



Foothills Gateway, Inc.

Supporting People with Disabilities

*We believe in a life of opportunity, of choice, and of dignity
for every individual, regardless of age or ability.*

*The Mission of Foothills Gateway, Inc. is to advocate for and empower
individuals with disabilities to lead lives of their choice.*

Board of Director's Meeting Agenda October 15, 2019 7:00 pm

MEETING CALLED TO ORDER	10 min.
Public Comment - The Board allocates 10 minutes at the beginning of each board meeting for "Public Comment". Each speaker, at the Chair's discretion, may speak for up to five minutes.	
Potential Board Members - Should any potential Board members be in attendance, the Board allocates this time for introductions.	
PRESENTATIONS	15 min.
Audit Exit Report - Cal Logan	
CONSENT AGENDA	2 min.
Approval of Board Meeting Minutes - September 17, 2019	
FINANCIAL REPORT	10 min.
Approval of Financial Report	
OLD BUSINESS	15 min.
360 Reviews	
NEW BUSINESS	15 min.
Annual Policy Statement Review	
EXECUTIVE TEAM UPDATES	15 min.
COMMITTEE REPORTS	20 min.
Executive Committee Fiscal and Property Committee Legislative Affairs Committee Joint Resource Committee	
ADJOURNMENT	

FOOTHILLS GATEWAY, INC.

UNAUDITED

Preliminary Financial Reports
for the 3 months ending September 30, 2019

MONTHLY FINANCIAL HIGHLIGHTS

- * Revenues are 6.2% under YTD Budget
- * Expenses are 5.2% under YTD Budget
- * Net Loss is \$13,986 less than YTD Budgeted Net Loss

Financial Status	at June 30, 2019	at September 30, 2019	Change
Total Assets	\$12,819,021	\$11,729,779	(\$1,089,242)
Total Liabilities	\$1,697,481	\$1,640,854	(\$56,627)
Net Assets (Fund Balances)	\$11,121,541	\$10,088,925	(\$1,032,615)
Undesignated Net Assets	\$2,159,421	\$869,712	(\$1,289,710)
Designated Net Assets	\$8,962,119	\$9,219,214	\$257,094

Current Year Financial Performance at 3 months / 25% of annual revenue and expense

	Actual Year to Date	YTD Budget	% Actual to YTD Budget	Annual Budget	% Actual to Annual Budget
Revenues					
State/Medicaid Funds	\$3,399,131	\$3,691,909	92.1%	\$14,215,389	23.9%
Vocational Income	84,449	75,878	111.3%	307,714	27.4%
Public Support	26,623	60,849	43.8%	208,400	12.8%
Larimer County Mill Levy	96,782	82,937	116.7%	4,555,128	2.1%
Other	148,199	92,165	160.8%	390,801	37.9%
Total Revenue	\$3,755,183	\$4,003,738	93.8%	\$19,677,432	19.1%
Expenses					
Salaries, Taxes & Benefits - Staff	\$3,063,063	\$3,125,601	98.0%	\$12,555,273	24.4%
Salaries, Taxes & Ben - Individuals in Svcs	82,456	76,731	107.5%	304,020	27.1%
Vocational/Contract Supplies	8,270	9,545	86.6%	31,680	26.1%
Supplies, Equipment & Building Expense	233,678	315,675	74.0%	1,127,958	20.7%
Vehicle Expense	109,595	110,664	99.0%	425,972	25.7%
Program Related Expense	710,511	813,948	87.3%	3,105,810	22.9%
Purchase of Service	503,150	506,279	99.4%	1,991,552	25.3%
Other	77,076	91,896	83.9%	526,051	14.7%
Total Expenses	4,787,799	\$5,050,339	94.8%	\$20,068,316	23.9%
Revenue Over (Under) Expense	(\$1,032,615)	(\$1,046,601)	98.7%	(\$390,884)	264.2%

