

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA

FINANCIAL STATEMENTS

FOR THE YEAR ENDED  
JUNE 30, 2013

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 ST. PAUL, MINNESOTA  
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**INTRODUCTORY SECTION**

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA

FOR THE YEAR ENDED  
JUNE 30, 2013

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LEGISLATIVE COORDINATING COMMISSION  
ST PAUL, MINNESOTA  
ORGANIZATION  
FOR THE YEAR ENDED JUNE 30, 2013

**LEGISLATIVE COORDINATING COMMISSION**

<u>Name</u>		<u>Title</u>
Paul Thissen	House of Representatives	Chair
Lyndon Carlson	House of Representatives	Member
Kurt Daudt	House of Representatives	Member
Joe Hoppe	House of Representatives	Member
Erin Murphy	House of Representatives	Member
Mike Nelson	House of Representatives	Member
Sandy Pappas	Senate	Vice Chair
Tom Bakk	Senate	Member
Gary Dahms	Senate	Member
Chris Eaton	Senate	Member
David Hann	Senate	Member
James Metzen	Senate	Member

**ADMINISTRATION**

Greg Hubinger	Director
Diane Henry-Wangenstein	Assistant Director
Denise Jobe	Fiscal Service Specialist
Sharae Sledge	Fiscal Service Specialist

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**FINANCIAL SECTION**

**LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA**

**FOR THE YEAR ENDED  
JUNE 30, 2013**

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## INDEPENDENT AUDITOR'S REPORT

Legislative Coordinating Commission  
St. Paul, Minnesota

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the Legislative Coordinating Commission (the Commission), of the State of Minnesota (the State), as of and for the year ended June 30, 2013, 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**

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.

### **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 Commission'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 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 accounting estimates made by management, as well as evaluating the overall financial statement presentation.

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 major fund of the Commission as of June 30, 2013, and the respective changes in financial position thereof and the budgetary comparison for the General fund for the year then ended in conformity with accounting principles generally accepted in the United States of America.

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## **Emphasis of Matter**

As discussed in Note 1A, the financial statements of the Commission, are intended to present the financial position, the changes in financial position of only that portion of the General fund of the State that is attributable to the transactions of the Commission. They do not purport to, and do not, present fairly the financial position of the State as of June 30, 2013, the changes in its financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

## **Other Matters**

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis starting on page 13 and the schedule of funding progress on page 38 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***

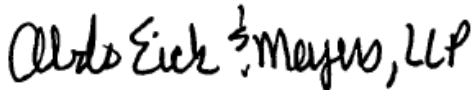
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Commission's basic financial statements. The introductory section and combining and individual fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund financial statements and schedules 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 basic 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 information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated March 13, 2014, 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.



ABDO, EICK & MEYERS, LLP  
Minneapolis, Minnesota  
March 13, 2014

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## **Management's Discussion and Analysis**

As management of the Legislative Coordinating Commission (the Commission), we offer readers of the Commission's financial statements this narrative overview and analysis of the financial activities of the Commission for the fiscal year ended June 30, 2013.

### **Financial Highlights**

- The assets of the Commission exceeded its liabilities at the close of the most recent fiscal year by \$2,449,094
- The Commission's total net position increased by \$347,579
- As of the close of the 2013 fiscal year-end, the Commission's governmental funds reported ending fund balances of \$3,864,121 .

## Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Commission's basic financial statements. These statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The financial statement notes explain some of the information in the financial statements and provide more detailed data. Also, this discussion and analysis contains other supplemental information in addition to the basic financial statements themselves.

Figure 1 illustrates how the required parts of this annual report are arranged and relate to one another.

**Figure 1**  
**Required Components of the**  
**Commission's Annual Financial Report**

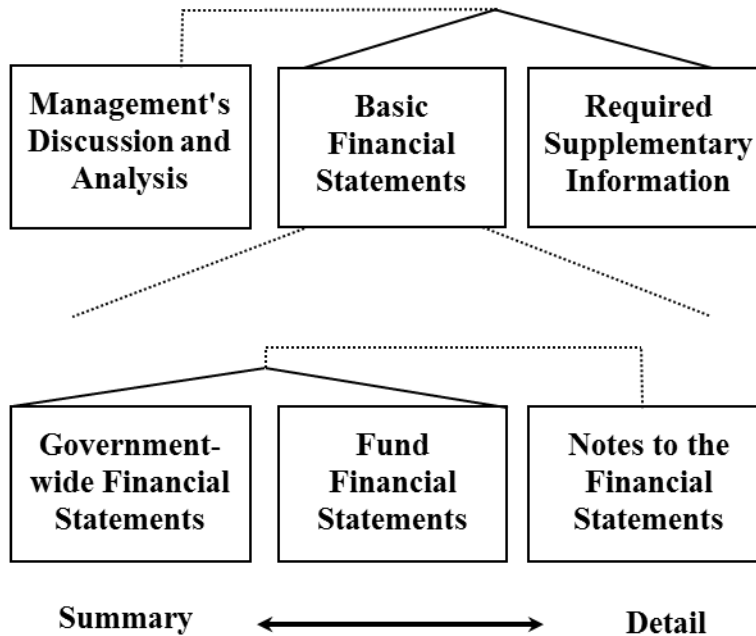




Figure 2 summarizes the major features of the Commission’s financial statements. The remainder of this overview section of management’s discussion and analysis explains the structure and contents of each of the statements.

**Figure 2**  
**Major features of the Government-wide and Fund Financial Statements**

	Government-wide Statements	Fund Financial Statements Governmental Funds
	Scope	Entire government
Required financial statements	<ul style="list-style-type: none"> <li>• Statement of Net Position</li> <li>• Statement of Activities</li> </ul>	<ul style="list-style-type: none"> <li>• Balance Sheet</li> <li>• Statement of Revenues, Expenditures, and Changes in Fund Balances</li> </ul>
Accounting Basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources focus
Type of asset/liability information	All assets and liabilities, both financial and capital, and short-term and long-term	Only assets expected to be used up and liabilities that come due during the year or soon thereafter; no capital assets included
Type of inflow/out flow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during or soon after the end of the year; expenditures when goods or services have been received and payment is due during the year or soon thereafter

**Government-wide financial statements.** Government-wide financial statements provide a general overview of the Commission’s operations in a manner similar to a private sector business. These statements consist of the statement of net position and the statement of activities, and are prepared using an accrual basis of accounting.

The *statement of net position* presents the Commission’s assets and liabilities; the difference between the two is net position. Over time, an increase or decrease in net position can serve as an indicator as to whether the Commission’s financial position is improving or deteriorating.

The *statement of activities* presents information showing how the Commission’s net position have changed during the fiscal year. All changes in net assets are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., earned but unused vacation leave).

The government-wide financial statements start on page 20 of this report.

**Fund financial statements.** Fund financial statements use the modified accrual basis of accounting and a financial resources measurement focus. They provide a detailed short-term view of the Commission’s finances that assist in determining whether there will be adequate financial resources available to meet the current needs of the Commission. These statements consist of the *Balance Sheet*, and the *Statement of Revenues, Expenditures and Changes in Fund Balance*.

Because fund financial statement information does not encompass the long-term focus of the government-wide financial statements, a reconciliation schedule called the *Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balance of Governmental Funds to the Statement of Activities* is provided. By doing so, readers may better understand the long-term impact of the State’s and Commission’s short term financing decisions.

Also, the Commission adopts an annual budget using the same accounting method as fund financial statements. A budgetary comparison statement has been provided to demonstrate compliance with this budget.

The basic governmental fund financial statements start on page 24 of this report.

## Notes to the Financial Statements

The notes provide additional information that is essential to fully understand financial statements. The notes to the financial statements start on page 27 of this report.

### Financial Analysis

Fiscal year 2012 is the first year of the State's two-year budget cycle. During this even-year session, the legislature meets for approximately three months and considers bonding for statewide capital improvement projects and policy issues that were not addressed in the previous year.

During the second fiscal year of every two-year biennium, the legislature meets for approximately five months. During this odd-year session, which begins in January following the general election, the legislature sets the State budget for the next two fiscal years.

