

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington**

**Independent Auditor's Report
Management's Discussion and Analysis
Financial Statements and Supplemental Information
Independent Auditor's Report on Compliance and Internal Control
Schedule of Findings**

June 30, 2010

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**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Board of Trustees
June 30, 2010**

<u>Trustee</u>	<u>Title</u>
Gary L. Brotherson	Chairman
Jon W. Hart	Trustee
Jack L. Wehrle	Trustee
Alan R. Borden	General Manager
Linda Cathcart	Office Manager



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Independent Auditor's Report

Board of Trustees
Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Burlington, Iowa

We have audited the accompanying statements of net assets of the proprietary fund of Burlington Municipal Waterworks (Waterworks), A Component Unit of the City of Burlington, as of June 30, 2010 and 2009, and the related statements of revenues, expenses and changes in fund net assets, and statements of cash flows of its proprietary fund for the years then ended. These financial statements are the responsibility of the Waterworks' management. 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 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 audits provide a reasonable basis for our opinion.

As discussed in Note 1, the Waterworks did not record or disclose the net annual required contribution for other postemployment benefits (OPEB) or the OPEB net liability obligation as required by Governmental Accounting Standards Board Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*.

In our opinion, except for the omission of the information described in the preceding paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of the Waterworks at June 30, 2010 and 2009, and the changes in its net assets and its cash flows for the years 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 dated December 7, 2010 on our consideration of the Waterworks' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. The purpose of that report is to describe the scope of our testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of the audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audits.

Management's Discussion and Analysis on pages 4 through 7 and budgetary comparison information on pages 21 and 22 are not required parts of the basic financial statements but are supplemental 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 supplemental information. We did not audit the information and express no opinion on it.

Our audits were conducted for the purpose of forming an opinion on the financial statements taken as a whole. The supplemental information included on pages 23 and 24 is presented for purposes of additional analysis and is not a required part of the basic financial statements. The accompanying Schedule of Expenditures of Federal Awards on Page 25 is presented for purposes of additional analysis as required by United States Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in our audits of the aforementioned financial statements and, in our opinion, is fairly stated in all material respects in relation to the aforementioned financial statements taken as a whole.

CPA Associates PC

December 7, 2010

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Management's Discussion and Analysis**

The following Management Discussion and Analysis (MD&A) of the Waterworks' activities and financial performance provides the reader with an introduction and overview to the financial statements of the Waterworks for the fiscal year ended June 30, 2010. The information contained in this MD&A should be considered in conjunction with the Waterworks' basic financial statements.

Following this MD&A are the basic financial statements of the Waterworks together with the notes thereto which are essential to a full understanding of the data contained in the financial statements.

Financial Operations Highlights

As a result of this year's operations, assets exceeded liabilities by \$7.9 million (net assets) for the fiscal year reported. This compares to the previous year when assets exceeded liabilities by \$7.6 million. The net assets increased by \$312,490 or 4.2%.

Total net assets are comprised of the following:

- Net assets invested in capital assets (e.g., main extensions, buildings, improvements, and equipment), less the related indebtedness outstanding used to acquire those capital assets, is \$7,212,042. This balance represents resources allocated to capital assets.
- Unrestricted net assets of \$680,923 include board designated net assets of \$67,490, which represents resources that are subject to internal restrictions.

During the year, revenues decreased to \$3.19 million or 0.28%, while expenses increased to \$3.20 million or 2.79%.

Nonoperating revenues and capital contributions increased \$355,995 or 643.54% and are primarily attributable to grant proceeds for the emergency backup generator.

Using This Annual Report

The Waterworks is governed by a Board of Trustees, appointed by the Mayor and approved by the City Council. The Waterworks is organized as an Enterprise Fund and is a component unit of the City of Burlington, Iowa. This discussion and analysis is intended to serve as an introduction to the Waterworks' basic financial statements. The annual report consists of a series of financial statements and other information as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of Burlington Municipal Waterworks' financial activities.

The Financial Statements consist of a Statement of Net Assets, Statement of Revenues, Expenses and Changes in Fund Net Assets, and Statement of Cash Flows. These provide information about the activities of the Waterworks as a whole and present an overall view of the Waterworks' finances.

The Financial Statements tell how services were financed in the short term as well as what remains for future spending.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Management's Discussion and Analysis**

Using This Annual Report (continued)

Notes to Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

Required Supplemental Information further explains and supports the financial statements with a comparison of the Waterworks' budget for the year.

Financial Position Summary

Net assets may serve over time as a useful indicator of the Waterworks' financial position. The Waterworks' assets at the end of fiscal 2010 were approximately \$13.3 million, which was a \$2.2 increase from fiscal 2009. A condensed summary of the Waterworks' net assets at June 30, 2010 and June 30, 2009 is shown below:

	2010	2009
Assets:		
Current and other assets	\$ 2,027,188	\$ 2,222,687
Capital assets	<u>11,265,426</u>	<u>8,834,522</u>
Total assets	<u>\$ 13,292,614</u>	<u>\$ 11,057,209</u>
Liabilities:		
Current liabilities	\$ 1,529,265	\$ 1,176,734
Long-term debt	<u>3,870,384</u>	<u>2,300,000</u>
Total liabilities	5,399,649	3,476,734
Net Assets:		
Invested in capital assets, net of related debt	7,212,042	6,431,522
Unrestricted	<u>680,923</u>	<u>1,148,953</u>
Total liabilities and net assets	<u>\$ 13,292,614</u>	<u>\$ 11,057,209</u>

The largest portion of the Waterworks' net assets each year represents its investment in capital assets (e.g., main extensions, buildings, improvements, and equipment), less any related indebtedness outstanding used to acquire those capital assets.

Summary of Operations and Changes in Net Assets

	2010	2009
Net operating revenues	\$ 3,192,541	\$ 3,201,550
Net operating expenses	<u>3,204,786</u>	<u>3,117,746</u>
Net operating income (loss)	(12,245)	83,804
Nonoperating income and expenses:		
Interest income	7,522	32,638
Interest expense	(86,578)	(81,098)
Capital contributions	<u>403,791</u>	<u>22,680</u>
Increase in net assets	<u>\$ 312,490</u>	<u>\$ 58,024</u>

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Management's Discussion and Analysis**

Revenues

A summary of revenues for the year ended June 30, 2010, and the amount and percentage of change in relation to prior year amounts is as follows:

	<u>Amount</u>	<u>% of Total</u>	Increase (Decrease) from Prior Year	<u>% Increase (Decrease)</u>
Operating:				
Unmetered water	\$ 1,598,617	44.36	\$ 55,243	3.58
Metered water	1,486,549	41.25	8,240	0.56
Other, net	<u>107,375</u>	<u>2.98</u>	<u>(72,492)</u>	(40.30)
Total operating	<u>3,192,541</u>	<u>88.59</u>	<u>(9,009)</u>	(0.28)
Nonoperating:				
Interest income	7,522	0.21	(25,116)	(76.95)
Capital contributions	<u>403,791</u>	<u>11.20</u>	<u>381,111</u>	1,680.38
Total nonoperating	<u>411,313</u>	<u>11.41</u>	<u>355,995</u>	643.54
Total revenues	<u>\$ 3,603,854</u>	<u>100.00</u>	<u>\$ 346,986</u>	10.65

