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COMPASS

COMMUNITY PLANNING ASSOCIATION
of Southwest Idaho

FINANCIAL STATEMENTS September 30, 2009

Report Number 04-2010

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INDEPENDENT AUDITOR'S REPORT

**Board of Directors
Community Planning Association of Southwest Idaho
Boise, Idaho**

We have audited the accompanying financial statements of the governmental activities and each major fund of Community Planning Association of Southwest Idaho as of and for the year ended September 30, 2009, which collectively comprise the Association's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Community Planning Association of Southwest Idaho management. Our responsibility is to express opinions on these financial statements based on our audit.

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. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides 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 governmental activities and each major fund of the Community Planning Association of Southwest Idaho, as of September 30, 2009, and the respective changes in financial position for the year then ended in conformity with generally accepted accounting principles in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued a report dated December 15, 2009, on our consideration of Community Planning Association of Southwest Idaho's internal control over financial reporting and our tests of its compliance with certain provision of laws, regulations, contracts, 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 and compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

The Management's Discussion and Analysis and other required supplementary information listed in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Community Planning Association of Southwest Idaho's basic financial statements. The introductory section and the budgetary comparison schedule are presented for purposes of additional analysis and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the basic financial statements. The budgetary comparison schedule and the schedule of expenditures of federal awards have been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, are fairly stated, in all material respects, in relation to the financial statements taken as a whole. The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.

Crandall Swenson, Gleason & Wadsworth, Chtd.

Boise, Idaho
December 15, 2009

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of Community Planning Association of Southwest Idaho's financial performance provides an overview of the agency's financial activities for the year ended September 30, 2009.

FINANCIAL HIGHLIGHTS

- The assets of the Community Planning Association of Southwest Idaho exceeded its liabilities at September 30, 2009 by \$1,898,580. Of this amount, \$1,041,165 has been designated for specific future use as identified on page 9.
- As of September 30, 2009, the Community Planning Association of Southwest Idaho's governmental funds reported an ending fund balance of \$1,920,299. Of this amount, \$1,041,165 has been designated for specific future uses.
- The Community Planning Association of Southwest Idaho recorded \$2,514,394 in Federal Operating Grants.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to Community Planning Association of Southwest Idaho's basic financial statements. The financial statements are comprised of three components:

- 1) Government-wide financial statements
- 2) Fund financial statements
- 3) Required supplementary information.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The government-wide financial statements are designed to provide readers with a broad overview of Community Planning Association of Southwest Idaho's finances, in a manner similar to a private-sector business.

The Statement of Net Assets presents information on all of Community Planning Association of Southwest Idaho's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the agency is improving or deteriorating.

The Statement of Activities presents information showing how the agency's net assets changed during the most recent fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (i.e., earned but unused employee vacation leave).

The government-wide financial statements include functions of the Community Planning Association of Southwest Idaho that are primarily supported by grants, contributions, and inter-governmental revenues. These are titled Governmental Activities and include Planning Activities, and Pass-through grants to other agencies.

FUND FINANCIAL STATEMENTS

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Community Planning Association of Southwest Idaho uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Community Planning Association of Southwest Idaho uses governmental funds as its only fund type.

Governmental funds are used to account for essentially the same functions reported as government activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of available resources, as well as on balances of resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing arrangements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund Balance Sheet and the governmental fund Statement of Revenues, Expenditures, and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

SUPPLEMENTARY INFORMATION

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Community Planning Association of Southwest Idaho.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following condensed financial information was derived from the government-wide Statement of Net Assets. As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. In the case of Community Planning Association of Southwest Idaho, assets exceeded liabilities by \$1,898,580 at September 30, 2009, as shown in Table A-1.

Table A-1

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Net Assets
September 30, 2009 and 2008

	Governmental Activities <u>FY2009</u>	Governmental Activities <u>FY2008</u>
Current and Other Assets	\$2,236,114	\$1,708,317
Capital Assets	51,806	70,401
Total Assets	<u>2,287,920</u>	<u>1,778,718</u>
Long-Term Liabilities Outstanding	\$73,525	\$68,023
Other Liabilities	315,815	247,154
Total Liabilities	<u>389,340</u>	<u>315,177</u>
Total Net Assets	<u><u>\$1,898,580</u></u>	<u><u>\$1,463,541</u></u>
Net Assets		
Invested in Capital Assets, Net of Related Debt	\$51,806	\$70,401
Unrestricted	<u>1,846,774</u>	<u>1,393,140</u>
Total Net Assets	<u><u>\$1,898,580</u></u>	<u><u>\$1,463,541</u></u>

The overall increase in "Current and Other Assts" is due to an increase in the building fund, a contingency for the rescission of federal aid funds, and unspent local matching funds. In FY2009, member dues were budgeted to provide an additional \$150,000 to the building fund. An additional \$243,352 of member dues were budgeted to provide for a potential twenty percent rescission of federal-aid-highway funds. At the end of FY2009 approximately \$75,000 of budgeted member dues were unspent. \$57,500 in cash payments were received from agencies that will participate in funding the costs of the FY2010 Orthophotography project. While these pre-paid amounts increased cash, they are also shown as a corresponding liability.

