

# *ANNUAL REPORT*

OF

Kootenai Heights Water

**NAME**

67 Wild Horse Trail, Sandpoint, ID 83864

**ADDRESS**

TO THE

**IDAHO PUBLIC**

**UTILITIES COMMISSION**

FOR THE

YEAR ENDED 2020

**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**  
**FOR THE YEAR ENDING 12/31/20**

**COMPANY INFORMATION**

- 1 Give full name of utility Kootenai Heights Water
- 2 Date of Organization 2006
- 3 Organized under the laws of the state of Idaho
- 4 Address of Principal Office (number & street) 67 Wild Horse Trail
- 5 P.O. Box (if applicable) \_\_\_\_\_
- 6 City Sandpoint
- 7 State ID
- 8 Zip Code 83864
- 9 Organization (proprietor, partnership, corp.) Corp
- 10 Towns, Counties served Bonner County
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- 11 Are there any affiliated companies? (yes or no) \_\_\_\_\_

If yes, attach a list with names, addresses & descriptions. Explain any services provided to the utility.

12 Contact Information	Name	Phone No.
President (Owner)	Bobbie McGhee	602-769-3031
Vice President	N/A	
Secretary	Robert Hansen	208-265-4270
General Manager	N/A	
Complaints or Billing	Debbie Haines	208-265-4270
Engineering	N/A	
Emergency Service	Robert Hansen	208-265-4270
Accounting	Williams & Schiller	208-265-5959

- 13 Were any water systems acquired during the year or any additions/deletions made to the service area during the year? No

If yes, attach a list with names, addresses & descriptions. Explain any services provided to the utility.

- 14 Where are the Company's books and records kept?
  - Street Address 67 Wild Horse Trail
  - City Sandpoint
  - State ID
  - Zip 83864

**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**

NAME: Kootenai Heights Water

**COMPANY INFORMATION (Cont.)**

**For the Year Ended** 12/31/2020

15 Is the system operated or maintained under a service contract? Yes \_\_\_\_\_

16 If yes: With whom is the contract? Water Systems Management

When does the contract expire? Annual Renewal

What services and rates are included? Operations, Maintenance, Meter Reading, Billing, AR, PR

17 Is water purchased for resale through the system? No

18 If yes: Name of Organization \_\_\_\_\_

Name of owner or operator \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Gallons/CCF	\$Amount
Water Purchased	_____