Expenses

A summary of expenses for the year ended June 30, 2010, and the amount and percentage of change in relation to prior year amounts is as follows:

	<u>Amount</u>	<u>% of Total</u>	Increase (Decrease) from Prior Year	<u>% Increase (Decrease)</u>
Operating:				
Power and pumping	\$ 1,084,252	32.94	\$ 37,218	3.55
Purification	878,059	26.68	9,301	1.07
Distribution	841,025	25.55	31,432	3.88
General and administrative	515,067	15.65	14,104	2.82
Sewer reimbursement	<u>(113,617)</u>	<u>(3.45)</u>	<u>(5,015)</u>	(4.62)
Total operating expenses	3,204,786	97.37	87,040	2.79
Nonoperating:				
Interest expense	<u>86,578</u>	<u>2.63</u>	<u>5,480</u>	6.76
Total expenses	<u>\$ 3,291,364</u>	<u>100.00</u>	<u>\$ 92,520</u>	2.89

The increase in expenses during the fiscal year is attributable to increased personnel costs, increased power and natural gas costs, increased water treatment chemical costs, additional EPA mandated water quality testing, and increased depreciation costs.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Management's Discussion and Analysis**

Summary of Cash Flow Activities

The following shows a summary of the major sources and uses of cash and cash equivalents for the years ended June 30, 2010 and 2009. Cash equivalents are considered to be cash-on-hand, bank deposits and highly liquid investments with an original maturity of three months or less.

	2010	2009
Cash flow from operating activities	\$ 606,531	\$ 478,938
Cash flow from investing activities	5,038	25,998
Cash flow used by capital and related financing activities	<u>(839,292)</u>	<u>(568,788)</u>
Net increase in cash and cash equivalents	(227,723)	(63,852)
Cash and cash equivalents, beginning of year	<u>1,622,060</u>	<u>1,685,912</u>
Cash and cash equivalents, end of year	<u>\$ 1,394,337</u>	<u>\$ 1,622,060</u>

Financial Statements

The Waterworks' financial statements are prepared on an accrual basis in accordance with accounting principles generally accepted in the United States of America promulgated by the Governmental Accounting Standards Board (GASB). The Waterworks is structured as a single enterprise fund with revenues recognized when earned, not received. Expenses are recognized when incurred, not when they are paid. Capital assets are capitalized and (except land) are depreciated over their useful lives. See the notes to the financial statements for a summary of the Waterworks' significant accounting policies.

Capital Acquisitions and Construction Activities

During the year ended June 30, 2010, the Waterworks expended \$2,956,119 on capital activities. The majority of the capital project expenditures for the year were for the 2009 Water System Improvements and the Emergency Backup Power Generator. These projects were mostly financed with an Iowa Drinking Water State Revolving Fund loan. Funding for the Emergency Backup Power Generator included a FEMA Hazard Mitigation Grant, and both projects included funding from the American Recovery and Reinvestment Act of 2009. Additional capital activities included replacement of sludge moving equipment for the softening basins (3 of 8 bays now completed), a four gas monitor, and a pickup truck for the distribution department. The remainder of the capital projects and purchases were financed with reserves from the Depreciation and Improvement Fund, which comprises a major portion of the Board restricted net assets, and from Maintenance and Operating funds.

Request for Information

This financial report is designed to provide a general overview of the Waterworks' finances for all those interested. Questions concerning any of the information provided in this report or requests for additional information should be addressed in writing to Alan Borden, General Manager, Burlington Municipal Waterworks, 500 North Third Street, Burlington, Iowa 52601.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Statements of Net Assets - Proprietary Fund
June 30, 2010 and 2009**

	2010	2009
Assets		
Current Assets		
Cash and cash equivalents	\$ 1,326,847	\$ 908,556
Accounts receivable, metered water, net of allowance for doubtful accounts: \$4,000	221,249	209,404
Other receivables	16,224	23,837
Inventory, at cost	41,991	44,538
Prepaid expenses	<u>96,327</u>	<u>88,090</u>
Total current assets	<u>1,702,638</u>	<u>1,274,425</u>
Board Designated		
Bond and interest reserve fund:		
Cash and cash equivalents	67,490	713,504
Accrued interest receivable	<u>-</u>	<u>125</u>
	<u>67,490</u>	<u>713,629</u>
Utility Plant in Service		
Property and equipment at cost	23,026,737	20,070,618
Less accumulated depreciation	<u>(11,761,311)</u>	<u>(11,236,096)</u>
	<u>11,265,426</u>	<u>8,834,522</u>
Other Assets		
Prepaid debt issuance costs, net of accumulated amortization	19,818	-
Accrued interest receivable	71,636	69,027
Accounts receivable, water main extension	<u>165,606</u>	<u>165,606</u>
	<u>257,060</u>	<u>234,633</u>
	<u>\$ 13,292,614</u>	<u>\$ 11,057,209</u>
Liabilities		
Current Liabilities		
Accounts payable	\$ 312,031	\$ 135,667
Accrued water revenue bond interest payable	7,923	6,008
Salaries and wages payable	57,615	47,778
Compensated absences payable	57,130	52,898
IAAP deposit on main extension	146,617	196,199
Street main deposit	32,598	32,598
Deferred revenue	137,933	132,014
Liability for lime removal	592,918	469,122
Meter deposits	1,500	1,450
Current portion long-term debt	<u>183,000</u>	<u>103,000</u>
Total current liabilities	<u>1,529,265</u>	<u>1,176,734</u>
Long-Term Debt, net of current portion	<u>3,870,384</u>	<u>2,300,000</u>
Net Assets		
Invested in capital assets, net of related debt	7,212,042	6,431,522
Unrestricted	<u>680,923</u>	<u>1,148,953</u>
	<u>7,892,965</u>	<u>7,580,475</u>
	<u>\$ 13,292,614</u>	<u>\$ 11,057,209</u>

See notes to financial statements.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Statements of Revenues, Expenses and Changes in Fund Net Assets - Proprietary Fund
For the Years Ended June 30, 2010 and 2009**