The decrease in "Capital Assets" is due primarily to the disposal of outdated computer equipment. Much of this equipment has been replaced with newer and less expensive items.

The increase in "Long-Term Liabilities Outstanding" is due to an increase in accrued vacation.

The increase in "Other Liabilities" is due to a the \$57,500 prepaid amounts for the FY2010 Orthophotography project, as well as increases in accounts payable and payroll liabilities.

Governmental Activities

The following condensed financial information was derived from the government-wide Statement of Activities and reflects how the Community Planning Association of Southwest Idaho's net assets changed during the year.

Table A-2

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Changes in Net Assets
September 30, 2009 and 2008**

	Governmental Activities <u>FY2009</u>	Governmental Activities <u>FY2008</u>
Revenues:		
Program Revenues		
Operating Grants	\$2,514,394	\$3,049,606
Other Program Revenue	93,600	142,131
General Revenues		
Membership Dues	862,835	906,166
Other Revenue	15,992	31,243
Total Revenues	<u>\$3,486,821</u>	<u>\$4,129,146</u>
Expenses:		
Planning Activities	<u>\$3,051,782</u>	<u>\$4,000,909</u>
Total Expenses	<u>3,051,782</u>	<u>4,000,909</u>
Change in Net Assets	435,039	128,237
Net Assets - Beginning	<u>1,463,541</u>	<u>1,335,304</u>
Net Assets - Ending	<u><u>\$1,898,580</u></u>	<u><u>\$1,463,541</u></u>

Net assets for The Community Planning Association of Southwest Idaho increased by \$435,039 over the course of the year. This increase includes unexpended membership dues that are designated to be expended in a future period.

"Operating Grants" revenue was lower in FY2009 due to delays in the Federal approval of key documents for the two corridor preservation study projects.

"Other Program revenue" was lower in FY2009 as a direct result from the delays of the two corridor preservation projects. The Idaho Transportation Department pays COMPASS the local match for these two projects.

The decrease in "Membership Dues" revenue is due to the reduction of FY2009 membership dues.

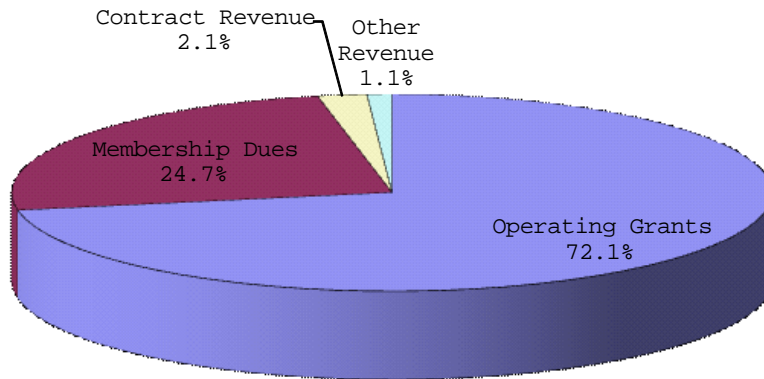
"Other Revenue" was lower in FY2009 due to a declining rate of interest on interest bearing accounts.

"Planning Activities" expenses were lower in FY2009 primarily due to reduced work performed on professional service contracts.

Government Activities-Revenues

The Community Planning Association of Southwest Idaho's major revenue sources are federal operating grants, membership dues, contract revenue, and other revenue as shown in the following chart:

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
REVENUE BY SOURCE
FOR THE YEAR ENDED SEPTEMBER 30, 2009



Operating grants revenues are received primarily from three sources:

- Consolidated Planning Grant Funds (Federal Highway Administration and Federal Transit Administration)
- Surface Transportation Program Funds; and
- Federal Transit Authority Funds

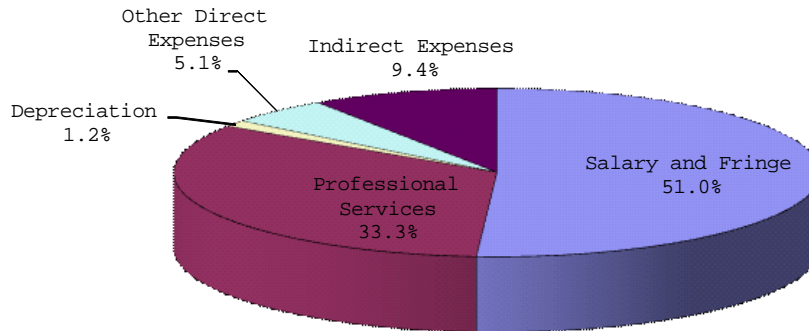
The Community Planning Association Board of Directors assesses membership dues annually. The primary source of "Contract Revenue" is from matching funds paid to COMPASS by the Idaho Transportation Department for the US 20/26 corridor study and the SH44 corridor study.

