PUENTE DE LA COSTA SUR

Financial Statements

and

Report Required by Government Auditing Standards and OMB Circular A-133

Year ended June 30, 2013

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Report of Independent Auditors

CERTIFIED PUBLIC ACCOUNTANTS

DONALD WILSON
ALAN MARKLE
CHARLES STUCKEY
DAVID HARDESTY
DAVID BOTT
DAVID BAILEY
MICHAEL SMITH

Board of Directors Puente de la Costa Sur Pescadero, California

Report on the Financial Statements

We have audited the accompanying financial statement of Puente de la Costa Sur (a nonprofit organization), which comprise the statement of financial position as of June 30, 2013 and the related statements of activities and changes in net assets, functional expenses and cash flows, for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States 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 from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including assessment of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide basis for our audit our opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Puente de la Costa Sur as of June 30, 2013, and the changes in net assets and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-profit Organizations, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records sued to prepare the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated November 27, 2013, on our consideration of Puente de la Costa Sur'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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering Puente de la Costa Sur's internal control over financial reporting and compliance.

Report on Summarized Comparative Information

We have previously audited Puente de la Costa Sur's 2012 financial statements, and our report dated, September 26, 2012, expressed an unmodified opinion on those audited financial statements. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2012, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Wilson Markle Stuckey Hardesty & Bott, LLP

November 27, 2013

Statements of Financial Position At June 30, 2013

Assets	2013	2012
Current assets		
Cash and cash equivalents	\$ 334,297	\$ 242,562
Accounts and grants receivable	134,615	96,513
Prepaid expenses and other current assets	31,723	17,645
Total current assets	500,635	356,720
Property and equipment, at cost		
Furniture and equipment	19,239	19,239
Leasehold improvements	153,864	128,552
Accumulated depreciation and amortization	(82,970)	(49,421)
Net property and equipment	90,133	98,370
Total assets	\$ 590,768	\$ 455,090
Liabilities and Net Assets		
Current liabilities		
Accounts payable	\$ 47,639	\$ 22,246
Accrued liabilities	71,630	60,238
Deferred revenue	-	5,344
Total current liabilities	119,269	87,828
Long term liabilities		
Notes payable - County of San Mateo -		
Facilities improvements	55,000	37,603
Total long term liabilities	55,000	37,603
Total liabilities	174,269	125,431
Net assets		
Unrestricted	214,881	112,256
Temporarily restricted	201,618	217,403
Total net assets	416,499	329,659
Total liabilities and net assets	\$ 590,768	\$ 455,090

Statements of Activities and Changes in Net Assets For the Year Ended June 30, 2013 Comparative Totals Only for the Year Ended June 30, 2012

With Comparative Totals Only for the Year Ended June 30, 201	2
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Support and revenue	Un	restricted	Temporarily restricted		Ş 	2013 Total	2012 Totals only		
Contributions									
Foundations	\$	169,805	\$	349,259	\$	519,064	\$	453,000	
Individuals		299,100				299,100		215,204	
Corporate		7,949				7,949		1,995	
Other charitable organizations		19,747				19,747		36,020	
In-kind contributions		29,921				29,921		88,146	
Grants and contracts		863,692				863,692		819,131	
Program service fees		21,936				21,936		33,821	
Interest income		22				22		ia.	
Net assets released from restrictions		365,044		(365,044)	-				
Total support and revenue		1,777,216		(15,785)		1,761,431		1,647,317	
Expenses									
Programs		1,383,234		? .= 3	1,383,234			1,325,007	
General and administrative		227,158				227,158	156,059		
Fundraising and development		64,199	-	-	-	64,199	-	85,439	
Total expenses		1,674,591)	<u> </u>	8	1,674,591		1,566,505	
Change in net assets		102,625		(15,785)		86,840		80,812	
Net assets, beginning of year		112,256	2	217,403		329,659		248,847	
Net assets, end of year	\$	214,881	_\$	201,618	\$	416,499	\$	329,659	