As noted earlier, net position may serve over time as a useful indicator of the Commission's financial position. As of June 30, 2013, the Commission's assets exceed its liabilities by \$2,449,094

### Legislative Coordinating Commission's Summary of Net Position

	Governmental Activities		
	2013	2012	Increase (Decrease)
Assets			
Current and other assets	<u>\$ 4,572,025</u>	<u>\$ 3,926,150</u>	<u>\$ 645,875</u>
Liabilities			
Long-term liabilities outstanding	777,139	858,634	(81,495)
Other liabilities	<u>1,345,792</u>	<u>966,001</u>	<u>379,791</u>
Total liabilities	<u>2,122,931</u>	<u>1,824,635</u>	<u>298,296</u>
Net position			
Unrestricted	<u>\$ 2,449,094</u>	<u>\$ 2,101,515</u>	<u>\$ 347,579</u>

The Commission's net position increased \$347,579 during the 2013 fiscal year.

Key elements of the \$347,579 increase in net position are as follows:

### Legislative Coordinating Commission's Changes in Net Position

	Governmental Activities		
	2013	2012	Increase (Decrease)
<b>Revenues</b>			
Intergovernmental revenue			
State appropriation	\$ 10,268,000	\$ 10,171,000	\$ 97,000
Appropriation from grant revenue	14,887	20,314	(5,427)
Miscellaneous	233	155	78
<b>Total revenues</b>	<b>10,283,120</b>	<b>10,191,469</b>	<b>91,651</b>
<b>Expenses</b>			
General government			
Salaries and benefits	6,949,480	7,062,686	(113,206)
Travel, per diem, subsistence and registration	56,933	52,990	3,943
Office equipment	273,787	76,118	197,669
Communications	16,441	18,825	(2,384)
Purchased services	1,729,982	1,478,947	251,035
Supplies and materials	132,200	99,195	33,005
Miscellaneous	558,241	434,197	124,044
<b>Total expenses</b>	<b>9,717,064</b>	<b>9,222,958</b>	<b>494,106</b>
Excess of revenues over expenditures	566,056	968,511	(402,455)
<b>Other financing sources (uses)</b>			
Transfer in	1,676,169	6,465	1,669,704
Transfer out	(1,894,646)	(333,000)	(1,561,646)
<b>Total other financing sources (uses)</b>	<b>(218,477)</b>	<b>(326,535)</b>	<b>108,058</b>
Change in net position	347,579	641,976	(294,397)
Net position, July 1	2,101,515	1,459,539	641,976
Net position, June 30	<u>\$ 2,449,094</u>	<u>\$ 2,101,515</u>	<u>\$ 347,579</u>

- The Commission's budgeted appropriation was increased by \$97,000 as compared to fiscal year 2012.
- Overall, 2013 expenditures increased by \$494,108 compared to 2012 expenditures.

Starting on page 48 there are comparisons of budget to actual expenditures.

## Budgetary Highlights

The Commission's budget for the 2012-2013 biennium is determined during the latter part of the previous biennium. See Note 2 for narrative of the budget process.

The Commission's budgeted appropriation was increased from fiscal year 2012 to fiscal year 2013 by \$588,000.

The Commission's general carry forward balance increased from fiscal year 2012 to fiscal year 2013 by \$527,955.

Overall, actual expenditures were under budgeted expenditures by 24 percent. All categories of expenses had expenditures below budgeted levels. The largest favorable variances included the following:

- Salaries and benefits were under budget by \$922,832 primarily due to delays in filling vacant positions and increased employee efficiencies due to system updates.
- Purchased services was \$1,264,616 under budget due to changes in computer and system servicing needs, cost savings provided from a new statute which allowed a discount on the use of antenna wire or fibers and certain purchases which were deferred until 2014.

Starting on page 48 there are comparisons of budget expenditures to actual expenditures.

## Debt Administration

### Outstanding Debt

	Governmental Activities		
	2013	2012	Increase (Decrease)
Other post-employment benefits payable	\$ 54,000	\$ 59,000	\$ (5,000)
Compensated absences	1,361,027	1,427,525	(66,498)
Total	<u>\$ 1,415,027</u>	<u>\$ 1,486,525</u>	<u>\$ (71,498)</u>

The Commission's total debt decreased \$71,498 compared to 2012.

Additional information on the Commission's long-term debt can be found in Note 3B on page 31 of this report.

## Next Year's Funding and Budget

The Legislative Coordinating Commission general fund appropriation for fiscal year 2014 is \$15,706,000. The increase in appropriation is for additional personnel cost and for the administrative and expenses associated with the statutory requirement for the LCC to facilitate the work of a newly established Electronic Roster Task Force.

## Requests for Information

This financial report is designed to provide an overview of the Commission finances and to demonstrate the Commission's accountability for the money it receives.

Questions about information in this report or requests for additional financial information should be addressed to Diane Henry-Wangenstein, Assistant Director, Legislative Coordinating Commission, 72 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul, MN 55155.

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA

FOR THE YEAR ENDED  
JUNE 30, 2013

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
STATEMENT OF NET POSITION  
JUNE 30, 2013

ASSETS

Unliquidated appropriation \$ 4,572,025

LIABILITIES

Accounts payable 384,264

Wages and salaries payable 323,640

Compensated absences payable - current 637,888

Noncurrent liabilities

Compensated absences payable 723,139

Other post-employment benefits payable 54,000

TOTAL LIABILITIES 2,122,931

NET POSITION

Unrestricted \$ 2,449,094

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

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
STATEMENT OF ACTIVITIES  
FOR THE YEAR ENDED JUNE 30, 2013

REVENUES	
General appropriation	\$ 10,268,000
Appropriation from grant revenue	14,887
Miscellaneous	<u>233</u>
TOTAL REVENUES	<u>10,283,120</u>
EXPENSES	
Governmental activities	
General government	
Salaries and benefits including per diem	6,949,480
Travel, subsistence and registration	56,933
Communications	16,441
Office equipment	273,787
Purchased services	1,729,982
Supplies and materials	132,200
Miscellaneous	<u>558,241</u>
TOTAL EXPENSES	<u>9,717,064</u>
EXCESS OF REVENUES OVER EXPENDITURES	566,056
OTHER FINANCING SOURCES (USES)	
Transfer in	1,676,169
Transfer out to other agencies	<u>(1,894,646)</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>(218,477)</u>
CHANGE IN NET POSITION	347,579
NET POSITION, JULY 1	<u>2,101,515</u>
NET POSITION, JUNE 30	<u><u>\$ 2,449,094</u></u>

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

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**FUND FINANCIAL STATEMENTS**

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA

FOR THE YEAR ENDED  
JUNE 30, 2013

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
JUNE 30, 2013

	<u>Governmental funds</u>
<b>ASSETS</b>	
Unliquidated appropriation	<u>\$ 4,572,025</u>
<b>LIABILITIES</b>	
Accounts payable	\$ 384,264
Wages and salaries payable	<u>323,640</u>
<b>TOTAL LIABILITIES</b>	707,904
<b>FUND BALANCES</b>	
Unassigned	<u>3,864,121</u>
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 4,572,025</u>
Total fund balances reported above	\$ 3,864,121
Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the governmental funds.	
Other post-employment benefits payable	(54,000)
Compensated absences payable	<u>(1,361,027)</u>
<b>NET POSITION OF GOVERNMENTAL ACTIVITIES</b>	<u>\$ 2,449,094</u>

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

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
GOVERNMENTAL FUND  
FOR THE YEAR ENDED JUNE 30, 2013

	<u>Governmental Fund</u>
REVENUES	
Intergovernmental	
State appropriation	\$ 10,268,000
Appropriation from grant revenue	14,887
Miscellaneous	<u>233</u>
TOTAL REVENUES	<u>10,283,120</u>
EXPENDITURES	
General government	
Salaries and benefits including per diem	7,020,978
Travel, subsistence and registration	56,933
Communications	16,441
Office equipment	273,787
Purchased services	1,729,982
Supplies and materials	132,200
Miscellaneous	<u>558,241</u>
TOTAL EXPENDITURES	<u>9,788,562</u>
EXCESS OF REVENUES OVER EXPENDITURES	<u>494,558</u>
OTHER FINANCING SOURCES (USES)	
Transfer in	1,676,169
Transfer out	<u>(1,894,646)</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>(218,477)</u>
NET CHANGE IN FUND BALANCES	276,081
FUND BALANCES, JULY 1	<u>3,588,040</u>
FUND BALANCES, JUNE 30	<u><u>\$ 3,864,121</u></u>
Total net change in fund balances above	\$ 276,081
Amounts reported for governmental activities in the statement of activities are different because	
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	
Other post-employment benefits payable	5,000
Compensated absences	<u>66,498</u>
Changes in net position of governmental activities	<u><u>\$ 347,579</u></u>

The notes to the financial statements are an integral part to this statement.