"Other Revenue" includes interest income, sales of maps, geographic information systems data, and digital orthophotographs.

Government Activities - Expenses

The following chart depicts the expenses of the Community Planning Association of Southwest Idaho's government activities for the year:

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
EXPENSE BY CATEGORY
FOR THE YEAR ENDED SEPTEMBER 30, 2009



The largest expense category in FY2009 was Salary and Fringe. The staff of Community Planning Association of Southwest Idaho is comprised of twenty full-time employees including directors, planners and operations staff.

The Second largest expense category in FY2009 was Professional Services. US 20/26 corridor study, and SH44 corridor study accounted for 65.8% of total Professional Services expense.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Community Planning Association of Southwest Idaho uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

There are three designations of the fund balances that should be noted:

- In FY2009 a designation in the amount of \$243,352 was made to cover a potential twenty percent rescission of federal-aid funds. This amount will continue into FY2010.
- A designation in the amount of \$92,660 was made to help fund future Orthophotography projects. The Community Planning Association of Southwest Idaho Board of Directors approved Resolution No. 05-2005, providing for the designation of Orthophotography receipts received in excess of costs for this purpose.
- A designation in the amount of \$705,153 was made to help fund the future purchase of a building and property for COMPASS operations.

General Fund Budgetary Highlights

Budget development begins with the assistance of the Regional Technical Assistance Committee, and is then approved by the Finance Committee and Board of Directors. Over the course of the year, the Community Planning Association of

Southwest Idaho revised the Unified Planning Work Program and Budget three times.

Budget adjustments are completed to incorporate funding and program revisions in order to include planning projects funded under federal grants; to periodically update revenue and expense assumptions; and to incorporate significant changes as a result of timely reviews. Revisions are presented to both the Finance Committee and the Board of Directors for approval.

With these adjustments, actual expenditures were 58.4% of the revised budget amounts. The most significant variance is for "Professional Service Expenditures" of \$1,287,983, and is primarily due to delays with the State Highway 44 Corridor Preservation Study and the US 20/26 Corridor Preservation Study. As a result, "Operating Grants" revenue of (\$1,587,266) and "Contract Revenue" of (\$98,127) are also under budget because grants are billed only after the expenditure has occurred.

The favorable budget variance in "Salary and Fringe Benefits" of \$16,628 is due to staff vacancies and unspent contingency dollars.

The favorable budget variance in "Other Direct Expenditures" of \$776,687 is due to under expenditures in the categories of equipment, travel and education, printing, other, public involvement, meeting support, legal, the increase in building fund, and the set-aside for a potential twenty percent rescission of federal aid funds.

The favorable budget variance in "Indirect Expenditures" is due primarily to budget savings for professional services, travel and education, dues, advertising, legal services, computer supplies, and computer software and maintenance.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The Community Planning Association of Southwest Idaho's investment in capital assets for governmental activities as of September 30, 2009 amounts to \$51,806 (net of accumulated depreciation). This investment in capital assets includes office furniture, office equipment, computer equipment and vehicles.

The investment in capital assets increased \$18,895 during the fiscal year.

Major capital additions for the year include:

- Replace computer equipment, \$14,563
- Upgrade phone VOIP software, \$1,512

Debt Administration

At year-end the Community Planning Association of Southwest Idaho had no capital lease obligations.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET

The Community Planning Association of Southwest Idaho considered many factors when setting the fiscal year 2010 budget, including funding from federal agencies and program requests from member agencies.

The following revenue assumptions were taken into account when adopting the FY2010 Unified Planning Work Program and Budget:

- Member dues were reduced by ten percent in FY2009 and held constant for 2010.
- The Consolidated Planning Grant was adjusted to estimates provided by the Idaho Transportation Department.
- Carry over \$243,352 for potential rescission of federal aid funds.

The Community Planning Association of Southwest Idaho continues to rely on federal grants to fund its programs. There is still some discussion that congress could implement a rescission of federal aid funds in FY2010. It could be well into FY2010 before it is known whether or not a rescission will occur.

