



UPDATED  
02/16/24

This meeting will be virtual. For additional information and to learn how you can participate: Please go to <http://www.foothillsgateway.org/event> and click on "Board of Director's Meeting" on February 20<sup>th</sup>.

# 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 February 20, 2024 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

Community Outreach – Stacy Hill 15 min.

### CONSENT AGENDA

Approval of Board Meeting Minutes – November 11, 2023 2 min.

### FINANCIAL REPORT

Approval of Financial Report 10 min.  
Amended Budget- 3/1/2024-6/30/2024

### OLD BUSINESS

Annual Meeting Update 15 min.  
Transition(s) Update

### NEW BUSINESS

Slate of Board Officers for 24-25 30 min.  
Policy Add/Change  
Sunshine Law Postings

### OFFICER UPDATES

15 min.

### COMMITTEE REPORTS

20 min.

Executive Committee  
Fiscal and Property Committee  
Legislative Affairs Committee

**EXECUTIVE SESSION (CRS 25.5-10-209-2, b, IV (C)) – Matters required to be kept confidential by federal or state law or rules and based on Foothills Gateway's Bylaws.**

### ADJOURNMENT

# FOOTHILLS GATEWAY, INC.

## UNAUDITED

### Preliminary Financial Reports

for the 6 months ending December 31, 2023

## MONTHLY FINANCIAL HIGHLIGHTS

- \* Revenues are 12.4% under YTD Budget
- \* Expenses are 10.4% under YTD Budget
- \* Net Loss is \$118,735 less than YTD Budget

<b><i>Financial Status</i></b>	at June 30, 2023	at December 31, 2023	Change
Total Assets	\$12,155,315	\$9,378,756	(\$2,776,559)
Total Liabilities	\$1,626,952	\$1,354,230	(\$272,723)
Net Assets (Fund Balances)	\$10,528,362	\$8,024,527	(\$2,503,836)
Undesignated Net Assets	\$2,278,406	(\$266,838)	(\$2,545,243)
Designated Net Assets	\$8,249,957	\$8,291,364	\$41,407

<b><i>Current Year Financial Performance</i></b>	at 6 months / 50% of annual revenue and expense				
	Actual Year to Date	YTD Budget	% Actual to YTD Budget	Annual Budget	% Actual to Annual Budget
<b><i>Revenues</i></b>					
El State, Part C & Trust Fund	\$1,611,322	\$1,540,489	104.6%	\$3,237,966	49.8%
State General Funds	1,218,622	1,372,317	88.8%	2,718,846	44.8%
Medicaid Funds	3,248,257	4,148,566	78.3%	8,296,243	39.2%
Public Support	53,130	126,150	42.1%	225,800	23.5%
Larimer County Mill Levy	131,410	146,609	89.6%	5,633,490	2.3%
Other	325,308	186,659	174.3%	360,788	90.2%
<b>Total Revenue</b>	<b>\$6,588,049</b>	<b>\$7,520,790</b>	<b>87.6%</b>	<b>\$20,473,133</b>	<b>32.2%</b>
<b><i>Expenses</i></b>					
Salaries, Taxes & Benefits - Staff	\$5,731,152	\$6,522,211	87.9%	\$13,119,234	43.7%
Supplies, Equipment & Building Expense	489,756	488,019	100.4%	1,030,464	47.5%
Vehicle Expense	160,453	176,579	90.9%	351,356	45.7%
Program Related Expense	1,782,514	1,706,575	104.4%	3,504,056	50.9%
Purchase of Service	801,459	1,078,247	74.3%	2,149,502	37.3%
Other	126,551	171,730	73.7%	440,845	28.7%
<b>Total Expenses</b>	<b>\$9,091,885</b>	<b>\$10,143,361</b>	<b>89.6%</b>	<b>\$20,595,457</b>	<b>44.1%</b>
<b><i>Revenue Over (Under) Expense</i></b>	<b>(\$2,503,836)</b>	<b>(\$2,622,571)</b>	<b>95.5%</b>	<b>(\$122,324)</b>	<b>2046.9%</b>

**Foothills Gateway**  
**Statement of Financial Condition**  
Sunday, December 31, 2023  
Unaudited

**ASSETS**

Current Assets	
Cash	\$708,371.36
Investments - Money Mkt	1,053,992.84
Investments - Short Term	2,738,857.99
Sub Total Cash & Equivalents	<u>4,501,222.19</u>
Receivables	
Fees and grants from governmental agencies	1,740,678.63
Vocational contracts	
Notes Receivable	
Other	73,634.82
Sub Total Receivables	<u>1,814,313.45</u>
Inventory	53,339.80
Prepaid expense and other	89,168.05
Total Current Assets	<u>6,458,043.49</u>
Other Investments	2,219,393.95
Land, Building & Equipment, net	<u>701,318.68</u>
<b>Total Assets</b>	<b><u><u>9,378,756.12</u></u></b>