Foothills Gateway, Inc.
Statement of Financial Condition
9/30/19
Unaudited

Assets	
<i>Current Assets</i>	
Cash	\$1,708,951.15
Investments - Short Term	3,215,896.85
	<hr/>
<i>Sub Total Cash</i>	\$4,924,848.00
Receivables	
Fees and grants from governmental agencies	1,907,979.50
Vocational contracts	34,285.32
Other	44,490.78
	<hr/>
<i>Sub Total Receivables</i>	1,986,755.60
Inventory	-
Prepaid expense and other	86,135.70
	<hr/>
<i>Total Current Assets</i>	6,997,739.30
Other investments - Long Term	3,134,310.28
Land, Building & Equipment, net	1,597,729.32
	<hr/>
Total Assets	11,729,778.90
LIABILITIES AND NET ASSETS	
<i>Current Liabilities</i>	
Accounts Payable and Accrued Expense	1,423,236.90
Deferred Revenue	217,616.84
	<hr/>
<i>Total Current Liabilities</i>	1,640,853.74
Long Term Debt	
Notes Payable	
	<hr/>
Total Liabilities	1,640,853.74
NET ASSETS (FUND BALANCES)	
<i>Unrestricted Funds</i>	
Designated Memorial Funds	155,141.49
Designated Capital Repair & Replacement	50,000.00
Designated YMCA Camp	8,379.98
Designated Other Purposes	78,487.38
Designated CFCM Project	2,000,000.00
Net Investment in Land, Bldg & Equipment	1,597,729.32
Undesignated	6,182,756.45
	<hr/>
<i>Total Unrestricted Funds</i>	10,072,494.62
Temporarily Restricted Funds	16,430.54
	<hr/>
Total Net Assets (Fund Balances)	10,088,925.16
Total Liabilities and Fund Balances	11,729,778.90

Foothills Gateway, Inc.
Fund Detail
September 30, 2019

DONOR DESIGNATED:

Cash in Bank		103,810.88
Accounts Payable		(87,380.34)
<i>Total</i>		<u>16,430.54</u>

FUND BALANCES:

Miscellaneous Restricted Donations		15,019.37
Comm Found - Boone - Supported Employment	1,000.00	
Hair Farmers Contest - Individual's Hygeine	458.89	
Nancy Hansford - PSCS	1.12	
Foothills Gateway Foundation - Adult Needs	13.78	
Fort Collins Breakfast Rotary Charitable		
Foundation - FSS Activity	1,000.00	
Foothills Service League - FSS Activity	263.70	
FSS - Flying Pig 5k Run/Walk Current Year	12,281.88	
Foothills Service League		1,411.17
Parent Training	935.94	
Supported Employment	475.23	
<i>Total</i>		<u>16,430.54</u>



Foothills Gateway, Inc.
Fund Detail
September 30, 2019

BOARD DESIGNATED:

Cash in Bank	175,961.04
Due (To) / From General Fund	(20,819.53)
	<u>155,141.51</u>

FUND BALANCES:

Memorial Fund	155,141.51
<i>Total</i>	<u>155,141.51</u>



Foothills Gateway
Statement of Revenue and Expense
Preliminary - UNAUDITED
Consolidated
For the Three Months Ending Monday, September 30, 2019

	Current Month Balance	Year to Date Balance	Budget FY19-20	Variance YTD Budget	Percent YTD Budget
REVENUES					
State General Fund					
4010...	114,155	341,367	1,185,762	(844,395)	28.8%
4040...	51,430	162,801	674,856	(512,055)	24.1%
4050	20,525	44,725	380,787	(336,062)	11.7%
4060	72,878	222,819	826,715	(603,896)	27.0%
4071	44,356	132,040	568,669	(436,629)	23.2%
4062	0	418	1,672	(1,254)	25.0%
4067	1,313	4,989	45,513	(40,524)	11.0%
4063	11,748	35,244	140,976	(105,732)	25.0%
Total State General Fund	316,404	944,403	3,824,950	2,880,547	24.7%
Part C					
4090...			165,966	(165,966)	0.0%
4092	7,838	28,212	102,000	(73,788)	27.7%
4093	1,332	4,796	17,340	(12,544)	27.7%
4097	3,931	12,121	45,864	(33,743)	26.4%
Total Part C	13,102	45,130	331,170	(286,040)	13.6%
Medicaid Waiver					
4110	42,795	132,158	609,062	(476,904)	21.7%
4112	3,201	13,917	54,828	(40,911)	25.4%
4114	153,557	472,533	2,004,221	(1,531,688)	23.6%
4120	56,334	165,296	668,585	(503,289)	24.7%
4130	218,168	657,495	2,693,549	(2,036,054)	24.4%
4140	65,212	237,938	1,044,120	(806,182)	22.8%
162	168,178	543,526	2,251,257	(1,707,731)	24.1%
163	4,120	17,575	70,754	(53,179)	24.8%
4164			608	(608)	0.0%
4165	20,199	60,071	235,080	(175,009)	25.6%
4166	482	3,134	17,602	(14,468)	17.8%
4180	35,080	105,955	409,603	(303,648)	25.9%
Total Medicaid Waiver	767,327	2,409,598	10,059,269	(7,649,671)	24.0%
Other Service Related Revenue					
4215	2,780	6,950	25,272	(18,322)	27.5%
4230	0	575	2,041	(1,466)	28.2%
4245	5,360	15,436	42,548	(27,112)	36.3%
4250	1,427	4,205	15,924	(11,720)	26.4%
Total Other Service Related Revenue	9,567	27,166	85,785	(58,619)	31.7%
Other Gov't Fees & Grants					
4320	14,269	96,782	4,555,128	(4,458,346)	2.1%
4350	3,634	10,979	44,028	(33,049)	24.9%
4360	5,715	11,232	48,588	(37,356)	23.1%
Total Other Gov't Fees & Grants	23,617	118,993	4,647,744	(4,528,751)	2.6%