Statements of Functional Expenses Year Ended June 30, 2013

With Comparative Totals Only for the Year Ended June 30, 2012

		Fundraising								
			G	eneral and		and				012 Totals
		Programs	administrative		dev	development		2013 Total		only
Salaries	\$	766,911	\$	66,995	\$	31,666	\$	865,572	\$	776,720
Payroll taxes		71,733		6,850		3,183		81,766		81,813
Other employee benefits		76,647		11,754		4,931		93,332		73,329
Contract services		136,166		12,243		19,623		168,032		184,684
Accounting fees		(=)		84,713		*		84,713		74,400
Materials and supplies		49,578		496		213		50,287		20,912
Professional development		33,307		837		31		34,175		16,245
Depreciation and amortization		3,847		29,703				33,550		22,405
Computer/internet access		25,984		3,371		1,059		30,414		56,116
In-kind supplies and services		29,421		500		4		29,921		88,146
Transportation		29,016		93		83		29,192		38,706
Occupancy and space rental		26,108		1,096		467		27,671		25,524
Office expenses		23,102		2,510		907		26,519		49,055
Printing and copying		22,987		620		1,535		25,142		1946
Shelter/Emergency support		20,862		26		8		20,888		2,166
Scholarships/stipends		19,960		410		×		20,370		13,744
Equipment rental and maintenance		14,881		3,998		180		19,059		(S.#)
Food		16,682		257		2		16,939		18,531
Community outreach		9,393		375		74		9,467		16,057
Insurance		6,501		526		247		7,274		7,420
Miscellaneous		148		160		¥		308	_	532
Total expenses	_\$_	1,383,234	\$	227,158	\$	64,199	\$:	,674,591	\$	1,566,505
Percentage of expense to total										
expense		83%		14%		4%		100%		

Statements of Cash Flows For the Year Ended June 30, 2013

		2013	2012			
Cash flows from operating activities						
Change in net assets	\$	86,840	\$	80,812		
Adjustments to reconcile change in net assets to						
net cash provided by operating activities:						
Changes in current assets and liabilities						
Depreciation expense		33,550		22,405		
Accounts and grants receivable		(38,102)		10,620		
Prepaid expenses and other current assets		(14,078)		(7,701)		
Accounts payable		25,393		(6,578)		
Accrued liabilities		11,392		17,208		
Deferred revenue		(5,344)		(1,606)		
Net cash provided by operating activities		99,650		115,160		
Cash used by investing activities						
Purchases of property and equipment		(25,312)		(49,790)		
Net cash used by investing activities		(25,312)		(49,790)		
Cash provided by financing activities						
Borrowings under notes payable - County of San Mateo -						
Facilities improvements		17,397		37,603		
1 defitties improvements						
Net cash provided by investing activities		17,397		37,603		
Net increase in cash and cash equivalents		91,735		102,973		
Cash and cash equivalents, beginning of year		242,562		139,589		
Cash and cash equivalents, comming or jour	-		/			
Cash and cash equivalents, end of year	\$	334,297	\$	242,562		

Notes to Financial Statements June 30, 2013

Note 1 – Summary of significant accounting policies

Basis of presentation

Puente de la Costa Sur is a non-profit California corporation that provides vital services for men, women, children and families living in the South Coast communities of Pescadero, La Honda, Loma Mar and San Gregorio. Puente de la Costa Sur provides food, clothing, rental and utility assistance; literacy programs for English and Spanish learners; enrollment in health insurance programs; educational health outreach, screening, and immunizations; parenting education and support programs, counseling and peer support for adults and children, and opportunities for youth leadership development, economic development, and community engagement and action. Puente de la Costa Sur also works with nursery, ranch and farm owners and workers to promote a sustainable agricultural economy on the South Coast.

Basis of accounting

The accompanying financial statements are prepared on the accrual basis of accounting. Puente de la Costa Sur records revenues when earned and expenses when incurring the related obligation. Puente de la Costa Sur recognizes revenues from reimbursable cost contracts when incurring the related expenses.

Cash and cash equivalents

Cash and cash equivalents consist of amounts on deposit with commercial banks, available on demand. At June 30, 2013, and at various times during the year then ended, Puente de la Costa Sur had deposits exceeding federally insured amounts. For purposes of the statement of cash flows, Puente de la Costa Sur considers investments with initial maturities of three months or less to be cash equivalents.