	2010	2009
Operating Revenues		
Unmetered water	\$ 1,598,617	\$ 1,543,374
Metered water	1,486,549	1,478,309
Extra water	2,693	2,812
Service charges	34,777	34,165
Miscellaneous	<u>69,905</u>	<u>142,890</u>
Net operating revenues	<u>3,192,541</u>	<u>3,201,550</u>
 Operating Expenses		
Power and pumping	1,084,252	1,047,034
Purification	878,059	868,758
Distribution	841,025	809,593
General and administrative	<u>515,067</u>	<u>500,963</u>
	3,318,403	3,226,348
Less: Sewer collection reimbursement	<u>(113,617)</u>	<u>(108,602)</u>
Net operating expenses	<u>3,204,786</u>	<u>3,117,746</u>
 Net operating income (loss)	 <u>(12,245)</u>	 <u>83,804</u>
 Nonoperating Income (Expense)		
Interest income	7,522	32,638
Interest expense	<u>(86,578)</u>	<u>(81,098)</u>
Total nonoperating expenses	<u>(79,056)</u>	<u>(48,460)</u>
Income (loss) before capital contributions	(91,301)	35,344
Capital contributions - Hazard Mitigation Grant	<u>403,791</u>	<u>22,680</u>
Increase in net assets	312,490	58,024
 Net assets, beginning of year	 <u>7,580,475</u>	 <u>7,522,451</u>
 Net assets, end of year	 <u>\$ 7,892,965</u>	 <u>\$ 7,580,475</u>

See notes to financial statements.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Statements of Cash Flows - Proprietary Fund
For the Years Ended June 30, 2010 and 2009**

	2010	2009
Cash Flows from Operating Activities		
Receipts from customers	\$ 3,081,933	\$ 3,011,320
Receipts from service charges and miscellaneous	112,295	176,344
Meter deposits received, net	50	250
Payments to suppliers	(1,460,194)	(1,199,234)
Payments to employees	<u>(1,127,553)</u>	<u>(1,509,742)</u>
Net cash provided by operating activities	<u>606,531</u>	<u>478,938</u>
Cash Flows from Capital and Related Financing Activities		
Purchase of capital assets	(2,782,290)	(410,120)
Capital contributions received	403,791	22,680
Prepaid debt issuance costs	(20,820)	-
Interest payments on long-term debt	(90,357)	(81,348)
Principal payments on long-term debt	(103,000)	(100,000)
Principal borrowings on long-term debt	<u>1,753,384</u>	<u>-</u>
Net cash used by capital and related financing activities	<u>(839,292)</u>	<u>(568,788)</u>
Cash Flows from Investing Activities		
Interest income	<u>5,038</u>	<u>25,998</u>
Net cash provided by investing activities	<u>5,038</u>	<u>25,998</u>
Net decrease in cash and cash equivalents	(227,723)	(63,852)
Cash and cash equivalents, beginning of year	<u>1,622,060</u>	<u>1,685,912</u>
Cash and cash equivalents, end of year	<u>\$ 1,394,337</u>	<u>\$ 1,622,060</u>
Reconciliation of Operating Income to Net Cash Provided by Operating Activities		
Operating income (loss)	\$ (12,245)	\$ 83,804
Adjustments to reconcile operating income to net cash provided by operating activities:		
Depreciation expense	525,217	511,239
Changes in assets and liabilities:		
Receivables, inventory and prepaids	(9,922)	(26,637)
Accounts payable and accrued expenses	97,562	(95,173)
Deferred revenue	<u>5,919</u>	<u>5,705</u>
Net cash provided by operating activities	<u>\$ 606,531</u>	<u>\$ 478,938</u>
Supplemental Disclosure of Noncash Financing Activities		
Equipment purchases financed through accounts payable	\$ 167,135	\$ 64,221
Capitalized interest on assets under construction	6,696	-

See notes to financial statements.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 1. Summary of Significant Accounting Policies

The Waterworks was established in 1878 and currently provides water for the residential and commercial needs of locations within the City of Burlington, Iowa. Additionally, water is provided to the cities of West Burlington, Danville, Middletown (all Iowa), the Iowa Army Ammunition Plant at Middletown, Iowa, and the Rathbun Regional Water Association, Inc.

The governing body of the Waterworks is a Board of Trustees consisting of three members appointed by the City of Burlington.

Reporting Entity

For financial reporting purposes, the Waterworks has included all funds, organizations, account groups, agencies, boards, commissions and authorities. The Waterworks has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the Waterworks are such that exclusion would cause the Waterworks' financial statements to be misleading or incomplete.

The Governmental Accounting Standards Board (GASB) has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the Entity to impose its will on that organization, or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on, the Entity.

Based on the above criteria, there are no agencies or entities that should be combined with the financial statements of the Waterworks. However, based on these criteria, the Waterworks is a component unit of the City of Burlington for financial reporting purposes. The City of Burlington has financial accountability for the Waterworks because it appoints a voting majority of the Waterworks' Board of Trustees and provides financial benefit to the Waterworks.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The financial statements of the Waterworks are prepared in accordance with accounting principles generally accepted in the United States of America. The Waterworks' reporting entity applies all relevant GASB pronouncements. The proprietary fund financial statements apply Financial Accounting Standards Board pronouncements and Accounting Principles Board Opinions issued on or before November 30, 1989, unless those pronouncements conflict with or contradict GASB pronouncements, in which case, GASB prevails.

The accounts of the Waterworks are organized on the basis of funds or account groups, each of which is considered to be a separate accounting entity. The transactions of each fund or account group are summarized by providing a separate set of self-balancing accounts which include its assets, liabilities, fund equity, revenues and expenses.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 1. Summary of Significant Accounting Policies (continued)

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

The proprietary funds are accounted for using the flow of economic resources measurement focus. The accounting objectives are a determination of net income, financial position and changes in cash flow. All assets and liabilities associated with a proprietary fund's activities are included on its statement of net assets. Operating income reported in the proprietary fund financial statements includes revenues and expenses related to the primary, continuing operations of the fund. Principal operating revenues for the proprietary fund are charges to customers for services or rent. Principal operating expenses are the costs of providing goods or services and include administrative expenses and depreciation of capital assets. Other revenues and expenses are classified as nonoperating in the financial statements.

Assets, Liabilities and Fund Equity

The Statement of Net Assets is based on the following accounting policies:

Cash and Cash Equivalents

The Waterworks considers all short-term investments with an original maturity of three months or less to be cash equivalents. The Waterworks invested only in certificates of deposit during the years ended June 30, 2010 and 2009.

Accounts Receivable

Accounts receivable are recorded at the time the service is billed. Unbilled water usage for service consumed between periodic scheduled billing dates is estimated and is recognized as revenue in the period in which the service is provided.

The Waterworks grants credit to customers, substantially all of whom are located in Burlington, Iowa. The risk of loss on accounts receivable is the balance due at the time of default. Accounts receivable are considered past due after twenty days and charged off when management determines the account is uncollectible. Bad debts are charged to operations in the year in which the account is determined uncollectible. The Waterworks' has the ability to deny continued service to customers with past due bills.

Inventories

Inventories, which consist of chemical supplies and repair materials, are recognized at cost at the time they are purchased.