Requests for Information

This financial report is designed to provide a general overview of the Community Planning Association of Southwest Idaho's finances for all those with an interest in the agency's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Director of Operations
Community Planning Association of Southwest Idaho
800 South Industry Way, Ste 100
Meridian, ID 83642

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Government-Wide
Statement of Net Assets
September 30, 2009

	Primary Government Governmental Activities
ASSETS	
CURRENT ASSETS	
Cash and Cash Equivalents	\$ 854,300
Board Designated Cash & Cash Equivalents	336,012
Receivables	329,038
Prepaid Expenses	11,611
TOTAL CURRENT ASSETS	1,530,961
NONCURRENT ASSETS	
Board Designated Cash & Cash Equivalents - Building Fund	705,153
Fixed Assets-Net of Accumulated Depreciation	51,806
TOTAL ASSETS	\$ 2,287,920
LIABILITIES	
CURRENT LIABILITIES	
Accounts Payable	\$ 194,284
Accrued Liabilities	64,031
Accrued Compensated Absences	73,525
Deferred Revenue	57,500
TOTAL CURRENT LIABILITIES	389,340
TOTAL LIABILITIES	389,340
NET ASSETS	
Invested in Capital Assets, Net of Related Debt	51,806
Unrestricted	1,846,774
TOTAL NET ASSETS	\$ 1,898,580

See accompanying notes

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Government-Wide
Statement of Activities
For the Year Ended September 30, 2009

Planning Activities:	
Salary and Fringe Benefits	\$ 1,556,928
Professional Service Expense	1,015,177
Depreciation Expense	37,490
Other Direct Expense	156,472
Indirect Expense	285,715
	<hr/>
Total Program Expenses	3,051,782
Program Revenues:	
Operating Grants	2,514,394
Contract Revenue	72,795
Other Revenue	20,805
	<hr/>
Net Program Expenses	(443,788)
General Revenues:	
Membership Dues	862,835
Other Revenue	15,992
	<hr/>
Total General Revenues	878,827
Increase in Net Assets	435,039
Net Assets - Beginning	<hr/> 1,463,541
Net Assets Ending	<u><u>\$ 1,898,580</u></u>

See accompanying notes

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Governmental Funds
 Balance Sheet
 September 30, 2009

	General and Total Governmental Funds
	<u> </u>
ASSETS	
Cash and Cash Equivalents	\$ 854,300
Board Designated Cash & Cash Equivalents	1,041,165
Receivables	329,038
Prepaid Expenses	11,611
TOTAL ASSETS	<u><u>\$ 2,236,114</u></u>
LIABILITIES AND FUND BALANCES	
Liabilities:	
Accounts Payable	\$ 194,284
Accrued Liabilities	64,031
Deferred Revenue	57,500
Total Liabilities	<u>315,815</u>
Fund Balances:	
Unreserved	879,134
Unreserved, designated for:	
Set-Aside for Potential 20% Grant Rescission	243,352
Orthophotography	92,660
Building Fund	705,153
Total Fund Balances	<u>1,920,299</u>
TOTAL LIABILITIES AND FUND BALANCES	<u><u>\$ 2,236,114</u></u>

See accompanying notes

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Reconciliation of the Balance Sheet of Governmental Funds
To the Statement of Net Assets
September 30, 2009

Fund Balance - Total Governmental Funds	\$1,920,299
Amounts reported for Governmental Activities in the Statement of Net Assets are different because:	
Capital Assets used in Governmental Activities are not financial resources and, therefore, are not reported in the funds.	51,806
Accrued Compensated Absences are not due and payable in the current period and, therefore, are not reported in the funds.	(73,525)
Net Assets of Governmental Activities:	<u><u>\$1,898,580</u></u>

See accompanying notes

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Governmental Funds

Statement of Revenues, Expenditures, and Changes in Fund Balances
For the Year Ended September 30, 2009

	<u>General and Total Governmental Funds</u>
REVENUES	
Membership Dues	\$ 862,835
Operating Grants	2,514,394
Contract Revenue	72,795
Other Revenue	36,797
TOTAL REVENUES	<u>\$ 3,486,821</u>
 EXPENDITURES	
Current:	
Salary and Fringe Benefits	\$ 1,551,426
Professional Service Expenditures	1,015,177
Other Direct Expenditures	156,472
Indirect Expenditures	285,715
Capital Outlay	18,895
TOTAL EXPENDITURES	<u>3,027,685</u>
 EXCESS OF REVENUES OVER EXPENDITURES	 <u>459,136</u>
 NET CHANGE IN FUND BALANCES	 459,136
 FUND BALANCE AT BEGINNING OF YEAR	 1,461,163
 FUND BALANCE AT END OF YEAR	 <u>\$ 1,920,299</u>

See accompanying notes

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
Reconciliation of the Statement of Revenues, Expenditures,
and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
Year Ended September 30, 2009

