

City of Copperas Cove City Council Agenda Item Report

Quarterly Financial Statements.

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SUBJECT: Financial Report for the month ending June 30, 2014

1. PROJECT DESCRIPTION

Attached are the Quarterly Financial Statements for the three months ending June 30, 2014. The statements are submitted to the City Council for review per Section 5.02 of the CCEDC Corporate Bylaws, which states, "Once a quarter, the Corporation shall submit to the Unit a Quarterly Report containing unaudited financial status and other significant activities of the Corporation."

2. BACKGROUND/HISTORY

None.

3. FINDINGS/CURRENT ACTIVITY

None.

4. FINANCIAL IMPACT

None.

Copperas Cove Economic Development Corporation

Profit & Loss Budget vs. Actual

October 2013 through June 2014

	<u>Oct '13 - Jun 14</u>	<u>Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense			
Income			
Income			
Interest Income	1,540.62	1,800.00	85.59%
State Sales Tax	1,022,189.58	1,250,000.00	81.78%
Local Sales Tax	11,625.88	12,000.00	96.88%
Digital Sign - Outside Sales	5,320.00	15,000.00	35.47%
Property Sale		425,000.00	
Income - Other	108,969.54		
Total Income	<u>1,149,645.62</u>	<u>1,703,800.00</u>	<u>67.48%</u>
Total Income	<u>1,149,645.62</u>	<u>1,703,800.00</u>	<u>67.48%</u>
Gross Profit	1,149,645.62	1,703,800.00	67.48%
Expense			
Reconciliation Discrepancies			
Personnel			
Pension Plan	23,172.28	40,000.00	57.93%
Office Coordinator	9,112.50	20,000.00	45.56%
Business Retention Specialist	32,806.76	44,000.00	74.56%
Payroll Expenses	26,644.54	28,000.00	95.16%
Educational Assistance		1,500.00	
Executive Director Salary	70,346.15	96,000.00	73.28%
Exec. Director Car Allowance	4,500.00	6,000.00	75.0%
Business Development Director	33,913.92	49,000.00	69.21%
Office Admin. Salary	27,744.53	36,900.00	75.19%
Medical Plan/Emp. Insurance	26,752.27	42,000.00	63.7%
Workers Compensation Insurance	783.00	1,500.00	52.2%
Total Personnel	<u>255,775.95</u>	<u>364,900.00</u>	<u>70.1%</u>
Business Retention			
Business Workshops	4,349.50	5,000.00	86.99%
Entrepreneur Center			
Travel	2,514.59		
Misc.-(ent ctr)	1,236.80	900.00	137.42%
Receptionist			
Office Supplies	75.00	1,000.00	7.5%
Office Equipment	75.00	7,340.00	1.02%
Utilities	337.67	3,960.00	8.53%
Advertising	1,395.00	3,500.00	39.86%
Rent	2,500.00	26,400.00	9.47%
Total Entrepreneur Center	<u>8,134.06</u>	<u>43,100.00</u>	<u>18.87%</u>
Shop QA Program (Shop Copperas	6,052.50	5,000.00	121.05%
Consultants(Business Retention)			
Advertising & Marketing	4,030.47	3,000.00	134.35%
Memberships	525.00	1,500.00	35.0%
Travel		1,500.00	
Incentive Fund	1,050.00	20,000.00	5.25%
Total Business Retention	<u>24,141.53</u>	<u>79,100.00</u>	<u>30.52%</u>
Business Attraction			
HOTDA-Military Rel. Eco. Dev.	37,546.24	50,000.00	75.09%
Prospective Generating Services		12,000.00	
Joint Image Camp.-Local Mktg.		2,500.00	
Texas One - Nat. Mrktg.		1,000.00	

