95,250
Office building	32,040			32,040
Treatment plant	1,857,923			1,857,923
Water storage tower	1,343,289			1,343,289
Wells	128,560			128,560
Vehicles	44,176			44,176
Easements	9,000			9,000
Land	13,000			13,000
Total	9,348,907	243,709	-	9,592,616
Less Accumulated depreciation	4,670,377	366,706		5,037,083
Net	\$ 4,678,530	\$ (122,997)	-	\$ 4,555,533

RURAL WATER DISTRICT NO. 13

Jefferson County, Kansas

NOTES TO FINANCIAL STATEMENTS

NOTE 9 – Compensated Absences

The District provides sick and vacation leave to its full-time employees. The amounts are being expensed when sick and vacation leave is taken.

NOTE 10 – Subsequent Events Review

Subsequent events for management's review have been evaluated through February 11, 2019. This is the date the financial statements were available to be issued.

NOTE 11 – Long Term Debt

The District entered into a bond agreement with the Kansas Rural Water Finance Authority (KRWFA) on January 15, 2013, to refinance long-term debt through defeasance of debt which was payable to the Kansas Department of Health and Environment (KDHE). At December 31, 2017, the principal amount outstanding on the bonds was \$1,070,000. The loan bears interest at a variable rate, which was 2.37% at December 31, 2018. Payments of principal and interest began in February, 2014 and are due semi-annually. The loan matures on August 1, 2028.

The Changes in Long-term debt for the year ended December 31, 2018 are as follows:

RURAL WATER DISTRICT NO. 13, JEFFERSON COUNTY, KANSAS
Statement of Changes in Long-Term Debt
For the Year Ended December 31, 2018

Note 12 - Long Term Debt

Changes in long-term liabilities for the District for the year ended December 31, 2018 were as follows:

Issue	Interest Rate	Date of Issue	Amount of Issue	Date of Final Maturity	Balance Beginning of Year	Additions	Reductions/ Payments	Net Change	Balance End of Year	Interest Paid
KRWFA										
Revenue Bonds, Series A, 2013	2.37%	8/1/13	\$ 1,595,000	8/1/28	\$ 1,170,000	\$	\$ 100,000	\$ (100,000)	\$ 1,070,000	\$ 29,901
Total Long Term Debt					\$ 1,170,000	\$ 0	\$ 100,000	\$ (100,000)	\$ 1,070,000	\$ 29,901
Current maturities of long-term debt and interest for the next five years and in five year increments through maturity are as follows:										
		2019	2020	2021	2022	2023	2024-2028			Totals
Principal										
General Obligation Bonds	\$	\$	\$	\$	\$				\$	0
Special Assessment Bonds										0
Certificates of Participation										0
Capital Leases										0
Revenue Bonds	100,000	100,000		105,000	105,000	110,000	550,000			1,070,000
KDHE Loan										0
Temporary Notes										0
Total Principal	100,000	100,000		105,000	105,000	110,000	550,000			1,070,000
Interest										
General Obligation Bonds										0
Special Assessment Bonds										0
Certificates of Participation										0
Capital Leases										0
Revenue Bonds	28,338	26,526	24,463	22,037	19,282	45,985				166,631
KDHE Loan										0
Temporary Notes										0
Total Interest	28,338	26,526	24,463	22,037	19,282	45,985				166,631
Total Principal and Interest	\$ 128,338	\$ 126,526	\$ 129,463	\$ 127,037	\$ 129,282	\$ 595,985			\$	1,236,631

RURAL WATER DISTRICT NO. 13, JEFFERSON COUNTY

Schedule of Insurance in Force December 31, 2018 (Unaudited)

<u>Policy Type</u>	<u>Expiration Date</u>	<u>Company</u>	<u>Amount of Coverage</u>	<u>Description</u>
Workers Compensation	2/1/2019	EMC Insurance Company	\$ 500,000	Bodily injury by accident
			\$ 500,000	Bodily injury by disease
Commercial Property	2/1/2019	EMC Insurance Company	\$ 8,045,477	Buildings, standpipe storage tank, other personal property
Crime Coverage	2/1/2019	EMC Insurance Company	\$ 200,000	Employee dishonesty
General Liability	2/1/2019	EMC Insurance Company	\$ 2,000,000	General aggregate limit
			\$ 1,000,000	Personal and advertising limit
			\$ 1,000,000	Each occurrence limit
			\$ 100,000	Fire damage limit
			\$ 5,000	Medical expense
Automobile	2/1/2019	EMC Insurance Company	\$ 500,000	Liability
			\$ 500,000	Uninsured motorist
			\$ 500,000	Underinsured motorist
Errors and Omissions	2/1/2019	EMC Insurance Company	\$ 1,000,000	Policy limit
Inland Marine	2/1/2019	EMC Insurance Company	\$ 500	Small tools - one item
			\$ 1,800	Small tools - each occurrence limit
			\$ 1,500	Electronic hardware
			\$ 5,000	Electronic software
			\$ 5,000	Property floater
Data	2/1/2017	EMC Insurance Company	\$ 50,000	Data compromise

RURAL WATER DISTRICT NO. 13, JEFFERSON COUNTY

Schedule of Statistical Information For the years ended December 31, 2018 and 2017 (Unaudited)

	<u>2018</u>	<u>2017</u>
Gallons sold/used	89,403,000	82,183,000
Gallons produced	118,233,000	106,860,000
Water loss (unaccounted for) percentage	24.38%	23.09%
Water loss gallons	28,830,000	24,677,000
Water loss (unaccounted for)	\$ 68,615	\$ 61,693
Number of benefit units	1,056	1,044
Average monthly water sales per benefit unit	\$ 69.10	\$ 63.99
Average monthly operating expenses per benefit unit	\$ 83.00	\$ 69.81
Average monthly interest expense per benefit unit	\$ 2.53	\$ 2.60
Average monthly depreciation and amortization per benefit unit	\$ 28.94	\$ 29.29
Average monthly gallons sold per benefit unit	7,055	6,560
Gallons sold to the City of McLouth and Rural Water District No. 10 of Leavenworth County, Kansas	14,034,000	12,431,000

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Karlin & Long, LLC
Certified Public Accountants

Board of Directors
Rural Water District No. 13, Jefferson County
Lawrence, Kansas 66044

**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 AUDIT STANDARDS**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the business activities of Rural Water District No. 13, Jefferson County as of and for the year ended December 31, 2018, and the related notes to the financial statements, which collectively comprise the Rural Water District No. 13, Jefferson County's basic financial statements, and have issued our report thereon dated February 11, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Rural Water District No. 13, Jefferson County's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Rural Water District No. 13, Jefferson County's internal control. Accordingly we do not express an opinion on the effectiveness of the Organization'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 misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the organization's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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Board of Directors
Rural Water District No. 13, Jefferson County

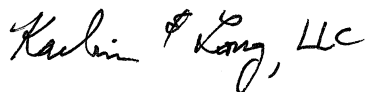
Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that 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 Rural Water District No. 13, Jefferson County's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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 entity'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 entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Karlin & Long, LLC". The signature is written in a cursive, flowing style.

Karlin & Long, LLC
Certified Public Accountants

February 11, 2019
Lawrence, Kansas