Net Change in Fund Balances - Total Governmental Funds	\$ 459,136
<p>Amounts reported for Governmental Activities in the Statement of Activities are different because:</p>	
<p>Governmental Funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation expense of \$37,490 exceeded capital outlays of \$18,895 in the current period.</p>	(18,595)
<p>An increase in the value of accrued vacation is not a reduction to current financial resources and, therefore, is not reported as an increase in expenditures of governmental funds.</p>	(5,502)
Change in Net Assets of Governmental Activities	<hr style="border: 0.5px solid black;"/> \$ 435,039 <hr style="border: 0.5px solid black;"/>

See accompanying notes

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
NOTES TO FINANCIAL STATEMENTS
September 30, 2009

NOTE A - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Community Planning Association of Southwest Idaho (Association) was organized November 1, 1999, under the provisions of Idaho Code Section 67-2326 (joint powers agreements). The Association is supported by membership dues and federal pass-through grants from the State of Idaho. Under the direction of the Community Planning Association Board of Directors, staff provides technical support services that are useful for mapping and related data, monitoring growth and development, transportation planning, and other intergovernmental services.

General members:

Ada County	City of Meridian
Ada County Highway District	City of Middleton
Canyon County	City of Nampa
City of Boise	City of Notus
City of Caldwell	City of Parma
City of Eagle	City of Star
City of Garden City	Canyon Highway District #4
City of Kuna	Nampa Highway District #1

Special purpose members:

Boise State University
Capital City Development Corporation
Idaho Department of Environmental Quality
Idaho Transportation Department
Independent School District of Boise City
Joint School District #2
Valley Regional Transit

Ex officio members:

Office of the Governor of the State of Idaho
Central District Health Department
Greater Boise Auditorium District

Financial Reporting Entity

The Association's financial statements include the accounts of all Association operations. The Association has no component units based on the criteria for including organizations as component units within the Association's reporting entity, as set forth in Section 2100 of the Governmental Accounting Standards Board's (GASB) *Codification of Government Accounting and Financial Reporting Standards*.

Basis of Presentation

The Association is accounted for as a special-purpose government engaged in a single governmental program. The statement of net assets and the statement of activities display information about the Association. These statements include the financial activities of the overall reporting

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
NOTES TO FINANCIAL STATEMENTS
September 30, 2009

entity. Governmental activities generally are financed through Federal grant monies and member dues.

Separate financial statements are provided for governmental funds. The Association is a special-purpose government engaged in a single governmental program. Therefore, it accounts for all of its financial resource under the General Fund.

Measurement Focus and Basis of Accounting

Government-wide statements. The government-wide statements are reported using the economic resources measurement focus. The governmental-wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred, regardless of when the related cash flow takes place. Revenue from grants is recognized when an expenditure under the terms of the grant have been satisfied.

Governmental Fund Financial Statement. Governmental funds are reported using the current financial resource measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The Association considers all revenues reported in the governmental funds available if the revenues are collected within sixty days after year-end. Federal grant revenue, member dues, and interest are considered to be susceptible to accrual. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on long-term debt and compensated absences, which are recognized as expenditures to the extent they have matured. General capital assets acquisitions are reported as expenditures in government funds. Acquisitions under capital leases are reported as other financing sources.

The major sources of revenue are membership dues and federal grants passed through from the State of Idaho.

Budgets and Budgetary Accounting

The Association follows these procedures in establishing the budgetary data reflected in the financial statements.

1. Prior to July 30, the Association submits a proposed work plan and budget for the fiscal year commencing the following October 1 that is ratified by the governing body of each general member and special purpose member that contributes to the budget. The FY2009 budget was approved on August 18, 2008, and a final amendment was approved on September 21, 2009.

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
NOTES TO FINANCIAL STATEMENTS
September 30, 2009

2. The Executive Director is the disbursement officer for all funds in accordance with the approved budget.
3. Formal budgetary integration is employed as a management control device during the year for the General Fund.
4. The budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP).

Capital Assets

The accounting treatment over property, plant, and equipment (fixed assets) depends on whether the assets are used in governmental fund operations and whether they are reported in the government-wide or fund financial statements.

Government-wide Statements. In the government-wide financial statements, fixed assets are accounted for as capital assets. All fixed assets are valued at historical cost or estimated historical cost if actual is unavailable, except for donated fixed assets which are recorded at their estimated fair value at the date of donation.

Assets costing more than \$1,000 with a useful life of one year or more are included in capital assets. Depreciation of all exhaustible fixed assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

- Leasehold Improvements	5-10 years
- Equipment	3-8 years
- Vehicles	3-5 years

Fund Financial Statements. In the fund financial statements, fixed assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Accumulated Unpaid Vacation and Sick Pay Amounts

The Association provides vacation and sick leave to its employees. Earned vacation is paid to employees when taken or paid to employees or beneficiaries upon the employee's termination, retirement, or death.

