

Secretary of State Audit Report

Kate Brown, Secretary of State

Gary Blackmer, Director, Audits Division



State of Oregon

Columbia River Gorge Commission

July 1, 2013 through June 30, 2014

Interstate Cooperative Agreement with Washington State Office of the State Auditor

Office of the Secretary of State

Kate Brown
Secretary of State

Robert Taylor
Deputy Secretary of State



Audits Division

Gary Blackmer
Director

255 Capitol St. NE, Suite 500
Salem, OR 97310

(503) 986-2255
fax (503) 378-6767

February 5, 2015

The Honorable John Kitzhaber
Governor of Oregon

Board of Commissioners
Columbia River Gorge Commission

We performed auditing procedures for the Washington State Auditor's Office pursuant to the Interstate Cooperative Agreement for the Columbia River Gorge Commission Audit. The Washington State Auditor's Office was the principal auditor.

We performed our auditing procedures in accordance with generally accepted government auditing standards. We audited Oregon expenditures for appropriateness and for compliance with laws and regulations of the State of Oregon. As required by the interstate agreement, the Washington State Auditor's Office performed an audit of the Columbia River Gorge Commission and prepared Independent Auditor Reports on the commission's financial statement and on internal control over financial reporting as of and for the year ended June 30, 2014.

The Oregon Audits Division is issuing these reports as a matter of public information for the taxpayers of Oregon. Likewise, the Washington State Auditor's Office has issued the reports for public use in the State of Washington.

OREGON AUDITS DIVISION

A handwritten signature in black ink, appearing to read "Gary Blackmer". The signature is fluid and cursive, with a large initial "G" and "B".

Gary Blackmer
Director



Washington State Auditor's Office

Troy Kelley

Integrity • Respect • Independence

Financial Statements Audit Report
Columbia River Gorge Commission

For the period July 1, 2013 through June 30, 2014

Published February 5, 2015

Report No. 1013587





Washington State Auditor
Troy Kelley

February 5, 2015

Columbia River Gorge Commission
White Salmon, Washington

Report on Financial Statements

Please find attached our report on the Columbia River Gorge Commission's Statement of Expenditures – Budget and Actual, prepared by the Department of Enterprise Services.

We are issuing this report in order to provide information on the Commission's financial condition.

Sincerely,

TROY KELLEY
STATE AUDITOR
OLYMPIA, WA

TABLE OF CONTENTS

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	4
Independent Auditor’s Report On Financial Statements	6
Financial Section.....	9
About The State Auditor’s Office.....	19

**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**

**State of Washington
Columbia River Gorge Commission
July 1, 2013 through June 30, 2014**

Darren Nichols, Executive Director
Columbia River Gorge Commission
White Salmon, Washington

We have audited, 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, the Statement of Expenditures – Budget and Actual (Non-GAAP Basis) General Fund special purpose financial statement of the Columbia River Gorge Commission, as of and for the year ended June 30, 2014, and the related notes to the special purpose financial statement, which collectively comprise the Commission's financial statement, and have issued our report thereon dated January 21, 2015.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statement, we considered the Commission'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 statement, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of the 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 Commission'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.

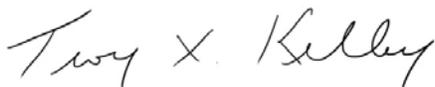
COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the Commission's financial statement is free from material misstatement, we performed tests of the Commission's 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 Commission'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 Commission's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.



TROY KELLEY
STATE AUDITOR
OLYMPIA, WA

January 21, 2015

INDEPENDENT AUDITOR'S REPORT ON FINANCIAL STATEMENTS

State of Washington Columbia River Gorge Commission July 1, 2013 through June 30, 2014

Darren Nichols, Executive Director
Columbia River Gorge Commission
White Salmon, Washington

REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying Statement of Expenditures – Budget and Actual (Non-GAAP Basis) – General Fund of the Columbia River Gorge Commission for the year ended June 30, 2014, and the related notes to the financial statement, which collectively comprise the Commission's financial statement, as listed on page 9.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statement in accordance with the financial reporting provisions of the Columbia River Gorge Compact and the Interstate Cooperative Agreement between the Washington State Office of State Auditor and the Oregon Secretary of State described in Note 1. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statement 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 statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's

judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Commission's preparation and fair presentation of the financial statement 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 Commission'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 account estimates made by management, as well as evaluating the overall presentation of the financial statement.

