

City of Copperas Cove Information Item

May 21, 2015

Yearly Attestation Statement

Contact – Betty Price, President, 254-547-7571
president@copperascove.com

SUBJECT: Copperas Cove Chamber of Commerce & Visitors Bureau Compilation Report

1. PROJECT DESCRIPTION

Prepared attestation statement for the year ending December 2014

2. BACKGROUND/HISTORY

The signed agreement between the City of Copperas Cove and the Chamber of Commerce states that the Chamber will engage an independent certified public accountant to perform an attestation engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants (AICPA).

The purpose of the engagement is to provide assurance to the City of Copperas Cove that tourism expenditures made from funds provided by the City of Copperas Cove have been spent in accordance with statutes pertaining to the use of hotel occupancy tax dollars.

3. FINDINGS/CURRENT ACTIVITY

In accordance with the signed agreement on October 23, 2008, the Chamber is required to provide a report presenting the expenditures along with the Independent Certified Public Accountants' Opinion. This report should be provided to the entire City Council. Attached for your review is the 2014 Accountant's Compilation Report from Lott, Vernon, & Company, P.C

4. FINANCIAL IMPACT

None

UNAUDITED FINANCIAL STATEMENTS

FOR THE TWELVE MONTHS
ENDED DECEMBER 31, 2014

COPPERAS COVE CHAMBER OF COMMERCE
204 E. ROBERTSON AVE.
COPPERAS COVE, TX 76522



LOTT, VERNON & COMPANY, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

911 S. MAIN STREET
POST OFFICE BOX 488
COPPERAS COVE, TEXAS 76522

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Certified Public Accountants*

ACCOUNTANT'S COMPILATION REPORT

To the Board of Directors
Copperas Cove Chamber of Commerce
204 E. Robertson Ave.
Copperas Cove, TX 76522

We have compiled the accompanying statement of financial position –income tax basis –of Copperas Cove Chamber of Commerce (a non – profit organization) as of December 31, 2014 and the related statement of activities and net assets –income tax basis, and the supporting schedule of tourism expenditures for the twelve months then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with the income tax basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the income tax basis of accounting and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with the income tax basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Organization's financial position, changes in net assets, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

A handwritten signature in cursive script that reads "Lott Vernon & Co. P.C.".

April 30, 2015

Copperas Cove Chamber of Commerce
Statement of Financial Position - Income Tax Basis
December 31, 2014

Assets	
Current Assets	
Cash In Banks	\$ 135,069
Securities - Edward Jones	46,300
Total Cash	<u>181,369</u>
Accounts Receivable	<u>54,496</u>
Fixed Assets	
Equipment & Signage	46,435
Building	127,915
Land	3,742
Storage Building	6,000
Accumulated Depreciation	<u>(122,339)</u>
Total Fixed Assets	<u>61,753</u>
Total Assets	<u><u>\$ 297,618</u></u>
Liabilities And Net Assets	
Current Liabilities	
Accounts Payable	\$ -
Payroll Taxes Payable	3,214
Current Portion - Extraco	<u>6,660</u>
Total Current Liabilities	<u>9,874</u>
Long Mortgage Payable Extraco	31,421
Less Current Portion	<u>(6,660)</u>
Total Long Term Liabilities	<u>24,761</u>
Total Liabilities	34,635
Net Assets	<u>262,983</u>
Total Liabilities And Net Assets	<u><u>\$ 297,618</u></u>

See Accountants' Compilation Report

Copperas Cove Chamber of Commerce
Statement of Activities and Net Assets - Income Tax Basis
For The Twelve Months Ended December 31, 2014

