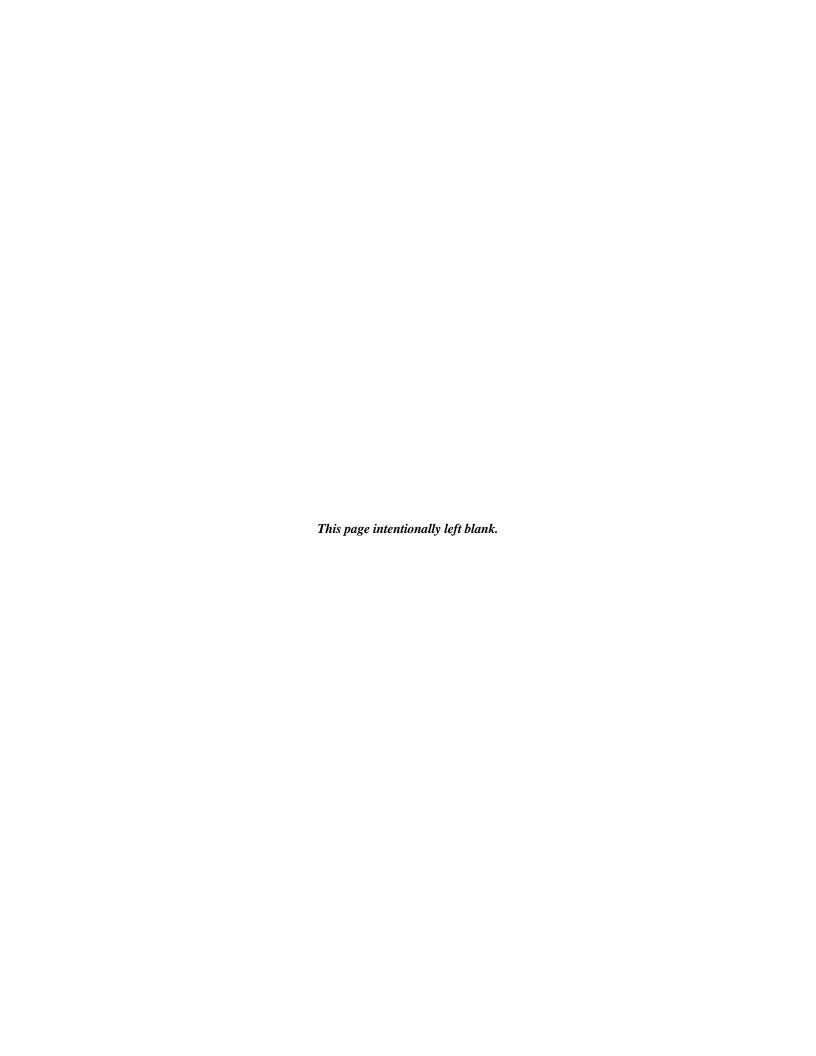
# CV STARR COMMUNITY AND AQUATIC CENTER BASIC FINANCIAL STATEMENTS

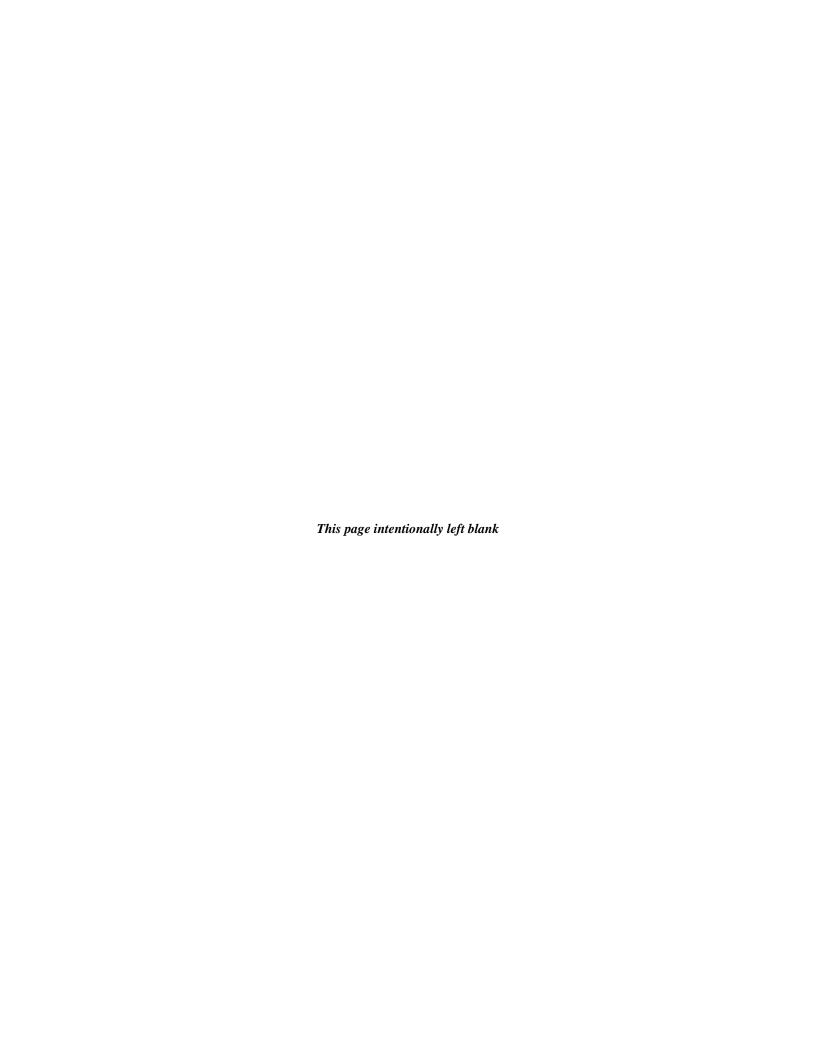
**JUNE 30, 2022** 



# CV Starr Community and Aquatic Center Basic Financial Statements For the year ended June 30, 2022

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## INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and City Council of the City of Fort Bragg
Fort Bragg, California

### Report on the Audit of the Financial Statements

### **Opinions**

We have audited the financial statements of the business-type activities of the CV Staff Community and Aquatic Center (Center), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Center's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the business-type activities of the Center, as of June 30, 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

## Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Center and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

## Responsibilities of Management for the Financial Statements

The Center's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for 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.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Center's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit 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 Center's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Center's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control—related matters that we identified during the audit.

### Required Supplementary Information

Management has omitted management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinions on the basic financial statements are not affected by this missing information.