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 budgeted and actual expenditures of the Columbia River Gorge Commission, for the year ended June 30, 2014 in accordance with the financial reporting provisions of the agreement described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statement, which describes the basis of accounting. As described in Note 1, the Statement of Expenditures – Budget and Actual (Non-GAAP Basis) – General Fund is prepared on the basis of the financial reporting provisions of the agreement, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Matters of Emphasis

The accompanying Statement of Expenditures – Budget and Actual (Non-GAAP Basis) – General Fund was prepared for the purpose of complying with the Columbia River Gorge Compact (for inclusion in the Commission's annual report) as described in Note 1 of the financial statement, and is not intended to be, and is not, a complete presentation of the Commission's assets, liabilities and revenue and is not a complete set of financial statements in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Purpose of this Report

This report is intended for the information and use of management and the governing body of the Commission. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting toll to help citizens assess government operations.

OTHER REPORTING REQUIRED BY GOVERNMENT AUDITING STANDARDS

In accordance with *Government Auditing Standards*, we have also issued our report dated January 21, 2015 on our consideration of the 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 the Commission's internal control over financial reporting and compliance.



TROY KELLEY
STATE AUDITOR
OLYMPIA, WA

January 21, 2015

FINANCIAL SECTION

Columbia River Gorge Commission July 1, 2013 through June 30, 2014

FINANCIAL STATEMENTS

Statement of Expenditures – Budget and Actual (Non-GAAP Basis) – General Fund –
2014

Notes to the Financial Statement – 2014

**Columbia River Gorge Commission
Washington State Agency #460
Oregon State Agency #350
Statement of Expenditures - Budget and Actual (Non-GAAP Basis)
General Fund
For the Fiscal Year Ended June 30, 2014**

General Fund:	2013-2015 Budget	Actual Exp. June 30, 2014
Federal Expenditures:		
USDA Forest Service - GIS Funding	31,000	13,151
BPA Grant	-	-
Total Federal	31,000	13,151
Washington Expenditures:		
Joint Operating	846,000	419,052
Commissioners	46,000	18,804
Total Washington	892,000	437,856
Oregon Expenditures:		
Joint Operating	846,000	419,050
Commissioners	11,951	11,951
Total Oregon	857,951	431,001
Total Agency	1,780,951	882,008
Summary		
Washington & Oregon Joint	1,692,000	838,102
Washington Commissioners	46,000	18,804
Oregon Commissioners	11,951	11,951
Federal	31,000	13,151
Total Agency	1,780,951	882,008
Less Oregon Commissioners	11,951	11,951
Total on Washington AFRS Reports	1,769,000	870,057

The accompanying notes are an integral part of this financial statement.

Columbia River Gorge Commission
Washington State Agency No. 460
Oregon State Agency No. 350
Notes to the Financial Statement
For the Fiscal Year Ended June 30, 2014

Note 1 - Summary of Significant Accounting Policies

The accompanying Statement of Expenditures-Budget and Actual of the Columbia River Gorge Commission has been prepared to meet the requirements of the Columbia River Gorge Compact and the Interstate Cooperative Agreement between the Washington State Office of State Auditor and the Oregon Secretary of State, Audits Division. The Statement of Expenditures-Budget and Actual is not intended to be a complete presentation of the commission's assets, liabilities, and revenues nor does it constitute a complete set of financial statements in accordance with generally accepted accounting principles. The more significant of the state's accounting policies are as follows:

A. Reporting Entity

The commission is a regional agency authorized by Congress through the Columbia River Gorge National Scenic Area Act (PL 99-663) and created by the states of Washington and Oregon by interstate compact (RCW 43.097.025 et seq and ORS 196.150 et seq). The commission is comprised of 12 members from the two states and one member appointed by the US Secretary of Agriculture. Its primary roles include planning, policy, consulting, and oversight in the implementation of the federal and interstate legislation. The commission currently receives funding for a staff level of 6.0 FTEs.

B. Measurement Focus and Basis of Accounting

The commission uses the Oregon and Washington general funds to account for all of Columbia River Gorge Commission's general activities. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The general fund is accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements for this fund present increases (i.e., revenues and other financial sources) and decreases (i.e., expenditures and other financing uses) as changes in net current assets.

The modified accrual basis of accounting is used by the general fund. Under the modified accrual basis of accounting, 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. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Under modified accrual accounting, expenditures are recognized when the related fund liability is incurred. Exceptions to the general modified accrual expenditure recognition criteria include principal and interest on general long-term indebtedness which are recognized when due and compensated absences which are recognized when paid.