Unrestricted Net Asset	
Support Programs	
Annual Banquet	\$ 15,162
Ambassadors	1,744
Military Affairs	14,169
Committee Activities	924
Joint Image	7,500
Donations	-
Tourism (Hotel Motel Tax)	75,827
Total Programs	<u>115,326</u>
Fundraisers	
Rabbit Fest	152,089
Krist Kindle Market	12,107
Carnival and Other Fund Raisers	7,893
Bike Tours	9,786
Total Fundraisers	<u>181,875</u>
General	
Membership Services	76,841
Interest	603
Dividends	-
Total General	<u>77,444</u>
Total Support	<u>374,645</u>
Expenses	
Programs	
Military Affairs	13,079
Membership Expense	7,435
Ambassador Expense	685
Joint Image	4,000
Community Activities	4,198
Total Programs	<u>29,397</u>
Fundraisers	
Rabbit Fest	70,090
Krist Kindl Market	10,093
Carnival and Other Fund Raisers	1,889
Total Fundraisers	<u>82,072</u>
Tourism Events	
Bike and Run	21,565
Hood Howdy	846
Tourism Advertising	9,993
Tourism - Other	2,995
Total Tourism Events	<u>35,399</u>

General	
Advertising	
Auto Expense	334
Bank Expense	1,855
Bad Debts	9,076
Computer Maintenance	2,992
Depreciation	7,279
Dues and Subscriptions	1,788
Employee Appreciation	1,653
Equipment Rental	4,212
Insurance	6,405
Interest	1,966
Internet	1,035
Office	3,839
Payroll Costs	114,890
Health Ins	12,650
Payroll Tax	
Postage and Printing	1,542
Professional Expense	1,525
Property Taxes	3,521
Repair and Maintenance Building	4,772
Supplies	648
Telephone	3,750
Travel and Training	3,688
Utilities	4,124
Total General	<u>193,544</u>
Total Expenses	<u>340,412</u>
Increase In Unrestricted Assets	34,233
Net Assets Beginning Of The Year	<u>228,750</u>
Net Assets End Of The Year	<u><u>\$ 262,983</u></u>

Copperas Cove Chamber of Commerce
Tourism Report
December 31, 2014



LOTT, VERNON & COMPANY, P.C.

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May 4, 2015

To the Board of Directors
Copperas Cove Chamber of Commerce
204 E. Robertson Ave.
Copperas Cove, TX 76522

We have examined the Schedule of Tourism Expenditures of the Copperas Cove Chamber of Commerce for the year ended December 31, 2014. Copperas Cove Chamber of Commerce management is responsible for the schedule of Tourism Expenditure. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting tourism expenditures and performing such other procedures, as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion the schedule referred to above presents, in all material respects, the tourism expenditures of the Copperas Cove Chamber of Commerce for the year ended December 31, 2014 based on the contract with the City of Copperas Cove.

Lott Vernon & Co., P.C.

Copperas Cove Chamber of Commerce
Tourism Expenditures
For The Twelve Months Ended December 31, 2014

		Total To Allocate	Tourism Amount
Hood Howdy	100%		\$ 846.00
Operating			
Advertising	100%		1,177.00
Bank Fees	25%	1,855.45	463.86
Building			
Bldg Maint	50%	4,772.25	2,386.13
Bldg Interest	50%	1,965.90	982.95
Property Taxes	50%	3,520.64	1,760.32
Insurance	50%	4,358.71	2,179.36
Utilities	50%	4,124.30	2,062.15
Office			
Internet	50%	1,035.24	517.62
Dues	50%	1,787.95	893.98
Tax Preparation & Attestation	50%	1,525.00	762.50
Postage and Printing	50%	1,542.13	771.07
Equipment Rental	50%	4,212.36	2,106.18
Telephone	50%	3,749.61	1,874.81
Computer Maintenance	50%	2,992.19	1,496.10
Office Supplies	50%	3,840.00	1,920.00
Payroll Expenses	50%	127,539.55	63,769.78
Training, Conferences, etc.	50%		-
Tourism Advertising			
Airport Brochure	100%		525.00
Community	100%		3,184.00
Festivals of Texas	100%		675.00
Websites	100%		1,693.00
Other Advertising	100%		3,916.00
Krist Kindl Market	100%		10,093.00
Rabbit Fest	100%		70,090.00
Tourism			
Military Support	100%		1,815.00
Joint Image Funds	100%		4,000.00
Bike/Run	100%		21,534.00
Total Tourism Expenditures			<u>\$ 203,494.78</u>