### Other Information

Management is responsible for the other information in the financial statements. The other information comprises the Schedule of Debt Service Coverage and Reconciliation of Statement of Revenues, Expenses and Changes of Net Position to the City of Fort Bragg but does not include the financial statements and our auditor's report thereon. Our opinions on the financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

## Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 31, 2023 on our consideration of the Center'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 solely 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 effectiveness of 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 the Center's internal control over financial reporting and compliance.

JJACPA, Inc. Dublin, CA

J. J. H. G. Jnc.

January 31, 2023

**BASIC FINANCIAL STATEMENTS** 

**Statement of Net Position** 

June 30, 2022

(with comparative balances for June 30, 2021)

	2022	2021
ASSETS		
Current assets:		
Cash equivalents and investments	\$ 205,495	\$ 259,926
Accounts receivable	58,993	45,116
Inventory	 996	 996
Total assets	\$ 382,246	\$ 306,038
LIABILITIES AND NET POSITION		
Current liabilities:		
Accounts payable	\$ 219,321	\$ 56,648
Accrued payroll and benefits	16,219	15,173
Gift certificates payable	6,100	5,184
Unearned revenue	7,378	-
Compensated absences	 23,069	23,069
Total liabilities	272,087	100,074
Net position:		
Unrestricted (deficit)	(6,603)	205,964
Total net position	110,159	205,964
Total liabilities and net position	\$ 382,246	\$ 306,038

The accompanying notes are an integral part of these basic financial statements.