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL - GOVERNMENTAL FUNDS  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental				
State appropriation	\$ 10,268,000	\$ 10,268,000	\$ 10,268,000	\$ -
Appropriation from grant revenue	803,777	803,777	14,887	(788,890)
Miscellaneous	-	-	233	233
	<u>11,071,777</u>	<u>11,071,777</u>	<u>10,283,120</u>	<u>(788,657)</u>
<b>EXPENDITURES</b>				
General government				
Salaries and benefits including per diem	7,943,812	7,943,812	7,020,978	922,834
Travel, subsistence and registration	141,105	141,105	56,933	84,172
Communications	142,750	142,750	16,441	126,309
Office equipment	501,571	501,571	273,787	227,784
Purchased services	2,994,300	2,994,300	1,729,982	1,264,318
Supplies and materials	412,235	412,235	132,200	280,035
Miscellaneous	820,377	820,377	558,241	262,136
	<u>12,956,150</u>	<u>12,956,150</u>	<u>9,788,562</u>	<u>3,167,588</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>	<u>(1,884,373)</u>	<u>(1,884,373)</u>	<u>494,558</u>	<u>2,378,931</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer in	-	-	1,676,169	(1,676,169)
Transfer out	(50,000)	(50,000)	(1,894,646)	(1,844,646)
	<u>(50,000)</u>	<u>(50,000)</u>	<u>(218,477)</u>	<u>(3,520,815)</u>
<b>NET CHANGE IN FUND BALANCES</b>	(1,934,373)	(1,934,373)	276,081	(1,141,884)
<b>FUND BALANCES, JULY 1</b>	<u>3,588,040</u>	<u>3,588,040</u>	<u>3,588,040</u>	<u>-</u>
<b>FUND BALANCES, JUNE 30</b>	<u>\$ 1,653,667</u>	<u>\$ 1,653,667</u>	<u>\$ 3,864,121</u>	<u>\$ (1,141,884)</u>

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

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Financial reporting entity**

The financial statements include the activities of the legislative commissions and joint agencies for which the Legislative Coordinating Commission (the Commission) has authority to act in matters concerning employment, compensation and budgets except for the Legislative Audit Commission. The activities of the Commission are a part of the State of Minnesota's (the State) General fund and appropriations for the Commission are made each biennium. The legislative commissions and joint agencies serve the purposes described below:

*General Support* - The Legislative Coordinating Commission was established in 1973. The Commission coordinates certain activities of the Senate and House of Representatives and serves as an umbrella organization for joint legislative agencies and commissions. It determines the employee benefits for all legislative staff and health benefits for legislators. The Commission reviews budget requests and establishes staffing levels for all legislative commissions and joint agencies under its jurisdiction. The Commission also sets the compensation for all employees under its jurisdiction.

The President of the Senate and the Speaker of the House alternately serve as chair on an annual basis. The Commission provides staff support for the Compensation Council, the University of Minnesota Regent Candidate Advisory Council, the Minnesota State Colleges and Universities (MNSCU) Board of Trustees Candidate Advisory Council, Legislative Commission on Planning and fiscal policy and the Joint House-senate Subcommittee on Claims. The Commission coordinates the provision of sign language interpreters at legislative hearings and meetings and serves as the first point of contact in scheduling meetings and arranging itineraries for visiting international and state delegations seeking to discuss policy issues and learn more about Minnesota's legislative process.

Within the Commission, the Geographic Information Services Office develops and maintains spatial databases and produces legislative district maps, reports, and web applications. Also within the Commission, the Office on the Economic Status of Women studies and reports on all matters relating to the economic status of women in Minnesota and supports legislators' efforts to enact legislation that furthers the extent to which women can contribute to the state's economy.

*Pensions and Retirement* - The Legislative Commission on Pensions and Retirement was established in 1955 to study and investigate on an ongoing basis the various public retirement systems applicable to nonfederal government employees in the state and to make recommendations to establish and maintain sound public employee pension legislation.

*Minnesota Resources* - The Legislative-Citizen Commission on Minnesota Resources advises the Legislature on the allocations for certain dedicated funding sources (primarily the Environment Trust Fund) for projects "for the public purpose of protection, conservation, preservation, and enhancement of the state's air, water, land, fish, wildlife, and other natural resources" - Minnesota Constitution Sec. 14 as amended November 3, 1998. The governing statute is M.S. Chapter 116P.

*Lessard-Sams Outdoor Heritage Council* - The Lessard-Sams Outdoor Heritage Council advises the legislature on appropriations from the Outdoor Heritage Fund, a fund constitutionally dedicated to be spent "only to restore, protect, and enhance wetlands, prairies, forests, and habitat for fish, game, and wildlife" - Minnesota Constitution, Article 11, Section 15. The governing statute is M.S. 97A. 56.

*General and Revisor's Carry Forward* - Carry forward amounts in these funds result from under spending in the previous biennium. This may result from salary savings due to vacancies in funded positions, or lower than expected program expenses. Minnesota Statute 16A.281 limits the use of these funds to three purposes: 1) for non-recurring expenditures in investments that enhance efficiency or improve effectiveness, 2) to pay expenses associated with sessions, interim activities, public hearings, or other public outreach efforts and related activities, or 3) to pay severance costs for involuntary terminations.

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

*Energy Commission* - The Legislative Energy Commission was established under M.S. 3.8851 to evaluate the energy policies of this state and the degree to which they promote an environmentally and economically sustainable energy future.

*Public Info TV and Internet* - The legislature appropriated \$537,000 in fiscal year 2013 for public information television, internet, intranet, and other transmission of legislative activities.

*Legislative Reference Library* - The Legislative Reference Library (LRL), established in 1969, collects, indexes, publishes, and makes available public policy information. The LRL works closely with its main clientele, legislators and legislative staff, to provide information services that support the legislative process. Executive agencies and the public are also served. State law requires that copies of the publications of Minnesota state government agencies, boards, and commissions, and a copy of all state-funded consultants' reports must be deposited with the Library. Rules of the House and Senate assign the director a custodial role of the recordings of floor and committee hearings and the accompanying minutes and logs; public access to these materials is required. LRL staff is nonpartisan and all information requests are confidential.

*Revisor of Statutes* - The Revisor of Statutes is a nonpartisan, professional joint legislative office providing drafting, editing, publication, and computer services to the Legislature, executive departments, and to the governor and other constitutional officers. Drafting services are provided on a confidential basis and consist primarily of bills and administrative rules. Publications produced by the office include: Laws of Minnesota, Minnesota Statutes, Minnesota Rules, and other miscellaneous publications of legislative and public interest. The computer system supports the drafting, editing, and publishing work of the legislature. The office has been under the jurisdiction of the Commission since 1973.

*Health Care Access* - The Health Care Access Commission was established for the purpose of providing recommendations on health care access. The Commission was repealed under M.L. 2011, 1<sup>st</sup> Special Session, Chapter 9, Article 6, Section 97.

*Mississippi River Parkway Commission* - The Mississippi River Parkway Commission of Minnesota was established in 1963. It is part of the 10-state National Mississippi River parkway Commission which works collectively to: preserve, promote, and enhance the scenic, historic, and recreational resources of the Mississippi River; foster economic growth in the river corridor; and develop the national, scenic, and historic parkway known as the Great River Road. In Minnesota, the Great River Road runs 575 miles through the heart of the state, adjacent to the Mississippi River, beginning at the river's headwaters at Lake Itasca through Minnesota's north woods, lake country, Twin Cities, and into bluff country along the Minnesota-Wisconsin border before entering Iowa. For its historic, cultural, recreational, and scenic qualities, the Federal Highway Administration selected the Minnesota Great River Road to be designated as a National Scenic Byway in 2000 - a distinguished honor bestowed upon the most treasured routes in America.