In the Governmental Fund, only the amount that normally would be liquidated with expendable available financial resources is accrued as current year expenditures. The Association uses the last-in, first-out method of recognizing use of compensated absences. Unless it is anticipated that compensated absences will be used in excess of a normal year's accumulation, no additional expenditures are accrued.

**COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
NOTES TO FINANCIAL STATEMENTS
September 30, 2009**

Pension Plan

The Association participated in the Public Employees Retirement System of Idaho. Funding contributions by the Community Planning Association of Southwest Idaho are determined at 10.39% of total salaries.

Cash

Cash and cash equivalents include cash on hand, cash in banks, and highly liquid investments with maturity dates of less than three months. The carrying value of cash and cash equivalents approximates fair value because of the short-term maturities.

Board-Designated Cash

Certain cash, cash equivalents and investments are designated by the Association's Board of Directors for possible future expenditures of Orthophotography, construction or asset acquisition, and to cover a potential rescission of federal-aid funds.

Investments

Idaho Code provides authorization for the investment of funds as well as specific direction regarding allowable investments. The Association's policy is consistent with this direction. The Association currently invests in interest bearing bank accounts, money market account, and the State of Idaho Local Government Investment Pool.

NOTE B - GRANTS RECEIVABLE

Grants receivable at September 30, 2009, consist of amounts billed to the state or federal grant agencies that have not yet been received. No provision for an allowance for bad debt has been made since the Association has never had any bad debt.

NOTE C - FIXED ASSETS

A summary of changes in general fixed assets follows:

	Furniture Fixtures and <u>Equipment</u>	Accumulated <u>Depreciation</u>	<u>Net</u>
Balance at Beginning of Year	\$ 464,985	\$ (394,584)	\$ 70,401
Additions	18,895	(37,490)	(18,595)
Deletions	(33,929)	33,929	-
Balance at End of Year	<u>\$ 449,951</u>	<u>\$ (398,145)</u>	<u>\$ 51,806</u>

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
NOTES TO FINANCIAL STATEMENTS
September 30, 2009

NOTE D - PENSION PLAN

Public Employee Retirement System of Idaho - The Public Employee Retirement System of Idaho (PERSI), a cost sharing multiple-employer public retirement system, was created by the Idaho State Legislature. It is a defined benefit plan requiring that both the member and the employer contribute. The plan provides benefits based on members' years of service, age and compensation. In addition, benefits are provided for disability, death, and survivors of eligible members or beneficiaries. The authority to establish and amend benefit provisions is established in Idaho Code.

Designed as a mandatory system for eligible state and school district employees, the legislation provided for other political subdivisions to participate by contractual agreement with PERSI. Financial reports for the plan are available from PERSI upon request.

After 5 years of credited service, members become fully vested in retirement benefits earned to date. Members are eligible for retirement benefits upon attainment of the ages specified for their employment classification. For each month of credited service, the annual service retirement allowance is 2.00% of the average monthly salary for the highest consecutive 42 months.

The contribution requirements of Community Planning Association of Southwest Idaho and its employees are established and may be amended by the PERSI Board of Trustees. For the year ended September 30, 2009, the required contribution rate as a percentage of covered payroll for general members was 6.23%. The employer rate as a percentage of covered payroll was 10.39%. The Community Planning Association of Southwest Idaho contributions required and paid were \$191,427, \$176,559, and \$175,135 for the three years ended September 30, 2009, 2008, and 2007 respectively.

NOTE E - LEASES

The Association leases, under an operating lease, a Xerox color copier/scanner/printer. The lease has a sixty (60) month term and ends December, 2009.

The Association leases, under an operating lease, a portion of a building. The lease provides for early termination should federal and/or other funding for continuation of tenant's activities be terminated or reduced by 40% or more. The right of the tenant to terminate the lease is conditioned upon the tenant delivering to the owner written notice of such election at least 90 days prior to the October 1st termination date. If early termination is elected, the tenant shall pay to the owner an amount equal to the brokerage commission paid by the owner relating to the portion of the initial term following the date of early termination. The lease term expires on August 31, 2011.

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
NOTES TO FINANCIAL STATEMENTS
September 30, 2009

Future minimum lease payments under the capital lease, the present value of net minimum lease payments under the capital lease, and minimum lease payments under operating leases at September 30, 2009, are as follows:

<u>Year Ending</u> <u>September 30,</u>	<u>Operating</u> <u>Lease</u>
2010	112,187
2011	91,193
Thereafter	<u>0</u>
Total Minimum Lease Payments	<u>\$203,380</u>

Rent expense for the year ended September 30, 2009, was \$110,065.