# Statement of Revenues, Expenses, and Changes in Net Position

For the year ended June 30, 2022

(with comparative balances for the year ended June 30, 2021)

	2021	2020
OPERATING REVENUES:		
Charges for services:		
Program service charges	\$ 374,205	\$ -
Total operating revenues	374,205	
OPERATING EXPENSES:		
Administration	12,150	10,883
Bank Fees	15,752	7,537
Communications	4,149	2,748
County/LAFCO Fees	3,226	3,607
Domain and Internet	3,103	2,827
Dues and Memberships	4,380	673
Enrichment Programs	2,242	112
Facility Equipment	28,745	13,525
Fitness Programs	292	201
Guest Services	667	-
Honorarium	2,027	5
Insurance	56,871	48,908
IT Equipment	29,159	25,105
Laundry Rental Service	-	-
Contractual services	8,872	933
Licenses and Permits	9,831	2,426
Marketing	8,174	-
Miscellaneous	1,015	16,030
Office Supplies	3,556	2,993
Pool Supplies	45,295	6,419
Postage and Shipping	459	473
Recruitment	2,515	400
Rentals/Leases	11,946	8,731
Repairs and Maintenance	47,795	25,579
Salaries and benefits	774,661	267,831
Security and Alarm Monitoring	1,508	928
Staff Training	2,470	1,415
Supplies	34,875	15,255
Travel	1,511	670
Utilities	321,693	76,877
Total operating expenses	1,441,111	543,091
OPERATING INCOME (LOSS)	(1,066,906)	(543,091)
NON-OPERATING REVENUES (EXPENSES):		
Donations	718	200
Merchandise sales, net	5,347	0
Tax allocation from the City of Fort Bragg	362,525	743,895
Interest income	12	4
Other non-operating revenue (expenses)	602,499	174
Total non-operating revenues (expenses)	971,101	744,273
Net income (loss)	(95,805)	201,182
NET POSITION:		
Beginning of year	205,964	4,782
End of year	\$ 110,159	\$ 205,964

The accompanying notes are an integral part of these basic financial statements.

# **Statement of Cash Flows**

For the year ended June 30, 2022

(with comparative balances for the year ended June 30, 2021)

		2022		2021
CASH FLOWS FROM OPERATING ACTIVITIES:				
Receipts from customers	\$	367,706	\$	(11,578)
Payments to vendors for services and supplies		(502,861)		(262,029)
Payments to employees for salaries and benefits		(773,615)		(251,197)
Net cash provided(used) by operating activities		(908,770)		(524,804)
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES:				
Refunds, rebates and merchandise sales		5,347		-
Loans to (from) MCRPD		-		(1,947)
Loan receipts from (payments to) City of Fort Bragg		262.525		-
Sales tax revenue received		362,525		743,895
Donations received		718		200
Other non-operating expenses		602,499		742 222
Net cash provided by non-capital financing activities		971,089		742,322
CASH FLOW FROM CAPITAL AND RELATED FINANCING ACTIVITIE	ES:			
Acquisition and construction of capital assets		(116,762)		-
Proceeds from issuance of long-term debt		-		-
Principal payments on long-term debt				
Interest and fees paid on long-term financing		12		4
Net cash used by capital and related financing activities		(116,750)		4
CASH FLOWS FROM INVESTING ACTIVITIES:				
Investment income received				
Net increase(decrease) in cash		(54,431)		217,522
CASH AND INVESTMENTS:				
Beginning of year		259,926		42,404
End of year	\$	205,495	\$	259,926
CASH FLOWS FROM OPERATING ACTIVITIES:				
Reconciliation of operating income (loss) to				
net cash provided (used) by operating activities:	_		_	
Operating income (loss)	\$	(1,066,906)	\$	(543,091)
Adjustments to reconcile operating income (loss)				
to net cash provided by operating activities  Depreciation and amortization				
Changes in current assets and liabilities:		-		-
Accounts receivable		(13,877)		(11,578)
Inventory		(15,077)		(11,570)
Due from the City of Fort Bragg		-		-
Accounts payable		162,673		13,231
Accrued payroll and benefits		1,046		8,783
Gift certificates payable		916		-
Unearned revenue		7,378		-
Compensated absences				7,851
Net cash provided(used) by operating activities	\$	(908,770)	\$	(524,804)
The accompanying notes are an integral part of these basic f		1		

The accompanying notes are an integral part of these basic financial statements.