Property and Equipment

Property and equipment is stated at cost.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 1. Summary of Significant Accounting Policies (continued)

Depreciation expense for the years ended June 30, 2010 and 2009 was \$525,217 and \$511,239, respectively. Depreciation of property and equipment placed in service is computed by the 150% declining balance method at rates based on the following estimated useful lives:

Land improvements	15-30 years
Buildings and improvements	10-33 years
Furniture and equipment	3-10 years
Distribution system	10-50 years

As of June 30, 2010 and 2009, the Waterworks had property not in service of \$2,393,137 and \$229,093, respectively, as the property was still being constructed. For the years ended June 30, 2010 and 2009, the Waterworks capitalized interest of \$6,696 and none, respectively, for the interest costs incurred relating to the construction of the property.

The cost of assets sold, retired, or otherwise disposed of and the related allowance for depreciation are eliminated from the accounts, and any resulting gain or loss is included in operations.

Expenditures for maintenance and repairs are charged against operations. Renewals and betterments that materially extend the life of an asset are capitalized.

Changes in property and equipment consist of the following:

	<u>June 30, 2010</u>				Estimated Useful Lives
	<u>Beginning</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending</u>	
Land	\$ 151,981	\$ -	\$ -	\$ 151,981	--
Land improvements	715,580	-	-	715,580	15-30
Building and improvements	1,986,585	-	-	1,986,585	10-33
Filter equipment	307,416	-	-	307,416	15-40
Purification equipment	934,988	27,835	-	962,823	10-20
Power/pumping equipment	4,824,612	666,478	-	5,491,090	10-40
Distribution system	10,508,634	2,246,796	-	12,755,430	10-50
Furniture and fixtures	179,326	-	-	179,326	3-10
Vehicles	461,496	15,010	-	476,506	6-7
	<u>\$ 20,070,618</u>	<u>\$ 2,956,119</u>	<u>\$ -</u>	<u>\$ 23,026,737</u>	

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 1. Summary of Significant Accounting Policies (continued)

	June 30, 2009				<u>Estimated Useful Lives</u>
	<u>Beginning</u>	<u>Increase</u>	<u>Decrease</u>	<u>Ending</u>	
Land	\$ 151,981	\$ -	\$ -	\$ 151,981	--
Land Improvements	715,580	-	-	715,580	15-30
Building and improvements	1,960,584	26,001	-	1,986,585	10-33
Filter equipment	303,599	3,817	-	307,416	15-40
Purification equipment	874,793	60,195	-	934,988	10-20
Power/pumping equipment	4,718,512	106,100	-	4,824,612	10-40
Distribution system	10,310,431	198,203	-	10,508,634	10-50
Furniture and fixtures	179,326	-	-	179,326	3-10
Vehicle	445,692	15,804	-	461,496	6-7
	<u>\$ 19,660,498</u>	<u>\$ 410,120</u>	<u>\$ -</u>	<u>\$ 20,070,618</u>	

Amortization of Water Revenue Refunding Capital Loan Note Fees

During the year ended June 30, 2010, the Waterworks incurred costs of \$20,820 in connection with the 2009A Series Water Revenue Refunding Capital Loan Notes. These costs are being ratably amortized on a monthly basis over the life of the Capital Loan Notes until the first call date. The amortization expense for the year ended June 30, 2010 was \$1,002.

Deferred Revenue

The Waterworks has recorded a liability for deferred (billed in advance) unmetered water revenue.

Compensated Absences

Waterworks employees accumulate a limited amount of earned but unused vacation hours for subsequent use or for payment upon termination, retirement or death. The Waterworks' liability for accumulated vacation hours has been computed based on the rates in effect at June 30, 2010.

Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Required Supplemental Information. During the year ended June 30, 2010, disbursements did not exceed the amount budgeted.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect 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 reporting period. Actual results could differ from those estimates.

Reclassifications

Certain amounts in the 2009 financial statements have been reclassified for comparability to the 2010 presentation.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 2. Pension and Retirement Benefits

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

Plan members are required to contribute 4.30% of their annual salary and the Waterworks is required to contribute 6.65% of annual covered payroll. Contribution requirements are established by State statute. The Waterworks' contribution to IPERS for the years ended June 30, 2010, 2009 and 2008 was \$9,400, \$8,437 and \$5,662, respectively, which was equal to the required contributions.

The Waterworks established a defined contribution pension plan on February 1, 1989. The plan requires the Waterworks to contribute five percent (5%) of each eligible employee's total pay on a monthly basis. The employee is required to contribute a matching amount. The Waterworks contributed \$49,308, \$47,942, and \$47,600, net of forfeitures, to the plan for the years ended June 30, 2010, 2009, and 2008, respectively. Employees must complete six months of service before being eligible. The plan is funded through separate investment contracts with an insurance company.

Note 3. Deposits

The Waterworks' deposits at June 30, 2010 and 2009 were entirely covered by Federal depository insurance or by the state sinking fund in accordance with Chapter 12C of the Code of Iowa. This Chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

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

Note 4. Deferred Compensation

The Waterworks offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 5. Related Organization

Based on criteria set by the GASB, the Burlington Municipal Waterworks is a component unit of the City of Burlington for financial reporting purposes. The City of Burlington has financial accountability for the Waterworks under these criteria because it appoints a voting majority of the Waterworks' Board of Trustees and provides financial benefits to the Waterworks.

The Waterworks provides billing service for sewer, storm water, and trash for the City of Burlington and collects fees for these services. Amounts for the years ended June 30, 2010 and 2009 included as sewer collection reimbursement on the Statement of Revenues, Expenses and Changes in Net Assets amounted to \$20,820 and \$108,602, respectively. Amounts due from the City as of June 30, 2010 and 2009 in connection with fees was \$8,906 and \$8,704, respectively; due for water main extensions, including interest, was \$221,249 and \$209,404 for the years ended June 30, 2010 and 2009, respectively. Amounts owed to the City of Burlington at June 30, 2010 and 2009 were \$5,541 and none respectively.

Note 6. Risk Management

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

Note 7. Contract with Iowa Army Ammunition Plant

The Waterworks entered into a contract with the Department of the Army as of November 1, 1974, which provides that the Waterworks shall construct, own, and operate a water distribution system to service the premises of the Iowa Army Ammunition Plant (IAAP) at Middletown, Iowa. As consideration, the Waterworks received a connection fee of \$1,320,000 from the Department of the Army. The contract further provides that the Waterworks shall issue credits against the monthly bills of the IAAP; however, if monthly consumption by the IAAP is reduced at any time to \$4,225 per month or less, the credit will also be reduced to allow the Waterworks to receive a minimum monthly payment of \$3,000. Credit will be issued until total credits of \$1,320,000 have been granted. The amount of credits remaining at June 30, 2010 and 2009 was \$146,617 and \$196,199, respectively. Revenue recorded from the contract for the years ended June 30, 2010 and 2009 was \$121,388 and \$120,217, respectively.

