CENTRAL SHENANDOAH CRIMINAL JUSTICE TRAINING ACADEMY FINANCIAL STATEMENTS FOR THE YEAR ENDED JUNE 30, 2015

CENTRAL SHENANDOAH CRIMINAL JUSTICE TRAINING ACADEMY WEYERS CAVE, VIRGINIA

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ROBINSON, FARMER, COX ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL LIMITED LIABILITY COMPANY

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS CENTRAL SHENANDOAH CRIMINAL JUSTICE TRAINING ACADEMY WEYERS CAVE, VIRGINIA

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities of Central Shenandoah Criminal Justice Training Academy, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise Central Shenandoah Criminal Justice Training Academy's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management 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.

Auditors' Responsibility

Our responsibility is to express an opinion 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; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the *Specifications for Audits of Authorities, Boards, and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from 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 auditors' 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 by 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 opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of Central Shenandoah Criminal Justice Training Academy, as of June 30, 2015, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matter

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 opinion on the basic financial statements is not affected by this missing information.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 31, 2015, on our consideration of Central Shenandoah Criminal Justice Training Academy'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 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 Central Shenandoah Criminal Justice Training Academy's internal control over financial reporting and compliance.

Robinson, Faren, Cox Associates Charlottesville, Virginia

August 31, 2015

CENTRAL SHENANDOAH CRIMINAL JUSTICE TRAINING ACADEMY STATEMENT OF NET POSITION - PROPRIETARY ENTERPRISE FUND JUNE 30, 2015

ASSETS

CURRENT ASSETS Cash Accounts receivable	\$	434,328 3,090
Prepaid items		1,388
TOTAL CURRENT ASSETS		438,806
NONCURRENT ASSETS CAPITAL ASSETS Building Equipment Vehicles Land and site development Software	\$	7,200,537 404,699 87,272 132,560 3,549
TOTAL CAPITAL ASSETS, COST	\$	7,828,617
Accumulated depreciation		(3,199,511)
NET CAPITAL ASSETS	\$	4,629,106
TOTAL NONCURRENT ASSETS	\$	4,629,106
TOTAL ASSETS	\$	5,067,912
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES Accounts payable Compensated absences Accrued wages Accrued interest Notes payable, current portion Credit card payables Unearned revenue	\$	41,450 12,159 15,670 32,757 338,000 766 94,240
TOTAL CURRENT LIABILITIES	\$	535,042
LONG-TERM LIABILITIES Notes payable, less current portion TOTAL LIABILITIES	<u>\$</u> \$	2,531,000
	φ	3,000,042
NET POSITION		
Net investment in capital assets Unrestricted	\$	1,760,106 241,764
TOTAL NET POSITION	\$	2,001,870
TOTAL LIABILITIES AND NET POSITION	\$	5,067,912

The accompanying notes to financial statements are an integral part of the financial statements.

CENTRAL SHENANDOAH CRIMINAL JUSTICE TRAINING ACADEMY STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION - PROPRIETARY ENTERPRISE FUND FOR THE YEAR ENDED JUNE 30, 2015

OPERATING REVENUES	
Member agency contributions	\$ 1,112,900
Tuition	22,331
State special fee funds	210,400
Miscellaneous income	3,789
TOTAL OPERATING REVENUES	\$ 1,349,420
OPERATING EXPENSES	
Salaries	\$ 315,353
Payroll taxes	22,675
Employee benefits	105,136
Other Expenses	75
General Operations	159,614
Building and ground expenses	49,920
Office/General Administration Expenses	12,012
Insurance	14,572
Equipment Lease	5,346
Travel & Staff training	9,111
Dues & Membership	1,429
Supplies	40,535
Replacement Costs	1,527
Depreciation	198,424
TOTAL OPERATING EXPENSES	\$ 935,729
OPERATING INCOME (LOSS)	\$ 413,691
NON-OPERATING REVENUES (EXPENSES)	
Investment income, net of fees	\$ 440
Bond issuance costs	(82,514)
Interest expense	(117,685)
TOTAL NON-OPERATING REVENUES (EXPENSES)	\$ (199,759)
CHANGE IN NET POSITION	\$ 213,932
TOTAL NET POSITION - BEGINNING OF YEAR	1,787,938
TOTAL NET POSITION - END OF YEAR	\$ 2,001,870

The accompanying notes to financial statements are an integral part of the financial statements.