Foothills Gateway
Statement of Revenue and Expense
 Preliminary - UNAUDITED
 Consolidated
 For the Three Months Ending Monday, September 30, 2019

	Current Month Balance	Year to Date Balance	Budget FY19-20	Variance YTD Budget	Percent YTD Budget
Vocational Income					
4402	CIE - Res & Comm'l Cleaning	2,742	8,731	33,369	(24,638) 26.2%
4404	CIE - Enclave	1,573	4,652	18,951	(14,299) 24.5%
4406	CIE - Other	1,200	3,556	11,308	(7,752) 31.4%
4410	Vocational Contracts	16,408	67,511	244,086	(176,575) 27.7%
	Total Vocational Income	21,922	84,449	307,714	(223,265) 27.4%
Public Support					
4510	United Way	0	580	3,500	(2,920) 16.6%
4530	Donor Restricted Contributions	0	0	57,500	(57,500) 0.0%
4560	Donations - Unrestricted	2,672	23,591	128,000	(104,409) 18.4%
4580	In Kind Revenue	2,451	2,451	19,400	(16,949) 12.6%
	Total Public Support	5,123	26,623	208,400	181,777 12.8%
Other Income					
4810	Rent Income	1,200	3,600	14,400	(10,800) 25.0%
4820	Grant Income	250	750	17,000	(16,250) 4.4%
4850	Interest Income	11,893	28,414	96,000	(67,586) 29.6%
4855	Change in Market Value	15,223	41,509	41,509	0.0%
4870	Dividend Income	5,853	13,261	60,000	(46,739) 22.1%
4880	Miscellaneous Income	2,428	5,239	12,000	(6,761) 43.7%
4896	(Gain)/Loss on Sale of Assets	6,050	6,050	13,000	(6,950) 46.5%
	Total Other Income	42,897	98,822	212,400	(113,578) 46.5%
	TOTAL REVENUE	1,199,959	3,755,183	19,677,432	(15,922,249) 19.1%

Foothills Gateway
Statement of Revenue and Expense
Preliminary - UNAUDITED
Consolidated
For the Three Months Ending Monday, September 30, 2019

