Pickaway County

Regular Audit

January 1, 2005 through December 31, 2005

Fiscal Year Audited Under GAGAS: 2005

BALESTRA, HARR & SCHERER CPAs, INC.

528 South West Street, P.O. Box 687 Piketon, Ohio 45661

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Auditor of State Betty Montgomery

Board of Trustees Earnhart Hill Regional Water and Sewer District 2030 Stoneridge Dr. P.O. Box 151 Circleville, OH 43113

We have reviewed the *Independent Auditor's Report* of the Earnhart Hill Regional Water and Sewer District, Pickaway County, prepared by Balestra, Harr & Scherer, CPAs, Inc., for the audit period January 1, 2005 through December 31, 2005. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Earnhart Hill Regional Water and Sewer District is responsible for compliance with these laws and regulations.

Betty Montgomeny

BETTY MONTGOMERY Auditor of State

June 1, 2006

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Member American Institute of Certified Public Accountants

Ohio Society of Certified Public Accountants

#### **Independent Auditor's Report**

Board of Trustees Earnhart Hill Regional Water and Sewer District 2030 Stoneridge Drive Circleville, Ohio 43113

We have audited the accompanying financial statements of the business-type activities of Earnhart Hill Regional Water and Sewer District (the District), Pickaway County, as of and for the years ended December 31, 2005 and 2004, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions 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 the 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 opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the District, as of December 31, 2005 and 2004, and the respective changes in financial position and cash flows, thereof 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 April 28, 2006, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Board of Trustees Earnhart Hill Regional Water and Sewer District Independent Auditor's Report

The Management's Discussion and Analysis on pages 3 through 6 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

As described in Note 5, the District implemented Governmental Accounting Standards Board (GASB) Statement No. 40, *Deposit and Investment Risk Disclosure* and GASB Technical Bulletin No. 2004-2, *Recognition of Pension and Other Postemployment Benefit Expenditures/Expense and Liabilities by Cost-Sharing Employees*.

Balistra, Harr & Scherur

Balestra, Harr & Scherer, CPAs, Inc.

April 28, 2006

This discussion and analysis, along with the accompanying financial report, of Earnhart Hill Regional Water and Sewer District (EHRWSD or "the District") is designed to provide our customers, creditors and other interested parties with a general overview of the District and its financial activities.

#### FINANCIAL HIGHLIGHTS

The total assets of EHRWSD exceeded liabilities on December 31, 2005 and 2004 by \$7.9 million and \$6.5 million, respectively. The District's net assets increased by \$1.4 million (21.7%) in 2005 and \$400 thousand (6.5%) in 2004.

The District's Operating Revenues increased by \$98 thousand (5.4%) in 2005 and \$232 thousand (14.8%) in 2004. Operating and Maintenance Expenses increased \$125 thousand (8.3%) in 2005 and \$286 thousand (23.5%) in 2004.

The District issued no additional long term debt in 2005 or 2004.

#### **OVERVIEW OF BASIC FINANCIAL STATEMENTS**

The District is a single enterprise fund using proprietary fund accounting, similar to private sector business. The Basic Financial Statements are presented using the accrual basis of accounting.

The **Statement of Net Assets** includes all of the District's Assets and Liabilities. These statements provide information about the nature and amounts of investments in resources (assets) owned by the District, and obligations owed by the District (liabilities) on December 31. The District's net assets (equity) are the difference between assets and liabilities.

The **Statements of Revenues, Expenses and Changes in Net Assets** provide information on the District's operations over the past two years and the success of recovering all its costs through service charges, capacity charges and tap fees, and other income. Revenues are reported when earned and expenses are reported when incurred.

The **Statements of Cash Flows** provide information about the District's cash receipts and cash disbursements. It summarizes the net changes in cash resulting from operating, investing and financing activities.

#### NET ASSETS

Table 1 summarizes the Net Assets of the District. Capital Assets are reported less accumulated depreciation. "Invested in Capital, Net of Debt", are Capital Assets less outstanding debt that was used to acquire those assets.

TABLE 1								
	2005	2004	Change	2003	Change			
Current & Other Assets	\$1,632,299	\$1,479,922	\$152,377	\$1,275,512	\$204,410			
Capital Assets	13,087,018	11,967,089	1,119,929	11,872,263	94,826			
Total Assets	14,719,317	13,447,011	1,272,306	13,147,775	299,236			
Long Term Liabilites	6,490,022	6,628,283	(138,261)	6,744,376	(116,093)			
Other Liabilities	351,859	345,249	6,610	329,664	15,585			
Total Liabilities	6,841,881	6,973,532	(131,651)	7,074,040	(100,508)			
Net Assets								
Invested in Capital, Net of Debt	6,458,735	5,207,417	1,251,318	4,989,722	217,695			
Restricted	246,686	227,937	18,749	204,312	23,625			
Unrestricted	1,172,015	1,038,125	133,890	879,701	158,424			
Total Net Assets	\$7,877,436	\$6,473,479	\$1,403,957	\$6,073,735	\$399,744			

The District's Net Assets increased \$1.4 million (21.7%) in 2005and \$0.4 million (6.6%) in 2004. These increases were a result of excess revenues over expenses and due to additional capital contributions.

Restricted net assets increased \$19 thousand (8.2%) in 2005 and \$24 thousand (11.6%) in 2004. Restricted assets are cash that is limited in use as part of the District's loan covenants.

Unrestricted assets increased by \$134 thousand (12.9%) in 2005 and \$158 thousand (18.0%) in 2004. Unrestricted assets may be used without constraints established by loan covenants or other legal requirements. Cash and Cash Equivalents increased \$175 thousand in 2005 and \$57 thousand in 2004.

#### STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS

Table 2 below summarizes the changes in Revenues and Expenses and the resulting change in Net Assets.

	2005	2004	Difference	2003	Difference
Operating Revenues	\$1,901,443	\$1,803,422	\$98,021	\$1,571,031	\$232,391
Total Operating Revenues	\$1,901,443	\$1,803,422	\$98,021	\$1,571,031	\$232,391
Treatment Expenses	90,461	84,748	5,713	74,940	9,808
Power	108,356	99,836	8,520	78,126	21,710
Distribution	370,465	325,787	44,678	280,343	45,444
Customer Accounting	142481	141,848	633	136,196	5,652
Transportation	40,132	35,002	5,130	33,963	1,039
Fringe Benefits	203,218	176,878	26,340	150,532	26,346
Depreciation Expenses	455,899	438,523	17,376	288,400	150,123
Administrative & General	213,705	196,980	16,725	171,385	25,595
Total Operating Expenses	1,624,717	1,499,602	125,115	1,213,885	285,717
Operating Income	276,726	303,820	(27,094)	357,146	(53,326)
Non-Operating Expenses	331,588	330,351	1,237	225,591	104,760
Non-Operating Revenues	296,004	229,157	66,847	189,296	39,861
Capital Contributions	1,162,815	197,118	965,697	1,074,113	(876,995)
Changes in Net Assets	1,403,957	399,744	1,004,213	1,394,964	- (995,220)
Net Assets at Beginning of Year	\$6,473,479	6,073,735	399,744	4,678,771	1,394,964
Net Assets at End of Year	\$7,877,436	\$6,473,479	\$1,403,957	\$6,073,735	\$399,744

Operating Revenues increased \$98 thousand (5.4%) in 2005 and \$232 thousand (14.8%) in 2004. Increased Revenues in 2005 and 2004 were a result of customer growth. Capital Contributions will fluctuate from year to year depending on construction activity, and improvement projects that may qualify for special assessment and/or grant monies. In 2003 the District received \$1.074 million in USDA grant monies and \$126 thousand in 2004, while in 2005 the District received \$0. The District recorded \$1.163 million in developer contributions in 2005 in comparison to \$197 thousand in 2004 and \$0 in 2003. This variance is related to the Casto Development (Wal-Mart).

In 2005, Operation and Maintenance expenses, excluding depreciation, increased \$108 thousand (10.2%). \$20 thousand in additional wages operation related to temporary employment and overtime, basic wage increases, \$22 thousand increase in distribution repairs, \$16 thousand increase in employee health care costs, \$8 thousand increase in chemical costs and \$5 thousand in fuel costs and accounted for much of the increase.

In 2004, Operation and Maintenance expenses, excluding depreciation, increased \$286 thousand (23.5%). \$28 thousand in additional staffing related to the Phase IV Project, basic wage increases, \$22 thousand increase in purchased power, \$11 thousand increase in insurance costs and \$10 thousand increase in employee health care costs accounted for much of the increase.

## CAPITAL ASSETS

The District had \$15.073 million invested in Capital Assets (before depreciation) at the end of 2004. This amount is an increase of \$0.439 million (3.0%) from the previous year.

TABLE 3								
	2005	2004	Change	2003	Change			
Land and land easements	\$457,094	\$452,494	\$4,600	\$452,494	\$0			
Buildings	1,016,910	1,016,910	0	1,014,310	2,600			
Treatment Facilities	2,623,120	2,614,429	8,691	2,605,783	8,646			
Transmission & Storage	11,648,478	10,168,145	1,480,333	9,896,108	272,037			
Vehicles	258,681	223,993	34,688	202,485	21,508			
Furniture & Equipment	502,546	465,427	37,119	463,191	2,236			
Construction in Progress	142,371	131,974	10,397	0	131,974			
Total before Depreciation	16,649,200	15,073,372	1,575,828	14,634,371	439,001			
Accumulated Depreciation	(3,562,182)	(3,106,283)	(455,899)	(2,762,108)	(344,175)			
Total Capital Assets	\$13,087,018	\$11,967,089	\$1,119,929	\$11,872,263	\$94,826			

The majority of the increase in capital assets for 2005 and 2004 was in Transmission & Storage. \$1,162,815 of the increase in 2005 was from dedicated water and sewer lines from the Casto (Wal-Mart). Total Capital Assets (before depreciation) from 2004 and 2005 increased \$1.576 million and \$439 thousand from 2003 and 2004.

For additional information regarding capital assets, please see Note 6 of the Notes to Basic Financial Statements.

#### DEBT

The District issues long term debt to finance much of its construction. Rural Development Loans and bank loans were used to finance most general improvement projects.

For additional information regarding debt, please see Note 3 of the Notes to Basic Financial Statements.

Table 4								
2005	2004	Change	2003	Change				
\$1,161,757	\$1,186,586	(\$24,829)	\$1,208,309	(\$21,723)				
5,466,526	5,573,086	(106,560)	5,674,232	(101,146)				
\$6,628,283	\$6,759,672	(\$131,389)	\$6,882,541	(\$122,869)				
138,268	131,389	6,879	138,165	(6,776)				
\$6,490,015	\$6,628,283	(\$138,268)	\$6,744,376	(\$116,093)				
	2005 \$1,161,757 5,466,526 \$6,628,283 138,268	2005         2004           \$1,161,757         \$1,186,586           5,466,526         5,573,086           \$6,628,283         \$6,759,672           138,268         131,389	2005         2004         Change           \$1,161,757         \$1,186,586         (\$24,829)           5,466,526         5,573,086         (106,560)           \$6,628,283         \$6,759,672         (\$131,389)           138,268         131,389         6,879	2005         2004         Change         2003           \$1,161,757         \$1,186,586         (\$24,829)         \$1,208,309           5,466,526         5,573,086         (106,560)         5,674,232           \$6,628,283         \$6,759,672         (\$131,389)         \$6,882,541           138,268         131,389         6,879         138,165				

#### CASH

Cash and Cash Equivalents on December 31, 2005 and 2004 were \$1.233 million and \$1.058 million, respectively. \$0.247 million of these funds are restricted for debt service reserves in 2005 and \$0.228 million in 2004.