CENTRAL SHENANDOAH CRIMINAL JUSTICE TRAINING ACADEMY STATEMENT OF CASH FLOWS

- PROPRIETARY ENTERPRISE FUND FOR THE YEAR ENDED JUNE 30, 2015

CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from member agencies	\$	1,076,880
State special fee funds	т.	210,400
Other student receipts		26,120
Payments to suppliers		(300,344)
Payments to and for employees		(444,413)
Taymonts to and for employees		(111,113)
Net cash provided by operating activities	\$	568,643
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Proceeds from issuance of bonds	\$	3,079,000
Principal paid on bonds	Ψ	(3,707,742)
Interest expense		(96,089)
Bond issuance costs		(82,514)
Bond issuance costs		(02,314)
Net cash used for capital and related financing activities	\$	(807,345)
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest earned, net of fees	\$	440
interest earned, net or rees		440
Net cash provided by investing activities	\$	440
NET INCREASE IN CASH	\$	(238,262)
CASH - BEGINNING OF YEAR		672,590
CASH - END OF YEAR	\$	434,328
Reconciliation of operating income (loss) to net cash provided by operating activities	00.	
Operating income (loss)	es. \$	413,691
Adjustments to reconcile operating income (loss) to net cash provided	φ	413,091
by operating activities:		
Depreciation		198,424
Changes in:		190,424
Accounts receivable		11,220
Prepaid items		(1,388)
Accounts payable		(3,179)
Compensated absences		(3,179) $(2,092)$
Accrued wages		843
Credit card payables		(1,636)
Unearned revenue		(47,240)
Net cash provided by operating activities	\$	568,643

The accompanying notes to financial statements are an integral part of the financial statements.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Nature of Business

The Central Shenandoah Criminal Justice Training Academy is organized as a law enforcement training academy located in Weyers Cave, Virginia. It serves the Central Shenandoah region of Virginia. Its activities include the administration of state grants and the provision of training and related services.

B. Financial Reporting Entity

The Academy was created under the provisions of Chapter 17, Article V, Title 15.2 of the <u>Code of Virginia</u> of 1950, as amended (the "Code"), by the respective governing bodies of the several localities or other public bodies located in the 5th, 6th, 9th, and 10th Planning Districts, in order, among other things, to conduct criminal justice education and training for criminal justice personnel, including law enforcement officers and special police officers appointed under the Code. The Board of Directors has oversight responsibility and is accountable for all significant fiscal matters and management including budget approval, setting rates, asset ownership and contract negotiations. Accordingly, the Academy is an independent reporting entity.

C. Basis of Presentation and Accounting

The Academy is operated in a manner similar to private businesses and is accounted for as a proprietary enterprise fund. The records are maintained using the accrual method of accounting. Accordingly, revenues and expenses are recorded in the period earned and incurred.

D. Allowance For Bad Debts

The Academy follows the policy of writing off bad debts in the period deemed uncollectible. Accordingly, no allowance for bad debts has been recorded in the statement of net position. The differences between the use of this method and the allowance method are insignificant.

E. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are reported as prepaid items. The cost of prepaid items is recorded as an expense when consumed rather than when purchased.

F. Capital Assets

Property, equipment, and intangibles purchased or acquired with an original cost of \$1,000 or more with a useful life of more than two years are reported at cost and include assets acquired by grants and noncash donations. Donated assets are reported at fair value.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

F. Capital Assets: (Continued)

Depreciation is computed using the straight-line method based on estimated useful lives:

Equipment	3 - 10 years
Vehicles	5 - 7 years
Building	10 - 40 years
Land improvements	5 - 10 years
Software	3 years

G. Revenue and Expense Classification

Member agency contributions and fees collected for student services are recorded as operating revenues. All expenses, with the exception of interest expense, relate to the ongoing operations of the Academy and therefore are recorded as operating expenses. State grants received are recorded as operating income, and may be used for operations or capital acquisitions, at the discretion of the Academy.

Grants and noncash donations that are designated for capital acquisitions are recorded as capital contributions in the statement of revenues, expenses and changes in net position.