**LIABILITIES AND NET ASSETS**

Current Liabilities	
Accounts Payable and Accrued Expense	1,342,956.38
Current portion of Long-Term Debt	5,943.16
Total Current Liabilities	<u>1,348,899.54</u>
Long Term Debt	
Leases Payable	5,330.01
Total Long Term Debt	<u>5,330.01</u>
<b>Total Liabilities</b>	<b><u>1,354,229.55</u></b>

**NET ASSETS (FUND BALANCES)**

Unrestricted Funds	
Designated Memorial Funds	127,072.42
Designated Capital Repair & Replacement	50,000.00
Designated YMCA Camp	10,409.91
Designated Other Purposes	107,258.20
Designated CFCM Project	1,982,694.50
Designated 3 Mths Bdgt Exp	5,047,566.00
Net Investment in Land, Bldg & Equipment	701,318.68
Undesignated	(79,006.24)
Total Unrestricted Funds	<u>7,947,313.47</u>
Temporarily Restricted Funds	<u>77,213.10</u>
<b>Total Net Assets (Fund Balances)</b>	<b><u>8,024,526.57</u></b>
<b>Total Liabilities and Fund Balances</b>	<b><u><u>9,378,756.12</u></u></b>

**Foothills Gateway, Inc.**  
**Fund Detail**  
**December 31, 2023**

**BOARD DESIGNATED:**

Cash in Bank	143,219.05
Due (To) / From General Fund	(16,146.61)
	<u>127,072.44</u>

**FUND BALANCES:**

Memorial Fund	127,072.44
<i>Total</i>	<u>127,072.44</u>

**Foothills Gateway, Inc.**  
**Fund Detail**  
**December 31, 2023**

**DONOR DESIGNATED:**

Cash in Bank	125,051.51
Accounts Payable	(47,838.41)
<b>Total</b>	<b>77,213.10</b>

**FUND BALANCES:**

Miscellaneous Restricted Donations	76,737.87
Colorado Gives Day - Adult Services	406.90
Game Show Paddle Raise - Child/Fam Needs	8,705.58
Game Show Paddle Raise - Adult Needs	12,687.50
Comm Found - Boone - Supported Employment	1,000.00
Denise Peters - Supported Employment	250.00
EI Education Workgroup - Child/Family Needs	6,877.60
Foothills Gateway Foundation - Adult Needs	6,064.24
FSS - Unbillable Services	3,843.27
FSS - Prior years fundraisers	34,029.17
FSS - Flying Pig 5k Run/Walk Current Year	-
Foothills Service League	475.23
Supported Employment	475.23
<b>Total</b>	<b>77,213.10</b>

Foothills Gateway  
Statement of Revenue and Expense  
CONSOLIDATED  
For the Six Months Ending Sunday, December 31, 2023