19 Has any system(s) been disapproved by the Idaho Department of Environmental Quality? No

If yes, attach full explanation

20 Has the Idaho Department of Environmental Quality recommended any improvements? NO

If yes, attach full explanation

21 Number of Complaints received during year concerning: 0

Quality of Service \_\_\_\_\_ 0

High Bills \_\_\_\_\_ 0

Disconnection \_\_\_\_\_ 0

22 Number of Customers involuntarily disconnected \_\_\_\_\_ 0

23 Date customers last received a copy of the Summary of Rules required by IDAPA 31.21.01.701? \_\_\_\_\_

Attach a copy of the Summary

24 Did significant additions or retirements from the Plant Accounts occur during the year? NO

If yes, attach full explanation and an updated system map

**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**

NAME: Kootenai Heights Water

**REVENUE & EXPENSE DETAIL**

For the Year Ended

12/31/2020

SUB ACCT	DESCRIPTION		
<b>400 REVENUES</b>			
1 460	Unmetered Water Revenue	\$ 4,766.50	
2 461.1	Metered Sales - Residential	_____	
3 461.2	Metered Sales - Commercial, Industrial	_____	
4 462	Fire Protection Revenue	_____	
5 464	Other Water Sales Revenue	_____	
6 465	Irrigation Sales Revenue	_____	
7 466	Sales for Resale	_____	
<b>8 400</b>	<b>Total Revenue</b> (Add Lines 1 - 7) (also enter result on Page 4, line 1)	<b>\$ 4,766.50</b>	
		_____	Booked to Acct # _____
9 *	DEQ Fees Billed separately to customers	_____	Booked to Acct # _____
10 **	Hookup or Connection Fees Collected	_____	Booked to Acct # _____
11 ***	Commission Approved Surcharges Collected	_____	_____
<b>401 OPERATING EXPENSES</b>			
12 601.1-6	Labor - Operation & Maintenance	_____	
13 601.7	Labor - Customer Accounts	_____	
14 601.8	Labor - Administrative & General	_____	
15 603	Salaries, Officers & Directors	_____	
16 604	Employee Pensions & Benefits	_____	
17 610	Purchased Water	_____	
18 615-16	Purchased Power & Fuel for Power	\$ 592.67	
19 618	Chemicals	_____	
20 620.1-6	Materials & Supplies - Operation & Maint.	_____	
21 620.7-8	Materials & Supplies - Administrative & General	_____	
22 631-34	Contract Services - Professional	\$ 3,133.64	
23 635	Contract Services - Water Testing	_____	
24 636	Contract Services - Other	_____	
25 641-42	Rentals - Property & Equipment	_____	
26 650	Transportation Expense	_____	
27 656-59	Insurance	_____	
28 660	Advertising	_____	
29 666	Rate Case Expense (Amortization)	_____	
30 667	Regulatory Comm. Exp. (Other except taxes)	_____	
31 670	Bad Debt Expense	_____	
32 675	Miscellaneous	\$ 36.00	
<b>33</b>	<b>Total Operating Expenses</b> (Add lines 12 - 32, also enter on Pg 4, line 2)	<b>\$ 3,762.31</b>	

**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**

NAME: Kootenai Heights Water

**INCOME STATEMENT**

For the Year Ended

12/31/2020

SUB ACCT	DESCRIPTION		
<b>1</b>	<b>Revenue</b> (From Page 3, line 8)		<b>\$ 4,766.50</b>
<b>2</b>	<b>Operating Expenses</b> (From Page 3, line 33)		<b>\$ 3,762.31</b>
3 403	Depreciation Expense		
4 406	Amortization, Utility Plant Aquisition Adj.		
5 407	Amortization Exp. - Other		
6 408.10	Regulatory Fees (PUC)	\$ 50.00	
7 408.11	Property Taxes	\$ 645.26	
8 408.12	Payroll Taxes		
9A 408.13	Other Taxes (list) DEQ Fees		
9B			
9C			
9D			
10 409.10	Federal Income Taxes		
11 409.11	State Income Taxes	\$ 20.00	
12 410.10	Provision for Deferred Income Tax - Federal		
13 410.11	Provision for Deferred Income Tax - State		
14 411	Provision for Deferred Utility Income Tax Credits		
15 412	Investment Tax Credits - Utility		
<b>16</b>	<b>Total Expenses from operations before interest</b> (add lines 2-15)		<b>\$ 4,477.57</b>
17 413	Income From Utility Plant Leased to Others		
18 414	Gains (Losses) From Disposition of Utility Plant		
<b>19</b>	<b>Net Operating Income</b> (Add lines 1, 17 & 18 less line 16)		<b>\$ 288.93</b>
20 415	Revenues, Merchandizing Jobbing and Contract Work		
21 416	Expenses, Merchandizing, Jobbing & Contracts		
22 419	Interest & Dividend Income		
23 420	Allowance for Funds used During Construction		
24 421	Miscellaneous Non-Utility Income		
25 426	Miscellaneous Non-Utility Expense		
26 408.20	Other Taxes, Non-Utility Operations		
27 409-20	Income Taxes, Non-Utility Operations		
28	Net Non-Utility Income (Add lines 20,22,23 & 24 less lines 21,25,26, & 27)		\$ -
<b>29</b>	<b>Gross Income</b> (add lines 19 & 28)		<b>\$ 288.93</b>
30 427.3	Interest Exp. on Long-Term Debt		
31 427.5	Other Interest Charges		
<b>32</b>	<b>NET INCOME</b> (Line 29 less lines 30 & 31), (Also Enter on Pg 9, Line 2)		<b>\$ 288.93</b>