Copperas Cove Economic Development Corporation

Profit & Loss Budget vs. Actual

October 2013 through June 2014

	<u>Oct '13 - Jun 14</u>	<u>Budget</u>	<u>% of Budget</u>
Team Texas - Nat. Mrktg.	3,100.00	3,000.00	103.33%
Adv. & Marketing-Mktg. of Prop.	10,769.16	25,000.00	43.08%
Site Consultant Outreach	15,501.47	20,000.00	77.51%
Research/Studies/Demographics	39.95	600.00	6.66%
Bus. Attraction Travel	20,980.80	30,000.00	69.94%
Incentives	157.35	100,000.00	0.16%
Business Attraction Software	5,010.55	10,100.00	49.61%
Total Business Attraction	93,105.52	254,200.00	36.63%
General Administration			
Rent	20,833.00		
Alarm System (Bldg.)	1,587.44	600.00	264.57%
Audit-Financial Services	6,571.50	12,000.00	54.76%
Community Relations	13,546.64	14,000.00	96.76%
Bank Services Charges	2,245.87		
Community Relations	500.00		
Consultant(s)	3,628.50	2,500.00	145.14%
Copier Lease	1,527.75	2,100.00	72.75%
Copier-Color Copy Charges	2,604.49	2,000.00	130.23%
Copier Lease			
Furniture/Office Decor	192.97	10,000.00	1.93%
General Insurance			
General Liability	2,440.00	2,000.00	122.0%
D & O Insurance	1,972.00	1,500.00	131.47%
Total General Insurance	4,412.00	3,500.00	126.06%
Legal	10,855.70	10,000.00	108.56%
Membership-Dues			
Rotary Club	660.00	660.00	100.0%
AUSA	211.06	150.00	140.71%
IEDC	795.00	765.00	103.92%
TEDC	450.00	1,350.00	33.33%
AAF		250.00	
CC Chamber	50.00	250.00	20.0%
Miscellaneous	653.32		
Total Membership-Dues	2,819.38	3,425.00	82.32%
Office Supplies	3,096.98	5,000.00	61.94%
Office Equipment		1,000.00	
Postage & Shipping	1,894.46	2,000.00	94.72%
Postage Machine Lease	428.80	1,200.00	35.73%
Seminar/Training/Prof. Dev.	167.24	6,000.00	2.79%
Subscriptions-Publications	281.50	1,000.00	28.15%
Technology Equipment Services			
Telephone System Purchase	5,314.64	6,000.00	88.58%
Equipment	10,122.77	8,300.00	121.96%
Internet	1,851.94	2,500.00	74.08%
Website	1,092.33	2,000.00	54.62%
Maintenance/Service Calls	6,098.35	7,200.00	84.7%
Technology Equipment Services - Other	611.16		
Total Technology Equipment Services	25,091.19	26,000.00	96.51%
Software	1,047.21	2,000.00	52.36%
Subscriptions/Publications		1,000.00	
Telephone(s)	4,599.98	9,000.00	51.11%
Travel	3,485.42	4,000.00	87.14%
Total General Administration	111,418.02	118,325.00	94.16%

Copperas Cove Economic Development Corporation

Profit & Loss Budget vs. Actual

October 2013 through June 2014

	<u>Oct '13 - Jun 14</u>	<u>Budget</u>	<u>% of Budget</u>
Digital Sign			
Design Services	97.50	2,000.00	4.88%
Electric Billing	2,462.64	6,000.00	41.04%
Maintenance	799.00	5,000.00	15.98%
Operating Equip. (Wireless)	424.34	2,000.00	21.22%
Insurance	4,083.00	3,800.00	107.45%
Total Digital Sign	<u>7,866.48</u>	<u>18,800.00</u>	<u>41.84%</u>
Building Services			
Bldg. Improvements (Capital)	15,357.42	100,000.00	15.36%
Supplies (Janitorial)		500.00	
Building Maint. (Non-Capital)	15,643.37	5,000.00	312.87%
Janitorial Services (Contract)	6,467.72	6,000.00	107.8%
Utilities (Bldg. Only) Wtr/Elec	13,278.26	10,000.00	132.78%
Total Building Services	<u>50,746.77</u>	<u>121,500.00</u>	<u>41.77%</u>
Debt Service			
2012 Sales Tax Bond Note - Int.	23,077.41	61,439.00	37.56%
Sales Tax Bond Note-Int.	14,578.09	88,704.00	16.44%
Reliever Route Infrastr.(New)In	15,925.00	131,850.00	12.08%
Total Debt Service	<u>53,580.50</u>	<u>281,993.00</u>	<u>19.0%</u>
Capital Projects			
Shops at Five Hills-Phase 1			
Legal Fees	150.00		100.0%
Engineering			
Total Shops at Five Hills-Phase 1	<u>150.00</u>		<u>100.0%</u>
Future Land Swap			
Legal Fees		10,000.00	
Appraisal/Survey		200,000.00	
Purchase of Land		2,000,000.00	
Total Future Land Swap		<u>2,210,000.00</u>	
Old Copperas Cove Road			
Legal Fees		2,000.00	
Engineering	7.01	80,450.00	0.01%
Consultants			
Construction	759.23		100.0%
Total Old Copperas Cove Road	<u>766.24</u>	<u>82,450.00</u>	<u>0.93%</u>
Business & Technology Park			
Legal Fees	1,540.00	20,000.00	7.7%
Engineering	64,653.03		100.0%
Design	2,500.00		100.0%
Construction	1,275,796.17	1,850,000.00	68.96%
Total Business & Technology Park	<u>1,344,489.20</u>	<u>1,870,000.00</u>	<u>71.9%</u>
Other/Contengency	500.00		
Total Capital Projects	<u>1,345,905.44</u>	<u>4,162,450.00</u>	<u>32.33%</u>
Total Expense	<u>1,942,540.21</u>	<u>5,401,268.00</u>	<u>35.97%</u>
Net Ordinary Income	<u>(792,894.59)</u>	<u>(3,697,468.00)</u>	<u>21.44%</u>
	<u>(792,894.59)</u>	<u>(3,697,468.00)</u>	<u>21.44%</u>