H. Statement of Cash Flows

For purposes of the statement of cash flows, the Academy considers all highly liquid debt instruments purchased with a maturity of three months or less from the date of acquisition to be cash equivalents.

I. Use of Estimates

The preparation of the financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant estimates, which are elements of these financial statements, include useful lives for tangible and intangible property. Actual results could differ from those estimates.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES: (CONTINUED)

J. Deferred Outflow/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The Academy does not have any deferred outflows of resources as of June 30, 2015.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Academy does not have any deferred inflows of resources as of June 30, 2015.

K. Net Position

Net position is the difference between a) assets and deferred outflows of resources and b) liabilities and deferred inflows of resources. Net investment in capital assets represents capital assets, less accumulated depreciation, less any outstanding debt related to the acquisition, construction, or improvement of those assets. Deferred outflows of resources and deferred inflows of resources that are attributable to the acquisition, construction, or improvement of those assets or related debt are also included in this component of net position.

L. Net Position Flow Assumption

Sometimes the Academy will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Academy's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

2. DEPOSITS AND INVESTEMENTS

Deposits

Deposits with banks are covered by the Federal Deposit Insurance Corporation (FDIC) and collateralized in accordance with the Virginia Security for Public Deposits Act (the "Act") Section 2.2-4400 et seq. of the Code of Virginia. Under the Act, banks and savings institutions holding public deposits in excess of the amount insured by the FDIC must pledge collateral to the Commonwealth of Virginia Treasury Board. Financial Institutions may choose between two collateralization methodologies and depending upon that choice, will pledge collateral that ranges in the amounts from 50% to 130% of excess deposits. Accordingly, all deposits are considered fully collateralized.

2. DEPOSITS AND INVESTEMENTS: (CONTINUED)

Investments

Statutes authorize the Academy to invest in obligations of the United States or agencies thereof, obligations of the Commonwealth of Virginia or political subdivisions thereof, obligations of the International Bank for Reconstruction and Development (World Bank), the Asian Development Bank, the African Development Bank, "prime quality" commercial paper and certain corporate notes, banker's acceptances, repurchase agreements and the State Treasurer's Local Government Investment Pool (LGIP).

The Academy has no investments at June 30, 2015.

3. ECONOMIC DEPENDENCY

The Academy received an annual grant worth \$52,914 from the Commonwealth of Virginia, Department of Criminal Justice Services. Also, that agency awarded \$157,486 in special fee funds in November 2014. Local agencies provide additional operating revenue in the form of fees for individual officers served, which totaled \$1,112,900 for the fiscal year ended June 30, 2015. The Academy is economically dependent upon this funding received through grants and localities.

4. PENSION PLAN

Employees of the Academy participate in the Virginia Retirement System through the City of Waynesboro, Virginia as their fiscal agent. Payments of \$39,393 were made to the City for VRS and \$290 for ICMA costs. Actuarial information, trend information, and the funding status and progress of the plan are included in the annual financial report for the City of Waynesboro, Virginia. The information required by GASB 68 is not separately identifiable for the Academy and therefore not included herein.

5. RISK MANAGEMENT

The Academy is covered by commercial insurance for losses or claims pertaining to health, workers' compensation, property and liability, and automobile. There have been no significant reductions in insurance coverage, and settlements have not exceeded insurance coverage for each of the past three fiscal years.

6. CAPITAL ASSET SUMMARY

The following is a summary of changes in capital assets during the fiscal year:

	_	Balance 7/1/2014	Increases		Decreases	_	Balance 6/30/2015
Capital assets not being depreciated:							
Land and site development	\$_	132,560 \$	-	\$_		\$_	132,560
Total capital assets not being depreciated	\$_	132,560 \$	_	\$_		\$_	132,560
Other capital assets:							
Equipment	\$	476,459 \$	-	\$	71,760	\$	404,699
Vehicles		93,927	-		6,655		87,272
Building cost		7,200,537	-		-		7,200,537
Software	_	3,549	-			_	3,549
Total other capital assets	\$_	7,774,472 \$	_	\$	78,415	\$_	7,696,057
Accumulated depreciation:							
Equipment	\$	425,338 \$	17,505	\$	71,760	\$	371,083
Vehicles		86,108	4,408		6,655		83,861
Building cost		2,565,385	175,633		-		2,741,018
Software	_	2,671	878		_	_	3,549
Total accumulated depreciation	\$_	3,079,502 \$	198,424	\$_	78,415	\$_	3,199,511
Other capital assets, net	\$_	4,694,970 \$	(198,424)	\$_		\$_	4,496,546
Net capital assets	\$_	4,827,530 \$	(198,424)	\$		\$_	4,629,106