		December		YEAR-TO-DATE				
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	VARIANCE	PERCENT
REVENUES								
State General Fund								
4010	Infant/Toddler	152,173.24	146,030	987,517.40	841,180	1,535,815	(548,297.60)	64.3%
4061	Service Coord - EI	51,992.52	73,167	334,561.85	400,878	791,031	(456,469.15)	42.3%
4073...	Management Fees - EI	27,989.57	33,122	179,927.94	198,429	368,976	(189,048.06)	48.8%
4040	SGF - SLS	36,946.10	50,834	249,154.79	324,990	651,764	(402,609.21)	38.2%
4041	SGF - OBRA	1,528.65	2,397	15,006.79	14,982	29,990	(14,983.21)	50.0%
4068	Case Mgmt - St SLS/ OBRA	10,179.03	10,321	64,833.85	61,373	123,299	(58,465.15)	52.6%
4075	Management Fees - St SLS/ OBRA	975.80	975	5,854.80	5,850	11,700	(5,845.20)	50.0%
4050	Family Support Services-Direct	83,944.05	86,000	443,692.17	516,000	1,032,000	(588,307.83)	43.0%
4064	Case Mgmt - FSSP	25,212.84	25,277	149,131.58	152,072	306,093	(156,961.42)	48.7%
4074	Management Fees - FSSP	545.66	546	3,273.96	3,276	6,552	(3,278.04)	50.0%
4060	Case Mgmt - Waivers	33,382.92	31,382	180,187.21	188,292	376,584	(196,396.79)	47.8%
4070	Management Fees - Waivers	2,754.34	0	8,674.16	6,488	13,290	(4,615.84)	65.3%
4065	Case Mgmt - SIS	2,450.63	2,480	14,353.69	14,880	29,760	(15,406.31)	48.2%
4062	PASRR	0.00	0	0.00	450	450	(450.00)	0.0%
4067	IDD Determination / Delay	6,917.97	6,244	38,820.34	37,464	74,928	(36,107.66)	51.8%
4063	Special Purpose Funds	1,216.15	2,706	45,638.85	46,200	62,436	(16,797.15)	73.1%
Total State General Fund		438,209.47	471,481	2,720,629.38	2,812,804	5,414,668	(2,694,038.62)	50.2%
Part C and Trust Fund								
4090	Part C - Direct Services	0.00	0	0.00	0	241,545	(241,545.00)	0.0%
4092	Private Ins Trust Fund	13,408.87	10,000	70,097.90	60,000	120,000	(49,902.10)	58.4%
4093	Private Ins Broker Fee	2,279.51	2,917	11,916.64	17,502	35,004	(23,087.36)	34.0%
4096	Part C - Service Coord	0.00	0	0.00	0	67,624	(67,624.00)	0.0%
4097	Part C - Private Ins Serv Coord	4,477.20	3,750	27,300.00	22,500	45,000	(17,700.00)	60.7%
4098	Part C - Management Fees	0.00	0	0.00	0	32,971	(32,971.00)	0.0%
Total Part C and Trust Fund		20,165.58	16,667	109,314.54	100,002	542,144	(432,829.46)	20.2%
Medicaid Waiver								
4110	CES Program	15,727.66	20,693	87,574.45	138,950	278,542	(190,967.55)	31.4%
4112	HCBS	4,290.93	3,750	22,032.92	22,500	45,000	(22,967.08)	49.0%
4114	Day Services - Non-Integrated	34,460.92	51,800	364,899.40	385,260	773,756	(408,856.60)	47.2%
4120	Day Services - Integrated	10,568.05	37,649	131,944.21	279,332	560,986	(429,041.79)	23.5%
4130	Residential Services	108,683.26	234,047	955,934.14	1,387,674	2,762,950	(1,807,015.86)	34.6%
4140	Supported Living Services	35,902.68	56,430	288,191.86	411,722	826,626	(538,434.14)	34.9%
4161	Service Coord TCM - EI	28,647.50	33,580	203,308.35	239,011	478,023	(274,714.65)	42.5%
4162	Case Mgmt PMPM	181,574.68	171,679	1,031,917.30	1,030,074	2,060,148	(1,028,230.70)	50.1%
4164	Case Mgmt CHRP	0.00	154	0.00	924	1,848	(1,848.00)	0.0%
4180	Transportation	15,907.08	34,033	162,454.57	253,119	508,364	(345,909.43)	32.0%
Total Medicaid Waiver		435,762.76	643,815	3,248,257.20	4,148,566	8,296,243	(5,047,985.80)	39.2%
Other Service Related Revenue								
4245	Private Pay Revenue	1,761.95	5,729	22,662.00	33,552	72,528	(49,866.00)	31.2%
Total Other Service Related Rev		1,761.95	5,729	22,662.00	33,552	72,528	(49,866.00)	31.2%
Other Gov't Fees & Grants								
4320	Larimer County Mill Levy	(72.91)	48	131,409.83	146,609	5,633,490	(5,502,080.17)	2.3%
4350	Colo Div of Housing	3,868.35	3,906	22,734.81	23,436	46,872	(24,137.19)	48.5%
4360	Division of Vocational Rehabilitation	4,502.25	3,749	16,235.25	22,494	44,988	(28,752.75)	36.1%
Total Other Gov't Fees & Grants		8,297.69	7,703	170,379.89	192,539	5,725,350	(5,554,970.11)	3.0%
Public Support								
4530	Donor Restricted Contributions	280.41	2,000	2,873.61	24,000	54,000	(51,126.39)	5.3%
4560	Donations Unrestricted	24,199.08	16,500	45,738.17	99,500	159,500	(113,761.83)	28.7%
4580	In Kind Revenue	4,144.81	1,325	4,517.94	2,650	12,300	(7,782.06)	36.7%
Total Public Support		28,624.30	19,825	53,129.72	126,150	225,800	(172,670.28)	23.5%
Other Income								
4810	Rent Income	1,200.00	1,200	7,200.00	7,200	14,400	(7,200.00)	50.0%
4820	Grant Income	22,500.00	23,000	22,500.00	23,775	27,600	(5,100.00)	81.5%
4850	Interest Income	4,988.80	5,833	42,964.57	35,002	70,000	(27,035.43)	61.4%
4855	Change in Market Value	96,456.35	0	141,834.94	0	0	141,834.94	0.0%
4870	Dividend Income	13,192.94	5,000	40,206.42	30,000	60,000	(19,793.58)	67.0%
4880	Miscellaneous Income	3,144.00	1,000	9,344.00	7,200	14,400	(5,056.00)	64.9%
4896	(Gain)/Loss on Sale of Assets	0.00	0	(373.93)	4,000	10,000	(10,373.93)	(3.7%)
Total Other Income		141,482.09	36,033	263,676.00	107,177	196,400	67,276.00	134.3%