**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**

NAME: Kootenai Heights Water

**ACCOUNT 101 PLANT IN SERVICE DETAIL**

			For the Year Ended			12/31/2020
SUB ACCT	DESCRIPTION	Balance Beginning of Year	Added During Year	Removed During Year	Balance End of Year	
1	301	Organization				\$ -
2	302	Franchises and Consents				\$ -
3	303	Land & Land Rights	\$ 6,505.00			\$ 6,505.00
4	304	Structures and Improvements	\$ 6,382.00			\$ 6,382.00
5	305	Collecting & Impounding Reservoirs				\$ -
6	306	Lake, River & Other Intakes				\$ -
7	307	Wells	\$ 16,288.00			\$ 16,288.00
8	308	Infiltration Galleries & Tunnels				\$ -
9	309	Supply Mains				\$ -
10	310	Power Generation Equipment				\$ -
11	311	Power Pumping Equipment	\$ 16,910.00			\$ 16,910.00
12	320	Purification Systems				\$ -
13	330	Distribution Reservoirs & Standpipes				\$ -
14	331	Trans. & Distrib. Mains & Accessories	\$ 8,915.00			\$ 8,915.00
15	333	Services				\$ -
16	334	Meters and Meter Installations				\$ -
17	335	Hydrants				\$ -
18	336	Backflow Prevention Devices				\$ -
19	339	Other Plant & Misc. Equipment				\$ -
20	340	Office Furniture and Equipment				\$ -
21	341	Transportation Equipment				\$ -
22	342	Stores Equipment				\$ -
23	343	Tools, Shop and Garage Equipment				\$ -
24	344	Laboratory Equipment				\$ -
25	345	Power Operated Equipment				\$ -
26	346	Communications Equipment				\$ -
27	347	Miscellaneous Equipment				\$ -
28	348	Other Tangible Property				\$ -
						\$ -
<b>29</b>	<b>TOTAL PLANT IN SERVICE</b>	<b>\$ 55,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000.00</b>	

(Add lines 1 - 28) Enter beginning & end of year totals on Pg 7, Line 1

**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**

NAME: Kootenai Heights Water

**ACCUMULATED DEPRECIATION ACCOUNT 108.1 DETAIL**

			For the Year Ended		12/31/2020
SUB ACCT	DESCRIPTION	Depreciation Rate %	Balance Beginning of Year	Balance End of Year	Increase or (Decrease)
1	304	Structures and Improvements			\$ -
2	305	Collecting & Impounding Reservoirs			\$ -
3	306	Lake, River & Other Intakes			\$ -
4	307	Wells			\$ -
5	308	Infiltration Galleries & Tunnels			\$ -
6	309	Supply Mains			\$ -
7	310	Power Generation Equipment			\$ -
8	311	Power Pumping Equipment			\$ -
9	320	Purification Systems			\$ -
10	330	Distribution Reservoirs & Standpipes			\$ -
11	331	Trans. & Distrib. Mains & Accessories			\$ -
12	333	Services			\$ -
13	334	Meters and Meter Installations			\$ -
14	335	Hydrants			\$ -
15	336	Backflow Prevention Devices			\$ -
16	339	Other Plant & Misc. Equipment			\$ -
17	340	Office Furniture and Equipment			\$ -
18	341	Transportation Equipment			\$ -
19	342	Stores Equipment			\$ -
20	343	Tools, Shop and Garage Equipment			\$ -
21	344	Laboratory Equipment			\$ -
22	345	Power Operated Equipment			\$ -
23	346	Communications Equipment			\$ -
24	347	Miscellaneous Equipment			\$ -
25	348	Other Tangible Property			\$ -
<b>26</b>	<b>TOTALS</b> (Add Lines 1 - 25)		\$ -	\$ -	\$ -