Allowance for uncollectible accounts receivable

Puente de la Costa Sur uses the allowance method to account for uncollectible accounts receivable. Under this method, Puente de la Costa Sur reviews all receivables for any problems with collectability. If the organization feels that there may be a problem with collections, an allowance is provided for the receivable. When attempts to collect a specific receivable are unsuccessful, the account is considered uncollectible and is written off against the allowance. At June 30, 2013, Puente de la Costa Sur concluded that an allowance for doubtful accounts was not necessary.

Property and equipment

Puente de la Costa Sur capitalizes expenditures of \$5,000 or more when making outlays for property and equipment. Purchases of property and equipment are recorded at cost. Donated property and equipment are stated at fair value. Depreciation is computed on the straight-line basis over estimated useful lives of five to seven years, except for leasehold improvement property which is amortized over the lesser of the life of the leasehold improvement or the life of the related lease.

Notes to Financial Statements June 30, 2013

Note 1 – Summary of significant accounting policies (continued)

Deferred revenue

Deferred revenue consists of amounts advanced or drawn down under reimbursable cost contracts that exceed revenue earned.

Net assets

Certain support for the programs of Puente de la Costa Sur may be directed by the donors to specific periods or programs. Puente de la Costa Sur classifies such amounts as temporarily restricted revenue and net assets in the accompanying financial statements. When donor restrictions expire or are otherwise met, Puente de la Costa Sur reclassifies temporarily restricted net assets as unrestricted net assets.

In-kind support

Puente de la Costa Sur records contributions of goods and services at their fair market value only if they create or enhance a non-financial asset or require specialized skills, are provided by entities or persons possessing those skills and Puente de la Costa Sur would have purchased the goods or services if they did not receive them as contributions.

Allocation of functional expenses

The costs of providing Puente de la Costa Sur's various programs and other activities have been summarized on a functional basis in the statement of changes in net assets. Accordingly, certain costs have been allocated among the programs and supporting services based on estimates of time and usage.

Income taxes

Puente de la Costa Sur has been advised by governmental authorities that it is exempt from federal income and state franchise taxes under Section 501(c)(3) of the Internal Revenue Code and Section 23701(d) of the Revenue and Taxation Code of the State of California.

Puente de la Costa Sur has been classified as other than a private foundation under Internal Revenue Codes Section 509(a)(1). Accordingly, donors are entitled to the maximum charitable contribution allowed by law. Management of the organization concluded that no activities of Puente de la Costa Sur jeopardized its exemption from income taxes, its classification as a "public charity" or subjected the organization to taxes on unrelated business income. Consequently, Puente de la Costa Sur did not provide for any income taxes. Management believes that the organization has adequately addressed all tax positions and that there are no unrecorded tax liabilities. Tax years 2009 to 2012 are open for examination by the Internal Revenue Service and years 2008 to 2012 by the California Franchise Tax Board.

Notes to Financial Statements June 30, 2013

Note 1 – Summary of significant accounting policies (continued)

Use of estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Although these estimates are based on management's knowledge of current events and actions it may undertake in the future, they may ultimately differ from actual results.

Comparative totals

The financial statements include certain prior-year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States. Accordingly, such information should be read in conjunction with the audited financial statements for the year ended June 30, 2012, from which the summarized information was derived.

Subsequent events

Puente de la Costa Sur evaluated subsequent events for recognition and disclosure through November 27, 2013, the date which these financial statements were available to be issued. Management concluded that no material subsequent events have occurred since June 30, 2013 that required recognition or disclosure in such financial statements.

Note 2 – Accounts and grants receivable

Accounts and grants receivable at June 30, 2013 consisted primarily of reimbursable expenses remaining to be received from the County of San Mateo, totaling \$88,691 and the Santa Clara Office of Education, totaling \$19,069. The sum of the other individual collectibles is \$26,855.