Foothills Gateway  
Statement of Revenue and Expense  
CONSOLIDATED  
For the Six Months Ending Sunday, December 31, 2023

		December		YEAR-TO-DATE		BUDGET	VARIANCE	PERCENT
		ACTUAL	BUDGET	ACTUAL	BUDGET			
<b>TOTAL REVENUE</b>		<b>1,074,303.84</b>	<b>1,201,253</b>	<b>6,588,048.73</b>	<b>7,520,790</b>	<b>20,473,133</b>	<b>(13,885,084.27)</b>	<b>32.2%</b>
<b>EXPENSES</b>								
<b>Salaries &amp; Wages</b>								
5010	Staff Salaries	677,040.39	776,119	4,220,798.30	4,752,510	9,601,459	(5,380,660.70)	44.0%
5011	Part Time Wages	36,276.34	50,600	236,046.74	313,100	627,872	(391,825.26)	37.6%
5509	PTO	16,018.08	(2,573)	(9,347.75)	14,711	29,718	(39,065.75)	(31.5%)
5012	Bonus	1,144.98	0	62,841.02	45,851	50,669	12,172.02	124.0%
5015	Staff Salaries-Overtime	2,747.25	1,559	9,709.04	9,402	18,817	(9,107.96)	51.6%
5016	Part Time Wages-Overtime	28.59	5	2,952.81	30	60	2,892.81	4,921.4%
<b>Total Salaries &amp; Wages</b>		<b>733,255.63</b>	<b>825,710</b>	<b>4,523,000.16</b>	<b>5,135,604</b>	<b>10,328,595</b>	<b>(5,805,594.84)</b>	<b>43.8%</b>
<b>Contract Wages</b>								
5105	Contract Wages	15,121.26	0	17,291.34	0	150	17,141.34	11,527.6%
5110	Consulting	10,210.00	3,870	26,745.00	21,030	69,000	(42,255.00)	38.8%
5120	Professional Fees	4,633.00	5,212	11,554.51	14,845	67,430	(55,875.49)	17.1%
<b>Total Contract Wages</b>		<b>29,964.26</b>	<b>9,082</b>	<b>55,590.85</b>	<b>35,875</b>	<b>136,580</b>	<b>(80,989.15)</b>	<b>40.7%</b>
<b>Staff Payroll Taxes</b>								
5310	Staff FICA	53,200.66	62,409	333,881.50	383,390	771,221	(437,339.50)	43.3%
5315	Worker's Comp	5,113.26	7,016	23,808.74	43,267	86,939	(63,130.26)	27.4%
<b>Total Staff Payroll Taxes</b>		<b>58,313.92</b>	<b>69,425</b>	<b>357,690.24</b>	<b>426,657</b>	<b>858,160</b>	<b>(500,469.76)</b>	<b>41.7%</b>
<b>Staff Benefits</b>								
5500	CUC	792.00	2,000	7,128.00	3,000	6,000	1,128.00	118.8%
5510	Health Insurance	89,057.97	107,605	556,677.61	632,431	1,285,486	(728,808.39)	43.3%
5511	EAP Expense	269.70	187	1,658.50	1,122	2,244	(585.50)	73.9%
5513	FAMLI	2,888.16	3,761	19,618.07	23,104	46,391	(26,772.93)	42.3%
5515	Dental Insurance	3,605.28	4,352	22,439.76	25,616	52,007	(29,567.24)	43.1%
5520	Disability	6,565.24	7,089	40,503.31	43,392	87,681	(47,177.69)	46.2%
5530	Life Insurance	758.36	857	4,656.21	5,268	10,636	(5,979.79)	43.8%
5540	Retirement	29,432.24	34,772	197,780.05	226,017	442,034	(244,253.95)	44.7%