Note 8. Liability for Lime Removal

The water treatment plant generates approximately 4,000 to 6,000 tons of lime per year, which is held primarily in two lagoons. The two lagoons were full, which placed a limitation on additional space for lime storage and necessitated the reduction in the number of tons held in the lagoons. The Department of Natural Resources had asked for a plan to reduce the amount of lime in the lagoons and on the premises.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 8. Liability for Lime Removal (continued)

During the year ended June 30, 2005, the Board approved a contract for removal of approximately 34,000 tons of wet lime over the two-year period ending December 15, 2006. The contract allows for two additional two-year extensions, with the price and quantity to be negotiated, for a total six-year contract. A two-year contract extension was granted through December 15, 2010. The cost for removal is \$10.25 per ton in the contract extension.

For the year ended June 30, 2010, the liability for lime removal was increased for the estimated tonnage added to the lagoons. For the year ended June 30, 2009, the liability decreased as the lime removed exceeded the estimated tonnage added to the lagoons.

	June 30.	
	2010	2009
Liability for lime removal	\$ 469,122	\$ 517,820
Increase (decrease) of liability	123,796	(48,698)
Balance accrued	\$ 592,918	\$ 469,122

Note 9. Jointly-governed Organization

The Waterworks is a participant in the Joint Safety Committee (JSC). The JSC is a cooperative effort by the Waterworks, the City of Burlington, Des Moines County and the Des Moines County Regional Solid Waste Commission to monitor and improve on-the-job safety conditions and to assist in complying with Occupational Safety and Health Administration regulations. The Waterworks currently provides one member of the six-member Committee. The Waterworks contributed \$5,704 and \$5,299 for the years ended June 30, 2010 and 2009, respectively, to the JSC for operating expenses.

Note 10. Contract with Rathbun Regional Water Association, Inc.

The Waterworks entered into a contract dated July 29, 1992, to provide a water supply for Rathbun Regional Water Association, Inc. (Rathbun), serving users within a specified area. Rathbun has agreed to purchase a minimum of 350,000 gallons of water per day within one year from the first usage. The Waterworks has agreed to provide up to an average of 1,000,000 gallons per day. This water will be sold at a rate of one and one-half times the standard metered rate for industrial users for quantities up to 1,000,000 gallons per day, and a rate of two times this standard metered rate for usage in excess of 1,000,000 gallons per day. The initial term of this contract is forty years, with provisions for an additional twenty years.

Revenue recorded from the contract for the years ended June 30, 2010 and 2009 was \$328,212 and \$323,460, respectively.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 11. Contract with the City of West Burlington, Iowa

On August 16, 1995, the Waterworks entered into an agreement with the City of West Burlington, Iowa. The contract provides for the sale of water to the City of West Burlington in a range from 290,000 gallons per day to 1,000,000 gallons per day, averaged over each monthly billing cycle. The charge for this water is at a rate of one and one-half times the standard metered rate of industrial users for the first 1,000,000 gallons per day. The contract provides an initial term of twenty years, with four additional terms of five years each, unless cancelled by either party after the initial term expires. Water usage began on January 1, 1996. Revenue recorded from the contract for the years ended June 30, 2010 and 2009 was \$238,458 and \$238,031, respectively.

Note 12. Contract with the City of Danville, Iowa

On November 3, 1983, the Waterworks entered into an agreement with the City of Danville, Iowa. The contract provides for the sale of water to the City of Danville not to exceed 140 gallons per minute. The charge for this water will be at a rate of one and one-half times the standard metered rate plus a wheeling charge as required by the Iowa Army Ammunition Plant. The contract provides an initial term of twenty years, with additional terms of five years each, unless cancelled by either party after the initial term expires. Water usage began on October 16, 1984. The first five-year contract extension was granted through October 16, 2009. Revenue recorded from the contract for the years ended June 30, 2010 and 2009 was \$51,443 and \$50,750, respectively.

Note 13. Contract with the City of Middletown, Iowa

On March 13, 2001, the Waterworks entered into an agreement with the City of Middletown, Iowa. The contract provides for the sale of water to the City of Middletown in a range from 14,000 gallons per day to 110,000 gallons per day, averaged over each monthly billing cycle. The charge for this water is at a rate of one and one-half times the standard metered rate plus a wheeling charge as required by the Iowa Army Ammunition Plant. The contract provides an initial term of fifteen years, with continuance of additional terms of five years each, unless cancelled by either party after the initial term expires. Water usage began in March, 2001. Revenue recorded from the contract for the years ended June 30, 2010 and 2009 was \$27,128 and \$23,210, respectively.

Note 14. Bonds and Long-Term Debt

On September 7, 2006, the Waterworks issued \$2,600,000 in Water Revenue Refunding Capital Loan Notes. The Waterworks entered into an escrow agreement with Wells Fargo Bank, N.A., the trustee of the master trust of the Iowa Finance Authority, and deposited the proceeds from the refunding notes. The proceeds were used to advance refund \$2,600,000 of the master trust maturing on June 1, 2027. These notes mature semi-annually beginning June 1, 2008 through June 1, 2027, with interest rates of 3.00%. Notes maturing after June 1, 2018 may be called for redemption and paid before maturity on said date or any date thereafter at par plus accrued interest in whole or in part, in inverse order of maturity.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 14. Bonds and Long-Term Debt (continued)

On January 13, 2010, the Waterworks issued \$2,082,000 in Water Revenue Refunding Capital Loan Notes. The Waterworks entered into an escrow agreement with Wells Fargo Bank, N.A., the trustee of the master trust of the Iowa Finance Authority, and deposited the proceeds from the refunding notes. The proceeds are to be used to advance refund \$2,082,000 of the master trust maturing on June 1, 2030. As of June 30, 2010, the Waterworks has drawn down \$869,384. The future debt service requirements below use estimated debt payments based on the maximum loan amount. The final loan payment schedule will be determined after the project is complete and all draws on the note are complete.

On January 13, 2010, the Waterworks issued \$884,000 in an American Recovery and Reinvestment Act of 2009 (ARRA) Forgivable Water Revenue Bond, Series 2009B. The Waterworks entered into an escrow agreement with Wells Fargo Bank, N.A., the trustee of the master trust of the Iowa Finance Authority, and deposited the proceeds from the refunding notes. The proceeds were used to advance refund \$884,000 of the master trust maturing on June 1, 2030. The bond will be forgiven and no payments of interest, principal, or fees shall be due under the bond following completion of the 2009 Water Distribution Improvement Project and receipt by the State of Iowa of a certificate of completion from the Waterworks. If the bond is not forgiven, principal and interest payments will begin June 1, 2011, with an interest rate of 3%. At June 30, 2010, the Waterworks does not owe any interest and, therefore, the Waterworks has not accrued any interest payable.

