

**ROANOKE VALLEY-ALLEGHANY
REGIONAL COMMISSION**

AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2014

DRAFT

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Certified Public Accountants
Chantilly, VA

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INDEPENDENT AUDITOR'S REPORT

To the Commissioners
Roanoke Valley-Alleghany Regional Commission

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the aggregate remaining fund information of the Roanoke Valley-Alleghany Regional Commission as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Managements is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes 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.

Auditor's Responsibility

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 involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made be management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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 the aggregate remaining fund information of the Roanoke Valley-Alleghany Regional Commission as of June 30, 2014, 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.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 4 through 8 and page 29 be presented to supplement the basic financial statements. Such 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Roanoke Valley-Alleghany Regional Commission's basic financial statements. The accompanying schedules of cost allocation by project, indirect expenses, and revenues and expenditures - ARC are presented for purposes of additional analysis and are not a required part of the basic financial statements. The 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 financial statements.

The schedules of cost allocation by project, indirect expenses, revenues and expenditures – ARC, and schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedules of cost allocation by project, indirect expenses, revenues and expenditures – ARC, and schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required By Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 25, 2014, on our consideration of the Roanoke Valley-Alleghany Regional Commission'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 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 or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Roanoke Valley-Alleghany Regional Commission's internal control over financial reporting and compliance.

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Certified Public Accountants
Chantilly, Virginia

September 25, 2014

Management's Discussion and Analysis

Roanoke Valley-Alleghany Regional Commission

This section of the Roanoke Valley-Alleghany Regional Commission's annual financial report presents our discussion and analysis of the Commission's financial performance during the fiscal year that ended June 30, 2014. Please read it in conjunction with the transmittal letter at the front of this report and the Commission's financial statements, which follow this section.

Overview of the Financial Statements

This report consists of Management's Discussion and Analysis (MD&A), government-wide statements, fund financial statements, and the notes to the financial statements. The first two statements are condensed and present a government-wide view of the Commission's finances. These government-wide statements are designed to be more corporate-like in that all activities are consolidated into a total for the Commission.

The Statement of Net Assets focuses on resources available for future operations. In simple terms, this statement presents a snap shot view of the assets the Commission has, the liabilities it owes and the net difference. The net difference is further separated into amounts restricted for specific purposes and unrestricted amounts. Government activities are reported on the accrual basis of accounting. Over time, increases and decreases in net assets may serve as a useful indicator of whether the financial position of the Commission is improving or deteriorating.

The Statement of Activities focuses gross and net costs of the Commission's programs and the extent to which such programs rely upon general revenues. This statement summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues.

The statement of Revenue, Expenses and Changes in Net Assets presents information showing how the Commission's net assets changed during the fiscal year. All changes in net assets are reported as soon as the underlying event giving rise of the change occurs, regardless of the timing of related cash flows. Thus, revenue and expenditures are recorded in this statement for some items that will only result in cash flows in future periods.

The notes to the financial statements provide additional disclosure required by governmental accounting standards and provide information to assist the reader in understanding the Commission's financial condition.

The MD&A is intended to explain the significant changes in financial position and the differences in operation between the current year and prior years.

Government-Wide Financial Statements

The government-wide financial statements consist of the statement of net assets and the statement of activities. The statement of net assets presents the assets and liabilities, with the difference between the two reported as net assets. The statement of activities and changes in net assets shows in broad terms how the net assets changed during the fiscal year.

Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position is improving or deteriorating. Net assets are reported in three categories; net assets invested in capital assets, net assets that are restricted in use and net assets that are unrestricted. Then revenue supporting the activities and programs are classified under three broad categories: operating grants and contributions, capital grants, and contributions and charges for services. Grant revenue received that is passed through to another entity is classified as operating even if the funds are ultimately used for capital purposes.

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 Commission uses a governmental fund to account for essentially the same functions as reported as governmental activities in the government-wide financial statements. Unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources as well as on balances of spendable resources available at the end of the fiscal year.

Financial Analysis

Summary Statement of Net Assets

	Governmental Activities 2014	Governmental Activities 2013
Assets:		
Current Assets	\$746,646	\$697,212
Capital Assets (net)	<u>245,791</u>	<u>252,344</u>
Total Assets	<u>\$992,437</u>	<u>\$949,556</u>
Liabilities:		
Current Liabilities	<u>\$130,987</u>	<u>\$109,312</u>
Net Assets:		
Invested in Capital Assets	\$245,791	\$252,344
Unrestricted	600,659	572,900
Restricted	<u>15,000</u>	<u>15,000</u>
Total Net Assets	<u>\$861,450</u>	<u>\$840,244</u>

The Summary of Net Assets - Governmental Activities shows an increase of \$21,206.