# CV Starr Community and Aquatic Center Financial Statements For the year ended June 30, 2022

**Notes to Basic Financial Statements** 

## 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of CV Starr Community and Aquatic Center (Center) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental enterprises classified as proprietary fund types. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. On June 15, 2015, GASB issued a codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units. The requirements of this Statement are effective for financial statements for periods beginning after June 15, 2015, and should be applied retroactively. Earlier application is permitted. The District applies all GASB pronouncements to its activities. The more significant of the Center's accounting policies are described below.

# A. Description of the Reporting Entity

On March 6, 2012, the voters in the City of Fort Bragg passed Measure A which enacted Ordinance No. 902-2012, authorizing the City of Fort Bragg to levy a half-cent sales tax to make funds (sales tax revenues) available for the operation and maintenance of the CV Starr Community Center, including Sigrid & Harry Spath Aquatic Facility and surrounding property. The City of Fort Bragg took title to the CV Starr Community Center in May 2012 and on May 10, 2012 entered into an agreement with the Mendocino Coast Recreation and Park District for the operation and management of the Center to provide recreational services and activities for the health and welfare of City residents and others in the Mendocino Coast region.

The Center keeps their own books and records to account for the daily operations of the Center. Each month, a transfer of sales tax revenue is made from the City of Fort Bragg's CV Starr Center enterprise fund to the CV Starr Center's bank account.

# B. Fund Accounting Classification and Basis of Accounting

On the Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position, business-like activities are presented using the economic resources measurement focus. The accounting objectives of this measurement focus are the determination of net income, financial position, and cash flows. All assets and liabilities (whether current or noncurrent) associated with their activities are reported. Fund equity is classified as Net position.

Enterprise funds account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The acquisition and capital improvement of the physical plant facilities required to provide these goods and services are financed from existing cash resources, the issuance of bonds, and cash flow from operations.

# **CV Starr Community and Aquatic Center Financial Statements**

For the year ended June 30, 2022

# Notes to Basic Financial Statements, Continued

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, Continued

#### B. Fund Accounting Classification and Basis of Accounting, continued

The Center's operations are funded almost entirely by the sales tax revenues and operating revenues for program service charges. Sales tax revenues are accounted for when the Center receives the transfer from the City and not necessarily when the tax is collected.

#### C. **Cash Equivalents and Investments**

For the purposes of the Statement of Net Position and Statement of Cash Flows, "cash equivalents and investments" includes all demand, savings accounts, and certificates of deposits or short-term investments with an original maturity of three months or less.

The Center currently only invests excess cash in a non-interest earning bank account.

#### D. **Fixed Assets**

Purchased fixed assets are valued at cost where historical records are available and at an estimated historical cost where no historical records exist. Donated fixed assets are valued at their estimated fair value on the date received.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized. Depreciation is provided on a straight-line basis over estimated useful lives ranging from 5 to 40 years.

#### Ε. **Compensated Absences**

The liability for vested vacation pay is recorded as an expense when the vacation is taken. Unused balances of vacation and sick time are accrued by employees when earned and may be subject to maximum accrual limits. Sick time accrued is paid based on the number of years of service to the employee when employment is terminated. There is no maximum accrual amount for sick time. Vacation time has a maximum accrual of 2 times the employee's annual accrual, dependent on the accrual rate of that employee, which is based on years of service. Upon termination of employment, sick time is paid out at a maximum of 50% and vacation is paid out at 100% of the accrued time available, depending on years of service. Compensatory time accrued is paid in full at the end of employment.