*Charter School Law* - The Commission received a grant recognizing the Minnesota Legislature's pioneering work in the development of charter schools. The funds have been used to recognize the role and success of existing charter schools, and to hold a national forum on the role of charter schools in improving public education.

*Captioning Program* - \$200,000 was appropriated to the Legislative Coordinating Commission in the 2012-2013 biennium to conduct a program for providing captioning of the live streaming of legislative sessions on the Legislature's website as detailed in M.L. 2011, Chapter 2, Article 2, Section 4.

*Accessibility Grant Program* - The Legislative Coordinating Commission works with the Technology Accessibility Advisory Committee to facilitate a grant program whereby state agencies can propose to receive grant funds to extend their accessibility to technology efforts within their own entity.

*Legacy Website* - The Legislative Coordinating Commission created and maintains Minnesota's Legacy website to help citizens monitor how dollars from the Legacy Amendment and the Environment and Natural Resources Trust Fund are being invested in the State (<http://www.legacy.leg.mn>).

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

**B. Government-wide and fund financial statements**

The government-wide financial statements (i.e., the statement of net position and the statement of changes in net position) report information on all of the activities of the Commission.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*. The Commission has no program revenues.

**C. Measurement focus, basis of accounting, and financial statement presentation**

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Commission considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. Commission funds are disbursed by Minnesota Management and Budget.

The Commission is funded by an appropriation from the General fund of the State. The unspent portion of the appropriation is carried forward indefinitely in accordance with the Laws of Minnesota. The cumulative amount of the unspent portion of the appropriations is included in the balance sheet. A portion of the unspent appropriations are reserved for encumbrances as described in Note 3B.

Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. On a modified accrual basis, revenue is recorded in the year in which the resources are measurable and become available.

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

When both restricted and unrestricted resources are available for use, it is the government's policy to use unrestricted resources first, and then restricted resources as they are needed.

**D. Assets, liabilities and net position/fund balance**

*Capital assets*

Capital asset acquisition, consisting of furniture and equipment, are recorded as expenditures, consistent with the procedures for governmental fund-type accounting. These capital assets are property of the State and are reported in the State's basic financial statements.

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013

**Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONTINUED**

*Compensated absences*

Permanent employees accrue vacation and sick leave according to State administrative guidelines set forth in the Legislative Plan for Employees Benefits and Policies. Temporary full-time employees accrue sick leave after six months of service. Members and other temporary employees do not accrue vacation, sick leave or compensation time. Upon termination of employment, employees are compensated for their earned but unused vacation (generally, up to 275 hours) and a percentage of their sick leave depending upon length of State service and the nature of their termination (voluntary or involuntary). In the fund financial statements, the cost of these benefits is recognized when payments are made to the employees.

Payments for vacation and sick leave will be made at rates in effect when the benefits are used. Accumulated vacation and sick leave liabilities at June 30, 2013 are determined on the basis of current salary rates and include salary related payments.

*Fund balance*

In the fund financial statements, fund balance is divided into five classifications based primarily on the extent to which the Commission is bound to observe constraints imposed upon the use of resources reported in the governmental funds. These classifications are defined as follows:

*Nonspendable* - Amounts that cannot be spent because they are not in spendable form, such as prepaid items or inventories.

*Restricted* - Amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by Minnesota statutory provisions.

*Committed* - Amounts constrained for specific purposes that are internally imposed by the government through formal of the highest level of decision making authority.

*Assigned* - Includes spendable fund balance amounts that are intended to be used for specific purposes that are not considered restricted or committed.

*Unassigned* - The residual classification for the General fund.

The Commission considers restricted amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents / contracts that prohibit doing this, such as in grant agreements requiring dollar for dollar spending. Additionally, the Commission would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

*Net position*

In the government-wide financial statements, net position represents the difference between assets and liabilities. Net position is displayed in two components:

- a. Restricted net position - Consist of net position balances restricted when there are limitations imposed on their use through external restriction imposed by creditors, grantors, laws or regulation of other governments.
- b. Unrestricted net position - All other net position balances that do not meet the definition of "restricted".



LEGISLATIVE COORDINATING COMMISSION  
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**Note 2: STEWARDSHIP COMPLIANCE AND ACCOUNTABILITY**

**Budget and budgetary accounting**

The State of Minnesota operated on a biennial budget. Every other year the legislative commissions and joint agencies prepare their budget requests and submit them to the Legislative Coordinating Commission. Budgets are approved by the Commission and included in the omnibus state government finance bill. The bill must be approved by the House and Senate and signed into law by the Governor. Budgets for each appropriation awarded to the Commission are prepared by the Commission and submitted to the Minnesota Management and Budget Agency and set up in the state's accounting system.

The budget is prepared in accordance with generally accepted accounting principles. Budgetary control is at the appropriation level. Unexpended appropriations from the first year (year ended June 30, 2012) of the biennium are carried over and are available for operations in the second year (year ended June 30, 2013) of the biennium.

The Commission's expenditures are classified according to the State administrative guidelines. Commission funds are disbursed by the Minnesota Management and Budget Agency.

**Note 3: DETAIL ON ACCOUNTS**

**A. Transfers**

During the year, there were a number of transfers between the various sub-funds within the Commission.

The total transfer out of \$218,477 shown on the government-wide statements is the net amount of transfers to other state agencies.

**B. Long term debt**

**Changes in Long-term Liabilities**

During the year ended June 30, 2013, the following changes occurred in long-term liabilities:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Due within One year</u>
Compensated absences	<u>\$ 1,427,525</u>	<u>\$ 571,390</u>	<u>\$ (637,888)</u>	<u>\$ 1,361,027</u>	<u>\$ 637,888</u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013

**Note 4: PENSION PLANS**

The Commission is involved in three pension programs as follows:

*Unclassified Retirement Plan* - All permanent staff are covered by the Unclassified Retirement Plan, a defined contribution plan that is administrated by the Minnesota State Retirement System (MSRS). Approximately 85 percent of the Legislative Coordinating Commission total staff is permanent staff. As defined in Minnesota Statutes Chapter 352, employees contribute five percent of their salaries and the Commission contributes six percent of the salaries to the plan. The Commission and employee's contribution were \$306,817 and \$259,939 for the year ending June 30, 2013.

*Deferred Contribution Plan* - All permanent staff can elect to participate in the Deferred Contribution Plan, a defined contribution plan that is also administrated by the Minnesota State Retirement System (MSRS). Approximately 81 percent of the Commission total permanent staff elected to participate in the plan for the year ending June 30, 2013. As defined in the Minnesota Statutes Chapter 352, employees can elect to have a cash match by the Commission up to a defined amount or covert their accumulated vacation at a defined rate. For the year ending June 30, 2013, the commission did not contribute to the Deferred Contribution Plan due to freeze on employer contributions by legislature leadership. The employee's contribution was \$372,413 for the year ending June 30, 2013.

MSRS issues a publicly available financial report that includes financial statements are required supplementary information. The report may be obtained by writing to MSRS, 60 Empire Drive, Suite 300, Saint Paul, MN 55103-3000.

**Note 5: POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS**

**A. Plan description**

Other postemployment benefits (OPEB) are available to state employees and their dependents through a single-employer defined benefit health care plan, as allowed by Minnesota Statutes, Section 43A.27, Subdivision 3 and Minnesota Statutes 471.61, Subdivision 2a, and required under the terms of selected employment contracts. All pre-age 65 state retirees with at least five years of allowable pension service who are entitled at the time of retirement to receive an annuity under the state retirement program are eligible to participate in the state's health and dental insurance plan until age 65. Retirees not eligible for an employer subsidy must pay 100 percent of the premiums to continue receiving coverage. These employees are allowed to stay in the active employee risk pool with the same premium rate and are, therefore, subsidized by the insurance premium rates for active state employees, resulting in an implicit rate subsidy. As of July 1, 2012, there were approximately 2,900 retirees participating in the state's insurance plan under this provision. The number of retirees participating from the Commission was unknown.

**B. Funding policy**

The contribution requirements of plan members and the state are established and may be amended by the state legislature or through selected employment contracts, which are negotiated every other year. The required contribution is based on projected pay-as-you-go basis. For fiscal year ended June 30, 2012, the state contributed \$53,217,000 to the plan. Plan members receiving benefits through the implicit rate subsidy contributed \$25,123,000 through their average required contribution of \$447 per month for retiree-only coverage and \$1,315 for retiree-family coverage. Amounts contributed by Commission employees only are not available.

