

**Robinson  
Burdette  
Martin &  
Seright, L.L.P.**

a professional services firm of  
certified public accountants

9816 Slide Road  
Suite 301  
Lubbock, TX 79424

telephone (806) 744-3333  
fax (806) 747-2106  
www.rbmsllp.com

***INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES***

Mr. John Osborne  
Chief Executive Officer  
Lubbock Economic Development Alliance, Inc.  
1500 Broadway, Suite 600  
Lubbock, TX 79401

Dear Mr. Osborne:

We have performed the procedures enumerated in the attached supplement, which were agreed to by you, the specified user, solely to assist you with respect to determining the amounts payable pursuant to the Economic Development Grant Contracts with regard to job creation incentives only, for Covenant Health System. This agreed-upon procedures engagement was performed in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the specified user of the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures we performed and the findings as a result thereof, are enumerated in the attached supplement which is an integral part of this report.

We were not engaged to, and did not, perform an audit, the objective of which would be the expression of an opinion on the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the use of the specified user listed above and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purposes.

  
Lubbock, Texas  
February 9, 2015

**Lubbock Economic Development Alliance, Inc. Agreement with  
Covenant Health System  
For the period from August 1, 2013 to July 31, 2014**

**Background:**

The Lubbock City Council established the Lubbock Economic Development Alliance, Inc. (hereinafter referred to as LEDA) to promote local economic development and stimulate business and commercial activity in Lubbock and the surrounding area. To this end, LEDA entered into a performance agreement with Covenant Health System (hereinafter referred to as Covenant) on September 21, 2009.

The terms of the agreement provide incentives to Covenant for the creation of new jobs. The general terms of the agreement allow Covenant to receive up to \$325,000.00 for the creation and maintenance of sixty (60) new full-time jobs in the City of Lubbock from August 1, 2010 through July 31, 2015. Covenant will earn incentives ranging from \$2,500 to \$10,000 for each job created according to LEDA's sliding scale. The earned incentives are to be paid out in five annual installments.

**Objective, Scope and Procedures Performed:**

Our objective was to determine if Covenant met the job creation and maintenance requirements of their agreement with LEDA. A summary of the procedures used is as follows:

- Reviewed the pertinent contract.
- Reviewed employee census data indicating names, dates of hire, dates of termination, job titles, and compensation as of July 31, 2014 (measurement date) for all Lubbock employees.
- Obtained payroll records for the fiscal year August 1, 2013 through July 31, 2014.
- Reviewed wages reported on the payroll reports to verify annual compensation levels and to corroborate dates of hire and/or termination.
- Discussed questions and issues raised as a result of the above steps with Covenant personnel.
- Discussed agreement interpretations with LEDA personnel.

Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

## Results and Conclusions:

Per our review of the above data:

- Covenant had one hundred three (103) full-time Lubbock employees as of July 31, 2010 (baseline).
- Covenant had one hundred thirteen (113) full-time Lubbock employees as of July 31, 2011.
- Covenant had one hundred sixteen (116) full-time Lubbock employees as of July 31, 2012.
- Covenant had one hundred thirty-nine (139) full-time Lubbock employees as of July 31, 2013.
- Covenant had one hundred forty-one (141) full-time Lubbock employees as of July 31, 2014. The one hundred forty-one full-time employees had total compensation of \$7,807,391 for the twelve months ended July 31, 2014.
- Of the net increase of thirty-eight (38) full-time positions in the Lubbock office, the following met the specific compensation requirements for the various levels of incentives:

<u>Number of Employees</u>	<u>Incentive per Employee</u>	<u>Total Incentive</u>
5	\$ 10,000	\$ 50,000
10	\$ 7,500	\$ 75,000
11	\$ 5,000	\$ 55,000
12	\$ 4,000	\$ 48,000
----- 38		----- \$ 228,000

Based on the above, Covenant is currently entitled to receive one-fifth (1/5) of the total fourth-year earned incentives of \$228,000, or \$45,600.