NOTE F - DEPOSITS AND CASH EQUIVALENTS

The Association considers highly liquid investments with an original maturity of three months or less when purchased to be cash equivalents and they are carried at cost, which approximates market value. The level of risk assumed by the Association is shown below:

	<u>Carrying</u> <u>Amount</u>	<u>Bank</u> <u>Balance</u>	<u>Fund</u>
Federally Insured	\$ 342,179	\$ 371,365	General
Collateralized	705,153	705,153	General
Uncollateralized			General
Uncategorized *	848,133	848,133	General
	<u>\$ 1,895,465</u>	<u>\$ 1,924,651</u>	

*These amounts are invested with the State of Idaho Local Government Investment Pool and are not subject to classification as to category of credit risk by GASB Codification Section I50.129 due to its nature.

Collateralized funds are collateralized under an irrevocable standby letter of credit with the Federal Home Loan Bank.

Presently, the Association does not have a formal investment policy that refers to custodial credit risk.

Custodial Credit Risk - Deposits: Custodial credit risk for deposits is the risk that in the event of a bank failure of a depository financial institution, the Association will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. As of September 30, 2009, the federally insured and collateralized bank balances of the Association were adequately insured and collateralized as defined by GASB.

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
NOTES TO FINANCIAL STATEMENTS
September 30, 2009

NOTE G - USE OF ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

NOTE H - LONG-TERM OBLIGATIONS

The following is a summary of changes in long-term obligations of the Association for the year ended September 30, 2009:

	<u>Long-Term Obligations at Oct. 1, 2008</u>	<u>Additions</u>	<u>Reductions</u>	<u>Long-Term Obligations at Sept. 30, 2009</u>
General - Long-term obligations account group:				
Compensated Absences	\$ 68,023	\$ 5,502	\$ -	\$ 73,525
	<u>\$ 68,023</u>	<u>\$ 5,502</u>	<u>\$ -</u>	<u>\$ 73,525</u>

NOTE I - CONTINGENCIES

The Association receives Grants that are subject to review and audit by Federal and State agencies. Such audits could result in a request for reimbursement by the agencies for expenditures disallowed under the terms and conditions of the appropriate agency. In the opinion of the Association, such disallowances, if any, will not be significant.

NOTE J - ECONOMIC DEPENDENCY

The Association receives a major portion of its revenue from government grants. The management of the Association is of the opinion that the grants will continue to be funded but feel they would be able to operate even if all the funding sources were not available.

NOTE K - DEFERRED COMPENSATION PLAN

Employees of the Association may elect to participate in a Deferred Compensation Plan created in accordance with Internal Revenue Code Section 457. The Plan is available to all employees and permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, death, retirement or unforeseeable emergency.

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
NOTES TO FINANCIAL STATEMENTS
September 30, 2009

In accordance with GASB #32, the Association does not list this plan on its Financial Statements.

NOTE L - 401(k) PLAN

All employees of the Association that are also an active member of the PERSI pension plan, see Note D, may also join the PERSI Choice 401(k) Plan. An employee may defer from 1 - 100% of their gross income as long as the deferral stays within the annual contribution limits established by the Internal Revenue Service. The Plan allows participants to borrow against their account balance within certain limits set by the plan. The Plan also allows Hardship withdrawals upon satisfying the conditions established by the Plan.

NOTE M - RISK MANAGEMENT

Property, Casualty and Worker Compensation Insurance - The Association is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

The Association purchases liability, medical and disability insurance through a commercial insurance carrier. Workers compensation insurance is maintained through the State Insurance Fund.

There were no significant reductions in insurance coverage from the prior year, and there have been no settlements that exceed the Association's insurance coverage.

SUPPLEMENTARY INFORMATION

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO

Budgetary Comparison Schedule
 General Fund
 For the Year Ended September 30, 2009

	Budgeted Amounts-GAAP Basis		Actual GAAP Basis	Variance with Final Budget Favorable (Unfavorable)
	Original	Final		
REVENUES				
Membership Dues	\$ 971,869	\$ 862,835	\$ 862,835	\$ -
Operating Grants	3,201,654	4,101,660	2,514,394	(1,587,266)
Contract Revenue	126,338	170,922	72,795	(98,127)
Other Revenue	27,500	42,956	36,797	(6,159)
TOTAL REVENUES	\$ 4,327,361	\$ 5,178,373	\$ 3,486,821	\$ (1,691,552)
EXPENDITURES				
Current:				
Salary and Fringe Benefits	\$ 1,659,419	\$ 1,568,054	\$ 1,551,426	\$ 16,628
Professional Service Expenditures	1,834,888	2,303,160	1,015,177	1,287,983
Pass Through Planning Grants	-	-	-	-
Other Direct Expenditures	455,054	933,159	156,472	776,687
Indirect Expenditures	348,000	348,000	285,715	62,285
Capital Outlay	30,000	26,000	18,895	7,105
TOTAL EXPENDITURES	\$ 4,327,361	\$ 5,178,373	\$ 3,027,685	\$ 2,150,688
Unprogrammed Revenue STP-TMA	-	-	-	-
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	\$ -	\$ -	\$ 459,136	\$ (459,136)