Summary Statement of Revenues, Expenditures & Changes in Net Assets

	Governmental Activities 2014	Governmental Activities 2013
Revenues	\$1,629,066	\$1,626,236
Expenses	<u>1,607,860</u>	<u>1,563,198</u>
Change in net assets	21,206	63,038
Net assets at beginning of year	<u>840,244</u>	<u>777,206</u>
Net assets at end of year	<u>\$ 861,450</u>	<u>\$ 840,244</u>

The Statement of Revenues, Expenditures and Change in Net Assets is a result of reasonable and expected fluctuations in grant activity for the year.

Revenues and Carryover Balances

In September 2012, the Regional Commission awarded a contract from the Department of Environmental Quality (DEQ) for the TMDL implementation plan for the Roanoke River in the amount of \$192,627 (\$20,000 from the Commonwealth of Virginia and \$172,627 from the United States Department of Environmental Protection Agency). In July of 2013, this contract was extended by DEQ until September 2014 with an additional \$72,615 in federal funds added to the contract. This additional work and funding will be used to include parts of Montgomery County in the study area.

Also in July 2013, the Commission contracted with the Virginia Office of Intermodal Planning and Investment in the amount of \$20,000 to oversee a study documenting the feasibility, and economic and transportation impacts associated with an Intermodal Center in Elliston, Virginia. The study is not yet completed.

The Federal Highway Administration (FHWA) notified Virginia’s MPOs that funding state-wide would be reduced 40% below the 2012 levels. The dramatic reduction in PL funding was a result of FHWA revising/reconciling four years of previous PL Budgets. This resulted in a temporary loss of \$25,536 in Federal PL funds and \$3,193 in State matching funds until FY 2016.

The \$625,000 grant from the U.S. Department of Housing and Urban Development to develop a regional livability plan (the Partnership for a Livable Roanoke Valley) ended in February 2014. The Commission is in the process of closing out the grant with HUD.

\$56,863 in Federal Transportation PL funds and \$7,107 in State VDOT matching funds are to be carried over into the 2015/2016 fiscal year.

The Commission received \$75,971 from the Virginia Department of Housing and Community Development, which was allocated by the General Assembly to Planning District Commissions.

The per capita dues were raised by five cents for the fiscal year increasing from .75 to .80. Dues paid by the localities at eighty cents per capita are as follows: Alleghany County \$9,222, Botetourt County \$25,049, Clifton Forge \$2,913, Covington \$4,569, Craig County \$3,931, Franklin County \$38,626, Town of Rocky Mount \$3,599, City of Roanoke \$72,905, County of Roanoke \$63,442, Salem \$18,728 and Vinton \$6,074 for total dues in the amount of \$249,058.

Expenditures

The accrued annual leave balance increased by \$3,266.

Supplies were over spent due to the change in the Commission's logo. Several items had to be replaced, such as letterhead, envelopes, signage, business cards and name tags.

The Commission hired several consultants to assist with program development and implementation this fiscal year:

- AECOM was paid \$122,100 to develop framework and strategies for the Partnership for a Livable Roanoke Valley.
- The Council of Community Services was paid \$27,386 to assist with facilitation, public engagement through summits, committee meetings, visioning meetings, and public focus groups as a part of the work of the Partnership for a Livable Roanoke Valley.
- Louis Berger & Associates was paid \$124,561 for their work on the Implementation Plan for the Roanoke River TMDL. This work was undertaken with the Virginia Department of Environmental Quality.
- ACCESS was paid \$3,000 to enhance the Livability website.
- New River Valley PDC was paid \$33,680 for their work with the RideSolutions program in the New River Valley.
- Virginia's Region 2000 was paid \$44,478 for their work with the RideSolutions program in the Lynchburg area.

The travel line item was overspent since the cost of the Leadership trip to Pittsburgh was included. The contract service line item was under spent \$98,633. This was due to Berger & Associates did not spend \$34,786, and the PL amount for on call consultant in the amount of \$64,000 was not spent. In-kind is included in the miscellaneous item, that was underspent due to the Partnership for a Livable Roanoke Valley match was not needed.

Utilities were under budget due to the conservation efforts of the staff to reduce energy usage by promoting energy efficiency throughout the Commission building.

Capital Asset and Debt Administration

The capital assets in the governmental funds consist of computer equipment and furniture. The capital assets in the proprietary fund consist of land and our office building.