#### **ECONOMIC FACTORS and 2006 BUDGET**

The District has projected an increase of \$1.55 million in net assets for the year ending December 31, 2006. The District is anticipating Federal & State grants of \$1.25 million to aid in the construction of water lines to serve a Joint Economic Development Area (JEDD) in northern Pickaway County. The District's Board adopted water and sewer rate increases of approximately 10% effective January 1, 2005.

#### **CONTACT INFORMATION**

Questions regarding this report and requests for additional information should be forwarded to Dennis Williams, General Manager, Earnhart Hill Regional Water and Sewer District, 2030 Stoneridge Drive, Circleville, Ohio 43113-0151 or (740) 474-3114.

Statements of Net Assets As of December 31, 2005 and 2004

	 2005	2004
CURRENT ASSETS		
Cash and cash equivalents	\$ 986,020	\$ 830,227
Accounts receivable	283,370	301,774
Inventories	89,904	93,338
Prepaid expenses	26,319	26,646
TOTAL CURRENT ASSETS	 1,385,613	1,251,985
NONCURRENT ASSETS		
Restricted Assets:		
Cash and cash equivalents - debt service reserve	246,686	227,937
TOTAL RESTRICTED ASSETS	 246,686	227,937
Capital Assets:		
Land and Land Easements	457,094	452,494
Buildings	1,016,910	1,016,910
Treatment facilities	2,623,120	2,614,429
Transmission and storage	11,648,478	10,168,145
Vehicles	258,681	223,993
Furniture and equipment	502,546	465,427
Construction in progress	 142,371	131,974
	16,649,200	15,073,372
Less: Accumulated depreciation	 (3,562,182)	(3,106,283)
NET CAPITAL ASSETS	13,087,018	11,967,089
TOTAL ASSETS	\$ 14,719,317	\$ 13,447,011

Statements of Net Assets - Continued As of December 31, 2005 and 2004

	2005	2004
CURRENT LIABILITIES		
Accounts payable	\$ 13,537	\$ 26,605
Prepaid taps & Main Line Extensions	108,505	89,104
Customer deposits	11,210	10,785
Insurance and taxes payable	8,816	8,429
Current portion of notes payable	26,174	24,829
Current portion of revenue bonds payable	112,094	106,560
Accrued payroll	9,955	16,536
Intergovernmental payable	34,063	30,146
Accrued interest payable	 27,512	32,255
TOTAL CURRENT LIABILITIES	 351,866	345,249
LONG-TERM LIABILITIES		
Notes payable (net of current portion)	1,135,583	1,161,757
Revenue bonds payable (net of current portion)	5,354,432	5,466,526
TOTAL LONG-TERM LIABILITIES	 6,490,015	6,628,283
TOTAL LIABILITIES	6,841,881	6,973,532
NET ASSETS		
Restricted for capital assets, net of related debt	6,458,735	5,207,417
Restricted for debt service	246,686	227,937
Unrestricted	1,172,015	1,038,125
TOTAL NET ASSETS	\$ 7,877,436	\$ 6,473,479

Statements of Revenues, Expenses and Changes in Net Assets	
For the Years Ended December 31, 2005 and 2004	

	2005	2004
OPERATING REVENUES		
Service charges	\$ 1,799,471	\$ 1,729,047
Other	 101,972	74,375
TOTAL OPERATING REVENUES	 1,901,443	1,803,422
OPERATING EXPENSES		
Treatment expense	90,461	84,748
Power	108,356	99,836
Distribution	370,465	325,787
Customer accounting	142,481	141,848
Transportation	40,132	35,002
Fringe benefits	203,218	176,878
Depreciation and amortization	455,899	438,523
Administrative and general	213,705	196,980
TOTAL OPERATING EXPENSES	 1,624,717	1,499,602
	 , ,	, , <u>,</u>
Operating income	 276,726	303,820
NONOPERATING REVENUES (EXPENSES)		
Capacity charges	203,692	119,400
Tap fee revenue	42,400	43,600
Interest income	28,189	21,150
Gain on sale of assets		23,592
Interest expense	(331,588)	(330,351)
Rental income	21,723	21,415
Net other income (expenses)	 (35,584)	(101,194)
Net ouler meome (expenses)	 (33,301)	(101,1)1)
CHANGES IN NET ASSETS BEFORE		
CAPITAL CONTRIBUTIONS	241,142	202,626
	211,112	202,020
Capital Contributions - Intergovernmental	-	125,887
Capital Contributions - Developer Contributions	1,162,815	71,231
	 1,102,013	71,231
CHANGES IN NET ASSETS	1,403,957	399,744
	( 172 170	( 072 725
NET ASSETS, BEGINNING OF YEAR	 6,473,479	6,073,735
NET ASSETS, END OF YEAR	 \$7,877,436	 \$6,473,479