	Current Month Balance	Year to Date Balance	Budget FY19-20	Variance YTD Budget	Percent YTD Budget	
EXPENSES						
Salaries & Wages						
5010	Full Time Wages	703,561	2,207,213	8,957,031	6,749,818	24.6%
5011	Part Time Wages	45,855	150,935	637,022	486,087	23.7%
5012	Bonus	15,831	21,930	56,843	34,913	38.6%
5509	PTO	(32,091)	(26,063)	35,937	62,000	(72.5%)
5015	Full Time Wages-Overtime	3,868	16,108	46,798	30,690	34.4%
5016	Part Time Wages-Overtime	776	1,592	1,376	(216)	115.7%
	Total Salaries & Wages	737,800	2,371,716	9,735,007	7,363,291	24.4%
Wages - Individuals in Services						
5020	Vocational Wages	16,351	52,856	200,840	147,984	26.3%
5030	Janitorial Wages	1,506	4,745	15,613	10,868	30.4%
5031	Aide Wages	5	53	322	269	16.4%
5041	Res & Comm'l Cleaning Wages	2,711	8,417	28,372	19,955	29.7%
5044	Enclave Wages	1,688	5,379	19,036	13,657	28.3%
5060	Outside Contract Wages	1,139	3,342	10,084	6,743	33.1%
	Total Wages - Individuals in Svcs	23,400	74,791	274,267	199,476	27.3%
Contract Wages						
5105	Contract Wages			150	150	0.0%
5110	Consulting	9,075	14,915	87,502	72,587	17.0%
5120	Professional Fees	0	0	82,220	82,220	0.0%
	Total Contract Wages	9,075	14,915	169,872	154,957	8.8%
Staff Payroll Taxes						
310	Staff FICA	56,602	177,255	702,428	525,173	25.2%
315	Worker's Comp	9,924	32,100	155,249	123,149	20.7%
	Total Staff Payroll Taxes	66,526	209,355	857,677	648,322	24.4%
Payroll Taxes - Individuals in Svcs						
5320	FICA - Vocational	1,249	4,052	15,365	11,314	26.4%
5325	W/Comp - Vocational	396	1,365	6,396	5,031	21.3%
5330	FICA - Janitorial	115	364	1,195	831	30.4%
5331	Aide FICA	0	4	22	18	18.3%
5335	W/Comp - Janitorial	38	120	508	388	23.7%
5336	Aide W/Comp	1	1	12	11	10.9%
5341	FICA - Res & Comm'l Cleaning	207	645	2,170	1,525	29.7%
5344	FICA - Enclave	129	412	1,457	1,045	28.3%
5346	W/Comp - Res & Comm'l Cleaning	61	219	908	689	24.1%
5349	W/Comp - Enclave	42	140	624	484	22.4%
5360	Outside Contract FICA	87	256	770	514	33.3%
5365	Outside Contract W/Comp	29	87	326	239	26.6%
	Total Payroll Taxes - Indiv in Svcs	2,353	7,665	29,753	22,088	25.8%
Staff Benefits						
5500	CUC			3,750	3,750	0.0%
5510	Health Insurance	113,342	338,011	1,439,406	1,101,395	23.5%
5515	Dental Insurance	4,880	14,514	60,793	46,279	23.9%
5520	Disability	6,584	19,475	84,501	65,026	23.0%
5530	Life Insurance	952	2,810	11,463	8,653	24.5%
5540	Retirement	30,585	107,182	362,676	255,494	29.6%
	Total Staff Benefits	156,342	481,992	1,962,589	1,480,597	24.6%

Foothills Gateway
Statement of Revenue and Expense
Preliminary - UNAUDITED
Consolidated
For the Three Months Ending Monday, September 30, 2019