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013

**Note 5: POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS - CONTINUED**

**C. Annual OPEB cost and net OPEB obligation**

The state's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution (ARC) of the employer, an amount actuarially determined in accordance with the parameters of GASB Statement 45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal costs each year and amortize any unfunded actuarial liabilities over a thirty year amortization period using a 4.75 percent discount rate. For year ending June 30, 2013, the ARC is \$40,000.

The following table shows the components of the Commission's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Commission's net OPEB obligation:

Annual required contribution	\$ 40,000
Interest on net OPEB obligation	3,000
Adjustment to annual required contribution	(2,000)
 Annual OPEB cost (expense)	 41,000
 Contributions made	 (46,000)
Decrease in net OPEB obligation	(5,000)
 Net OPEB obligation, July 1	 59,000
 Net OPEB obligation, June 30	 \$ 54,000

The Commission's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for fiscal year 2013 and the two preceding fiscal years were as follows:

Year Ending	Three Year Trend Information		
	Annual OPEB Cost	Percentage Annual OPEB Contributed	Net OPEB Obligation
06/30/13	\$ 41,000	112.2 %	\$ 54,000
06/30/12	60,000	98.3	59,000
06/30/11	57,000	75.0	71,000

**D. Funded status and funding progress**

As of July 1, 2012, the most recent actuarial valuation date, the actuarial accrued liability for benefits was \$478,000, all of which was unfunded. The covered payroll (annual payroll of active employees covered by the plan) was \$6,601,159, and the ratio of the unfunded actuarial accrued liability to the covered payroll was 12.6 percent.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013

**Note 5: POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS - CONTINUED**

**E. Actuarial methods and assumptions**

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations.

In the July 1, 2012 actuarial valuation, the Entry Age Normal Cost method was used. The actuarial assumptions include a 4.75 percent investment rate of return, which is a blended rate of the expected long-term investment returns on plan assets and on the employer's own investments. The initial healthcare trend rate was 8.10 percent, reduced by decrements to an ultimate rate of 5.00 percent after approximately twenty years. The unfunded actuarial accrued liability (UAAL) is being amortized as a level dollar amount over an open basis. The remaining amortization period at June 30, 2012, was 30 years.

**Note 6: RISK MANAGEMENT**

The Commission is exposed to various risks of loss related to torts; to theft of, damage to, or destruction of assets; to errors or omissions; and to the employer obligations. The State manages these risks through the Risk Management Fund (internal service fund), a self-insurance fund, and other self-insurance mechanisms. All health plans are self-insured. The Commission is not required to contribute to the Risk Management Fund.

Statutory provisions prohibit the State from insuring property against loss. The Commissioner of the Department of Administration may authorize the purchase of insurance on State properties should it be deemed necessary and appropriate to protect buildings and contents. All losses of State property are self-insured, covered by programs of the Risk Management Fund or covered by insurance policies purchased by the Risk Management Fund on behalf of State agencies.

**Tort claims**

Tort claims against the Commission are limited by statute to \$300,000 per person for property damage or bodily injury and \$1,000,000 per occurrence. These risks are not covered through insurance. The Commission is responsible to pay for the cost of claims from its operating budget of various funds. The legislature also makes an annual Tort Claim Appropriation to cover claims that would unduly impair agency operations. Agencies not able to cover claims through these two avenues must seek additional appropriations from the legislature.

**Workers' compensation**

The State, as a self-insured employer, assumes all risks for workers' compensation related claims and is required by State law to be a member of the Workers' Compensation Reinsurance Association (WCRA). The Commission remits premiums to the State. Settled claims have not exceeded coverage in any of the past three years.

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
NOTES TO THE FINANCIAL STATEMENTS  
JUNE 30, 2013

**Note 6: RISK MANAGEMENT - CONTINUED**

**State Employee Group Insurance Program**

The Minnesota State Legislature created an employee insurance trust fund administered by the State Employee Group Insurance Program (SEGIP) to provide eligible employees and other eligible persons with life insurance and hospital, medical and dental benefits coverage through provider organizations. The insurance trust fund is not associated with any other public risk pools. The fund type used to account for SEGIP fiscal activities is an internal service fund dedicated solely for the purpose of this program. A contingency reserve is maintained within the trust fund to increase the controls over medical plan provisions and other insurance costs for the purpose of moderating premium and claim fluctuations, and to assume all inherent risk associated with the self-funded insurance programs, which would also include losses to the fund.

SEGIP provides benefits coverage to employees by contracting with carriers through a network of providers throughout the State. Settlement information for the last three available fiscal years is as follows; SEGIP had settlements of \$912,018, \$2,117,078 and \$2,096,216 greater than coverage for the fiscal years ended June 30, 2010, June 30, 2011 and June 30, 2012.

In January 2000, the fund became fully self-insured for medical coverage and assumes all liability for medical claims. The self-funded programs within the fund establish claim liabilities based on estimates of the ultimate cost of claims (including future claim adjustment expenses) that have been reported but not paid, and of claims that have been incurred but not reported. These estimates are agreed to by the insurance carriers and the State and are reviewed for accuracy and reasonableness. The estimates are based on claim experience and claim lag timetables provided by the carriers and do not include additional estimates for subrogation, salvage or unallocated claim adjustments.

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**REQUIRED SUPPLEMENTARY INFORMATION**

LEGISLATIVE COORDINATING COMMISSION  
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FOR THE YEAR ENDED  
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LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
REQUIRED SUPPLEMENTARY INFORMATION  
FOR THE YEAR ENDED JUNE 30, 2013

**Schedule of funding progress and employer contributions**

The following schedules present trend information about the amounts contributed to the postemployment healthcare benefit plan by the Commission:

**Schedule of funding progress for the postemployment benefit plan**

Actuarial Valuation Date	Required Supplementary Information					UAAL as a Percentage of Covered Payroll
	Actuarial Value of Assets	Actuarial Accrued Liability	Unfunded Actuarial Accrued Liability (UAAL)	Funded Ratio	Covered Payroll	
7/1/2012	\$ -	\$ 478,000	\$ 478,000	- %	\$ 6,601,159	12.6 %
7/1/2010	-	687,000	687,000	-	5,435,522	13.0

The standard requires a schedule of funding progress for the three most recent valuations to describe factors that significantly affect the trends in the amounts reported. Valuations are required every three years for plans with fewer than 200 members. As 2010 was the first year a valuation was completed for the Commission, there are only two valuations disclosed above.

**Schedule of employer contributions**

Year Ending June 30,	Annual Required Contribution	Percentage Contributed
2013	40,000	115.0 %
2012	59,000	122.0
2011	57,000	77.0



**COMBINING AND INDIVIDUAL FUND  
FINANCIAL STATEMENTS AND SCHEDULES**

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA

FOR THE YEAR ENDED  
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LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
GOVERNMENTAL FUNDS  
COMBINING BALANCE SHEET - CONTINUED ON THE FOLLOWING PAGES  
JUNE 30, 2013

	General Support	Pensions and Retirement	Minnesota Resources	Lessard-Sams Outdoor Heritage Council	General Carry forward
<b>ASSETS</b>					
Unliquidated appropriation	\$ 50,381	\$ 16,669	\$ 421,049	\$ 699,288	\$ 1,301,722
<b>LIABILITIES</b>					
Accounts payable	\$ 14,874	\$ 81	\$ 13,125	\$ 6,302	\$ 100,000
Wages and salaries payable	35,507	16,588	20,568	13,812	-
<b>TOTAL LIABILITIES</b>	50,381	16,669	33,693	20,114	100,000
<b>FUND BALANCES</b>					
Unassigned	-	-	387,356	679,174	1,201,722
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 50,381</u>	<u>\$ 16,669</u>	<u>\$ 421,049</u>	<u>\$ 699,288</u>	<u>\$ 1,301,722</u>