C. General Budgetary Policies and Procedures

The legal level of budgetary control is at the fund/account, agency and appropriation level, with administrative controls established at lower levels of detail in certain instances. Annual budgets are established at the states' legislative level through an allotment process. Funding is provided by appropriations from the states of Washington and Oregon. Other sources of revenue received during the period, included contract reimbursement receipts from the Department of Agriculture – Forest Service.

Commissioner compensation, including travel, is paid directly, and accounted for separately, by each state. All other commission expenditures are joint expenditures, which are shared equally by both states. These expenditures are processed, paid, and accounted for by the states of Washington and Oregon. Oregon reimburses Washington for its 50 percent share.

D. Compensated Absences

Annual Leave and Sick Leave

Under the authorities of the interstate Compact, the “commission shall appoint . . . such personnel as may be necessary for the performance of the commission’s functions, irrespective of the civil service, personnel or other merit system laws of any of the party states.” RCW 43.097.025, ORS 196.150, Article I(b). The Commission currently contracts with the State of Washington to provide payroll administrative services through the state’s Department of Enterprise Services – Small Agency Client Services. Commission employees generally accrue vested annual leave at a variable rate based on years of service. In general, accrued annual leave does not exceed 30 days at the employee’s anniversary date.

Employees accrue sick leave at the rate of one day per month without limitation on the amount that can be accumulated. Sick leave is not vested; i.e., the commission does not pay employees for unused sick leave upon termination except upon employee death or retirement. At death or retirement, the commission is liable for 25 percent of the employee’s accumulated sick leave. In addition, the commission has a “sick leave buyout option” in which each January, employees who accumulate sick leave in excess of 60 days may redeem sick leave earned but not taken during the previous year at the rate of one day’s pay in exchange for each four days of sick leave. Accordingly, the general fund recognizes sick leave when it is paid.

Note 2 - Retirement System

Commission employees are currently members of the Washington state retirement system. (Actuarial and other information of this system can be found in the Washington State Comprehensive Annual Financial Report.)

Note 3 - Summary of Significant Litigation

At this time the Columbia River Gorge Commission is not a party to any litigation that may result in a financial liability.

**Columbia River Gorge Commission
Washington State Agency #460
Oregon State Agency #350
Statement of Expenditures - Budget and Actual (Non-GAAP Basis)
General Fund
For the Fiscal Year Ended June 30, 2014**

General Fund:	2013-2015 Budget	Actual Exp. June 30, 2014
Federal Expenditures:		
USDA Forest Service - GIS Funding	31,000	13,151
BPA Grant	-	-
Total Federal	31,000	13,151
Washington Expenditures:		
Joint Operating	846,000	419,052
Commissioners	46,000	18,804
Total Washington	892,000	437,856
Oregon Expenditures:		
Joint Operating	846,000	419,050
Commissioners	11,951	11,951
Total Oregon	857,951	431,001
Total Agency	1,780,951	882,008
Summary		
Washington & Oregon Joint	1,692,000	838,102
Washington Commissioners	46,000	18,804
Oregon Commissioners	11,951	11,951
Federal	31,000	13,151
Total Agency	1,780,951	882,008
Less Oregon Commissioners	11,951	11,951
Total on Washington AFRS Reports	1,769,000	870,057

The accompanying notes are an integral part of this financial statement.

Columbia River Gorge Commission
Washington State Agency No. 460
Oregon State Agency No. 350
Notes to the Financial Statement
For the Fiscal Year Ended June 30, 2014

Note 1 - Summary of Significant Accounting Policies

The accompanying Statement of Expenditures-Budget and Actual of the Columbia River Gorge Commission has been prepared to meet the requirements of the Columbia River Gorge Compact and the Interstate Cooperative Agreement between the Washington State Office of State Auditor and the Oregon Secretary of State, Audits Division. The Statement of Expenditures-Budget and Actual is not intended to be a complete presentation of the commission's assets, liabilities, and revenues nor does it constitute a complete set of financial statements in accordance with generally accepted accounting principles. The more significant of the state's accounting policies are as follows:

A. Reporting Entity

The commission is a regional agency authorized by Congress through the Columbia River Gorge National Scenic Area Act (PL 99-663) and created by the states of Washington and Oregon by interstate compact (RCW 43.097.025 et seq and ORS 196.150 et seq). The commission is comprised of 12 members from the two states and one member appointed by the US Secretary of Agriculture. Its primary roles include planning, policy, consulting, and oversight in the implementation of the federal and interstate legislation. The commission currently receives funding for a staff level of 6.0 FTEs.