Annual debt service requirements to maturity for Water Revenue Bonds/Notes are as follows:

Year Ending June 30,	Revenue Bonds, Series 2006		Revenue Bonds, 2009A Series		Revenue Bonds, 2009B Series		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Total
2011	\$ 106,000	\$ 69,000	\$ 76,000	\$ 48,553	\$ 1,000	\$ 12,819	\$ 183,000	\$ 130,372
2012	109,000	65,820	78,000	60,180	34,000	26,490	221,000	152,490
2013	112,000	62,550	81,000	57,840	35,000	25,470	228,000	145,860
2014	115,000	59,190	83,000	55,410	37,000	24,420	235,000	139,020
2015	119,000	55,740	86,000	52,920	38,000	23,310	243,000	131,970
2016-2020	650,000	223,050	465,384	224,022	208,000	98,720	1,323,384	545,792
2021-2025	754,000	119,460	-	-	244,000	65,460	998,000	184,920
2026-2030	335,000	15,150	-	-	287,000	26,340	622,000	41,490
	<u>\$ 2,300,000</u>	<u>\$ 669,960</u>	<u>\$ 869,384</u>	<u>\$ 498,925</u>	<u>\$ 884,000</u>	<u>\$ 303,029</u>	<u>\$ 4,053,384</u>	<u>\$ 1,471,914</u>

The resolution providing for the issuance of the revenue notes includes a provision that states that the Waterworks covenants to continue in effect rates for services rendered to be sufficient to produce and maintain Net Revenues at a level not less than 110% of the amount of principal and interest on the revenue bonds as they become due.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Notes to Financial Statements**

Note 15. Unrestricted Net Assets Designated by the Board

As of June 30, 2010 and 2009, the Board had designated the following amounts for depreciation, extensions and improvements to the Waterworks system and bond and interest reserve fund:

	<u>Bond and Interest Reserve</u>	<u>Depreciation, Extensions and Improvements</u>	<u>Total</u>
June 30, 2010			
Cash and cash equivalents	\$ <u>42,170</u>	\$ <u>25,320</u>	\$ <u>67,490</u>
June 30, 2009			
Cash and cash equivalents	\$ 182,450	\$ 531,054	\$ 713,504
Accrued interest receivable	<u>50</u>	<u>75</u>	<u>125</u>
	<u>\$ 182,500</u>	<u>\$ 531,129</u>	<u>\$ 713,629</u>

Note 16. Commitments

The Waterworks has outstanding commitments on contracts related to the 2009 Water System Improvements project totaling \$215,000 .

Note 17. Subsequent Events

The Waterworks performed an evaluation of subsequent events through December 7, 2010, which is the date the financial statements were issued. Subsequent to year end, the Waterworks borrowed an additional \$494,111 from the 2009A Series Revenue Bond for construction of the 2009 Water Distribution project.

Note 18. Prospective Accounting Change

GASB has issued a Statement not yet implemented by the Waterworks. Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, issued February 2009, will be effective for the Waterworks for the fiscal year ending June 30, 2011. This Statement establishes accounting and financial reporting standards for all governments that report governmental funds. The fund balance for governmental funds should be reported in classifications that comprise a hierarchy based primarily on the extent to which the government is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. In the year that Statement No. 54 is implemented, the beginning fund balance classifications will be retroactively restated for prior periods presented. The Waterworks' management has not yet determined the effect this Statement will have on the Waterworks' financial statements.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Comparison of Revenues and Expenses - Actual to Budget
Required Supplemental Information
Year Ended June 30, 2010**

	<u>Actual</u>	<u>Budgeted Amounts Original/Final</u>	<u>Variance: Favorable (Unfavorable)</u>	<u>Net as Percent of Budget</u>
Operating revenues				
Water sales	\$ 3,087,859	\$ 3,195,230	\$ (107,371)	97 %
Main extension and miscellaneous	<u>104,682</u>	<u>97,120</u>	<u>7,562</u>	108 %
Total operating revenues	<u>3,192,541</u>	<u>3,292,350</u>	<u>(99,809)</u>	
Operating expenses				
Power, pumping and purification	1,806,590	1,997,707	191,117	90 %
Distribution	621,609	689,280	67,671	90 %
General and administration	364,987	386,710	21,723	94 %
Debt service	-	181,098	181,098	-
Sewer collection reimbursement	<u>(113,617)</u>	<u>(100,000)</u>	<u>13,617</u>	114 %
Operating expenses, before depreciation	<u>2,679,569</u>	<u>3,154,795</u>	<u>475,226</u>	
Net operating income (loss)	512,972	137,555		
Nonoperating income (expense)				
Interest income	7,522	30,000		
Interest expense	(86,578)	-		
Capital contributions - Hazard Mitigation Grant	<u>403,791</u>	<u>-</u>		
Increase in net assets before depreciation	837,707	167,555		
Depreciation expense	<u>(525,217)</u>	<u>(511,864)</u>		
Increase (decrease) in net assets	<u>\$ 312,490</u>	<u>\$ (344,309)</u>		

See accompanying independent auditor's report.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Required Supplemental Information
Notes to Required Supplemental Information - Budgetary Reporting
Year Ended June 30, 2010**

The Board of Trustees annually adopts a budget on the accrual basis following required public notice and hearing for all funds. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

The Waterworks' budget is submitted with the City of Burlington's budget. Formal and legal budgetary control is based upon classes of disbursements known as functions, not by fund or category type. The Waterworks' disbursements are budgeted in the business type activities function. The Waterworks' budget is reflected in the original and final budgeted amount. The Waterworks' budget was not amended during the year.

During the year ended June 30, 2010, disbursements did not exceed the amounts budgeted.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Supplemental Schedule of Expenses
Year Ended June 30, 2010**