Accounts and grants receivable at June 30, 2012 consists primarily of amounts remaining to be received in service fees/government contract revenue from the County of San Mateo, totaling \$69,590 and a grant from the University of California – Berkeley totaling \$15,000.

Note 3 – Notes payable – County of San Mateo

Puente de la Costa Sur was awarded two Community Development Block Grants for the purposes of renovation to the bathrooms and the resource center. These funds were granted under a loan forgiveness program through the County of San Mateo.

Notes to Financial Statements June 30, 2013

Note 3 – Notes payable – County of San Mateo (continued)

The two notes bear fixed interest at three percent per year and both principal and interest are due at maturity. The loan amounts are \$30,000 and \$25,000 with maturity at November 1, 2015. The terms of the loans specify that default would be considered to have occurred if the organization ceased to use the facilities in the manner for which the grant application stated or if they deserted the premises. The organization has no plans to relocate and currently maintains a Memorandum of Understanding and a lease contract with the landlord (LaHonda-Pescadero Unified School District) that permits them to occupy the space through June 30, 2016.

Management of Puente de la Costa Sur intends to comply with the agreement in the future and believes that the County of San Mateo will ultimately forgive all deferred interest. Accordingly, Puente de la Costa Sur does not accrue the interest deferral or record interest expense on this note. Deferred and non-accrued interest as of June 30, 2013 totals \$1,650.

Note 4 – Commitments

Puente de la Costa Sur leases office space under an operating lease with the La Honda-Pescadero Unified School District. The lease commenced on July 1, 2008 with an annual rent payment of \$120 and a term of eight years. The contract is subject to annual review and may be modified at that time.

Puente de la Costa Sur entered into an operating lease for additional office space in the town of La Honda. The lease commenced on June 27, 2011 and has a monthly rent payment of \$900. The contract has no further options for renewal.

Occupancy costs for the year ended June 30, 2013 was \$27,671 (2012 - \$25,524). Included in occupancy costs is satellite space rental for La Sala, a place for local migrant workers to receive hot meals and assistance with emergency needs. Also included are utilities cost for all leased properties.

Puente de la Costa Sur has been granted \$25,000 from the San Francisco Foundation for the purpose of meeting disaster-related food, shelter, and health services in the event of a major disaster. Since this grant is contingent upon a disaster actually occurring, the grant has not been recognized as revenue on the organization's books.

Notes to Financial Statements June 30, 2013

Note 5 – Retirement account

Puente de la Costa Sur sponsors a defined contribution plan (Plan) under IRC Section 403(b) for its employees. The Plan allows participating employees to defer a portion of their compensation into income tax-deferred investments. The contribution rate is elective per employee and Puente de la Costa Sur does a matching cap of the first 6% of employee contributions. For the year ended June 30, 2013, Puente de la Costa Sur made contributions to the plan totaling \$22,986 (2012 - \$16,944).

Note 6 – In-kind contributions

Puente de la Costa Sur receives contributions from the Second Harvest Food Bank of Santa Clara and San Mateo Counties. The fair value of non-cash food contributions for the year ended June 30, 2013 was \$8,850 (2012 -\$88,146).

Puente de la Costa Sur also receives contributions from the public in the form of goods or services and issues receipts for those goods according to IRS guidelines. The fair value of contributions received for the year ended June 30, 2013 was \$21,071.

Note 7 – Temporarily restricted net assets

At June 30, 2013 Puente de la Costa Sur had temporarily restricted net assets of \$201,618. This balance consists of program restricted net assets only.