Economic Factors and Future Outlook

Presently, management of the Commission is not aware of any other significant changes in conditions that would have a significant effect on the financial position or on the activities of the Commission in the near future.

Contacting the Commission's Financial Management Staff

This financial report is designed to provide a general overview of the Commission's finances and show the Commission's accountability for the funds it receives. If you have questions about this report or need additional information, contact the Commission's Director of Finance at 313 Luck Avenue, SW Roanoke, Virginia 24016-5013, telephone 540-343-4417, or at odooley@rvarc.org.

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Roanoke Valley-Alleghany Regional Commission
Statement of Net Assets
June 30, 2014

	<u>Governmental Activities</u>
ASSETS	
Cash and cash equivalents	\$ 508,118
Due from grantors	201,212
Accounts receivable - miscellaneous	7,535
Due from contracts	8,047
Prepaid expenses	21,734
Capital assets, net	<u>245,791</u>
Total Assets	<u><u>\$ 992,437</u></u>
LIABILITIES	
Accounts payable	\$ 73,180
Deferred revenue	10,146
Accrued annual leave	<u>47,661</u>
Total Liabilities	<u>130,987</u>
NET ASSETS	
Investment in capital assets	245,791
Reserve for capital improvements	15,000
Unrestricted	<u>600,659</u>
Total Net Assets	<u>861,450</u>
Total Liabilities and Net Assets	<u><u>\$ 992,437</u></u>

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Roanoke Valley-Alleghany Regional Commission
Statement of Activities
For the Year Ended June 30, 2014

Program Activities	Expenses	Charges for Services	Operating Grants and Contributions	Total
Governmental activities				
General government and administrator	\$ 150,042	\$ -	\$ -	\$ (150,042)
Projects	1,457,818	1,341,661	286,682	170,525
Total Governmental Activities	1,607,860	1,341,661	286,682	20,483
General revenues:				
				723
				21,206
				840,244
				\$ 861,450

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Roanoke Valley-Alleghany Regional Commission
Balance Sheet
Governmental Fund
June 30, 2014

	<u>General Fund</u>
ASSETS	
Cash and cash equivalents	\$508,118
Due from grantors	201,212
Accounts receivable - miscellaneous	7,535
Due from contracts	8,047
Prepaid expenses	<u>21,734</u>
Total Assets	<u><u>\$746,646</u></u>
LIABILITIES	
Accounts payable	\$ 73,180
Deferred revenue	<u>10,146</u>
Total Liabilities	<u>83,326</u>
FUND BALANCE	
Reserve for capital improvements	15,000
Unrestricted	<u>648,320</u>
Total Fund Balance	<u>663,320</u>
Total Liabilities and Fund Balance	<u><u>\$746,646</u></u>

Reconciliation of fund balances on the balance sheet for governmental funds to net assets of governmental funds on the statement of net assets:

Fund Balances - total governmental funds	\$663,320
Amounts reported for governmental activities in the statement of net assets are different because:	
Compensated absences, are not due and payable in the current period and therefore are not reported in the funds	(47,661)
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds	<u>245,791</u>
Net Assets of Governmental Activities	<u><u>\$861,450</u></u>

Roanoke Valley-Alleghany Regional Commission
Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Fund
For the Year Ended June 30, 2014

Revenue	
Grants and appropriations	
Federal grants	\$ 905,360
State grants and appropriations	384,103
Local grants and appropriations	255,558
Other revenue	
Miscellaneous and interest	84,045
Total Revenues	<u>1,629,066</u>
Expenditures	
Salaries	675,528
Contract services	365,164
Fringe benefits	272,464
Advertising	62,909
Travel	52,016
Supplies	25,678
Maintenance	23,747
Printing	15,708
Miscellaneous	13,970
Computer services	13,196
Dues and subscriptions	11,797
Utilities	10,498
Meetings	9,680
Legal and accounting	8,950
Public relations	7,350
Telephone	7,317
Lease payments	6,120
Conferences	4,249
Insurance	4,032
Postage	3,621
Training	2,128
Furniture and equipment	1,440
Library and maps	479
Total Expenditures	<u>1,598,041</u>
Excess of Revenues over Expenditures	31,025
Fund Balance - Beginning of Year	<u>632,295</u>
Fund Balance - End of Year	<u>\$ 663,320</u>
Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of Governmental Funds to the Statement of Activities	
Net Changes in Fund Balances - Total Governmental Funds	\$ 31,025
Capital outlays are reported as expenditures in the government funds. However, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense in the statement of activities. In the current period these amounts are:	
Depreciation Expense	(10,726)
Some expenses reported on the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the government funds.	
Capital outlay	4,173
Increase in compensated absence liability	<u>(3,266)</u>
Change in net assets reported on the Statement of Activities	<u>\$ 21,206</u>

See accompanying notes

ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION

NOTES TO FINANCIAL STATEMENTS

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES

The accounting policies of the Roanoke Valley-Alleghany Regional Commission (the “Commission”) conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of significant policies.