<b>Total Staff Benefits</b>		<b>133,368.95</b>	<b>160,623</b>	<b>850,461.51</b>	<b>959,950</b>	<b>1,932,479</b>	<b>(1,082,017.49)</b>	<b>44.0%</b>
<b>Supplies</b>								
5700	Office Supplies	1,277.36	2,170	13,291.78	14,581	27,906	(14,614.22)	47.6%
5720	Center Supplies	1,351.79	1,250	8,046.07	7,500	15,000	(6,953.93)	53.6%
5725	Nursing Supplies	0.00	450	446.27	1,900	3,500	(3,053.73)	12.8%
5730	Janitorial Supplies	648.13	650	2,518.61	3,900	7,800	(5,281.39)	32.3%
5740	Unit Supplies	203.30	1,460	1,971.78	4,220	7,790	(5,818.22)	25.3%
5750	Postage	1,000.20	2,202	8,677.18	10,977	20,767	(12,089.82)	41.8%
<b>Total Supplies</b>		<b>4,480.78</b>	<b>8,182</b>	<b>34,951.69</b>	<b>43,078</b>	<b>82,763</b>	<b>(47,811.31)</b>	<b>42.2%</b>
<b>Occupancy</b>								
5900	Telephone	1,759.87	1,780	10,619.21	10,680	21,360	(10,740.79)	49.7%
5903	Cell / Digital Phones	6,908.90	7,846	43,076.00	48,156	95,740	(52,664.00)	45.0%
5910	Board & Liability Insurance	9,691.54	10,944	62,154.51	65,664	131,328	(69,173.49)	47.3%
5920	Building Maintenance	8,315.04	4,998	47,902.65	25,396	45,052	2,850.65	106.3%
5925	Grounds Maintenance	1,638.65	9,000	20,647.48	28,665	58,130	(37,482.52)	35.5%
5930	Taxes & Licenses	0.00	0	948.84	0	0	948.84	0.0%
5940	Depreciation	16,701.98	17,012	99,981.36	102,149	211,171	(111,189.64)	47.3%
5950	Security	1,808.61	1,700	14,588.04	10,920	21,120	(6,531.96)	69.1%
5960	Utilities	7,846.66	12,720	60,072.41	74,320	150,640	(90,567.59)	39.9%
5965	Refuse Collection	2,295.24	1,050	7,926.42	6,924	13,848	(5,921.58)	57.2%
5971	Rent	1,900.00	0	3,275.00	1,025	1,275	2,000.00	256.9%
5985	Moving Exp	0.00	0	139.10	576	1,440	(1,300.90)	9.7%
<b>Total Occupancy</b>		<b>58,866.49</b>	<b>67,050</b>	<b>371,331.02</b>	<b>374,475</b>	<b>751,104</b>	<b>(379,772.98)</b>	<b>49.4%</b>
<b>Equipment</b>								
6100	Equip Maint & Repair	182.44	200	1,381.43	1,525	2,975	(1,593.57)	46.4%
6110	Equip under \$3000	308.93	3,120	14,481.02	19,770	30,450	(15,968.98)	47.6%
6125	Equipment Lease Expense	1,164.99	2,226	12,019.88	13,296	26,592	(14,572.12)	45.2%
<b>Total Equipment</b>		<b>1,656.36</b>	<b>5,546</b>	<b>27,882.33</b>	<b>34,591</b>	<b>60,017</b>	<b>(32,134.67)</b>	<b>46.5%</b>
<b>Professional Growth</b>								
6300	Travel	0.00	315	2,830.20	5,304	7,151	(4,320.80)	39.6%
6310	Meetings & Conferences	1,119.86	1,138	4,768.34	9,680	15,017	(10,248.66)	31.8%