<u>Energy Commission</u>	<u>Public Info TV &amp; Internet</u>	<u>Legislative Reference Library</u>	<u>Revisor's Carry forward</u>	<u>Revisor of Statutes</u>	<u>Health Care Access</u>	<u>Mississippi River Parkway Commission</u>
<u>\$ 135,421</u>	<u>\$ -</u>	<u>\$ 87,351</u>	<u>\$ 1,325,347</u>	<u>\$ 333,962</u>	<u>\$ -</u>	<u>\$ 37,343</u>
\$ 2,573	\$ -	\$ 36,480	\$ 30,670	\$ 145,354	\$ -	\$ 34,343
<u>-</u>	<u>-</u>	<u>48,557</u>	<u>-</u>	<u>188,608</u>	<u>-</u>	<u>-</u>
2,573	-	85,037	30,670	333,962	-	34,343
<u>132,848</u>	<u>-</u>	<u>2,314</u>	<u>1,294,677</u>	<u>-</u>	<u>-</u>	<u>3,000</u>
<u>\$ 135,421</u>	<u>\$ -</u>	<u>\$ 87,351</u>	<u>\$ 1,325,347</u>	<u>\$ 333,962</u>	<u>\$ -</u>	<u>\$ 37,343</u>

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LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
GOVERNMENTAL FUNDS  
COMBINING BALANCE SHEET - CONTINUED  
JUNE 30, 2013

	Charter School Law	Captioning Program	Accessibility Grant Program	Legacy Website	Total
<b>ASSETS</b>					
Unliquidated appropriation	\$ 44,653	\$ 21,087	\$ 97,752	\$ -	\$ 4,572,025
<b>LIABILITIES</b>					
Accounts payable	\$ -	\$ 462	\$ -	\$ -	\$ 384,264
Wages and salaries payable	-	-	-	-	323,640
<b>TOTAL LIABILITIES</b>	-	462	-	-	707,904
<b>FUND BALANCES</b>					
Unassigned	44,653	20,625	97,752	-	3,864,121
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<u>\$ 44,653</u>	<u>\$ 21,087</u>	<u>\$ 97,752</u>	<u>\$ -</u>	<u>\$ 4,572,025</u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
GOVERNMENTAL FUNDS  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES - CONTINUED ON THE FOLLOWING PAGES  
FOR THE YEAR ENDED JUNE 30, 2013

	General Support	Pensions and Retirement	Minnesota Resources	Lessard-Sams Outdoor Heritage Council	General Carry forward
<b>REVENUES</b>					
Intergovernmental					
State appropriation	\$ 1,388,000	\$ 474,000	\$ 473,000	\$ 471,000	\$ -
Appropriation from grant revenue	-	-	-	-	-
Miscellaneous	-	-	-	-	-
<b>TOTAL REVENUES</b>	<b>1,388,000</b>	<b>474,000</b>	<b>473,000</b>	<b>471,000</b>	<b>-</b>
<b>EXPENDITURES</b>					
General government					
Salaries and benefits including per diem	704,565	352,913	368,105	285,761	-
Travel, subsistence and registration	15,497	654	15,369	16,320	-
Communications	1,925	390	583	925	-
Office equipment	2,100	-	5,215	2,368	15,644
Purchased services	45,487	81,844	5,560	5,792	3,828
Supplies and materials	6,524	964	2,283	2,069	-
Miscellaneous	405,046	-	570	20	110,000
<b>TOTAL EXPENDITURES</b>	<b>1,181,144</b>	<b>436,765</b>	<b>397,685</b>	<b>313,255</b>	<b>129,472</b>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>	<b>206,856</b>	<b>37,235</b>	<b>75,315</b>	<b>157,745</b>	<b>(129,472)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer in	-	-	-	10,752	703,618
Transfer out	(325,425)	(62,397)	-	(10,752)	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(325,425)</b>	<b>(62,397)</b>	<b>-</b>	<b>-</b>	<b>703,618</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>(118,569)</b>	<b>(25,162)</b>	<b>75,315</b>	<b>157,745</b>	<b>574,146</b>
<b>FUND BALANCES, JULY 1</b>	<b>118,569</b>	<b>25,162</b>	<b>312,041</b>	<b>521,429</b>	<b>627,576</b>
<b>FUND BALANCES, JUNE 30</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 387,356</b>	<b>\$ 679,174</b>	<b>\$ 1,201,722</b>

<u>Energy Commission</u>	<u>Public Info TV &amp; Internet</u>	<u>Legislative Reference Library</u>	<u>Revisor's Carry forward</u>	<u>Revisor of Statutes</u>	<u>Health Care Access</u>	<u>Mississippi River Parkway Commission</u>
\$ -	\$ 537,000	\$ 1,283,000	\$ -	\$ 5,301,000	\$ 128,000	\$ 63,000
-	-	62	-	-	-	14,825
-	-	-	-	-	-	-
-	<u>537,000</u>	<u>1,283,062</u>	-	<u>5,301,000</u>	<u>128,000</u>	<u>77,825</u>
869	-	1,160,218	-	4,146,561	-	1,986
220	-	119	-	14	-	7,446
-	-	2,019	-	10,050	-	529
-	-	20,873	-	227,587	-	-
1,483	379,627	100,273	240,829	709,170	-	40,954
-	-	61,291	-	42,652	-	16,416
-	-	135	-	10,798	-	31,672
<u>2,572</u>	<u>379,627</u>	<u>1,344,928</u>	<u>240,829</u>	<u>5,146,832</u>	-	<u>99,003</u>
<u>(2,572)</u>	<u>157,373</u>	<u>(61,866)</u>	<u>(240,829)</u>	<u>154,168</u>	<u>128,000</u>	<u>(21,178)</u>
-	-	2,248	959,551	-	-	-
-	(280,326)	(34,123)	-	(959,551)	(128,000)	(1,347)
-	(280,326)	(31,875)	959,551	(959,551)	(128,000)	(1,347)
(2,572)	(122,953)	(93,741)	718,722	(805,383)	-	(22,525)
<u>135,420</u>	<u>122,953</u>	<u>96,055</u>	<u>575,955</u>	<u>805,383</u>	-	<u>25,525</u>
<u>\$ 132,848</u>	<u>\$ -</u>	<u>\$ 2,314</u>	<u>\$ 1,294,677</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,000</u>

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LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
GOVERNMENTAL FUNDS  
COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES  
IN FUND BALANCES - CONTINUED  
FOR THE YEAR ENDED JUNE 30, 2013