Enter beginning & end of year totals on Pg 7, Line 7

**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**

NAME: Kootenai Heights Water

**BALANCE SHEET**

			<b>For the Year Ended</b>		<b>12/31/2020</b>
			Balance	Balance	Increase
			Beginning	End of	or
SUB ACCT	DESCRIPTION		of Year	Year	(Decrease)
1	101	Utility Plant in Service (From Pg 5, Line 29)	\$ 55,000.00	\$ 55,000.00	\$ 110,000.00
2	102	Utility Plant Leased to Others			\$ -
3	103	Plant Held for Future Use			\$ -
4	105	Construction Work in Progress			\$ -
5	114	Utility Plant Aquisition Adjustment			\$ -
6		Subtotal (Add Lines 1 - 5)	\$ 55,000.00	\$ 55,000.00	\$ 110,000.00
7	108.1	Accumulated Depreciation (From Pg 6, Line 26)	\$ -	\$ -	\$ -
8	108.2	Accum. Depr. - Utility Plant Lease to Others			\$ -
9	108.3	Accum. Depr. - Property Held for Future Use			\$ -
10	110.1	Accum. Amort. - Utility Plant in Service			\$ -
11	110.2	Accum. Amort. - Utility Plant Lease to Others			\$ -
12	115	Accumulated Amortization - Aquisition Adj.			\$ -
<b>13</b>		<b>Net Utility Plant</b> (Line 6 less lines 7 - 12)	<b>\$ 55,000.00</b>	<b>\$ 55,000.00</b>	<b>\$ 110,000.00</b>
14	123	Investment in Subsidiaries			\$ -
15	125	Other Investments			\$ -
<b>16</b>		<b>Total Investments</b> (Add lines 14 & 15)	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
17	131	Cash			\$ -
18	135	Short Term Investments			\$ -
19	141	Accts/Notes Receivable - Customers			\$ -
20	142	Other Receivables			\$ -
21	145	Receivables from Associated Companies			\$ -
22	151	Materials & Supplies Inventory			\$ -
23	162	Prepaid Expenses			\$ -
24	173	Unbilled (Accrued) Utility Revenue			\$ -
25	143	Provision for Uncollectable Accounts			\$ -
<b>26</b>		<b>Total Current</b> (Add lines 17 - 24, less line 25)	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
27	181	Unamortized Debt Discount & Expense			\$ -
28	183	Preliminary Survey & Investigation Charges			\$ -
29	184	Deferred Rate Case Expenses			\$ -
30	186	Other Deferred Charges			\$ -
<b>31</b>		<b>Total Assets</b> (Add lines 13, 16 & 26 - 30)	<b>\$ 55,000.00</b>	<b>\$ 55,000.00</b>	<b>\$ 110,000.00</b>



**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**

NAME: Kootenai Heights Water

**BALANCE SHEET**

		For the Year Ended		12/31/2020
		Balance	Balance	Increase
		Beginning	End of	or
SUB ACCT	DESCRIPTION	of Year	Year	(Decrease)
1	201-3 Common Stock			
2	204-6 Preferred Stock			
3	207-13 Miscellaneous Capital Accounts			
4	214 Appropriated Retained Earnings			
5	215 Unappropriated Retained Earnings			
6	216 Reacquired Capital Stock			
7	218 Proprietary Capital			
<b>8</b>	<b>Total Equity Capital</b> (Add Lines 1-5+7 less line 6)	\$ -	\$ -	\$ -
9	221-2 Bonds			
10	223 Advances from Associated Companies			
11	224 Other Long - Term Debt			
12	231 Accounts Payable			
13	232 Notes Payable			
14	233 Accounts Payable - Associated Companies			
15	235 Customer Deposits (Refundable)			
16	236.11 Accrued Other Taxes Payable			
17	236.12 Accrued Income Taxes Payable			
18	236.2 Accrued Taxes - Non-Utility			
19	237-40 Accrued Debt, Interest & Dividends Payable			
20	241 Misc. Current & Accrued Liabilities			
21	251 Unamortized Debt Premium			
22	252 Advances for Construction			
23	253 Other Deferred Liabilities			
24	255.1 Accumulated Investment Tax Credits - Utility			
25	255.2 Accum. Investment Tax Credits - Non-Utility			
26	261-5 Operating Reserves			
27	271 Contributions in Aid of Construction			
28	272 Accum. Amort. of Contrib. in Aid of Const. **			
29	281-3 Accumulated Deferred Income Taxes			
<b>30</b>	<b>Total Liabilities</b> (Add lines 9 - 29)	\$ -	\$ -	\$ -
<b>31</b>	<b>TOTAL LIABILITIES &amp; CAPITAL</b> ( Add lines 8 & 30)	\$ -	\$ -	\$ -

\*\* Only If Commission Approved

**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**

NAME: Kootenai Heights Water

**STATEMENT OF RETAINED EARNINGS**

**For the Year Ended**

12/31/2020

1	Retained Earnings Balance @ Beginning of Year	
2	Amount Added from Current Year Income (From Pg 4, Line 32)	\$ 288.93
3	Other Credits to Account	
4	Dividends Paid or Appropriated	
5	Other Distributions of Retained Earnings	
6	Retained Earnings Balance @ End of Year	

**CAPITAL STOCK DETAIL**

		No. Shares Authorized	No. Shares Outstanding	Dividends Paid
7	Description (Class, Par Value etc.)			
				\$ -