Foothills Gateway  
Statement of Revenue and Expense  
CONSOLIDATED  
For the Six Months Ending Sunday, December 31, 2023

		December		YEAR-TO-DATE			
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	PERCENT
6320	Dues & Publications	591.88	6,383	15,377.45	15,927	30,177	51.0%
6330	Staff Recognition	5,722.09	8,000	9,691.17	27,960	28,600	33.9%
6340	Staff Training	60.00	730	26,830.10	30,029	44,694	60.0%
6341	Computer Training	0.00	0	1,348.00	3,750	4,950	27.2%
6342	PCT Training	0.00	202	0.00	3,457	6,557	0.0%
6350	Employee Relations	1,715.23	1,500	5,424.36	4,500	7,500	72.3%
	<b>Total Professional Growth</b>	<b>9,209.06</b>	<b>18,268</b>	<b>66,269.62</b>	<b>100,607</b>	<b>144,646</b>	<b>45.8%</b>
	<b>Vehicle Expense</b>						
6410	Mileage Reimbursement Expense	726.33	3,066	13,474.85	19,627	40,026	33.7%
6420	Fuel & Oil Expense	2,918.13	6,900	28,457.00	40,075	79,885	35.6%
6430	Vehicle Repair & Maintenance	2,746.58	5,025	43,694.52	30,380	61,305	71.3%
6450	Vehicle Insurance Expense	6,851.73	7,086	41,110.53	42,516	85,032	48.3%
6460	Vehicle Licensing Expense	227.38	435	2,654.45	2,610	5,450	48.7%
6465	Vehicle Depreciation	4,754.00	6,773	31,854.80	41,371	79,658	40.0%
6480	Veh Repair Reimb by Insurance	0.00	0	(793.37)	0	0	0.0%
	<b>Total Vehicle Expense</b>	<b>18,224.15</b>	<b>29,285</b>	<b>160,452.78</b>	<b>176,579</b>	<b>351,356</b>	<b>45.7%</b>
	<b>Other Expense</b>						
6605	Board Expense	0.00	125	0.00	125	1,450	0.0%
6610	Public Relations	500.73	385	2,042.50	5,610	18,650	11.0%
6616	Misc Fees & Expenses	1,552.22	1,450	12,516.49	7,550	14,200	88.1%
6625	Advertising	75.00	133	90.00	788	1,630	5.5%
6650	Data Processing	5,377.72	2,098	27,941.29	39,605	96,721	28.9%
6660	Mill Levy - County Admin Fees	(1.40)	1	2,626.16	3,079	118,303	2.2%
6675	Ergonomical Evals	0.00	765	1,656.00	2,990	5,380	30.8%
6680	Staff Hep B Shots	0.00	64	0.00	869	1,823	0.0%
6681	CBI Checks	15.08	624	815.00	3,357	6,742	12.1%
6689	In-kind Donations Expense	4,144.81	1,325	4,517.94	2,650	12,300	36.7%
6690	Contribution	0.00	0	8,075.87	4,500	19,000	42.5%
	<b>Total Other Expense</b>	<b>11,664.16</b>	<b>6,970</b>	<b>60,281.25</b>	<b>71,123</b>	<b>296,199</b>	<b>20.4%</b>
	<b>Direct Exp - Individuals in Services</b>						
7010	Supplies	1,096.82	3,770	19,766.35	22,620	45,240	43.7%
7017	Household Supplies	108.56	145	1,158.57	870	1,740	66.6%
7020	Telephone	0.00	90	0.00	540	1,080	0.0%
7040	Recreational Services	369.36	1,144	5,731.91	6,904	13,812	41.5%
7045	Food & Personal Needs	1,106.77	1,245	6,485.15	7,470	14,940	43.4%
7046	Medical Supplies	0.00	60	0.00	360	720	0.0%
7048	Clothing Allowance	0.00	20	0.00	40	60	0.0%
7057	Personal Assist - HHA's	321.46	200	2,606.74	1,200	2,400	108.6%
7060	Transportation	823.54	1,882	5,574.09	11,292	22,584	24.7%
7070	Family Direct Pmts	81,982.55	86,000	431,794.85	510,750	1,020,125	42.3%
7072	Family Training	494.40	250	13,082.09	6,750	14,875	87.9%
7075	Direct Service Payments	164,318.71	154,150	1,043,291.47	889,900	1,874,800	55.6%
7076	Provider Training	0.00	0	2,000.00	0	2,000.00	0.0%
7079	Assistive Technology	13,479.66	12,425	78,384.09	77,400	157,470	49.8%
7081	Therapies	4,583.88	8,250	44,570.24	49,500	99,000	45.0%
7082	Medical Prof Services - Other	3,727.41	4,035	29,713.97	24,210	48,420	61.4%
7085	Craft Supplies	170.29	142	602.14	932	1,820	33.1%
7086	Women's Group	34.74	0	(48.07)	0	0	0.0%
7087	Men's Group	39.62	0	(170.38)	0	0	0.0%
	<b>Total Direct Exp - Indiv in Svcs</b>	<b>272,657.77</b>	<b>273,808</b>	<b>1,684,543.21</b>	<b>1,610,738</b>	<b>3,319,086</b>	<b>50.8%</b>
	<b>Unallowable Expenses</b>						
7310	Unallow - M/Health	(400.00)	0	56,482.50	47,785	98,570	57.3%
7314	Unallow - Prof Svcs Other	0.00	300	4,606.38	3,800	8,600	53.6%
7320	Unallow - Provider Other	293.49	350	4,935.16	2,100	4,200	117.5%
7321	Unallow - Occupancy	1,993.00	0	2,493.00	0	2,493.00	0.0%
7339	Unallow - Other	10,797.80	9,167	27,673.27	32,202	53,700	51.5%
	<b>Total Unallowable Exp</b>	<b>12,684.29</b>	<b>9,817</b>	<b>96,190.31</b>	<b>85,887</b>	<b>165,070</b>	<b>58.3%</b>
	<b>Other Program Related Expense</b>						
7450	Provider Training	115.78	950	1,780.36	5,950	11,900	15.0%
7460	Guardianship Expense	0.00	0	0.00	4,000	8,000	0.0%
	<b>Total Other Program Related Exp...</b>	<b>115.78</b>	<b>950</b>	<b>1,780.36</b>	<b>9,950</b>	<b>19,900</b>	<b>8.9%</b>
	<b>Purchase of Service</b>						
7510	P/S Transportation Other	2,223.01	3,358	22,690.05	22,223	45,346	50.0%
7524...	Program Approved Service Agencies	30,356.54	34,000	180,398.82	204,000	408,000	44.2%



Foothills Gateway  
Statement of Revenue and Expense  
CONSOLIDATED  
For the Six Months Ending Sunday, December 31, 2023