	Power and Pumping	Purification	Distribution	General and Administrative	Total June 30, 2010	Total June 30, 2009
Salaries and wages	\$ 384,172	\$ 212,407	\$ 386,604	\$ 146,738	\$ 1,129,921	\$ 1,072,174
Group insurance	141,950	-	109,973	47,727	299,650	287,893
Retirement plan	25,454	5,167	20,101	7,987	58,709	56,378
Payroll taxes	<u>40,140</u>	<u>3,892</u>	<u>30,732</u>	<u>10,719</u>	<u>85,483</u>	<u>82,795</u>
Total salaries and related expenses	591,716	221,466	547,410	213,171	1,573,763	1,499,240
Power and fuel	310,354	-	5,727	5,728	321,809	259,070
Supplies and tools	3,222	14,027	4,454	1,927	23,630	21,606
Water main maintenance	-	-	8,452	-	8,452	1,522
Equipment repairs	4,266	11,936	21,532	-	37,734	35,808
Structure repairs	17,277	671	3,445	-	21,393	111,536
Lime removal	-	127,170	-	-	127,170	127,383
Ground supplies	2,491	-	1,015	1,787	5,293	5,130
Telephone and leased circuits	7,858	-	-	1,870	9,728	10,468
Professional fees	-	-	-	9,405	9,405	7,280
Dues and subscriptions	182	-	-	2,450	2,632	2,645
Uniforms/cleaning	3,706	-	3,194	-	6,900	7,540
Office supplies and expense	1,768	-	-	39,401	41,169	38,098
Insurance	-	-	-	77,071	77,071	72,754
Chemicals	-	451,852	-	-	451,852	446,909
Vehicle expense	10,690	-	20,678	-	31,368	21,087
Miscellaneous	<u>25,938</u>	<u>-</u>	<u>5,702</u>	<u>12,177</u>	<u>43,817</u>	<u>47,033</u>
Total expense before depreciation	979,468	827,122	621,609	364,987	2,793,186	2,715,109
Depreciation	<u>104,784</u>	<u>50,937</u>	<u>219,416</u>	<u>150,080</u>	<u>525,217</u>	<u>511,239</u>
Total operating expenses	<u>\$ 1,084,252</u>	<u>\$ 878,059</u>	<u>\$ 841,025</u>	<u>\$ 515,067</u>	<u>\$ 3,318,403</u>	<u>\$ 3,226,348</u>

See accompanying independent auditor's report.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Cash Balance Composition
Year Ended June 30, 2010**

<u>Depository</u>	<u>Demand Deposits</u>	<u>Total</u>
Farmers & Merchants Bank & Trust:		
Maintenance and operating	\$ 1,062,544	\$ 1,062,544
Depreciation, extensions and improvements	25,320	25,320
Revenue bond sinking fund	2,482	2,482
Revenue bond reserve	39,689	39,689
Two Rivers Bank & Trust:		
Maintenance and operating	<u>263,102</u>	<u>263,102</u>
	<u>1,393,137</u>	1,393,137
Petty cash		<u>1,200</u>
		<u>\$ 1,394,337</u>

See accompanying independent auditor's report.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Schedule of Expenditures of Federal Awards
June 30, 2010**

<u>Federal Agency/Pass-Through Agency Program - Grant Title</u>	<u>CFDA Number</u>	<u>Grantor Program Number</u>	<u>Program Disbursements</u>
U.S. Environmental Protection Agency programs:			
Pass-through programs from Iowa Finance Authority			
Capitalization Grants for Drinking Water State Revolving Loan Funds	66.468	DS0113R	\$ 869,384
ARRA - Capitalization Grants for Drinking Water State Revolving Loan Funds	66.468	DF0114R	<u>884,000</u>
			1,753,384
U.S. Department of Homeland Security			
Pass-through program from Iowa Homeland Security			
Hazard Mitigation Grant Program	97.039	DR-1688-29-01	<u>332,873</u>
Total			<u>\$ 2,086,257</u>

Basis of Presentation - The Schedule of Expenditures of Federal Awards includes the federal grant activity of the Burlington Municipal Waterworks and is presented on the accrual basis. The information on this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

See accompanying independent auditor's report.



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**Report on Internal Control Over
Financial Reporting and on Compliance and Other Matters
Based on an Audit of Financial Statements Performed In
Accordance with *Government Auditing Standards***

Board of Trustees
Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Burlington, Iowa

We have audited the accompanying financial statements of the proprietary fund of Burlington Municipal Waterworks (Waterworks), A Component Unit of the City of Burlington, as of and for the year ended June 30, 2010, which collectively comprise the basic financial statements listed in the table of contents, and have issued our report thereon dated December 7, 2010. 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.

Internal Control Over Financial Reporting

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

A deficiency in internal control exists when the design or operation of the control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Waterworks' financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting 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. However, we identified certain deficiencies in internal control over financial reporting, described in Part II of the accompanying Schedule of Findings, that we consider to be significant deficiencies in internal control over financial reporting. 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.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Waterworks' financial statements are free of 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*. However, we noted certain immaterial instances of noncompliance or other matters that are described in Part IV of the accompanying Schedule of Findings.

We noted certain matters that we reported to management of the Waterworks in a separate letter dated December 7, 2010.

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

This report is intended solely for the information and use of the officials, employees and citizens of Burlington Municipal Waterworks and other parties to whom the Waterworks may report, including federal awarding agencies and pass-through entities. This report is not intended to be and should not be used by anyone other than these specified parties.

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

CPA Associates PC

December 7, 2010



C P A A S S O C I A T E S P C
C E R T I F I E D P U B L I C A C C O U N T A N T S

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**Report on Compliance with Requirements Applicable
to Each Major Program and Internal Control Over Compliance
in Accordance with OMB Circular A-133**

To the Board of Trustees
Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Burlington, Iowa

Compliance

We have audited the compliance of the Burlington Municipal Waterworks (Waterworks) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) *Circular A-133, Compliance Supplement* that are applicable to its major federal programs for the year ended June 30, 2010. The Waterworks' major federal programs are identified in Part I of the accompanying Schedule of Findings. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal programs is the responsibility of the Waterworks' management. Our responsibility is to express an opinion on their compliance based on our audit.

We conducted our audit of compliance 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, and OMB Circular A-133, *Audits of States, Local Governments and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on the major federal programs identified in the accompanying Schedule of Findings occurred. An audit includes examining, on a test basis, evidence about the Waterworks' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Waterworks' compliance with those requirements.

In our opinion, the Waterworks complied, in all material respects, with the requirements referred to above that are applicable to its major federal programs identified in the accompanying Schedule of Findings for the year ended June 30, 2010.

Internal Control Over Compliance

Management of the Waterworks is responsible for establishing and maintaining effective internal control over compliance with the compliance requirements referred to above. In planning and performing our audit, we considered the Waterworks' internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Waterworks' internal control over compliance.

Our consideration of internal control over compliance was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over compliance that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all deficiencies, significant deficiencies, or material weaknesses have been identified. However, as discussed below, we identified a certain deficiency in internal control over compliance that we consider to be a significant deficiency.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in Part III of the accompanying Schedule of Findings to be a significant deficiency.

The Waterworks' responses to findings identified in our audit are described in the accompanying Schedule of Findings. We did not audit those responses and, accordingly, we express no opinion on them.

This report, a public record by law, is intended solely for the information and use of the members and customers of the Burlington Municipal Waterworks and other parties to whom the Waterworks may report, including federal awarding agencies and pass-through entities. This report is not intended to be and should not be used by anyone other than these specified parties.