#### F. **Comparative Data**

Comparative data for the prior year has been presented in the accompanying financial statements in order to provide an understanding of changes in the Center's financial position and operations.

# **CV Starr Community and Aquatic Center Financial Statements**

For the year ended June 30, 2022

# Notes to Basic Financial Statements, Continued

### 2. CASH AND INVESTMENTS

# A. Cash Deposits

The California Government Code requires California banks and savings and loan associations to secure government cash deposits by pledging securities as collateral. This Code states that collateral pledged in this manner shall have the effect of perfecting a security interest in such collateral superior to those of a general creditor. Thus, collateral is considered to be held in the government's name.

According to California law, the market value of pledged securities with banking institutions must equal at least 110% of the government's cash deposits. California law also allows institutions to secure government deposits by pledging first trust deed mortgage notes having a value of 150% of the government's total cash deposits. The government can waive collateral requirements for cash deposits, which are fully insured up to \$250,000 by the Federal Deposit Insurance Corporation.

The Center's bank balance at June 30, 2022 was \$205,495.

## **B.** Authorized Investments

The Center follows the City's investment policy for investment of available excess balances. Under provisions of the City's Investment Policy and in accordance with California Government Code Section 5360l & 53635 (a-n), the Center/City may invest or deposit in the following types of investments:

- Local Center Bonds
- US Treasury Obligations
- US Agencies
- Time Deposits
- Negotiable Certificates of Deposit
- Bankers' Acceptances
- Commercial Paper
- Local Agency Investment Funds (LAIF) of California State Treasurer's Office (State Pool)
- State of California Obligations
- CA Local Center Obligations
- Repurchase Agreements (Repos)
- Reverse Repurchase Agreements
- Medium-Term Notes (Corporate Debt Investment Grade)
- Mutual Funds
- Money Market Funds
- Collateralized Bank Deposits

# CV Starr Community and Aquatic Center Financial Statements For the year ended June 30, 2022

Notes to Basic Financial Statements, Continued

## 2. CASH AND INVESTMENTS, Continued

Criteria for selecting investments and the order of priority are:

- *Safety* The safety and risk associated with an investment refers to the potential loss of principal, interest, or a combination of these amounts. The Center/City only invests in those investments that they consider very safe.
- *Liquidity* This refers to the ability to "cash in" at any moment in time with a minimal possibility of losing some portion of principal or interest. Liquidity is an important investment quality especially when the need for unexpected funds occurs occasionally.
- *Yield* This refers to the rate of return and is the least important of the criteria. Safe, liquid investments do not enjoy the yields of investments not having those characteristics.

# C. Safekeeping

Securities purchased from broker-dealers are held in third party safekeeping by the trust department of the broker-dealer or other designated third party trust in the Center/City's name and control, whenever possible.

## 3. NON-CURRENT LIABILITIES

The Center generally incurs debt to finance projects or purchase assets, which will have useful lives equal to or greater than the related debt. The Center's debt issues and transactions related to Center activities are summarized below and discussed in detail subsequently:

	Balance y 1, 2021	Addi	itions	Retire	ements	_	Balance 2022	e Within ne Year
Compensated absences	\$ 23,069	\$		\$	_	\$	23,069	\$ 23,069
Total	\$ 23,069	\$	_	\$	_	\$	23,069	\$ 23,069

## 4. RISK MANAGEMENT

The Center is exposed to various risks of loss related to torts and injuries to employees or guests. The Center provides liability and workers' compensation insurance through California Association for Park and Recreation Indemnity. The California Association for Park and Recreation Indemnity is a joint powers agency comprised of California special districts, known as CAPRI. CAPRI provides liability and workers compensation coverage through a self-funded arrangement which requires that the Center pay quarterly and annual premiums to CAPRI for its insurance coverage. The following coverage was provided to the Center for the fiscal year ended June 30, 2022 coverage period:

# CV Starr Community and Aquatic Center Financial Statements For the year ended June 30, 2022

Notes to Basic Financial Statements, Continued

# 4. RISK MANAGEMENT, CONTINUED

Comprehensive General Liability (including Automobile Liability Coverage) coverage with a \$1,000,000 limit per occurrence for personal injury and property damage to which the coverage applies. CAPRI also purchases an excess policy from CSAC Excess Insurance Authority with limits of \$24 million excess of \$1million (General Liability, Automobile Liability and Public Officials and Employee Liability coverage). There is no deductible for General Liability claims.