B. Measurement Focus and Basis of Accounting

The commission uses the Oregon and Washington general funds to account for all of Columbia River Gorge Commission's general activities. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. The general fund is accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements for this fund present increases (i.e., revenues and other financial sources) and decreases (i.e., expenditures and other financing uses) as changes in net current assets.

The modified accrual basis of accounting is used by the general fund. Under the modified accrual basis of accounting, 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. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.

Under modified accrual accounting, expenditures are recognized when the related fund liability is incurred. Exceptions to the general modified accrual expenditure recognition criteria include principal and interest on general long-term indebtedness which are recognized when due and compensated absences which are recognized when paid.

C. General Budgetary Policies and Procedures

The legal level of budgetary control is at the fund/account, agency and appropriation level, with administrative controls established at lower levels of detail in certain instances. Annual budgets are established at the states' legislative level through an allotment process. Funding is provided by appropriations from the states of Washington and Oregon. Other sources of revenue received during the period, included contract reimbursement receipts from the Department of Agriculture – Forest Service.

Commissioner compensation, including travel, is paid directly, and accounted for separately, by each state. All other commission expenditures are joint expenditures, which are shared equally by both states. These expenditures are processed, paid, and accounted for by the states of Washington and Oregon. Oregon reimburses Washington for its 50 percent share.

D. Compensated Absences

Annual Leave and Sick Leave

Under the authorities of the interstate Compact, the “commission shall appoint . . . such personnel as may be necessary for the performance of the commission’s functions, irrespective of the civil service, personnel or other merit system laws of any of the party states.” RCW 43.097.025, ORS 196.150, Article I(b). The Commission currently contracts with the State of Washington to provide payroll administrative services through the state’s Department of Enterprise Services – Small Agency Client Services. Commission employees generally accrue vested annual leave at a variable rate based on years of service. In general, accrued annual leave does not exceed 30 days at the employee’s anniversary date.

Employees accrue sick leave at the rate of one day per month without limitation on the amount that can be accumulated. Sick leave is not vested; i.e., the commission does not pay employees for unused sick leave upon termination except upon employee death or retirement. At death or retirement, the commission is liable for 25 percent of the employee’s accumulated sick leave. In addition, the commission has a “sick leave buyout option” in which each January, employees who accumulate sick leave in excess of 60 days may redeem sick leave earned but not taken during the previous year at the rate of one day’s pay in exchange for each four days of sick leave. Accordingly, the general fund recognizes sick leave when it is paid.

Note 2 - Retirement System

Commission employees are currently members of the Washington state retirement system. (Actuarial and other information of this system can be found in the Washington State Comprehensive Annual Financial Report.)

Note 3 - Summary of Significant Litigation

At this time the Columbia River Gorge Commission is not a party to any litigation that may result in a financial liability.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the state's Constitution and is part of the executive branch of state government. The State Auditor is elected by the citizens of Washington and serves four-year terms.

We work with our audit clients and citizens to achieve our vision of government that works for citizens, by helping governments work better, cost less, deliver higher value, and earn greater public trust.

In fulfilling our mission to hold state and local governments accountable for the use of public resources, we also hold ourselves accountable by continually improving our audit quality and operational efficiency and developing highly engaged and committed employees.

As an elected agency, the State Auditor's Office has the independence necessary to objectively perform audits and investigations. Our audits are designed to comply with professional standards as well as to satisfy the requirements of federal, state, and local laws.

Our audits look at financial information and compliance with state, federal and local laws on the part of all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits of state agencies and local governments as well as [fraud](#), state [whistleblower](#) and [citizen hotline](#) investigations.

The results of our work are widely distributed through a variety of reports, which are available on our [website](#) and through our free, electronic [subscription](#) service.

We take our role as partners in accountability seriously, and provide training and technical assistance to governments, and have an extensive quality assurance program.

Contact information for the State Auditor's Office	
Deputy Director for Communications	Thomas Shapley Thomas.Shapley@sao.wa.gov (360) 902-0367
Public Records requests	(360) 725-5617
Main telephone	(360) 902-0370
Toll-free Citizen Hotline	(866) 902-3900
Website	www.sao.wa.gov