**DETAIL OF LONG-TERM DEBT**

	Description	Interest Rate	Year-end Balance	Interest Paid	Interest Accrued
8					
	<b>Totals</b>		\$ -	\$ -	\$ -





**ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION**

NAME: Kootenai Heights Water

**SYSTEM ENGINEERING DATA Continued**

**For the Year Ended**

12/31/2020

**FEET OF MAINS**

1	Pipe Size	In Use	Installed	Abandoned	In Use
		Beginning Of Year	During Year	During Year	End of Year

**CUSTOMER STATISTICS**

	Number of Customers		Thousands of Gallons Sold	
	This Year	Last Year	This Year	Last Year
2 Metered:				
2A Residential	11	11		
2B Commercial				
2C Industrial				
3 Flat Rate:				
3A Residential				
3B Commercial				
3C Industrial				
4 Private Fire Protection				
5 Public Fire Protection				
6 Street Sprinkling				
7 Municipal, Other				
8 Other Water Utilities				
<b>TOTALS (Add lines 2 through 8)</b>	<b>11</b>	<b>11</b>	<b>0</b>	<b>0</b>

ANNUAL REPORT FOR WATER UTILITIES TO THE IDAHO PUBLIC UTILITIES COMMISSION

CERTIFICATE

State of Idaho )  
 ) ss  
County of BONNER )

WE, the undersigned Debbie Haines  
and \_\_\_\_\_  
of the \_\_\_\_\_

utility, on our oath do severally say that the foregoing report has been prepared under our direction, from the original books, papers and records of said utility; that we have carefully examined same, and declare the same to be a correct statement of the business and affairs of said utility for the period covered by the report in respect to each and every matter and thing therein set forth, to the best of our knowledge, information and belief.

\_\_\_\_\_  
(Chief Officer)

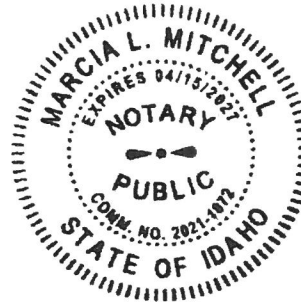
Debbie Haines  
(Officer in Charge of Accounts)

Subscribed and Sworn to Before Me

this 8 day of May, 2023

[Signature]  
NOTARY PUBLIC

My Commission Expires 04/15/2021



gdk/excel/jnelson/anulrpts/wtrannualrpt



The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses and income. The document also highlights the need for regular reconciliation of bank statements and the company's records to identify any discrepancies early on.

In addition, the document provides a detailed overview of the accounting cycle, which consists of eight steps: identifying the accounting cycle, journalizing, posting, determining debits and credits, preparing a trial balance, adjusting entries, preparing financial statements, and closing the books. Each step is explained in detail, with examples provided to illustrate the process. The document also discusses the importance of maintaining proper documentation for all transactions, including invoices, receipts, and contracts.

The second part of the document focuses on the preparation of financial statements. It explains how to calculate net income, gross profit, and operating profit, and how to present these figures in a clear and concise manner. The document also discusses the importance of providing a clear and accurate explanation of the company's financial performance to management and investors. Finally, the document provides a summary of the key points discussed and offers some final thoughts on the importance of maintaining accurate financial records.



The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses and income. The document provides a detailed explanation of how to categorize these transactions correctly, ensuring they are recorded in the appropriate accounts.

The second part of the document focuses on the reconciliation process. It explains how to compare the company's records with the bank statements to identify any discrepancies. This process is crucial for detecting errors, such as double entries or omissions, and for ensuring that the company's books are in balance. The document provides a step-by-step guide to performing a bank reconciliation, including how to handle outstanding checks and deposits in transit.

The third part of the document discusses the preparation of financial statements. It outlines the steps involved in calculating the net income, preparing the balance sheet, and the income statement. The document provides a clear explanation of the relationship between these statements and how they provide a comprehensive view of the company's financial performance. It also includes a checklist of items to verify before finalizing the statements to ensure accuracy and compliance with accounting standards.

The final part of the document provides a summary of the key points discussed and offers some practical advice for managing the accounting process. It emphasizes the importance of regular record-keeping and reconciliation to avoid any major issues at the end of the year. The document concludes with a list of resources and references for further study and information.