

MCKINLEYVILLE COMMUNITY SERVICES DISTRICT

AUDIT COMMUNICATION LETTER

Year Ended June 30, 2013

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December 30, 2013

Audit Committee
McKinleyville Community Services District

We have audited the financial statements of McKinleyville Community Services District (the District) for the year ended June 30, 2013, and have issued our report thereon dated December 30, 2013. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards* as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 10, 2013. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. New accounting policies were adopted as described below. Otherwise, the application of existing policies was not changed during the fiscal year ended June 30, 2013. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

As described in Note 1 to the financial statements, the District adopted Governmental Accounting Standards Board (GASB) No. 62, *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*, GASB No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*, and GASB No. 65, *Items Previously Reported as Assets and Liabilities*.

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

Management's estimate of the useful lives of capitalized equipment, allocation of expenses, and other postemployment benefits obligation based on valuations provided by actuarial specialists. We evaluated the key factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

Note 3 Capital Assets – Underlying the disclosure is an estimate of the useful lives and the associated depreciation of those assets.

Note 5 Fund Balance – In accordance with the District's reserve policy, the fund balance of the general fund has been committed for specific spending purposes. In addition, in accordance with the Quimby Act, the general fund has been restricted to reflect unexpended Quimby fees.

Note 6 Public Employees Retirement System — The disclosure includes a description of the plan, the funding policy, the amount of the unfunded side fund liability (\$25,506), the assumptions used to determine the required contribution cost, the funding status, and the plan for funding.

Note 7 Post Employment Benefits Other than Pensions (OPEB) – The disclosure includes a description of the plan, the funding policy, the calculation of the annual OPEB cost, the net OPEB obligation, and the funding status.

Note 12 Restatements – The District recorded a prior period adjustment to increase the beginning fund balance and net position of the District's governmental funds to record the allocated amount held by the County of Humboldt Treasurer for use in qualifying capital projects. The District also recorded a prior period adjustment to decrease the beginning fund balance and net position of the District's water and wastewater funds in the amount of \$9,604 and \$30,024, respectively. This adjustment was related to the implementation of the Governmental Accounting Standards Board Statement No. 65, *Items Previously Reported as Assets and Liabilities*.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

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

However, accounting information was not provided to us on schedule which resulted in a later than expected issue date.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

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

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 30, 2013.

Management Consultations with Other Independent Accountants

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

Other Audit Findings or Issues

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

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

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

Sincerely,

Hunter, Hunter & Hunt

SUMMARY OF AUDIT DIFFERENCES
Year ended June 30, 2013

Statement of activities misstatements

Overstatement of Open Space revenue	\$ 7,197
Overstatement cell tower revenue in sewer fund	1,282
Understatement of cell tower revenue in water fund	(1,282)
Understatement of Quimby Funds revenue	<u>(18,128)</u>

Effect of current year misstatements on the change in net position (10,931)

Result of understatement of expenses and understatement of associated revenue in prior year:

Overstatement of Quimby Funds restatement of Net Position	18,128
Understatement due to understatement of Open Space revenue	<u>(7,197)</u>

Cumulative effect on change in net position \$ -

Statement of financial position misstatements

Accounts receivable understated due to unadjusted credit balances	\$ (22,000)
Deferred revenue understated due to credit balances in A/R	22,000
Workers Compensation liability understated due to posting of audit credit	(1,337)
Prepays and deposits understated due credit posing in liability account	<u>1,337</u>

Effect on net position as of June 30, 2013 \$ -