Statements of Cash Flows For the Years Ended December 31, 2005 and 2004

	2005	2004
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	\$ 1,817,875	\$ 1,610,024
Cash paid for employee salaries and benefits	(500,435)	(651,368)
Cash payments to suppliers for goods and services	(679,974)	(526,942)
Cash received from other receipts	 101,972	74,375
Net cash provided by operating activities	 739,438	506,089
CASH FLOWS FROM NON-CAPITAL AND		
RELATED FINANCING ACTIVITIES		
Prepaid tap fees	6,000	16,500
Refundable line extensions	13,401	72,625
Deposits received	425	1,445
Net cash from non-capital and related financing activities	 19,826	90,570
CASH FLOWS FROM CAPITAL AND		
RELATED FINANCING ACTIVITIES		
Tap fees	42,400	43,600
Capacity charges	203,692	119,400
Rental income	21,723	21,415
Revenue bond principal payments	(106,560)	(101,146)
Revenue bond interest payments	(274,152)	(252,368)
Note principal payments	(24,829)	(21,723)
Note interest payments	(62,171)	(57,171)
Cash received for sale of assets	-	5,727
Proceeds from insurance	-	62,465
Proceeds from capital grant	-	125,887
Developer cash contributions	-	71,231
Capital outlay	 (413,014)	(577,970)
Net cash used by capital and related financing activities	(612,911)	(560,653)
NET ASSETS, END OF YEAR		
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest on cash and investments	 28,189	21,150
Net increase (decrease) in cash and cash equivalents	174,542	57,156
Cash and cash equivalents, beginning of year	 1,058,164	1,001,008
Cash and cash equivalents, end of year	\$ 1,232,706	\$ 1,058,164

Statements of Cash Flows - Continued For the Years Ended December 31, 2005 and 2004

	2005	2004
<b>RECONCILIATION OF OPERATING INCOME TO NET</b> <b>CASH PROVIDED BY OPERATING ACTIVITIES:</b> Operating income	\$276,726	\$303,820
Adjustments to reconcile operating income to		
net cash provided by operating activities:		
Depreciation and amortization	455,899	438,523
Changes in assets and liabilities:		
Decrease (increase) in accounts receivable	18,404	(119,023)
Decrease (increase) in inventories	3,434	(27,393)
Decrease (increase) in prepaid expenses	327	(838)
Increase (decrease) in accounts payable (trade only)	(13,075)	(12,497)
Increase (decrease) in insurance and taxes payable	387	(1,729)
Increase (decrease) in accrued payroll	(6,581)	2,320
Increase (decrease) in intergovernmental payable	3,917	(35)
Increase (decrease) in retainage payable	-	(77,059)
Total adjustments	462,712	202,269
Net cash provided by operating activities	\$ 739,438 \$	506,089

Developers dedicated water lines with total costs of \$1,162,815 and \$71,231 in 2005 and 2004, respectively, with such contributions recorded as developer capital contributions.

#### NOTE 1 - NATURE OF ORGANIZATION AND REPORTING ENTITY

Earnhart Hill Regional Water and Sewer District (the District) was founded for the purpose of providing water and wastewater services to those areas in south central Ohio not served by other water companies. As of February 1, 1997, the previous company (Earnhart Hill Water District, Inc.) was declared by the Court to be a duly organized regional water and sewer district, a political subdivision of the state of Ohio organized pursuant to Chapter 6119 of the Ohio Revised Code. The Court approved the Plan to the Operation of the District which provided that the District would accept a transfer of the assets, and assume all of the liabilities of the Company as a part of its organization.

#### **Reporting Entity**

The reporting entity is comprised of the primary government, component units and other organizations that are included to ensure that the financial statements of the District are not misleading. The primary government consists of all funds, departments, boards and agencies that are not legally separate from the District. For Earnhart Hill Regional Water and Sewer District, there are no other boards and agencies other than the District.

Component units are legally separate organizations for which the District is financially accountable. The District is financially accountable for an organization if the District appoints a voting majority of the organization's governing board and (1) the District is able to significantly influence the programs or services performed or provided by the organization; or (2) the District is legally entitled to or can otherwise access the organization's resources; the District is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide financial support to, the organization; or the District is obligated for the debt of the organization. Component units may also include organizations for which the District approves the budget, the issuance of debt or levying of taxes. The District has no component units.

## NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies followed in the preparation of these financial statements conform to generally accepted accounting principles for local governmental units as prescribed in the statements issued by the Governmental Accounting Standards Board (GASB) and other recognized authoritative sources. Under the guidelines of GASB Statement No. 20, the District has elected not to apply Financial Accounting Standards Board Statements and Interpretations issued after November 30, 1989 to its proprietary activities. A summary of the significant accounting policies consistently applied in preparation of the accompanying financial statements is as follows:

#### 1. Basis of Presentation - Fund Accounting

The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity. The District has created a single type of fund and a single fund within that fund type. The fund is accounted for by a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenses.

This fund accounts for the governmental resources allocated to it for the purpose of carrying on specific activities in accordance with laws, regulations or other restrictions.

The fund type that the District uses is described below:

**Proprietary Fund Type -** This fund type accounts for operations that are organized to be self-supporting through user charges. The fund included in this category used by the District is the Enterprise Fund.

**Enterprise Fund** - This fund is established to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

#### 2. **Basis of Accounting**

The accounting records are maintained on the accrual basis of accounting for financial reporting purposes.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

#### 3. **Budgetary Process**

The Ohio Revised Code requires that each fund be budgeted annually. The District has adopted a budget and adopted and passed annual appropriations for the years ended December 31, 2005 and 2004.