A. The Financial Reporting Entity

The Commission is a multi-jurisdictional entity created for the purpose of promoting the orderly and efficient development of the physical, social, and economic elements in its district. The Commission draws its corporate powers from Virginia Code section 15.1-1404 which defines it as a body corporate and politic. The Commission consists of 36 members who are appointed by and serve at the pleasure of the eleven member governments.

B. Financial Statement Presentation

The government-wide financial statements (the statement of net assets and the statement of activities) report information of all of the nonfiduciary activities.

The government-wide Statement of Activities is designed to report the degree to which the direct expenses of a given function are offset by program revenues. Program revenues include charges to customers, and grants and contributions that are restricted to meeting the operational or capital requirements of a particular function.

The government-wide Statement of Net Assets reports net assets as restricted when externally imposed constraints on those net assets are in effect. Internally imposed designations of resources are not presented as restricted net assets.

Separate fund financial statements are provided for governmental fund. The governmental fund is reported on separate balance sheet and statement of revenues, expenditures, and change in fund balances.

C. Basis of Accounting

The accounting and reporting policies of the Commission relating to the accompanying basic financial conform to accounting principles generally accepted in the United States of America applicable to state and local governments. Generally accepted accounting principles for local governments include those principles prescribed by the Governmental Accounting Standards Board (GASB) the American Institute of Certified Public Accountants in the Publication entitled Audits of State and Local Government Units and by the Financial Accounting Standards Board (when applicable).

ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION

NOTES TO FINANCIAL STATEMENTS

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES (CONTINUED)

C. Basis of Accounting (Continued)

The Commission's basic financial statements are presented on the full accrual basis of accounting and conform to accounting principles generally accepted in the United States of America. Under the modified accrual method, revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount of the transaction can be determined and "available" means collectable within the current period or soon enough thereafter to be used to pay liabilities of the current period, generally ninety days. The Commission considers grant revenue as available when the grant expenditure is made since the expenditure is the prime factor for determining eligibility. Expenditures are recorded when the related fund liability is incurred.

D. Budgets/Legal Compliance

The following procedures are used by the Commission in establishing the budgetary data reflected in the financial statements:

1. The Executive Director submits to the Commissioners a proposed operating budget for the fiscal year commencing the following July 1. The operating budget includes proposed expenditures and the means of financing them.
2. Prior to June 30, the Commissioners adopt the budget.
3. Only the Commissioners can revise the budget for each department or category.
4. Formal budgetary integration is employed as a management control device during the year for the General Fund.
5. All budgets are adopted on a basis consistent with the cash basis of accounting.
6. Unused budget amounts lapse on June 30.

E. Cash and Cash Equivalents

State statute authorizes the Commission to invest in obligations of the U. S. Treasury, agencies, and instrumentalities, repurchase agreements, certificates of deposit or time deposits insured by the FDIC, and the local government Investment pool. Cash and cash equivalents include amounts in demand deposits as well as short-term, highly liquid investments with a maturity date within three months of the date acquired by the Commission. Deposits are carried at cost, which approximates fair value. At year end, the carrying value of the Commission's money market funds was \$263,559, the checking account balance was \$119,823 and a certificate of deposit had a \$124,586 balance.

**ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING PRINCIPLES (CONTINUED)

E. Cash and Cash Equivalents (Continued)

There is no custodial credit risk to these accounts, as the entire bank balance was covered by federal depository insurance or collateralized in accordance with the Virginia Security for Public Deposits Act (Act). Under the Act, banks holding public deposits in excess of the amounts insured by the FDIC must pledge collateral in the amount of 50% of excess deposits to a collateral pool in the name of the State Treasury Board. Savings and loan institutions are required to collateralize 100% of deposits in excess of FSLIC limits. The State Treasury Board is responsible for monitoring compliance by banks and savings and loans. Accordingly, there is no custodial risk for either of the accounts as they are fully collateralized. In addition there is no interest risk as the interest rates are adjusted daily.