	Current Month Balance	Year to Date Balance	Budget FY19-20	Variance YTD Budget	Percent YTD Budget	
Supplies						
5700	Office Supplies	9,567	11,578	46,307	34,729	25.0%
5720	Center Supplies	973	4,945	24,840	19,895	19.9%
5725	Nursing Supplies	204	300	4,260	3,960	7.0%
5730	Janitorial Supplies	1,414	2,292	8,280	5,988	27.7%
5740	Unit Supplies	121	2,044	13,712	11,668	14.9%
5750	Postage	1,872	3,295	19,683	16,388	16.7%
	Total Supplies	14,152	24,454	117,082	92,628	20.9%
Vocational/Contract Supplies						
5810	Contract Materials	(143)	393	3,180	2,787	12.4%
5815	Contract Postage	1,126	7,877	28,500	20,623	27.6%
	Total Vocational/Contract Supplies	983	8,270	31,680	23,410	26.1%
Occupancy						
5900	Telephone	1,754	5,262	17,700	12,438	29.7%
5903	Cell / Digital Phones	9,203	27,744	111,744	84,000	24.8%
5910	Board & Liability Insurance	8,035	26,286	106,522	80,236	24.7%
5920	Building Maintenance	4,599	14,982	110,800	95,818	13.5%
5925	Grounds Maintenance	1,647	6,441	19,632	13,191	32.8%
5930	Taxes & Licenses	0	1,586	4,520	2,934	35.1%
5940	Depreciation	17,670	52,746	239,061	186,315	22.1%
5950	Security	835	3,222	12,540	9,318	25.7%
5960	Utilities	10,562	30,474	104,736	74,262	29.1%
5965	Refuse Collection	717	2,593	14,799	12,206	17.5%
5971	Rent	1,925	4,915	18,350	13,435	26.8%
985	Moving Exp	0	288	4,020	3,732	7.2%
	Total Occupancy	56,947	176,538	764,424	587,886	23.1%
Equipment						
6100	Equip Maint & Repair	338	966	4,468	3,502	21.6%
6110	Equip under \$3000	4,314	8,480	38,704	30,224	21.9%
6125	Equipment Lease Expense	2,856	8,325	33,408	25,083	24.9%
	Total Equipment	7,509	17,772	76,580	58,809	23.2%
Professional Growth						
6300	Travel	189	691	31,150	30,459	2.2%
6310	Meetings & Conferences	1,033	1,810	35,074	33,264	5.2%
6320	Professional Dues & Publications	197	8,383	41,407	33,024	20.2%
6330	Staff Recognition	9,243	14,379	33,271	18,892	43.2%
6340	Staff Training	1,446	12,086	24,272	12,186	49.8%
6341	Computer Training	0	3,597	5,600	2,003	64.2%
6342	PCT Training	0	848	10,690	9,842	7.9%
6350	Employee Relations	2,442	3,557	8,972	5,415	39.6%
	Total Professional Growth	14,550	45,351	190,436	145,085	23.8%
Vehicle Expense						
6410	Mileage Reimbursement Expense	6,599	16,300	67,115	50,815	24.3%
6420	Fuel & Oil Expense	6,839	20,532	80,840	60,308	25.4%
6430	Vehicle Repair & Maintenance	5,350	20,411	68,400	47,989	29.8%
6450	Vehicle Insurance Expense	3,799	10,939	43,668	32,729	25.1%
6460	Vehicle Licensing Expense	418	2,083	5,745	3,662	36.3%
6465	Vehicle Depreciation	13,229	40,358	160,204	119,846	25.2%
6480	Veh Repair Reimb by Insurance	(28)	(1,028)		1,028	0.0%
	Total Vehicle Expense	36,206	109,595	425,972	316,377	25.7%

Foothills Gateway
Statement of Revenue and Expense
Preliminary - UNAUDITED
Consolidated
For the Three Months Ending Monday, September 30, 2019

	Current Month Balance	Year to Date Balance	Budget FY19-20	Variance YTD Budget	Percent YTD Budget
Other Expense					
6605 Board Expense	0	74	2,390	2,316	3.1%
6610 Public Relations	1,935	2,745	16,970	14,225	16.2%
6616 Misc Fees & Expenses	1,055	3,464	13,370	9,906	25.9%
6620 CARF			20,000	20,000	0.0%
6625 Advertising	0	25	1,900	1,875	1.3%
6650 Data Processing	3,717	12,277	96,296	84,019	12.7%
6660 Mill Levy - County Admin Fees	285	1,932	95,659	93,727	2.0%
6675 Ergonomical Evaluations	540	1,240	6,928	5,688	17.9%
6680 Staff Hep B Shots	174	566	553	(13)	102.4%
6681 CBI Checks	939	2,187	6,549	4,362	33.4%
6689 In-kind Donations Expense	2,451	2,451	19,400	16,949	12.6%
6690 Contribution	0	4,763	21,800	17,037	21.8%
6695 Grants			33,800	33,800	0.0%
Total Other Expense	11,097	31,725	335,615	303,890	9.5%
Direct Exp - Individuals in Svcs					
7010 Supplies	3,651	12,075	49,349	37,274	24.5%
7017 Household Supplies	106	382	3,460	3,078	11.1%
7020 Telephone	87	263	1,044	781	25.2%
7025 Cleaning	21,628	69,883	289,110	219,227	24.2%
7040 Recreational Services	1,206	5,238	10,110	4,872	51.8%
7045 Food & Personal Needs	1,248	4,091	16,120	12,029	25.4%
7046 Medical Supplies	29	125	540	415	23.2%
7048 Clothing Allowance			175	175	0.0%
7057 Personal Assist - HHA's	(58)	519	4,838	4,319	10.7%
7060 Transportation	884	3,344	14,628	11,284	22.9%
7070 Family Direct Pmts	20,525	44,725	480,000	435,275	9.3%
7072 Family Training	0	115	484	369	23.8%
7075 Direct Service Payments	117,580	352,818	1,383,644	1,030,826	25.5%
7078 Home Modification	9,320	11,956	33,606	21,650	35.6%
7079 Assistive Technology	7,276	21,613	139,809	118,196	15.5%
7081 Therapies	28,296	85,781	358,218	272,437	23.9%
7082 Medical Prof Services - Other	2,363	11,968	38,725	26,757	30.9%
7085 Craft Supplies	6	26	680	654	3.8%
7086 Women's Group	(2)	(36)		36	0.0%
7087 Men's Group	45	40		(40)	0.0%
Total Direct Exp - Indiv in Svcs	214,189	624,928	2,824,540	2,199,612	22.1%
Room & Board Expense					
7205 Property & Liability Insurance	59	176	2,556	2,381	6.9%
7210 Building Maintenance	8	1,176	16,610	15,434	7.1%
7215 Grounds Maintenance	170	931	1,350	419	69.0%
7220 Depreciation	913	2,739	10,956	8,217	25.0%
7225 Refuse Collection	213	213	600	387	35.5%
7240 Household Supplies	33	326	1,560	1,234	20.9%
7247 Security	0	157	1,200	1,043	13.1%
7250 Utilities	(4,197)	(3,431)	1,900	5,331	(180.6%)
7260 Food	310	1,554	6,060	4,506	25.6%
Total Room & Board Expense	(2,491)	3,841	42,792	38,951	9.0%