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

CPA Associates PC

December 7, 2010

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Schedule of Findings
For the Year Ended June 30, 2010**

Part I: Summary of the Independent Auditor's Results

- a) A qualified opinion was issued on the financial statements.
- b) Significant deficiencies in internal control over financial reporting were disclosed by the audit of the financial statements.
- c) The audit did not disclose any noncompliance that is material to the financial statements.
- d) No material weaknesses in internal control over major programs were disclosed by the audit of the financial statements.
- e) An unqualified opinion was issued on compliance with requirements applicable to the major programs.
- f) The audit disclosed no audit finding that was required to be reported in accordance with Office of Management and Budget Circular A-133, Section .510(a).
- g) The major programs are as follows:
 - CFDA Number 66.468 - Environmental Protection Agency - Capitalization Grants for Drinking Water State Revolving Loan Funds
 - CFDA Number 97.039 - Department of Homeland Security - Hazard Mitigation Grant Program
- h) The dollar threshold used to distinguish between Type A and Type B programs was \$300,000.
- i) The Waterworks did not qualify as a low-risk auditee.

Part II: Findings Related to the Financial Statements

SIGNIFICANT DEFICIENCIES

II-A-10 Preparation of Financial Statements - The Waterworks does not have an internal control system designed to provide for the preparation of the financial statements in accordance with accounting principles generally accepted in the United States of America. Therefore, as auditors, we were requested to draft the financial statements and accompanying notes to the financial statements. This circumstance is not unusual for a governmental entity similar in size to the Waterworks. It is the responsibility of management and those charged with governance to make the decision whether to accept the degree of risk associated with this condition because of cost or other considerations.

Recommendation - We realize that obtaining the expertise necessary to prepare the financial statements, including all necessary disclosures, can be considered costly and ineffective. However, the Waterworks' management and those charged with governance should decide whether to accept the degree of risk associated with this condition because of cost or other considerations.

Response - The Waterworks will continue to review and monitor procedures currently in place and evaluate the risks to be accepted in the preparation of the financial statements.

Conclusion - Response accepted.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Schedule of Findings
For the Year Ended June 30, 2010**

Part II: Findings Related to the Financial Statements (continued)

II-B-10 Segregation of Duties - One important aspect of the internal control structure is the segregation of duties among employees to prevent one individual employee from handling a transaction from its inception to its completion. Management has not separated incompatible activities of personnel, thereby creating risks related to the safeguarding of cash and the accuracy of the financial statements.

Recommendation - We realize that with a limited number of office employees, segregation of duties is difficult. However, the Board of Trustees and management should continue to provide oversight and direction based upon their direct knowledge of the Waterworks' operations and day-to-day contact with employees to control and safeguard assets.

Response - The Waterworks will continue to review operating procedures and segregate employee duties to the extent financially feasible to maximize internal control.

Conclusion - Response accepted.

Instances of Noncompliance:

No matters were noted.

Part III: Findings Related to Federal Awards

Significant Deficiency:

III-A-10 Segregation of Duties Over Federal Receipts - Burlington Municipal Waterworks did not properly segregate collection, deposit and recordkeeping for receipts, including those related to federal programs. See item II-A-10.

Instances of Noncompliance:

No matters were noted.

**Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Schedule of Findings
For the Year Ended June 30, 2010**

Part IV: Other Findings Related to Required Statutory Reporting

- IV-A-10 Official Depositories - A resolution naming official depositories has been adopted by the Waterworks. The maximum deposit amounts stated in the resolution were not exceeded during the year ended June 30, 2010.
- IV-B-10 Deposits and Investments - The Waterworks has adopted a written investment policy as required by Chapter 12B.10B of the Code of Iowa.
- IV-C-10 Travel Expense - No expenditures of Waterworks money for travel expenses of spouses of Waterworks' members or employees were noted.
- IV-D-10 Board Minutes - No transactions were found that we believe should have been approved in the Waterworks' minutes but were not.
- IV-E-10 Questionable Disbursements - No disbursements were found that did not meet the requirements of public purpose as defined in the Attorney General's opinion dated April 25, 1979.
- IV-F-10 Certified Budget - Disbursements during the year ended June 30, 2010 did not exceed budget amounts.
- IV-G-10 Business Transactions with Waterworks Officials and Employees - We noted no evidence of business transactions between the Waterworks officials or employees that we believed to be in violation of statutory provisions.
- IV-H-10 Bond Coverage - Surety bond coverage of Waterworks officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to insure that the coverage is adequate for current operations.



C P A A S S O C I A T E S P C
C E R T I F I E D P U B L I C A C C O U N T A N T S

401 South Roosevelt Avenue - Suite 2A, Burlington, IA 52601 / 319 752 6348 / 800 757 6348 / fax: 319 752 8644 / info@cpaapc.com

December 7, 2010

Board of Trustees
Burlington Municipal Waterworks,
A Component Unit of the City of Burlington
Burlington, Iowa

We have audited the financial statements of Burlington Municipal Waterworks (Waterworks), A Component Unit of the City of Burlington, for the year ended June 30, 2010, and have issued our report thereon dated December 7, 2010. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America, *Government Auditing Standards*, and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 4, 2010. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Waterworks are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2010. We noted no transactions entered into by the Waterworks during the year for which there is a lack of authoritative guidance or consensus. We noted no significant transactions that have not been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

Management makes accounting estimates in the determination of the useful life of property and equipment for depreciation purposes, and the liability for lime removal. We evaluated key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Additionally, the following misstatements detected as a result of audit procedures were corrected by management:

- Capitalization of property and equipment and record current year's depreciation expense
- Adjustment to liability for lime removal
- Numerous accrual adjustments for accounts receivable, accounts payable, accrued liabilities, inventory and prepaids

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 7, 2010.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Waterworks' financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Old Outstanding Checks

We noted during the course of the audit several old outstanding checks still being carried as part of the bank reconciliation items. The Waterworks should review these checks and ensure they continue to abide by the escheatment laws and appropriately remit funds to the appropriate state. The State of Iowa requires property unclaimed in excess of one to three years be remitted to the resident state of the depositor.

Departures from Accounting Principles Generally Accepted in the United States of America

The Waterworks did not record or disclose the net annual required contribution for other postemployment benefits (OPEB) or the OPEB net liability obligation as required by Governmental Accounting Standards Board (GASB) Statement No. 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions*. In our opinion, this practice is a departure from accounting principles generally accepted in the United States of America, and we have qualified our report on the basic financial statements dated December 7, 2010 for this departure.

Non-attest Services

We provide the Waterworks with non-attest services pertaining to drafting the Waterworks' financial statements and related notes, preparing the Schedule of Expenditures of Federal Awards, suggesting journal entries, calculating depreciation and preparing the OMB Circular A-133 Data Collection Form (SF-SAC). In connection with these services, management has made all management-level decisions and performed all management functions, designated a management-level individual with suitable skill, knowledge or experience to oversee the services, evaluated the adequacy and results of the services performed, accepted responsibility for the results of the services, and established and maintained controls, including monitoring ongoing activities.

This information is intended solely for the use of Waterworks' management and Board of Trustees and is not intended to be and should not be used by anyone other than these specified parties.

CPA Associates PC