F. Property and Equipment

The Commission records property and equipment at cost for all items exceeding \$1,000 and provides for depreciation using the straight-line method over the useful lives of the assets. Maintenance and repairs are charged to earnings.

The estimated lives are as follows:

Buildings and improvements	30 years
Furniture and other equipment	5 years
Computer equipment	2 years

G. Estimates

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

NOTE 2 – CAPITAL ASSETS

Property, plant and equipment purchased are stated at cost. Depreciation for Propriety Fixed Assets has been provided over estimated useful lives of 30 years for buildings and their improvements, and 5 years for furniture and equipment.

**ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION
NOTES TO FINANCIAL STATEMENTS**

NOTE 2 – CAPITAL ASSETS (CONTINUED)

Capital asset activity for the year ended June 30, 2014 was as follows:

	Balance <u>July 1, 2013</u>	<u>Additions</u>	<u>Disposals</u>	Balance <u>June 30, 2014</u>
Governmental Activities:				
Capital assets not being depreciated				
Land	\$ 43,240	\$ -	\$ -	\$ 43,240
Total capital assets not being depreciated	<u>43,240</u>	<u>-</u>	<u>-</u>	<u>43,240</u>
Capital Assets being depreciated				
Office equipment	5,931	-	-	5,931
Building	<u>478,392</u>	<u>4,173</u>	<u>-</u>	<u>482,565</u>
Total capital assets being depreciated	<u>484,323</u>	<u>4,173</u>	<u>-</u>	<u>488,496</u>
Less accumulated depreciation for:				
Office Equipment	(2,531)	(868)	-	(3,399)
Building	<u>(272,688)</u>	<u>(9,858)</u>	<u>-</u>	<u>(282,546)</u>
Total accumulated depreciation	<u>(275,219)</u>	<u>(10,726)</u>	<u>-</u>	<u>(285,945)</u>
Governmental activities capital assets, net	<u>\$252,344</u>	<u>\$ (6,553)</u>	<u>\$ -</u>	<u>\$245,791</u>

NOTE 3 – COMPENSATED ABSENCES

The Commission has accrued the liability arising from outstanding compensated absences. Commission employees earn sick leave at the rate of 9 days per year, 15 days per year after 5 years of service. A maximum of 60 days of sick leave may be accumulated. No benefits or pay is received for unused sick leave upon termination. Commission employees earn 3 days of personal leave after 1 year of service. No benefits or pay is received for unused personal leave upon termination.

Commission employees' annual leave is based on the number of years of service as follows:

1 - 4 years of service	12 days per year
5 - 9 years of service	15 days per year
10 - 14 years of service	18 days per year
15 - 20 years of service	21 days per year
After 20 years of service,	1 day for each year of service

Accumulated annual leave up to a maximum of 30 days is paid upon termination. The Commission has outstanding accrued annual leave pay totaling \$47,661 in the current liabilities of the General Fund at the end of the fiscal year. The Commission reports accrued compensated absences in the General Fund, and the related cost is included in the Indirect Cost Allocation Pool.

**ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION
NOTES TO FINANCIAL STATEMENTS**

NOTE 4 – LEASES

In February 2010, the Commission entered into a 60 month operating lease agreement with Wells Fargo Financial Leasing, Inc. for a copier. Lease payments are \$510 per month. Future minimum lease under non-cancelable operating leases as of June 30, 2014 are:

<u>Year ended June 30</u>	
2015	<u>\$4,080</u>
Total	<u>\$4,080</u>

The Commission’s lease expense for operating leases for the year ended June 30, 2014 was \$6,120.

NOTE 5 – ALLOCATION OF INDIRECT COSTS

The Commission has entered into various agreements to assist the management of various projects and grants. The Commission charges for direct costs incurred plus a portion of indirect costs. Indirect costs are allocated on the ratio of the individual project’s personnel services, including fringe benefits, to total personnel, including fringe benefits. The indirect cost rate for the year ended June 30, 2014 was 34.72% and is calculated as follows:

Indirect costs	<u>\$285,896</u>
Total direct personnel, including fringe benefits	\$823,489 = 34.72%

NOTE 6 – ALLOCATION OF FRINGE BENEFITS

Fringe benefit expenditure is allocated using the percentage of benefits to total personnel services. Components of fringe benefit expenditure for the year ended June 30, 2014 and the allocation computation are as follows:

Fringe Benefits	
Health insurance premiums	\$154,535
Social Security	54,180
Retirement contributions	49,758
Life and disability insurance	12,096
Workers compensation insurance	1,342
State unemployment insurance	<u>554</u>
Fringe benefits expenditures	<u>\$272,465</u>
Total personnel services	\$678,794 = 40.14%

**ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION
NOTES TO FINANCIAL STATEMENTS**

NOTE 7 – EMPLOYER’S DEFERRED COMPENSATION PLAN AND TRUST

The Commission offers this plan to employees in order to provide retirement income and other deferred benefits in accordance with the provisions of Section 457 of the Internal Revenue Code of 1986 as amended. Employer and participant must pay social security tax on the amount of the deferred compensation. Benefits accrue as follows:

0 - 1 years of service	0% of gross income
1 - 2 years of service	3% of gross income
2 - 3 years of service	4% of gross income
3 - 4 years of service	5% of gross income
4 - 9 years of service	6% of gross income
10 - 20 years of service	8% of gross income
20 + years of service	10% of gross income

The Commission’s required pension contribution was \$49,758 for the fiscal year ended June 30, 2014.

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NOTE 8 – RISK MANAGEMENT

The Commission is a member of the Virginia Municipal Liability Pool (VML). The Commission has automobile coverage, local government liability, coverage for no fault property damage, property coverage and crime coverage.

Liability Coverage	\$1,000,000 Combined Single Limit
No Fault Property Damage	\$10,000
Uninsured Motorist Coverage	\$25,000 Bodily Injury per Person \$50,000 Bodily Injury per Accident \$20,000 Property Damage
Property Coverage	\$1,341,200
Business Interruption	\$100,000
Fidelity Bond	\$100,000 Per Occurrence

**ROANOKE VALLEY-ALLEGHANY REGIONAL COMMISSION
NOTES TO FINANCIAL STATEMENTS**

NOTE 9 – CONTINGENT LIABILITIES

Amounts received or receivable from grant agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, which may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the government expects such amounts, if any, to be immaterial. At June 30, 2014, there were no matters of litigation involving the Commission that would materially affect the financial position of the Commission.

NOTE 10 – EVALUATION OF SUBSEQUENT EVENTS

The Commission has evaluated subsequent events through September 25, 2014, the date which the financial statements were available to be issued.

Roanoke Valley-Alleghany Regional Commission
Cost Allocation by Project
For the Year Ended June 30, 2014

	Total	General Operations	ARC 2014	ARC 2013	VDOT PL	VDOT SPR	VDRPT Trans	VDRPT TEIF	Sustainable Communitites	Intermodal Study	Save- A-Ton	Roanoke River TMDL	Regional Projects	Leadership Trips	Contracts
Revenues:															
Federal contributions	\$ 905,360	\$ -	\$ 28,316	\$ 25,034	\$ 348,893	\$ 58,000	\$ 124,127	\$ -	\$ 194,247	\$ -	\$ -	\$ 126,743	\$ -	\$ -	\$ -
State contributions	384,103	30,463	-	-	43,611	-	15,517	229,004	-	20,000	-	-	45,508	-	-
Local contributions	255,558	-	28,315	26,795	43,611	15,086	17,070	35,509	6,416	1,381	6,038	-	75,337	-	-
Interest income	723	723	-	-	-	-	-	-	-	-	-	-	-	-	-
Contract income	22,461	-	-	-	-	-	-	22,461	-	-	-	-	-	-	-
In-Kind income	11,638	-	-	-	-	-	-	-	11,638	-	-	-	-	-	-
Miscellaneous income	49,223	-	-	-	-	-	-	-	-	-	-	-	19,217	28,596	1,410
Total revenues	1,629,066	31,186	56,631	51,829	436,115	73,086	156,714	286,974	212,301	21,381	6,038	126,743	140,062	28,596	1,410
Expenditures:															
Salaries and wages	587,621	(256)	30,111	27,339	229,584	38,712	82,181	71,150	19,387	11,325	2,830	1,070	74,188	-	-
Fringe benefits	233,968	79	12,343	10,716	92,154	15,539	32,987	28,559	5,701	4,546	1,136	429	29,779	-	-
Advertising	59,996	976	-	-	988	-	115	56,412	1,081	-	24	-	-	-	400
Computer services	1,923	-	-	-	1,100	-	-	181	-	-	642	-	-	-	-
Consultants/contracts	365,134	-	-	-	-	-	-	83,122	157,288	-	-	124,724	-	-	-
Dues	3,243	2,000	-	-	-	-	-	1,243	-	-	-	-	-	-	-
Furniture and equipment	545	-	-	-	545	-	-	-	-	-	-	-	-	-	-
In-Kind	12,587	-	-	-	-	-	-	-	12,587	-	-	-	-	-	-
Meetings	5,137	3,534	-	-	-	-	-	232	1,371	-	-	-	-	-	-
Miscellaneous	1,530	491	-	-	-	-	-	-	-	-	29	-	-	-	1,010
Postage	355	11	-	-	44	-	-	230	70	-	-	-	-	-	-
Printing	10,783	3,555	-	-	-	-	1,447	1,717	4,064	-	-	-	-	-	-
Supplies	7,683	50	-	-	-	-	-	7,633	-	-	-	-	-	-	-
Training	100	-	-	-	-	-	-	100	-	-	-	-	-	-	-
Travel	31,359	-	-	-	-	-	-	1,778	985	-	-	-	-	28,596	-
Indirect costs	285,896	(460)	14,177	13,774	111,700	18,835	39,984	34,617	9,767	5,510	1,377	520	36,095	-	-
Total expenditures	\$ 1,607,860	\$ 9,980	\$ 56,631	\$ 51,829	\$ 436,115	\$ 73,086	\$ 156,714	\$ 286,974	\$ 212,301	\$ 21,381	\$ 6,038	\$ 126,743	\$ 140,062	\$ 28,596	\$ 1,410