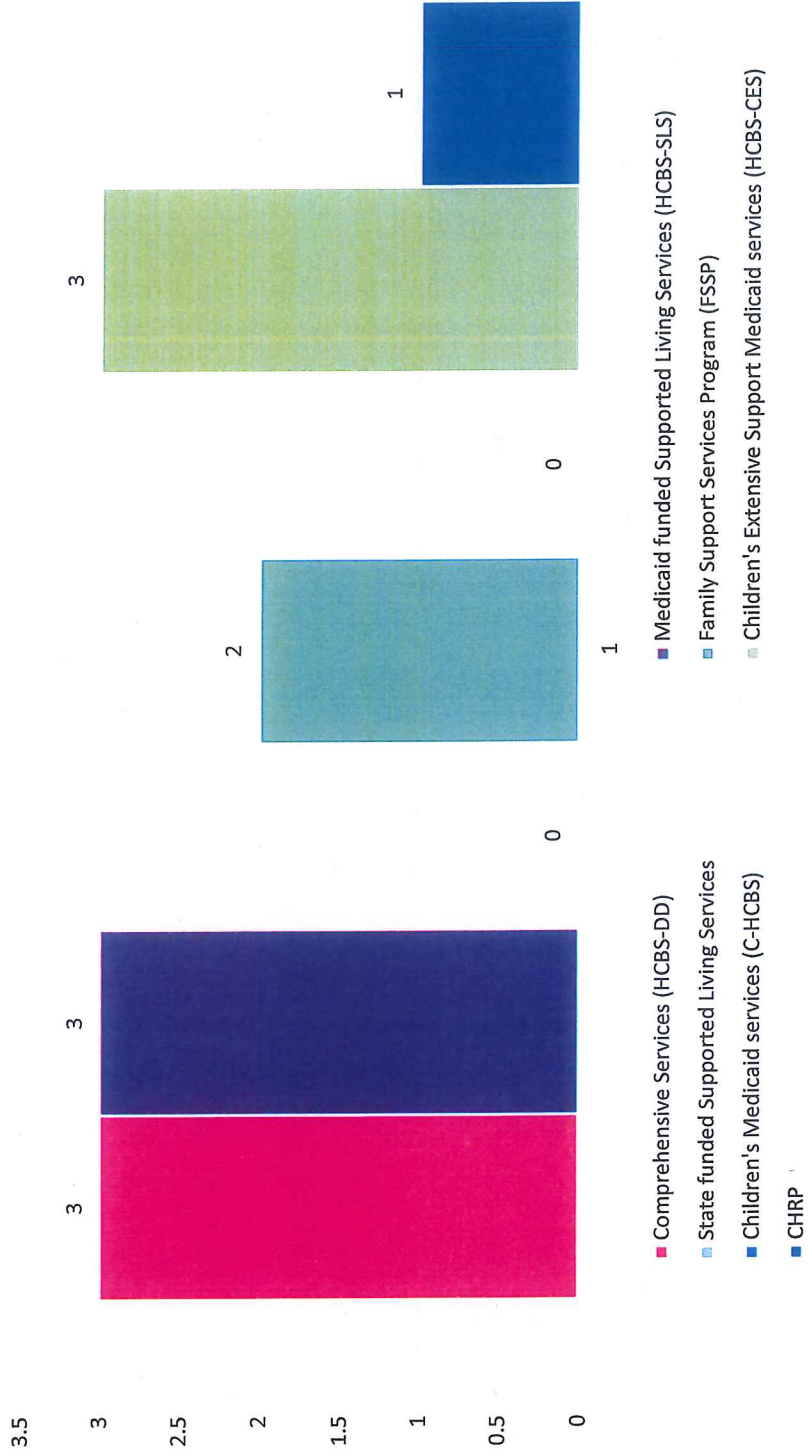
Foothills Gateway
Statement of Revenue and Expense
 Preliminary - UNAUDITED
 Consolidated
 For the Three Months Ending Monday, September 30, 2019