	June 30, 2012		Additions		Releases		June 30, 2013	
Program Restrictions								
Access to Acheivement Education Foundation	\$	#	\$	5,000	\$	3,729	\$	1,271
Bella Vista Foundation		39,786		41,500		43,506		37,780
David & Lucille Packard Foundation		18,771		0		18,771		:(= (
First Presbyterian Church				4,500		•		4,500
Gordon & Betty Moore Foundation		9,961		1050		4,741		5,220
Grove Foundation		29,238		45,000		42,422		31,816
Institute for Mexicans Abroad (IME)		15,000		(<u>*</u>		15,000		12
Latino Community Foundation		() (5,000		:=::		5,000
Mills-Peninsula Health Services		7,447		20,000		14,398		13,049
Morris Stulsaft Foundation (Learning Center)		3,509		3-		3,509		2
Philanthropic Ventures Foundation		37,097		5,000		42,097		3.7
San Francisco Foundation		43,735		80,000		75,697		48,038
Sand Hill Foundation		<u> </u>		35,000		31,316		3,684
Silicon Valley Community Foundation		11,623		183,064		174,269		20,418
Zellerbach Foundation		848		30,000		8,063		21,937
Individual donors -designated		1,236		10,195		2,526		8,905
Total temporarily restricted net assets	\$	217,403	\$	464,259	\$	480,044	\$	201,618

Notes to Financial Statements June 30, 2013

Note 8 – Risks and uncertainties

Puente de la Costa Sur has received support that may be subject to audit or review by the grantor agencies. Management believes that Puente de la Costa Sur has complied with all aspects of grant and contract provisions and disallowed costs, if any, would be insignificant to its financial position.

Schedule of Expenditures of Federal Awards Year Ended June 30, 2013

	Sources, grantors and programs	CFDA	Contract	Expenditures
	Department of Housing and Urban Development	14.253	79000-11-D013	17,397
С	Community Development Block Grant - Recovery	14.233	79000-11-12013	17,577
	Total Department of Housing and Urban Development			17,397
	Department of Homeland Security Emergency Food and Shelter National Board Program	97.204	0866-022	7,000
	Total Department of Homeland Security			7,000
	Department of Labor	15.050	1/202504	220 405
С	Workforce Investment Act- Youth Activities	17.259	K282504	239,495
	Total Department of Labor			239,495
С	Department of Health & Human Services Block Grants for Prevention and Treatment of Substance Abuse	93.959	072041	119,023
С	Cal Fresh Program	10.561	7720P	6,750
С	Children's Collaborative Action Team	93.556	MOU w/CSM	76,500
	Total Department of Health & Human Services		;	202,273
	Total federal expenditures			\$ 466,165

Notes to Schedule of Expenditures of Federal Awards

Note A - Basis of presentation

The accompanying schedule of expenditures of federal awards (Schedule) includes the governmental grant activity of Puente de la Costa Sur under programs of Federal agencies for the year ended June 30, 2013. Management presents the information in the Schedule in accordance with the requirements of OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations. Because the Schedule presents only a selected portion of the operations of Puente de la Costa Sur, it cannot and does not present the financial position, changes in net assets or cash flows of Puente de la Costa Sur.

Note B - Summary of significant accounting policies

Management reports the expenditures on the Schedule using the accrual basis of accounting and recognizes such expenditures following the cost principles contained in OMB Circular A-122, Cost Principles for Non-Profit Organizations, which limits certain types of expenditures as not allowable or reimbursable.

Note C - Pass-through entities

The pass-through agency for the Department of Health and Human Services, the Department of Labor and the Department of Housing and Urban Development is the County of San Mateo.

WILSON MARKLE STUCKEY HARDESTY &BOTT LLP

CERTIFIED PUBLIC ACCOUNTANTS

DONALD WILSON
ALAN MARKLE
CHARLES STUCKEY
DAVID HARDESTY
DAVID BOTT
DAVID BAILEY
MICHAEL SMITH

Independent Auditors' 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 Directors Puente de la Costa Sur

We have audited 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, the financial statements of Puente de la Costa Sur (a nonprofit organization), which comprise the statement of financial position as of June 30, 2013 and the related statements of activities and changes in net assets, functional expenses and cash flows for the year then ended, and related notes to the financial statements, and have issued our report thereon dated November 27, 2013.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Puente de la Costa Sur's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Puente de la Costa Sur's internal control. Accordingly, we do not express an opinion on the effectiveness of Puente de la Costa Sur's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect 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 entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Puente de la Costa Sur's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, 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*

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the organization's internal control and co0mpliance. Accordingly, this communication is not suitable for any other purpose.

Wilson Markle Stuckey Hardesty & Bott, LLP

November 27, 2013