**Appropriations** - Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund level of control, and appropriations may not exceed estimated resources. The District must annually approve appropriation measures and subsequent amendments. Appropriations lapse at year-end.

**Estimated Resources -** Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered cash as of January 1.

**Encumbrances -** The Ohio Revised Code requires the District to reserve (encumber) appropriations when commitments are made.

#### 4. **Revenue Recognition**

Revenues for service fees are recorded in the period the service is provided. Revenue for tap fees are recorded when the taps have been installed and the customer is using the service. All other revenue is recognized when earned.

#### 5. Accounts Receivable

Accounts receivable are presented at their net realizable value. Uncollectible account balances are certified to the County Auditor after administrative collection efforts have been exhausted.

#### 6. **Restricted Assets**

As explained in Note 3, a restricted account was established for the required reserve for the Rural Development Loans and is recorded as a restricted asset in the accompanying financial statements.

#### 7. Capital Assets

Capital Assets are presented at cost and are depreciated over the estimated useful lives of the assets from 5 to 50 years, depending upon the type of asset.

Depreciation is computed using the straight-line method for financial reporting purposes. Repairs and maintenance costs are charged to operations when incurred. Improvements and additions are capitalized.

#### 8. **Cash and Cash Equivalents**

For purposes of the statement of cash flows, the District does not have any investments; so all cash balances are included in the statement of cash flows.

#### 9. Interest Expense

Interest expense represents the interest portion of loan payments to the United States Department of Agriculture, Rural Development, as well as amounts paid and accrued for the loans obtained through The Savings Bank of Circleville, Ohio.

#### 10. Interest Income

Interest income represents earnings from all of the District's bank accounts.

#### 11. **Inventory of Supplies**

Inventories are stated at the lower of cost or market. For all funds, cost is determined on a first-in, first-out basis. The costs of inventory items are recorded as expenses or capitalized when used.

#### NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

#### 12. **Prepaid Expenses**

Payments made to vendors for services that will benefit periods beyond December 31, 2005 and 2004, are recorded as prepaid items by using the consumption method. A current asset for the prepaid amount is recorded at the time of the purchase and an expense is reported in the year in which services are consumed.

#### 13. Compensated Absences

The District uses the provisions of GASB Statement No. 16, *Accounting for Compensated Absences*. Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the employer will compensate the employees for the benefits through paid time off or some other means. The amount of vacation leave liability was insignificant as of December 31, 2005 and 2004 and is not recorded in the accompanying basic financial statements. Sick leave benefits are not accrued as a liability as employees receive no payment for accrued sick leave upon termination or retirement.

#### 14. Intergovernmental Payable

The District bills and collects sewer fees and penalties for Scippo Sewer District, Circleville Sewer and Pickaway County Sewer. Intergovernmental payable represents those amounts collected on behalf of those districts but not yet paid as of December 31, 2005.

#### 15. Net Assets

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consist of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction or improvements of those assets. Net assets are reported as restricted for debt service reserves as required by the Rural Development Loan requirements. The District applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

#### NOTE 3 - CURRENT AND LONG-TERM DEBT

Current and long-term debt at December 31, 2005 are as follows:

Loan #	Payable To	Interest Rate	First Payment	Principal Term
91-01	Rural Development	5.00%	10/1/1998	10 yrs.
93-02	Rural Development	5.00%	10/1/1998	16 yrs.
91-03	Rural Development	5.75%	10/1/1998	29 yrs.
91-04	Rural Development	6.625%	10/1/1998	33 yrs.
91-05	Rural Development	5.75%	10/1/1998	33 yrs.
91-06	Rural Development	4.25%	10/1/2003	39 yrs.
44972	The Savings Bank	5.29%	7/1/1999	30 yrs.
44973	The Savings Bank	5.29%	7/1/1999	30 yrs.

Notes to the Financial Statements For the Years Ended December 31, 2005 and 2004

			Principal			Principal	
	Payable	Interest	Outstanding			Outstanding	Due in
Loan #	То	Rate	12/31/2004	Additions	Deletions	12/31/2005	One Year
91-01	Rural Development	5.00%	\$ 105,869	\$ -	\$ 24,913	\$ 80,956	\$ 26,188
93-02	Rural Development	5.00%	224,823	-	18,324	206,499	19,261
91-03	Rural Development	5.75%	218,611	-	4,960	213,651	5,253
91-04	Rural Development	6.625%	1,351,028	-	18,736	1,332,292	20,016
91-05	Rural Development	5.75%	127,642	-	2,075	125,567	2,197
91-06	Rural Development	4.25%	3,545,113	-	37,552	3,507,561	39,179
44972	The Savings Bank	5.29%	729,947	-	15,336	714,611	16,167
44973	The Savings Bank	5.29%	456,639	-	9,493	447,146	10,007
	2		\$ 6,759,672	\$ -	\$ 131,389	\$ 6,628,283	\$ 138,268

## NOTE 3 - CURRENT AND LONG-TERM DEBT – Continued

The debt listed with the United States Department of Agriculture – Rural Development is water system revenue bonds. The District is required to maintain a cash balance reserve to meet revenue bond requirements. This cash balance is reported as a restricted asset in the accompanying financial statements. The debt listed above with the Savings Bank is a long-term loan. Principal and interest payments for Rural Development debt are due on the 1st day of each month. Principal and interest payments for Savings Bank are due on the 20<sup>th</sup> day of each month. Interest is calculated at the rates reflected above and payable for the terms described above. Future principal and interest payments on all debt are as follows:

_	Savings Bank			Water	Water System Revenue Bond		
Year	Principal	Interest	Total	Principal	Interest	Total	
2006	\$26,174	\$60,826	\$87,000	\$112,094	\$268,617	\$380,711	
2007	27,593	59,407	87,000	117,926	262,787	380,713	
2008	28,922	58,078	87,000	121,638	257,382	379,020	
2009	30,656	56,344	87,000	100,082	250,990	351,072	
1010	32,318	54,682	87,000	105,342	245,730	351,072	
2011-2015	189,670	245,330	435,000	578,408	1,140,967	1,719,375	
2016-2020	246,880	188,120	435,000	621,199	988,421	1,609,620	
2021-2025	321,628	113,372	435,000	810,270	799,350	1,609,620	
2026-2030	257,916	23,365	281,281	988,801	557,399	1,546,200	
2031-2035	0	0	0	722,347	325,195	1,047,542	
2036-2040	0	0	0	761,407	176,033	937,440	
2041-2043	0	0	0	427,012	22,893	449,905	
Totals	\$1,161,757	\$859,524	\$2,021,281	\$5,466,526	\$5,295,764	\$10,762,290	

#### NOTED 4 - DEPOSITS WITH FINANCIAL INSTITUTIONS – LEGAL REQUIREMENTS

Active deposits are public deposits necessary to meet current demands on the Treasury. Such monies must be maintained either as cash in the District Treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits that the Board of Trustees has identified as not required for use within the current two-year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

#### NOTE 4 - DEPOSITS WITH FINANCIAL INSTITUTIONS - LEGAL REQUIREMENTS - Continued

Interim deposits represent interim monies that are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit, or by savings or deposit accounts including passbook accounts. Interim monies can be deposited or invested in the following securities:

- 1. Notes, bills, bonds, or any other obligation or security issued by the United States Treasury or any other obligation guaranteed as to principal and interest by the United States;
- 2. Bonds, notes, debentures, or any other obligations or securities issued by any federal government agency or instrumentality, including but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
- 3. Written repurchase agreements in the securities listed above, provided that the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least two percent and be marked to market daily, and that the term of the agreement must not exceed thirty days;
- 4. Bonds and other obligations of the State of Ohio;
- 5. No-load money market mutual funds consisting exclusively of obligations described in items (1) and (2) of this footnote and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
- 6. The State Treasurer's investment pool (STAR Ohio);
- 7. Certain bankers' acceptances and commercial paper notes for a period not to exceed one hundred eighty days in an amount not to exceed twenty-five percent of the interim monies available for investment at any one time.
- 8. Under limited circumstances, corporate debt interests rated in either of the two highest rating classifications by at least two nationally recognized rating agencies.

Investments in stripped principal or interest obligations reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the District, and must be purchased with the expectation that it will be held to maturity. Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the Treasurer or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian. The District held no investments during fiscal years 2005 and 2004.

Protection of the District's deposits is provided by the Federal Deposit Insurance Corporation (FDIC), by eligible securities pledged by the financial institution as security for repayment, by surety company bonds deposited with the Treasurer by the financial institution, or by a single collateral pool established by the financial institution to secure the repayment of all public monies deposited with the institution. For deposits, custodial credit risk is the risk that in the event of bank failure, the government's deposits may not be returned to it. The carrying amounts of the District's deposits were \$1,232,706 and \$1,058,164 as of December 31, 2005 and 2004, respectively. The District's bank balances were \$1,271,478 and \$1,232,446 as of December 31, 2005 and 2004, respectively. Of the bank balances for each of the fiscal years ended, \$200,000 were covered by federal depository insurance. The remaining amounts were collateralized by specific investments held by a third party trustee in the name of the District and therefore, not subject to custodial credit risk.

#### **NOTE 5 - CHANGE IN ACCOUNTING PRINCIPLES**

For fiscal year 2005, the District has implemented Governmental Accounting Standards Board (GASB) Statement GASB Statement No. 40, "Deposit and Investment Risk Disclosures", and GASB Technical Bulletin No. 2004-2, "Recognition of Pension and Other Post-employment Benefit Expenditures/Expenses and Liability by Cost-Sharing Employers." GASB 40 establishes and modifies disclosure requirements related to investment risks: credit risk (including custodial credit risk and concentrations of credit risk) and interest rate risk. This statement also establishes and modifies disclosure requirements for custodial credit risks on deposits. This statement applies to all state and local governments. The implementation had no effect on the District's financial statements. GASB Technical Bulletin No. 2004-2 addresses the amount that should be recognized as an expenditure/expense and as a liability each period by employers participating in a cost sharing multiple-employer pension and other post-employment benefit (OPEB) plans. The implementation of GASB Technical Bulletin No. 2004-2 did not have any effect on the District's financial statements.

#### NOTE 6- CAPITAL ASSETS

Capital assets activity for the year ended December 31, 2005 was as follows:

	Ending Balance 12/31/04	Additions	Deletions	Ending Balance 12/31/05
Capital Assets, Not Being Depreciated				
Land and Land Easements	\$452,494	\$4,600	\$0	\$457,094
Construction in Progress	131,974	547,451	(537,054)	142,371
Total Capital Assets, Not Being				
Depreciated	584,468	552,051	(537,054)	599,465
Capital Assets Being Depreciated				
Buildings	1,016,910	0	0	1,016,910
Treatment Facilities	2,614,429	8,691	0	2,623,120
Transmission & Storage	10,168,145	1,480,333	0	11,648,478
Vehicles	223,993	34,688	0	258,681
Furniture and Equipment	465,427	37,119	0	502,546
Total Capital Assets, Being				
Depreciated	14,488,904	1,560,831	0	16,049,735
Less Accumulated Depreciation:				
Buildings	(186,685)	(27,935)	0	(214,620)
Treatment Facilities	(938,040)	(106,911)	0	(1,044,951)
Transmission & Storage	(1,662,152)	(237,061)	0	(1,899,213)
Vehicles	(123,424)	(36,953)	0	(160,377)
Furniture and Equipment	(195,982)	(47,039)	0	(243,021)
Total Accumulated Depreciation	(3,106,283)	(455,899)	0	(3,562,182)
Total Capital Assets Being				
Depreciated, Net	11,382,621	1,104,932	0	12,487,553
Total Capital Assets, Net	\$11,967,089	\$1,656,983	(\$537,054)	\$13,087,018