7. LONG-TERM LIABILITIES

Long-term debt activity for the year ended June 30, 2015 was as follows:

		Beginning Balance		Issuances	Retirements	Ending Balance	Principal Due Due Within One Year
Notes Payable:							
SunTrust Bank	\$	603,611	\$	- \$	603,611 \$	- \$	-
Rural Development Loans		2,894,131		-	2,894,131	-	-
BB&T Bond 2014A		-		2,567,000	104,000	2,463,000	132,000
BB&T Bond 2014B	_	-	_	512,000	106,000	406,000	206,000
	\$	3,497,742	\$	3,079,000 \$	3,707,742 \$	2,869,000 \$	338,000

7. LONG-TERM LIABILITIES (CONTINUED)

The Academy's bonds payable at June 30, 2015 were as follows:

2014A bonds issued by BB&T in the amount of \$2,567,000. Annual principal payments ranging from \$140,000 to \$201,000 with semi-annual interest payments at 3.05% through February 1, 2030. \$2,463,000 \$2014B bonds issued by BB&T in the amount of \$512,000. Annual principal payments ranging from \$106,000 to \$206,000 with semi-annual interest payments at 1.13% through February 1, 2017. 406,000

Total bonds payable \$ 2,869,000

Less current portion \$ 338,000

Long-term portion \$ 2,531,000

Annual requirements to amortize long term debt and related interest are as follows:

June 30		Principal	_	Interest			
2016	\$	338,000	\$	79,709			
2017		336,000		73,356			
2018		140,000		66,948			
2019		144,000		62,677			
2020		149,000		58,286			
2021-2025		815,000		220,515			
2026-2030		947,000	_	88,389			
			-				
	\$	2,869,000	\$	649,880			

8. COMPENSATED ABSENCES

In accordance with GASB Statement 16, Accounting for Compensated Absences, the Academy has accrued the liability arising from outstanding compensated absences. Academy employees earn vacation and sick leave based upon length of service. The Academy has outstanding accrued vacation pay totaling \$12,159.

9. LEASING COMMITMENTS

Operating - The Academy entered into an operating lease for a copier in May 2015. The lease calls for 60 payments at \$319.

Below is a schedule of lease liability.

2016	\$ 3,826
2017	3,826
2018	3,826
2019	3,826
2020	 3,188
	\$ 18,492

10. UNEARNED REVENUE

Unearned revenue consists of members who paid their member agency contributions for the fiscal year 2015-2016 before June 30, 2015.

11. LITIGATION

At June 30, 2015 there were no matters of litigation involving the Academy which would materially affect the Academy's financial position should any court decisions on pending matters not be favorable to the Academy.

ROBINSON, FARMER, COX ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL LIMITED LIABILITY COMPANY

INDEPENDENT AUDITORS' 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 MEMBERS CENTRAL SHENANDOAH CRIMINAL JUSTICE TRAINING ACADEMY WEYERS CAVE, VIRGINIA

We have audited, in accordance with the 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 the *Specifications for Audits of Authorities, Boards, and Commissions*, issued by the Auditor of Public Accounts of the Commonwealth of Virginia, the financial statements of the business-type activities of Central Shenandoah Criminal Justice Training Academy as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise Central Shenandoah Criminal Justice Training Academy's basic financial statements and have issued our report thereon dated August 31, 2015.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Central Shenandoah Criminal Justice Training Academy'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 opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Central Shenandoah Criminal Justice Training Academy's internal control. Accordingly, we do not express an opinion on the effectiveness of Central Shenandoah Criminal Justice Training Academy'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 over financial reporting 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 Central Shenandoah Criminal Justice Training Academy's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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.

Charlottesville, Virginia

Robinson, Faren, Cox Associates

August 31, 2015