Copperas Cove Economic Development Corporation

Balance Sheet

As of April 30, 2014

Apr 30, 14

ASSETS

Current Assets

Checking/Savings

Sweep Acct#20351847(for 5770)	1,705,009.15
Sweep Acct#20351839(for 2640)	354,012.17
Sweep Acct#20351821(for 2120)	90,568.04
Checking Account #56002120	163,230.57
Sales Tax Rev. Fund #57002640	10,000.00
Land Account #5770	10,000.00

Total Checking/Savings 2,332,819.93

Accounts Receivable

Projected Sales Tax 225,090.00

Total Accounts Receivable 225,090.00

Total Current Assets 2,557,909.93

Fixed Assets

2012 Sales Tax Bond Expense

Accumulated Amortization (4,578.14)

2012 Sales Tax Bond Expense - Ot... 45,781.25

Total 2012 Sales Tax Bond Expense 41,203.11

Furniture & Fixtures 7,750.71

Building & Improvements

CIP - Building Improvements 320,393.89

Buildings & Improvements 179,220.57

Accum. Depr. - Bldg. & Impr. (110,653.00)

Total Building & Improvements 388,961.46

Equipment

Equipment 21,196.40

Accum. Depr.-Equipment (14,755.00)

Total Equipment 6,441.40

Improvements other than Bldgs.

Digital Sign 246,600.00

Accum. Depr.-Sign (73,980.00)

Total Improvements other than Bldgs. 172,620.00

Land Property

Land Purchase 785,586.29

Land Property - Other 365,313.08

Total Land Property 1,150,899.37

Copperas Cove Economic Development Corporation

Balance Sheet

As of April 30, 2014

	<u>Apr 30, 14</u>
Total Fixed Assets	1,767,876.05
Other Assets	
Deferred Contributions	2,375,815.00
Total Other Assets	2,375,815.00
TOTAL ASSETS	6,701,600.98
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts payable	125.98
Total Accounts Payable	125.98
Other Current Liabilities	
Pensions Payable	9,229.00
Accrued Wages	10,054.00
Accrued Interest	9,393.00
Payroll Liabilities	1,376.63
Total Other Current Liabilities	30,052.63
Total Current Liabilities	30,178.61
Long Term Liabilities	
Issuance of Debt	480,000.00
2012 Sales Tax Bond	1,490,000.00
Total Long Term Liabilities	1,970,000.00
Total Liabilities	2,000,178.61
Equity	
Committed Fund Balance	910,000.00
Restricted Fund Balance	2,531,865.00
Retained Earnings	1,845,380.95
Net Income	(585,823.58)
Total Equity	4,701,422.37
TOTAL LIABILITIES & EQUITY	6,701,600.98

Copperas Cove Economic Development Corporation

Balance Sheet

As of May 31, 2014

May 31, 14

ASSETS

Current Assets

Checking/Savings

Sweep Acct#20351847(for 5770)	1,705,122.85
Sweep Acct#20351839(for 2640)	354,026.91
Sweep Acct#20351821(for 2120)	150,384.79
Checking Account #56002120	(112,604.04)
Sales Tax Rev. Fund #57002640	10,000.00
Land Account #5770	10,000.00

Total Checking/Savings 2,116,930.51

Accounts Receivable

Accounts Receivable	255.00
Projected Sales Tax	225,090.00

Total Accounts Receivable 225,345.00

Total Current Assets 2,342,275.51

Fixed Assets

2012 Sales Tax Bond Expense

Accumulated Amortization	(4,578.14)
2012 Sales Tax Bond Expense - Ot...	45,781.25

Total 2012 Sales Tax Bond Expense 41,203.11

Furniture & Fixtures 10,895.29

Building & Improvements

CIP - Building Improvements	337,381.68
Buildings & Improvements	179,220.57
Accum. Depr. - Bldg. & Impr.	(110,653.00)

Total Building & Improvements 405,949.25

Equipment

Equipment	21,196.40
Accum. Depr.-Equipment	(14,755.00)

Total Equipment 6,441.40

Improvements other than Bldgs.