	Charter School Law	Captioning Program	Accessibility Grant Program	Legacy Website	Total
<b>REVENUES</b>					
Intergovernmental					
State appropriation	\$ -	\$ 100,000	\$ 50,000	\$ -	\$ 10,268,000
Appropriation from grant revenue	-	-	-	-	14,887
Miscellaneous	233	-	-	-	233
	<u>233</u>	<u>100,000</u>	<u>50,000</u>	<u>-</u>	<u>10,283,120</u>
<b>EXPENDITURES</b>					
General government					
Salaries and benefits including per diem	-	-	-	-	7,020,978
Travel, subsistence and registration	-	1,294	-	-	56,933
Communications	-	20	-	-	16,441
Office equipment	-	-	-	-	273,787
Purchased services	-	78,760	2,248	34,127	1,729,982
Supplies and materials	-	1	-	-	132,200
Miscellaneous	-	-	-	-	558,241
	<u>-</u>	<u>80,075</u>	<u>2,248</u>	<u>34,127</u>	<u>9,788,562</u>
	<u>233</u>	<u>19,925</u>	<u>47,752</u>	<u>(34,127)</u>	<u>494,558</u>
<b>OTHER FINANCING SOURCES (USES)</b>					
Transfer in	-	-	-	-	1,676,169
Transfer out	-	(92,725)	-	-	(1,894,646)
	<u>-</u>	<u>(92,725)</u>	<u>-</u>	<u>-</u>	<u>(218,477)</u>
<b>NET CHANGE IN FUND BALANCES</b>	233	(72,800)	47,752	(34,127)	276,081
<b>FUND BALANCES, JULY 1</b>	44,420	93,425	50,000	34,127	3,588,040
<b>FUND BALANCES, JUNE 30</b>	<u>\$ 44,653</u>	<u>\$ 20,625</u>	<u>\$ 97,752</u>	<u>\$ -</u>	<u>\$ 3,864,121</u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
GENERAL SUPPORT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental				
State appropriation	\$ 1,388,000	\$ 1,388,000	\$ 1,388,000	\$ -
Appropriation from grant revenue	475	475	-	(475)
<b>TOTAL REVENUES</b>	<u>1,388,475</u>	<u>1,388,475</u>	<u>1,388,000</u>	<u>(475)</u>
<b>EXPENDITURES</b>				
General government				
Salaries and benefits including per diem	844,158	844,158	704,565	139,593
Travel, subsistence and registration	31,845	31,845	15,497	16,348
Communications	107,350	107,350	1,925	105,425
Office equipment	26,871	26,871	2,100	24,771
Purchased services	55,527	55,527	45,487	10,040
Supplies and materials	6,550	6,550	6,524	26
Miscellaneous	434,743	434,743	405,046	29,697
<b>TOTAL EXPENDITURES</b>	<u>1,507,044</u>	<u>1,507,044</u>	<u>1,181,144</u>	<u>325,900</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>	(118,569)	(118,569)	206,856	325,425
<b>OTHER FINANCING USES</b>				
Transfer out	-	-	(325,425)	(325,425)
<b>NET CHANGE IN FUND BALANCES</b>	(118,569)	(118,569)	(118,569)	-
<b>FUND BALANCES, JULY 1</b>	<u>118,569</u>	<u>118,569</u>	<u>118,569</u>	<u>-</u>
<b>FUND BALANCES, JUNE 30</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
PENSIONS AND RETIREMENT  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental				
State appropriation	\$ 474,000	\$ 474,000	\$ 474,000	\$ -
EXPENDITURES				
General government				
Salaries and benefits including per diem	373,743	373,743	352,913	20,830
Travel, subsistence and registration	4,000	4,000	654	3,346
Communications	1,700	1,700	390	1,310
Purchased services	116,169	116,169	81,844	34,325
Supplies and materials	3,550	3,550	964	2,586
TOTAL EXPENDITURES	499,162	499,162	436,765	62,397
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(25,162)	(25,162)	37,235	62,397
OTHER FINANCING USES				
Transfer out	-	-	(62,397)	(62,397)
NET CHANGE IN FUND BALANCES	(25,162)	(25,162)	(25,162)	-
FUND BALANCES, JULY 1	25,162	25,162	25,162	-
FUND BALANCES, JUNE 30	\$ -	\$ -	\$ -	\$ -

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
MINNESOTA RESOURCES  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental				
State appropriation	\$ 473,000	\$ 473,000	\$ 473,000	\$ -
EXPENDITURES				
General government				
Salaries and benefits including per diem	392,500	392,500	368,105	24,395
Travel, subsistence and registration	36,000	36,000	15,369	20,631
Communications	3,000	3,000	583	2,417
Office equipment	7,000	7,000	5,215	1,785
Purchased services	28,500	28,500	5,560	22,940
Supplies and materials	3,000	3,000	2,283	717
Miscellaneous	94,367	94,367	570	93,797
TOTAL EXPENDITURES	564,367	564,367	397,685	166,682
NET CHANGE IN FUND BALANCES	(91,367)	(91,367)	75,315	166,682
FUND BALANCES, JULY 1	312,041	312,041	312,041	-
FUND BALANCES, JUNE 30	\$ 220,674	\$ 220,674	\$ 387,356	\$ 166,682

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
LESSARD-SAMS OUTDOOR HERITAGE COUNCIL  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental				
State appropriation	\$ 471,000	\$ 471,000	\$ 471,000	\$ -
EXPENDITURES				
General government				
Salaries and benefits including per diem	624,824	624,824	285,761	339,063
Travel, subsistence and registration	40,000	40,000	16,320	23,680
Communications	6,000	6,000	925	5,075
Office equipment	2,000	2,000	2,368	(368)
Purchased services	220,406	220,406	5,792	214,614
Supplies and materials	7,000	7,000	2,069	4,931
Miscellaneous	5,000	5,000	20	4,980
TOTAL EXPENDITURES	905,230	905,230	313,255	591,975
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(434,230)	(434,230)	157,745	591,975
OTHER FINANCING SOURCES (USES)				
Transfer in	-	-	10,752	10,752
Transfer out	-	-	(10,752)	(10,752)
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-
NET CHANGE IN FUND BALANCES	(434,230)	(434,230)	157,745	591,975
FUND BALANCES, JULY 1	521,429	521,429	521,429	-
FUND BALANCES, JUNE 30	\$ 87,199	\$ 87,199	\$ 679,174	\$ 591,975

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
GENERAL CARRY FORWARD  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
EXPENDITURES				
General government				
Office equipment	\$ 20,000	\$ 20,000	\$ 15,644	\$ 4,356
Purchased services	71,865	71,865	3,828	68,037
Supplies and materials	2,000	2,000	-	2,000
Miscellaneous	233,712	233,712	110,000	123,712
TOTAL EXPENDITURES	<u>327,577</u>	<u>327,577</u>	<u>129,472</u>	<u>198,105</u>
DEFICIENCY OF REVENUES UNDER EXPENDITURES	(327,577)	(327,577)	(129,472)	198,105
OTHER FINANCING SOURCES				
Transfer in	-	-	703,618	(703,618)
NET CHANGE IN FUND BALANCES	(327,577)	(327,577)	574,146	(505,513)
FUND BALANCES, JULY 1	<u>627,576</u>	<u>627,576</u>	<u>627,576</u>	<u>-</u>
FUND BALANCES, JUNE 30	<u>\$ 299,999</u>	<u>\$ 299,999</u>	<u>\$ 1,201,722</u>	<u>\$ (505,513)</u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
ENERGY COMMISSION  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
EXPENDITURES				
General government				
Salaries and benefits including per diem	\$ 3,000	\$ 3,000	\$ 869	\$ 2,131
Travel, subsistence and registration	12,420	12,420	220	12,200
Purchased services	-	-	1,483	(1,483)
TOTAL EXPENDITURES	<u>15,420</u>	<u>15,420</u>	<u>2,572</u>	<u>12,848</u>
NET CHANGE IN FUND BALANCES	(15,420)	(15,420)	(2,572)	12,848
FUND BALANCES, JULY 1	<u>135,420</u>	<u>135,420</u>	<u>135,420</u>	<u>-</u>
FUND BALANCES, JUNE 30	<u><u>\$ 120,000</u></u>	<u><u>\$ 120,000</u></u>	<u><u>\$ 132,848</u></u>	<u><u>\$ 12,848</u></u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
PUBLIC INFO TV & INTERNET  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental				
State appropriation	\$ 537,000	\$ 537,000	\$ 537,000	\$ -
EXPENDITURES				
General government				
Purchased services	659,953	659,953	379,627	280,326
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(122,953)	(122,953)	157,373	280,326
OTHER FINANCING USES				
Transfer out	-	-	(280,326)	(280,326)
NET CHANGE IN FUND BALANCES	(122,953)	(122,953)	(122,953)	-
FUND BALANCES, JULY 1	122,953	122,953	122,953	-
FUND BALANCES, JUNE 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
LEGISLATIVE REFERENCE LIBRARY  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental				
State appropriation	\$ 1,283,000	\$ 1,283,000	\$ 1,283,000	\$ -
Appropriation from grant revenue	7,000	7,000	62	(6,938)
<b>TOTAL REVENUES</b>	<b>1,290,000</b>	<b>1,290,000</b>	<b>1,283,062</b>	<b>(6,938)</b>
<b>EXPENDITURES</b>				
General government				
Salaries and benefits including per diem	1,169,200	1,169,200	1,160,218	8,982
Travel, subsistence and registration	3,000	3,000	119	2,881
Communications	1,000	1,000	2,019	(1,019)
Office equipment	-	-	20,873	(20,873)
Purchased services	49,200	49,200	100,273	(51,073)
Supplies and materials	155,055	155,055	61,291	93,764
Miscellaneous	8,600	8,600	135	8,465
<b>TOTAL EXPENDITURES</b>	<b>1,386,055</b>	<b>1,386,055</b>	<b>1,344,928</b>	<b>41,127</b>
<b>DEFICIENCY OF REVENUES UNDER EXPENDITURES</b>	<b>(96,055)</b>	<b>(96,055)</b>	<b>(61,866)</b>	<b>34,189</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer in	-	-	2,248	(2,248)
Transfer out	-	-	(34,123)	(34,123)
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>(31,875)</b>	<b>(36,371)</b>
<b>NET CHANGE IN FUND BALANCES</b>	<b>(96,055)</b>	<b>(96,055)</b>	<b>(93,741)</b>	<b>(2,182)</b>
<b>FUND BALANCES, JULY 1</b>	<b>96,055</b>	<b>96,055</b>	<b>96,055</b>	<b>-</b>
<b>FUND BALANCES, JUNE 30</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,314</b>	<b>\$ (2,182)</b>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
REVISOR'S CARRY FORWARD  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
<b>EXPENDITURES</b>				
General government				
Salaries and benefits including per diem	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
Office equipment	100,000	100,000	-	100,000
Purchased services	285,000	285,000	240,829	44,171
Supplies and materials	10,000	10,000	-	10,000
Miscellaneous	10,955	10,955	-	10,955
<b>TOTAL EXPENDITURES</b>	<u>425,955</u>	<u>425,955</u>	<u>240,829</u>	<u>185,126</u>
<b>DEFICIENCY OF REVENUES UNDER EXPENDITURES</b>	(425,955)	(425,955)	(240,829)	185,126
<b>OTHER FINANCING SOURCES</b>				
Transfer in	-	-	959,551	(959,551)
<b>NET CHANGE IN FUND BALANCES</b>	(425,955)	(425,955)	718,722	(774,425)
<b>FUND BALANCES, JULY 1</b>	<u>575,955</u>	<u>575,955</u>	<u>575,955</u>	<u>-</u>
<b>FUND BALANCES, JUNE 30</b>	<u>\$ 150,000</u>	<u>\$ 150,000</u>	<u>\$ 1,294,677</u>	<u>\$ (774,425)</u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
REVISOR OF STATUTES  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental				
State appropriation	\$ 5,301,000	\$ 5,301,000	\$ 5,301,000	\$ -
EXPENDITURES				
General government				
Salaries and benefits including per diem	4,514,400	4,514,400	4,146,561	367,839
Travel, subsistence and registration	2,000	2,000	14	1,986
Communications	23,000	23,000	10,050	12,950
Office equipment	334,700	334,700	227,587	107,113
Purchased services	1,144,283	1,144,283	709,170	435,113
Supplies and materials	70,000	70,000	42,652	27,348
Miscellaneous	18,000	18,000	10,798	7,202
TOTAL EXPENDITURES	6,106,383	6,106,383	5,146,832	959,551
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(805,383)	(805,383)	154,168	959,551
OTHER FINANCING USES				
Transfer out	-	-	(959,551)	(959,551)
NET CHANGE IN FUND BALANCES	(805,383)	(805,383)	(805,383)	-
FUND BALANCES, JULY 1	805,383	805,383	805,383	-
FUND BALANCES, JUNE 30	\$ -	\$ -	\$ -	\$ -