INDEPENDENT AUDITOR'S 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 Commissioners
Roanoke Valley-Alleghany Regional Commission:

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 financial statements of the governmental activities and the aggregate remaining fund information of the Roanoke Valley-Alleghany Regional Commission as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Roanoke Valley-Alleghany Regional Commission's basic financial statements, and have issued our report thereon dated September 25, 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Roanoke Valley-Alleghany Regional Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in 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 Roanoke Valley-Alleghany Regional Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the Roanoke Valley-Alleghany Regional Commission'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 entity'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 the Roanoke Valley-Alleghany Regional Commission'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*.

Purpose of this Report

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

Certified Public Accountants
Chantilly, Virginia

September 25, 2014

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE
REQUIRED BY OMB CIRCULAR A-133**

To the Commissioners
Roanoke Valley-Alleghany Regional Commission:

Report on Compliance for Each Major Federal Program

We have audited the Roanoke Valley-Alleghany Regional Commission's compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on the Roanoke Valley-Alleghany Regional Commission's major federal programs for the year ended June 30, 2014. The Roanoke Valley-Alleghany Regional Commission's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its major federal program.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Roanoke Valley-Alleghany Regional Commission's major federal programs based on our audit of the types of compliance requirements referred to above. 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 Roanoke Valley-Alleghany Regional Commission'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 on compliance for each major federal program. However our audit does not provide a legal determination of Roanoke Valley-Alleghany Regional Commission's compliance.

Opinion on Each Major Program

In our opinion, the Roanoke Valley-Alleghany Regional Commission complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2014.

Report on Internal Control Over Compliance

Management of the Roanoke Valley-Alleghany Regional Commission is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Roanoke Valley-Alleghany Regional Commission's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Roanoke Valley-Alleghany Regional Commission's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Certified Public Accountants
Chantilly, Virginia

September 25, 2014

**Roanoke Valley-Alleghany Regional Commission
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2014**

<u>Federal Program</u>		<u>Federal CFDA Number</u>	<u>Expenditures</u>
Major Programs			
Department of Transportation			
Pass-through Payments - Virginia Department of Transportation SPR Funds		20.205	\$ 58,000
PL Funds		20.205	<u>348,893</u>
			<u>406,893</u>
 Other Federal Awards			
Appalachian Regional Commission			
Contract No. VA-0711E-C43	2013	23.009	25,034
Contract No. VA-0711E-C44	2014	23.009	<u>28,316</u>
			<u>53,350</u>
 United States Environmental Protection Agency			
Roanoke River TMDL	15503	66.454	126,743
 Department of Housing and Urban Development			
Sustainable Communities	VARIP0037-10	14.703	194,247
 Department of Transportation			
Pass-through payments - Virginia Department of Rail and Public Transportation Section 5303 Funds	46014-10, 46014-17	20.505	<u>124,127</u>
Total Federal Awards			<u>\$ 905,360</u>

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards includes the federal grant activity of the Roanoke Valley - Alleghany Regional Commission. The information in this schedule is presented in accordance with the requirements of OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts in, or used in the preparation of the basic financial statements.