	Current Month Balance	Year to Date Balance	Budget FY19-20	Variance YTD Budget	Percent YTD Budget
Unallowable Expenses					
7310	0	43,169	100,967	57,798	42.8%
7314	760	10,474	44,125	33,651	23.7%
7320	353	1,258	2,100	842	59.9%
7321	0	660		(660)	0.0%
7337	5	5		(5)	0.0%
7339	3,626	19,766	60,245	40,479	32.8%
	4,744	75,332	207,437	132,105	36.3%
Other Program Related Expense					
7440	0	975	2,041	1,066	47.8%
7450	1,502	4,971	22,000	17,029	22.6%
7460	369	464	7,000	6,536	6.6%
	1,871	6,410	31,041	24,631	20.7%
Purchase of Service					
7510	9,509	25,430	109,150	83,720	23.3%
7524...	31,171	97,773	432,617	334,844	22.6%
7590	124,754	379,947	1,449,785	1,069,838	26.2%
	165,434	503,150	1,991,552	1,488,402	25.3%
TOTAL EXPENSES	1,520,688	4,787,799	20,068,316	15,280,517	23.9%
REVENUE OVER (UNDER) EXP	(320,729)	(1,032,615)	(390,884)	(641,731)	264.2%

Sep-19

Comprehensive Services (HCBS-DD)	3
Medicaid funded Supported Living Services (HCBS-SLS)	3
State funded Supported Living Services	0
Family Support Services Program (FSSP)	2
Children's Medicaid services (C-HCBS)	0
CHRP	0
Children's Extensive Support Medicaid services (HCBS-CES)	3