		December		YEAR-TO-DATE				
		ACTUAL	BUDGET	ACTUAL	BUDGET	BUDGET	VARIANCE	PERCENT
7590	Host Homes	64,904.38	143,766	598,370.41	852,024	1,696,156	(1,097,785.59)	35.3%
	<b>Total Purchase of Service</b>	<b>97,483.93</b>	<b>181,124</b>	<b>801,459.28</b>	<b>1,078,247</b>	<b>2,149,502</b>	<b>(1,348,042.72)</b>	<b>37.3%</b>
	<b>TOTAL EXPENSES</b>	<b>1,441,945.53</b>	<b>1,665,840</b>	<b>9,091,884.61</b>	<b>10,143,361</b>	<b>20,595,457</b>	<b>(11,503,572.39)</b>	<b>44.1%</b>
	<b>REVENUE OVER (UNDER) EXP</b>	<b>(367,641.69)</b>	<b>(464,587)</b>	<b>(2,503,835.88)</b>	<b>(2,622,571)</b>	<b>(122,324)</b>	<b>(2,381,511.88)</b>	<b>2,046.9%</b>

# FOOTHILLS GATEWAY, INC.

## UNAUDITED

### Preliminary Financial Reports

for the 7 months ending January 31, 2024

## MONTHLY FINANCIAL HIGHLIGHTS

- \* Revenues are 13.3% under YTD Budget
- \* Expenses are 11.4% under YTD Budget
- \* Net Loss is \$172,583 less than YTD Budget

<i><b>Financial Status</b></i>	at June 30, 2023	at January 31, 2024	Change
Total Assets	\$12,155,315	\$9,150,338	(\$3,004,977)
Total Liabilities	\$1,626,952	\$1,476,252	(\$150,700)
Net Assets (Fund Balances)	\$10,528,362	\$7,674,086	(\$2,854,277)
Undesignated Net Assets	\$2,278,406	(\$614,406)	(\$2,892,812)
Designated Net Assets	\$8,249,957	\$8,288,492	\$38,535

### ***Current Year Financial Performance*** at 7 months / 58.3% of annual revenue and expense

	Actual Year to Date	YTD Budget	% Actual to YTD Budget	Annual Budget	% Actual to Annual Budget
<i><b>Revenues</b></i>					
El State, Part C & Trust Fund	\$1,944,275	\$1,820,339	106.8%	\$3,237,966	60.0%
State General Funds	1,419,376	1,599,215	88.8%	2,718,846	52.2%
Medicaid Funds	3,637,643	4,857,834	74.9%	8,296,243	43.8%
Public Support	107,874	160,650	67.1%	225,800	47.8%
Larimer County Mill Levy	192,396	266,932	72.1%	5,633,490	3.4%
Other	428,783	214,372	200.0%	360,788	118.8%
<b>Total Revenue</b>	<b>\$7,730,345</b>	<b>\$8,919,342</b>	<b>86.7%</b>	<b>\$20,473,133</b>	<b>37.8%</b>
<i><b>Expenses</b></i>					
Salaries, Taxes & Benefits - Staff	\$6,675,471	\$7,674,907	87.0%	\$13,119,234	50.9%
Supplies, Equipment & Building Expense	604,410	567,257	106.5%	1,030,464	58.7%
Vehicle Expense	181,737	206,952	87.8%	351,356	51.7%
Program Related Expense	2,118,858	2,044,685	103.6%	3,504,056	60.5%
Purchase of Service	851,113	1,259,971	67.6%	2,149,502	39.6%
Other	153,034	192,430	79.5%	440,845	34.7%
<b>Total Expenses</b>	<b>\$10,584,622</b>	<b>\$11,946,202</b>	<b>88.6%</b>	<b>\$20,595,457</b>	<b>51.4%</b>
<i><b>Revenue Over (Under) Expense</b></i>	<b>(\$2,854,277)</b>	<b>(\$3,026,860)</b>	<b>94.3%</b>	<b>(\$122,324)</b>	<b>2333.4%</b>



## **Policy Change Request Form**

**Name of Policy Requesting Change** Division of Case Management (DCM)  
**Grievance/Complaint**

**Current Policy Book Section (s)** Community Centered Board/Administration

**What change is requested?(also, please attach old policy and requested policy)**

The change requested is to change the title to-Complaint. Also, to remove the word grievance from the policy.

**Why is this Policy change necessary?**

Clarifying for the CMA Contract requirement.

**Submitted By** Erin Eulenfeld

**FOOTHILLS GATEWAY, INC.**  
**Division of Case Management (DCM) Grievance/Complaint**

**POLICY:**

It is the policy of Foothills Gateway, Inc. that all persons receiving services, parents of a minor, guardians and/or authorized representatives may submit grievances/complaints. The utilization of the grievance/complaint procedure shall not prejudice the future provision of appropriated services or supports.