Public Officials and Employee Liability coverage with a \$25,000,000 annual aggregate limit per member agency because of a wrongful act(s) which occurs during the coverage period for which the coverage applies. For each covered claim for employment practices liability there is a \$20,000 deductible payable by the member agency or other covered party which shall be applied to any payment for judgment or settlement and to payments for defense costs as they are incurred.

Workers' Compensation Coverage with \$250,000 in limits. CAPRI purchases an excess policy from CSAC-EIA with statutory limits. There is no deductible for the Workers Compensation Program.

The contributions paid by the Center for Liability and Workers' Compensation coverages for the fiscal years ended June 30, 2022 and June 30 2021, was \$12,171 and \$12,183, respectively.

During the past three fiscal years, none of the above programs of protection have had settlements or judgments that exceed pooled or insured coverage for the Center. There have not been significant reductions in pooled or insured coverage from coverage in the prior year for the Center.

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SUPPLEMENTARY SCHEDULES

# CV Starr Community Center Schedule of Debt Service Coverage June 30, 2022 and 2021

In conjunction with the State of California Water Resources Control Board Loan, the Utility has covenanted to fix, prescribe and collect rates and charges for the CV service which will be sufficient to yield during the year net revenues equal to 110% of the debt service paid during the year. For purposes of this calculation, net revenues equals net income plus depreciation and amortization expenses. The debt service requirement for 2022 and 2021 is as follows:

		2021		2020
Operating income	\$	(1,066,906)	\$	(543,091)
Add:				
Depreciation and amortization expense		-		184,065
CV connection fees		5,347		4,057
Use of money and property				
Net revenue	\$	(1,061,559)	\$	(354,969)
Debt service:				
Principal	\$	-	\$	-
Interest				
Total debt service	\$		\$	
Calculated coverage	N/A		N/A	
Note: Restricted cash and investments consist of the following am	ounts:			
Cash with fiscal agents	\$	-	\$	-
Amounts set aside for future debt repayment		-		
Total restricted cash and investments	\$	-	\$	

# Reconciliation of Statement of Revenues, Expenses and Changes of Net Position to the City of Fort Bragg June 30, 2022

		EV Starr inancial atements	City of Fort Bragg Enterprise Fund		
Change in Net Position	\$	(95,805)	\$	332,082	
Add Depreciation		-		704,670	
Less unallocated taxes		-		(1,117,411)	
Less interest revenue on City cash and investments		-		(14,999)	
Less unallocated revenues		-		(5,115)	
Add unallocated expenses		-		4,968	
-	\$	(95,805)	\$	(95,805)	

Note: The books and records maintained by the Mendocino Coast Recreation and Park District for daily operations of the Center differ from the books and records maintained by the City of Fort Bragg to account for the Enterprise Fund. The following reconciliation demonstrates the accounting differences from the perspective of each of the two entities.

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# 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

To the Honorable Mayor and City Council of the City of Fort Bragg
Fort Bragg, California

We have audited, in accordance with the 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 accompanying financial statements of the CV Starr Community and Aquatic Center (Center), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Center's basic financial statements, and have issued our report thereon dated January 31, 2023.

# **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Center'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Center's internal control. Accordingly, we do not express an opinion on the effectiveness of the Center'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 Center'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 Center's financial statements are free from 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*.

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 Center'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 Center's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

January 31, 2023

JJHCPH, Jnc.
JJACPA, Inc.
Dublin, CA