of Enrollments by Program for September 2019



Determinations completed July 2019

Eligible Not Eligible

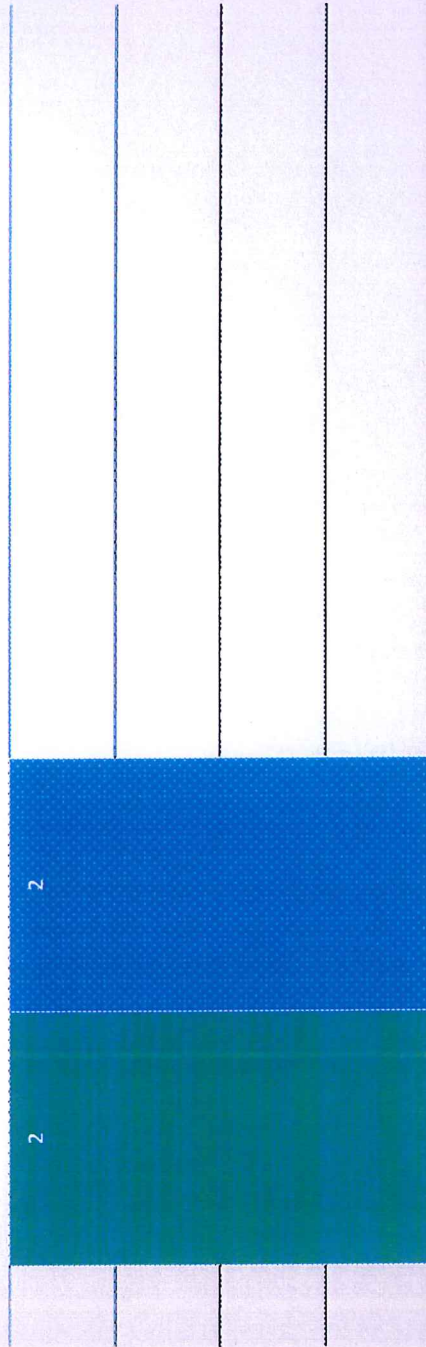
2

2

Total

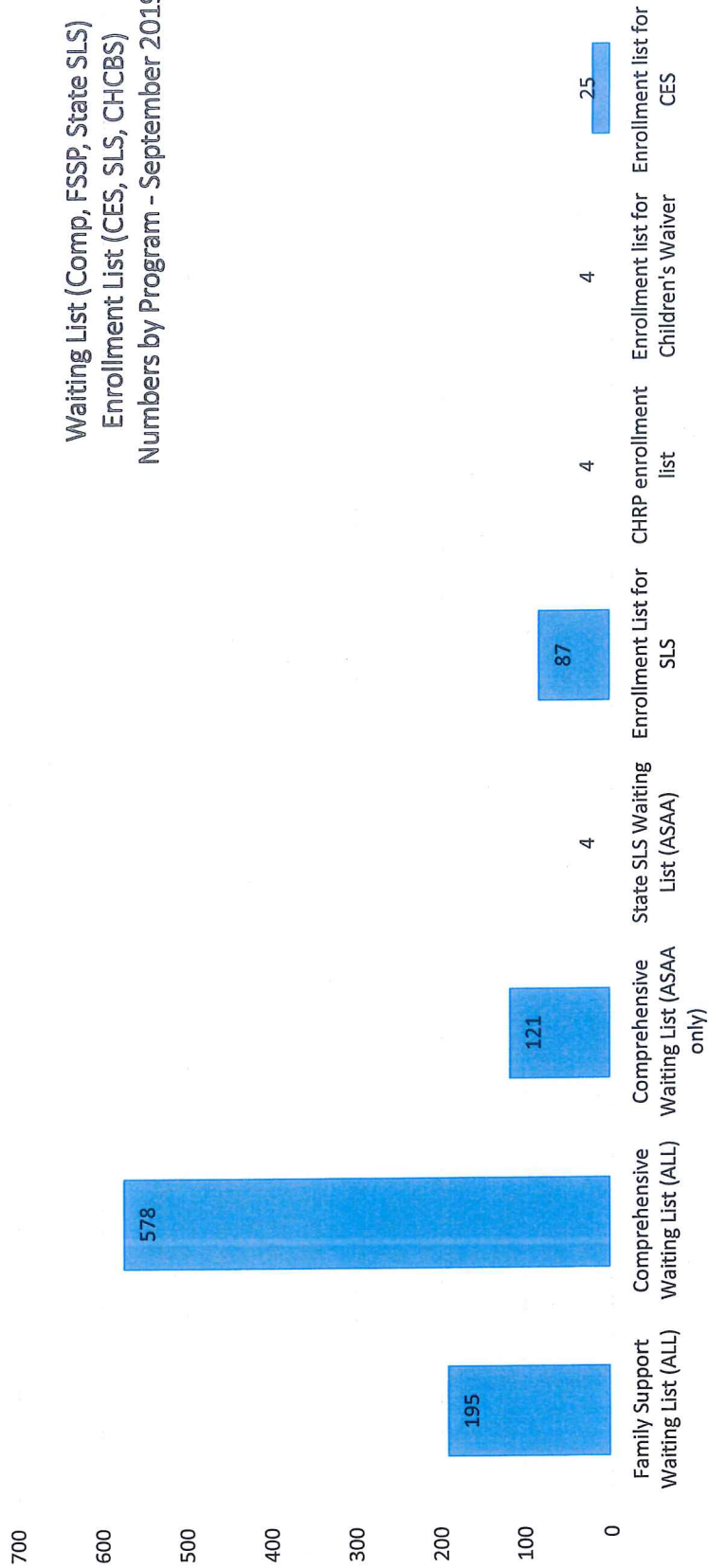
4

DD Determinations September 2019



	September
Family Support Waiting List (ALL)	195
Comprehensive Waiting List (ALL)	578
Comprehensive Waiting List (ASAA only)	121
State SLS Waiting List (ASAA)	4
Enrollment List for SLS	87
CHRP enrollment list	4
Enrollment list for Children's Waiver	4
Enrollment list for CES	25

Waiting List (Comp, FSSP, State SLS)
Enrollment List (CES, SLS, CHCBS)
Numbers by Program - September 2019



* ALL means everyone on the waiting list including safety net, As Soon As Available and Specific Date Status