**Roanoke Valley-Alleghany Regional Commission
Schedule of Findings and Questioned Costs
Year Ended June 30, 2014**

Section I – Summary of Auditor’s Results

Financial Statements

Type of auditor’s report issued: Unqualified

Internal control over financial reporting

- Material weakness(es) identified Yes No
- Significant deficiency(ies) identified Yes None Reported
- Noncompliance material to financial statements noted? Yes No

Federal Awards

Internal control over major programs:

- Material weakness(es) identified Yes No
- Significant deficiency(ies) identified Yes None Reported

Type of auditor’s report issued on compliance for major programs: Unqualified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133? Yes No

Identification of major programs

<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>
20.205	Transportation Planning

Dollar threshold used to distinguish between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee? Yes No

Section II – Financial Statement Findings

None

Section III – Federal Award Findings

None

Roanoke Valley-Allegheny Regional Commission
Schedule Of Indirect Expenses
For The Year Ended June 30, 2014

Salaries	\$ 91,173
Fringe benefits	36,596
Building maintenance	21,617
Travel	20,657
Supplies	13,822
Computer services	11,273
Utilities	10,498
Depreciation building	9,858
Audit fees	8,950
Professional dues	8,050
Public relations	7,350
Telephone	7,316
Leases	6,120
Printing	4,925
Meetings	4,544
Conferences	4,249
Insurance - general	4,032
Postage	3,266
Advertising	2,912
Furniture and equipment maintenance	2,131
Training	2,028
Miscellaneous	1,753
Furniture and equipment	895
Furniture and equipment depreciation	868
Subscriptions	504
Library and maps	479
Contract services	30
	<hr/>
Total Indirect Expenses	<u><u>\$ 285,896</u></u>

**Roanoke Valley-Alleghany Regional Commission
Schedule of Revenues and Expenditures – ARC
For the Period January 1, 2013 to December 31, 2013**

Appalachian Regional Commission
Contract No. VA-0711E-C42

Revenues:

Federal grant contributions	\$ 57,729
Local contributions	<u>59,489</u>
Total Revenues	<u>117,218</u>

Expenditures:

Salaries and wages	59,941
Indirect costs	33,553
Fringe benefits	<u>23,724</u>
Total Expenditures	<u>117,218</u>
Excess of revenues over expenditures	\$ <u> </u> -

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Roanoke Valley-Alleghany Regional Commission
Schedule of Revenues and Expenses - Budget and Actual (Budgetary Basis)
For the Year Ended June 30, 2014

	Initial Budget	Revised Budget	Actual	Variance Favorable (Unfavorable)
Revenue				
Grants and appropriations				
Federal grants	\$ 769,199	\$ 940,579	\$ 905,360	\$ (35,219)
State grants and appropriations	428,466	449,211	384,103	(65,108)
Local grants and appropriations	255,056	255,056	255,558	502
Other revenue				
Miscellaneous and interest	97,711	76,711	84,045	7,334
Total Revenues	<u>1,550,432</u>	<u>1,721,557</u>	<u>1,629,066</u>	<u>(92,491)</u>
Expenditures				
Salaries	680,541	680,541	678,794	1,747
Fringe benefits	271,491	271,491	272,464	(973)
Insurance	4,200	4,200	4,032	168
Supplies	18,025	19,025	21,505	(2,480)
Postage	5,000	5,000	3,621	1,379
Dues and subscriptions	17,300	17,300	11,797	5,503
Printing	13,000	17,055	15,708	1,347
Public relations	2,000	9,000	7,350	1,650
Training	8,000	8,000	2,128	5,872
Telephone	7,000	7,000	7,317	(317)
Travel	23,830	25,830	52,016	(26,186)
Legal and accounting	9,500	9,500	8,950	550
Conferences	7,500	7,500	4,249	3,251
Furniture and equipment	5,500	5,500	1,440	4,060
Maintenance	29,800	29,800	23,747	6,053
Miscellaneous	27,500	27,500	13,970	13,530
Advertising	57,018	57,018	62,909	(5,891)
Recruitment	500	500	-	500
Meetings	9,500	11,500	9,680	1,820
Library and maps	500	500	479	21
Contract services	308,727	463,797	365,164	98,633
Computer services	14,100	14,100	13,196	904
Utilities	12,500	12,500	10,498	2,002
Lease payments	6,500	6,500	6,120	380
Depreciation	10,900	10,900	10,726	174
Total Expenditures	<u>1,550,432</u>	<u>1,721,557</u>	<u>1,607,860</u>	<u>113,697</u>
Net gain - budgetary basis	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 21,206</u>	<u>\$ -</u>