See accompanying notes

SINGLE AUDIT

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
 For the Year Ended September 30, 2009

Federal Grantor/Pass Through Grantor/ Program Title	Federal CFDA Number	Pass-Through Grantor's Number	Expenditures
<u>U. S. Department of Transportation:</u>			
Federal Highway Administration Passed through from State of Idaho Surface Transportation Programs	20.205	Key #7826, 7827, 8960 9506, 9512, 9601, 9825 9826	\$919,916
Federal Highway Administration Passed through from State of Idaho Consolidated Planning Grant	20.507	Key #10688, 10693	1,362,778
Federal Transit Administration Passed through from State of Idaho Formula Grants for Other than Urbanized Areas	20.509	Key #11909	13,294
Total U. S. Department of Transportation			<u>\$2,295,988</u>

NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

NOTE A - BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards is a summary of the activity of the Community Planning Association of Southwest Idaho's federal award programs presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

CRANDALL, SWENSON, GLEASON & WADSWORTH, CHTD.

Certified Public Accountants

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COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
Community Planning Association of Southwest Idaho
Boise, Idaho

We have audited the financial statements of governmental activities and each major fund of Community Planning Association of Southwest Idaho as of and for the year ended September 30, 2009, which collectively comprise the Community Planning Association of Southwest Idaho's basic financial statements and have issued our report thereon dated December 15, 2009. 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 Community Planning Association of Southwest Idaho's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Community Planning Association of Southwest Idaho's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Community Planning Association of Southwest Idaho's internal control over financial reporting.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Community Planning Association of Southwest Idaho's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Community Planning Association of Southwest Idaho's financial statements

that is more than inconsequential will not be prevented or detected by the Community Planning Association of Southwest Idaho's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Community Planning Association of Southwest Idaho's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Community Planning Association of Southwest Idaho's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management, the audit committee, City Council, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties

Crandall Swenson, Gleason & Wadsworth, Chtd.

Boise, Idaho
December 15, 2009

CRANDALL, SWENSON, GLEASON & WADSWORTH, CHTD.

Certified Public Accountants

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COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Directors
Community Planning Association of Southwest Idaho
Boise, Idaho

Compliance

We have audited the compliance of Community Planning Association of Southwest Idaho with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended September 30, 2009. Community Planning Association of Southwest Idaho's major federal programs are identified in the summary of auditor's result section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of Community Planning Association of Southwest Idaho's management. Our responsibility is to express an opinion on Community Planning Association of Southwest Idaho's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Community Planning Association of Southwest Idaho's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Community Planning Association of Southwest Idaho's compliance with those requirements.

In our opinion, Community Planning Association of Southwest Idaho complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended September 30, 2009.

Internal Control Over Compliance

The management of Community Planning Association of Southwest Idaho is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered Community Planning Association of Southwest Idaho's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Association's internal control over compliance.

A *control deficiency* in an entity's internal control over compliance 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 noncompliance with a type of compliance requirement of a federal program on a timely basis. A *significant deficiency* is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of the Board of Directors, management, others within the organization, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Crandall Swenson, Gleason & Wadsworth, Chtd.

Boise, Idaho
December 15, 2009

COMMUNITY PLANNING ASSOCIATION OF SOUTHWEST IDAHO
 SCHEDULE OF FINDINGS AND QUESTIONED COSTS
 YEAR ENDED SEPTEMBER 30, 2009

SECTION I - SUMMARY OF AUDITOR'S RESULTS

FINANCIAL STATEMENTS

Type of audit report issued:	Unqualified
Internal control over financial reporting:	
Material weakness over financial reporting?	No
Significant Deficiency identified not considered a material weakness?	None reported
Noncompliance material to financial statements noted?	No

FEDERAL AWARDS

Internal Control over major programs:	
Material weakness identified?	No
Reportable conditions identified not considered a material weakness?	None reported

Type of audit report issued on compliance for major programs:	Unqualified
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Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section 510(a)?	No
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Identification of major programs:

CFDA Numbers	Name of Federal Program or Cluster
20.205	Federal Highway Administration
20.507	Federal Transit Administration

Dollar threshold used to distinguish between Type A and Type B programs:	\$300,000
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Auditee qualified as low-risk auditee?	Yes
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SECTION II - FINANCIAL STATEMENT FINDINGS

There were no findings, no matters are reported.

SECTION III - FEDERAL AWARD FINDING AND QUESTIONED COSTS

There were no findings, no matters are reported.