#### NOTE 7- DEFINED BENEFIT RETIREMENT PLAN

The Ohio Public Employees Retirement System (OPERS) administers three separate pension plans as described below:

- 1. The Traditional Pension Plan (TP) a cost-sharing multiple-employer defined benefit pension plan.
- 2. The Member-Directed Plan (MD) a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20% per year). Under the Member-Directed Plan members accumulate retirement assets equal to the value of member and (vested) employer contributions plus any investment earnings thereon.
- 3. The Combined Plan (CO) a cost-sharing multiple-employer defined benefit pension plan. Under the Combined Plan employer contributions are invested by OPERS to provide a formula retirement benefit similar in nature to the Traditional Pension Plan benefit. Member contributions, the investment of which is self-directed by the members, accumulate retirement assets in a manner similar to the Member-Directed Plan.

OPERS provides retirement, disability, and survivor benefits as well as postretirement health care coverage to qualifying members of both the Traditional Pension and Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits.

Authority to establish and amend benefits is provided by state statute per Chapter 145 of the Ohio Revised Code.

The Ohio Public Employees Retirement System issues a stand-alone financial report. Interested parties may obtain a copy by making a written request to OPERS, 277 East Town Street, Columbus, Ohio 43215-4642 or by calling (614) 222-6701 or 1-800-222-7377.

The Ohio Revised Code provides statutory authority for employee and employer contributions. For 2005, member and employer contribution rates were consistent across all three plans. Separate divisions for law enforcement and public safety exist only within the Traditional Pension Plan.

The 2005 member contribution rates were 8.5% for the District.

The 2005 employer contribution rate for the District was 13.55% of covered payroll.

The District's contributions to OPERS for the years ended December 31, 2005, 2004, and 2003, were \$112,962, \$104,095 and \$94,626, respectively. These contributions were equal to the required contributions for fiscal years 2005, 2004 and 2003. The unpaid amount of \$8,816 for the year ended December 31, 2005 was reported as a liability as of December 31, 2005.

#### NOTE 8 - POSTEMPLOYMENT BENEFITS

Ohio Public Employees Retirement System (OPERS) administers three separate pension plans: The Traditional Pension Plan (TP) – a cost-sharing multiple-employer defined benefit pension plan; the Member-Directed Plan (MD) – a defined contribution plan; and the Combined Plan (CO) – a cost-sharing multiple-employer defined benefit pension plan that has elements of both a defined benefit and defined contribution plan.

OPERS provides retirement, disability, and survivor benefits as well as postretirement health care coverage to qualifying members of both the Traditional and the Combined Plans. Members of the Member-Directed Plan do not qualify for ancillary benefits, including post employment health care coverage.

#### **NOTE 8 - POSTEMPLOYMENT BENEFITS - Continued**

In order to qualify for post-retirement health care coverage, age and service retirees under the Traditional Pension and Combined Plans must have 10 or more years of qualifying Ohio service credit. Health care coverage for disability benefit recipients and qualified survivor benefit recipients is available. The health care coverage provided by OPERS is considered to be an Other Post Employment Benefit (OPEB) as described in GASB Statement No. 12.

A portion of each employer's contribution to OPERS is set aside for the funding of post retirement health care. The Ohio Revised Code provides statutory authority for employer contributions. For local government employer units, the rate was 13.55% of covered payroll for both fiscal years 2005 and 2004; 4.0% was used to fund health care for the years 2005 and 2004.

B. The Ohio Revised Code provides the statutory authority requiring public employers to fund postretirement health care through their contributions to OPERS.

Summary of Assumptions:

<u>Actuarial Review</u> - The assumptions and calculations below were based on OPERS' latest Actuarial Reviews performed as of December 31, 2004.

<u>Funding Method</u> – An entry age normal actuarial cost method of valuation is used in determining the present value of OPEB. The difference between assumed and actual experience (actuarial gains and losses) becomes part of unfunded actuarial accrued liability.

<u>Assets Valuation Method</u> – All investments are carried at market value. For actuarial valuation purposes, a smoothed market approach is used. Under this approach assets are adjusted annually to reflect 25% of unrealized market appreciation or deprecation on investment assets annually.

Investment Return – The investment assumption rate for 2004 was 8.00%.

<u>Active Employee Total Payroll</u> – An annual increase of 4.0%, compounded annually, is the base portion of the individual pay increase assumption. This assumes no change in the number of active employees. Additionally, annual pay increases, over and above the 4.0% base increase, were assumed to range from .50% to 6.30%.

<u>Health Care</u> – Health care cost were assumed to increase at the projected wage inflation rate plus an additional factor ranging from 1% to 6% for the next 8 years. In subsequent years (9 and beyond) health care costs were assumed to increase at 4% (the projected wage inflation rate).