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
HEALTH CARE ACCESS  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental				
State appropriation	\$ 128,000	\$ 128,000	\$ 128,000	\$ -
OTHER FINANCING USES				
Transfer out	-	-	(128,000)	(128,000)
NET CHANGE IN FUND BALANCES	128,000	128,000	-	(128,000)
FUND BALANCES, JULY 1	-	-	-	-
FUND BALANCES, JUNE 30	<u>\$ 128,000</u>	<u>\$ 128,000</u>	<u>\$ -</u>	<u>\$ (128,000)</u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
MISSISSIPPI RIVER PARKWAY COMMISSION  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
<b>REVENUES</b>				
Intergovernmental				
State appropriation	\$ 63,000	\$ 63,000	\$ 63,000	\$ -
Appropriation from grant revenue	751,882	751,882	14,825	(737,057)
<b>TOTAL REVENUES</b>	<u>814,882</u>	<u>814,882</u>	<u>77,825</u>	<u>(737,057)</u>
<b>EXPENDITURES</b>				
General government				
Salaries and benefits	1,987	1,987	1,986	1
Travel, subsistence and registration	11,840	11,840	7,446	4,394
Communications	700	700	529	171
Purchased services	98,300	98,300	40,954	57,346
Supplies and materials	149,580	149,580	16,416	133,164
Miscellaneous	15,000	15,000	31,672	(16,672)
<b>TOTAL EXPENDITURES</b>	<u>277,407</u>	<u>277,407</u>	<u>99,003</u>	<u>178,404</u>
<b>EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES</b>	537,475	537,475	(21,178)	(558,653)
<b>OTHER FINANCING USES</b>				
Transfer out	-	-	(1,347)	(1,347)
<b>NET CHANGE IN FUND BALANCES</b>	537,475	537,475	(22,525)	(560,000)
<b>FUND BALANCES, JULY 1</b>	<u>25,525</u>	<u>25,525</u>	<u>25,525</u>	<u>-</u>
<b>FUND BALANCES, JUNE 30</b>	<u>\$ 563,000</u>	<u>\$ 563,000</u>	<u>\$ 3,000</u>	<u>\$ (560,000)</u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
CHARTER SCHOOL LAW  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental				
State appropriation	\$ 44,420	\$ 44,420	\$ -	\$ (44,420)
Miscellaneous	-	-	233	233
TOTAL REVENUES	44,420	44,420	233	(44,187)
EXPENDITURES				
General government				
Purchased services	44,653	44,653	-	44,653
NET CHANGE IN FUND BALANCES	(233)	(233)	233	466
FUND BALANCES, JULY 1	44,420	44,420	44,420	-
FUND BALANCES, JUNE 30	<u>\$ 44,187</u>	<u>\$ 44,187</u>	<u>\$ 44,653</u>	<u>\$ 466</u>

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
CAPTIONING PROGRAM  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental				
State appropriation	\$ 100,000	\$ 100,000	\$ 100,000	\$ -
EXPENDITURES				
General government				
Travel, per diem, subsistence and registration	-	-	1,294	(1,294)
Communications	-	-	20	(20)
Office equipment	11,000	11,000	-	11,000
Purchased services	176,794	176,794	78,760	98,034
Supplies and materials	5,500	5,500	1	5,499
TOTAL EXPENDITURES	193,294	193,294	80,075	113,219
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	(93,294)	(93,294)	19,925	113,219
OTHER FINANCING USES				
Transfer out	(50,000)	(50,000)	(92,725)	(42,725)
NET CHANGE IN FUND BALANCES	(143,294)	(143,294)	(72,800)	70,494
FUND BALANCES, JULY 1	93,425	93,425	93,425	-
FUND BALANCES, JUNE 30	\$ (49,869)	\$ (49,869)	\$ 20,625	\$ 70,494

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
ACCESSIBILITY GRANT PROGRAM  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Intergovernmental				
State appropriation	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
EXPENDITURES				
General government				
Purchased services	9,523	9,523	2,248	7,275
NET CHANGE IN FUND BALANCES	40,477	40,477	47,752	7,275
FUND BALANCES, JULY 1	50,000	50,000	50,000	-
FUND BALANCES, JUNE 30	<u>\$ 90,477</u>	<u>\$ 90,477</u>	<u>\$ 97,752</u>	<u>\$ 7,275</u>



LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA  
LEGACY WEBSITE  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED JUNE 30, 2013

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
EXPENDITURES				
General government				
Purchased services	\$ 34,127	\$ 34,127	\$ 34,127	\$ -
NET CHANGE IN FUND BALANCE	(34,127)	(34,127)	(34,127)	-
FUND BALANCES, JULY 1	34,127	34,127	34,127	-
FUND BALANCES, JUNE 30	\$ -	\$ -	\$ -	\$ -

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**OTHER REQUIRED REPORT**

LEGISLATIVE COORDINATING COMMISSION  
ST. PAUL, MINNESOTA

FOR THE YEAR ENDED  
JUNE 30, 2013



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*

Legislative Coordinating Commission  
St. Paul, Minnesota

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 major fund of the Legislative Coordinating Commission (the Commission), of the State of Minnesota, as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated March 13, 2014.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, 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 opinions on the financial statements, 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.

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.

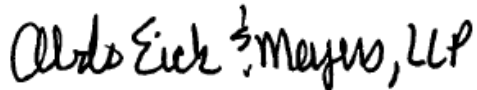
*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination 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.

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the 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 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.



ABDO, EICK & MEYERS, LLP  
Minneapolis, Minnesota  
March 13, 2014