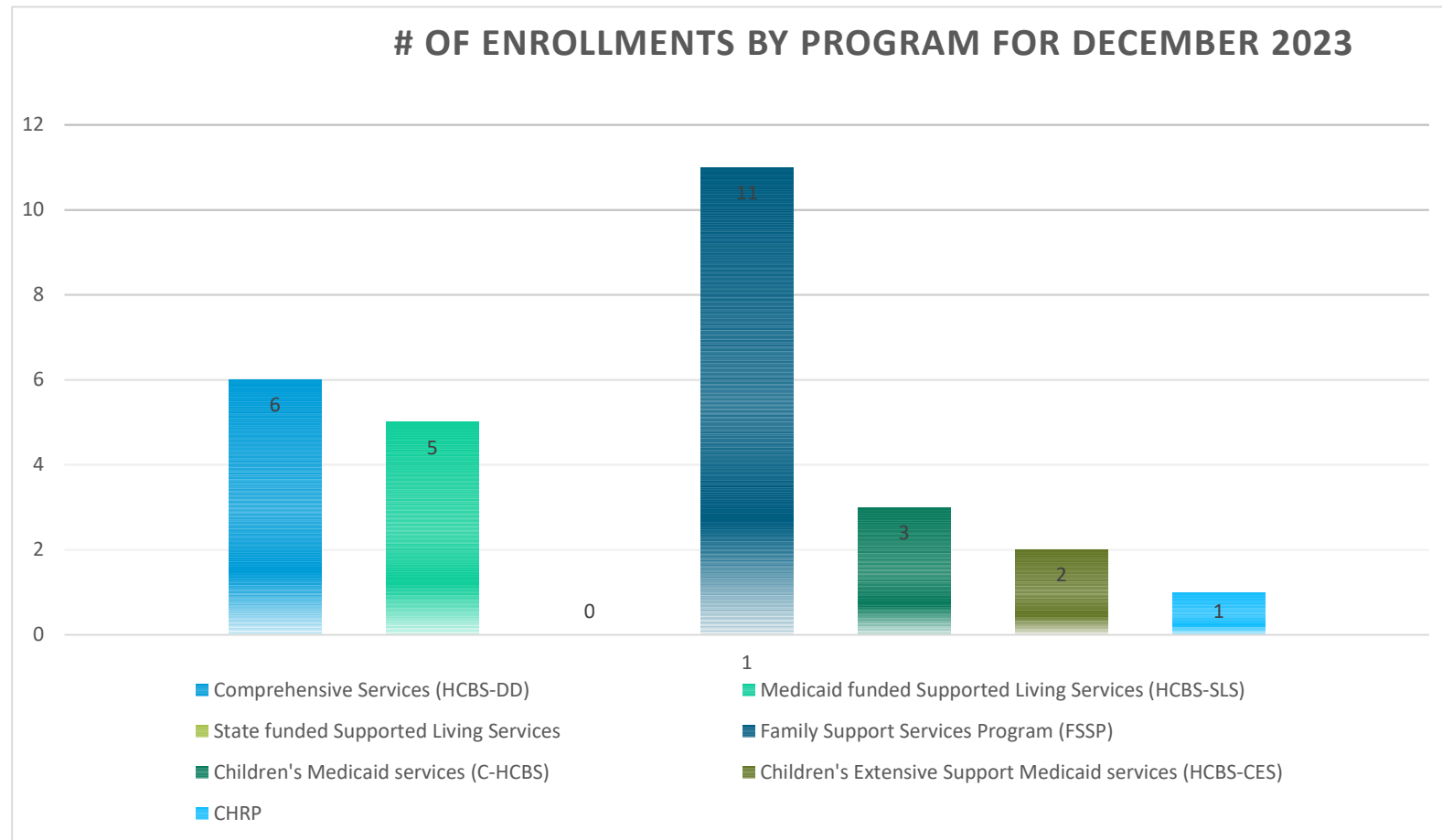
## **FOOTHILLS GATEWAY, INC.**

### **Complaint**

#### **POLICY:**

It is the policy of Foothills Gateway, Inc. that all persons receiving services, parents of a minor, guardians and/or authorized representatives may submit grievances/complaints. The utilization of the complaint procedure will not prejudice the future provision of appropriated services or supports.

Program	Dec-23
Comprehensive Services (HCBS-DD)	6
Medicaid funded Supported Living Services (HCBS-SLS)	5
State funded Supported Living Services	0
Family Support Services Program (FSSP)	11
Children's Medicaid services (C-HCBS)	3
CHRP	2
Children's Extensive Support Medicaid services (HCBS-CES)	2



Dec-23	Eligible	Not Eligible	Total
Determinations completed	12	0	
Total			12

## DD Determinations December 2023



Waiting List & Enrollment	Dec-23
Family Support Waiting List ( <b>ASAA ONLY</b> )	126
Comprehensive Waiting List ( <b>ALL</b> )	619
Comprehensive Waiting List ( <b>ASAA only</b> )	160
State SLS Enrollment List	7
Enrollment List for SLS	80
CHRP enrollment list	9
Enrollment list for Children's Waiver	9
Enrollment list for CES	37
DD Waiver Enrollments	29