OPEBs are advance-funded on an actuarially determined basis. The following disclosures are required:

- 1. The number of active contributing participants in the Traditional Pension and Combined Plans totaled 376,109 for 2005 and 355,287 for 2004.
- 2. The employer contributions that were used to fund post employment benefits were \$33,347 for 2005 and \$30,729 for 2004.
- 3. \$10.8 billion represents the actuarial value of OPERS' net assets available for OPEBs at December 31, 2004.
- 4. The actuarially accrued liability and the unfunded actuarial accrued liability, based on the actuarial cost method used, were \$29.5 billion and \$18.7 billion, respectively.

OPERS Retirement Board adopts a Health Care Preservation Plan.

#### **NOTE 8 - POSTEMPLOYMENT BENEFITS - Continued**

On September 9, 2005 the OPERS Retirement Board adopted a Health Care Preservation Plan (HCPP) with an effective date of January 1, 2007. The HCPP restructures OPERS' health care coverage to improve the financial solvency of the fund in response to skyrocketing health care costs.

Under HCPP, retirees eligible for health care coverage will receive a graded monthly allocation based on their years of service at retirement. The Plan incorporates a cafeteria approach, offering a broad range of health care options that allow benefit recipients to use their monthly allocation to purchase health care coverage customized to meet their individual needs. If the monthly allocation exceeds the cost of the options selected, the excess is deposited into a Retiree Medical Account that can be used to fund future health care expenses.

## NOTE 9 - ACCOUNTS RECEIVABLE

Following are accounts receivable balances presented by aging classifications as of December 31, 2005 and 2004:

	2005	2004
Current receivables (0-30 days)	\$203,672	\$176,838
Delinquent receivables (31-60 days)	21,628	25,632
Delinquent receivables (over 60 days)	56,096	38,696
Total accounts receivables	\$281,396	\$241,166

As of December 31, 2005 and 2004, the District also had miscellaneous receivables totaling \$1,973 and \$60,608, respectively.

## NOTE 10 - RISK MANAGEMENT

The District is exposed to various risks of loss related to torts, theft of or damage to, and destruction of assets, errors and omissions, injuries to employees and natural disasters. During 2005 and 2004, the District contracted with Rinehart-Walters-Danner & Associates and the Ohio Plan for liability, property, and related insurance.

Coverages provided by the program are as follows:

General Liability	\$3,000,000 per occurrence and \$5,000,000 aggregate
Public Officials	\$3,000,000 per occurrence and \$5,000,000 aggregate
Automobile	\$3,000,000
Property, Boiler and Machinery	\$6,761,149
Inland Marine	\$144,452
Electronic Media	\$176,957
Faithful Performance	
and Employee Bond	\$500,000

There have been no claims that exceed commercial insurance coverage during the past three years. There have been no significant changes in coverage from the prior year. United Health Care provides health insurance.

Workers' compensation benefits are provided through the State Bureau of Workers' Compensation.

## NOTE 11 - OHIO REVISED CODE 5705 COMPLIANCE

Budgetary activity for the years ended December 31, 2005 and 2004 follows:

#### Budgeted vs. Actual Receipts

	2005	2004
Budgeted Receipts Actual Receipts	\$2,247,500 2,197,469	\$2,362,500 2,229,697
Variance	(\$50,031)	(\$132,803)

#### Budgeted vs. Actual Budgetary Basis Expenditures

	2005	2004
Appropriation Authority	\$2,377,100	\$1,840,000
Budgetary Expenditures	2,059,514	1,829,953
Variance	\$317,586	\$10,047

### **NOTE 12 - PENDING LITIGATION**

The District's general legal counsel is Huffer and Huffer, LPA, Circleville, Ohio and Bricker & Eckler, LLP, Columbus, Ohio.

There was no material litigation pending or outstanding as of December 31, 2005 and 2004 that management believes might have a significant affect on the accompanying financial statements.

#### NOTE 13 - FEDERAL FINANCIAL ASSISTANCE

During fiscal years 2005 and 2004, the District had outstanding loans (CFDA # 10.760) with the United States Department of Agriculture – Rural Development. The outstanding loan balances were \$5,466,526 and \$5,573,086 as of December 31, 2005 and 2004, respectively. The District spent \$0 in federal financial assistance during fiscal year 2005 and \$125,877 in federal financial assistance during fiscal year 2004. The District believes that it complied with all requirements of the loan agreements during the fiscal years presented.

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Ohio Society of Certified Public Accountants

# 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 Earnhart Hill Regional Water and Sewer District 2030 Stoneridge Drive Circleville, Ohio 43113

We have audited the accompanying financial statements of the business-type activities of Earnhart Hill Regional Water and Sewer District (the District), Pickaway County, as of and for the year ended December 31, 2005 and 2004, which collectively comprise the District's basic financial statements as listed in the table of contents, and have issued our report thereon dated April 28, 2006, in which we indicated the District implemented Governmental Accounting Standards Board Statement No. 40 and GASB Technical Bulletin No. 2004-2. 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 District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the basic financial statements and not to provide an opinion on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District's basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulation, 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*.

Board of Trustees Earnhart Hill Regional Water and Sewer District 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* Page 2

This report is intended solely for the information and use of the audit committee, management, and members of the Board and is not intended to be and should not be used by anyone other than these specified parties.

Balistra, Harr & Scherur

Balestra, Harr & Scherer, CPAs, Inc.

April 28, 2006



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# EARNHART HILL REGIONAL WATER AND SEWER DISTRICT

# PICKAWAY COUNTY

# **CLERK'S CERTIFICATION**

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbett

CLERK OF THE BUREAU

CERTIFIED JUNE 13, 2006