Digital Sign	246,600.00
Accum. Depr.-Sign	(73,980.00)

Total Improvements other than Bldgs. 172,620.00

Land Property

Land Purchase	785,586.29
Land Property - Other	365,313.08

Copperas Cove Economic Development Corporation

Balance Sheet

As of May 31, 2014

	<u>May 31, 14</u>
Total Land Property	1,150,899.37
Total Fixed Assets	1,788,008.42
Other Assets	
Deferred Contributions	2,375,815.00
Total Other Assets	2,375,815.00
TOTAL ASSETS	<u>6,506,098.93</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts payable	195.00
Total Accounts Payable	195.00
Other Current Liabilities	
Pensions Payable	9,229.00
Accrued Wages	10,054.00
Accrued Interest	9,393.00
Payroll Liabilities	234.84
Total Other Current Liabilities	28,910.84
Total Current Liabilities	29,105.84
Long Term Liabilities	
Issuance of Debt	480,000.00
2012 Sales Tax Bond	1,490,000.00
Total Long Term Liabilities	1,970,000.00
Total Liabilities	1,999,105.84
Equity	
Committed Fund Balance	910,000.00
Restricted Fund Balance	2,531,865.00
Retained Earnings	1,845,380.95
Net Income	(780,252.86)
Total Equity	4,506,993.09
TOTAL LIABILITIES & EQUITY	<u>6,506,098.93</u>

Copperas Cove Economic Development Corporation
Balance Sheet
As of June 30, 2014

	Jun 30, 14
ASSETS	
Current Assets	
Checking/Savings	
Sweep Acct#20351847(for 5770)	1,705,240.34
Sweep Acct#20351839(for 2640)	186,379.57
Sweep Acct#20351821(for 2120)	203,472.16
Checking Account #56002120	(34,968.55)
Sales Tax Rev. Fund #57002640	10,000.00
Land Account #5770	10,000.00
Total Checking/Savings	2,080,123.52
Accounts Receivable	
Accounts Receivable	815.00
Projected Sales Tax	225,090.00
Total Accounts Receivable	225,905.00
Total Current Assets	2,306,028.52
Fixed Assets	
2012 Sales Tax Bond Expense	
Accumulated Amortization	(4,578.14)
2012 Sales Tax Bond Expense - Ot...	45,781.25
Total 2012 Sales Tax Bond Expense	41,203.11
Furniture & Fixtures	10,895.29
Building & Improvements	
CIP - Building Improvements	361,020.83
Buildings & Improvements	179,220.57
Accum. Depr. - Bldg. & Impr.	(110,653.00)
Total Building & Improvements	429,588.40
Equipment	
Equipment	21,196.40
Accum. Depr.-Equipment	(14,755.00)
Total Equipment	6,441.40
Improvements other than Bldgs.	
Digital Sign	246,600.00
Accum. Depr.-Sign	(73,980.00)
Total Improvements other than Bldgs.	172,620.00
Land Property	
Land Purchase	785,586.29
Land Property - Other	365,313.08

Copperas Cove Economic Development Corporation

Balance Sheet

As of June 30, 2014

	<u>Jun 30, 14</u>
Total Land Property	1,150,899.37
Total Fixed Assets	1,811,647.57
Other Assets	
Deferred Contributions	2,375,815.00
Total Other Assets	2,375,815.00
TOTAL ASSETS	<u>6,493,491.09</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts payable	195.00
Total Accounts Payable	195.00
Other Current Liabilities	
Pensions Payable	9,229.00
Accrued Wages	10,054.00
Accrued Interest	9,393.00
Payroll Liabilities	268.73
Total Other Current Liabilities	28,944.73
Total Current Liabilities	29,139.73
Long Term Liabilities	
Issuance of Debt	480,000.00
2012 Sales Tax Bond	1,490,000.00
Total Long Term Liabilities	1,970,000.00
Total Liabilities	1,999,139.73
Equity	
Committed Fund Balance	910,000.00
Restricted Fund Balance	2,531,865.00
Retained Earnings	1,845,380.95
Net Income	(792,894.59)
Total Equity	4,494,351.36
TOTAL LIABILITIES & EQUITY	<u>6,493,491.09</u>