

HORIZONS SPECIALIZED SERVICES  
Statement of Financial Position  
For the Seven Months Ending Wednesday, January 31, 2018

1

ASSETS

Current Assets	
Cash	\$2,332,840.45
Accounts Receivable	544,608.99
Prepaid Expenses	68,664.79
Total Current Assets	<u>2,946,114.23</u>
Other Assets	
Restricted Cash	108,651.16
Deferred Loan Cost, Net	<u>8,493.12</u>
Total Other Assets	117,144.28
Fixed Assets, Net	<u>2,142,840.35</u>
TOTAL ASSETS	<u><u>\$5,206,098.86</u></u>

LIABILITIES AND EQUITY

Current Liabilities	
Accounts Payable	\$103,125.26
Accrued Payroll and Employee Benefits	254,336.63
Deferred Revenue	3,250.00
Current Portion of Long Term Debt	25,247.39
Total Current Liabilities	<u>385,959.28</u>
Long-term Debt	
Notes Payable	<u>487,068.42</u>
Total Long-term Debt	487,068.42
Net Assets	
Board Designated	2,064,586.00
Undesignated	<u>2,189,188.75</u>
Total Net Assets	4,253,774.75
Net Surplus (Deficit)	<u>79,296.41</u>
Total Equity	<u>4,333,071.16</u>
TOTAL LIABILITIES AND EQUITY	<u><u>\$5,206,098.86</u></u>

HORIZONS SPECIALIZED SERVICES  
NOTES TO FINANCIAL STATEMENTS  
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2018

---

**BALANCE SHEET:**

**Cash:**

1,396,050	Certificates of Deposit and Savings Accounts
936,791	Checking & Money Market Accounts
<u>2,332,840</u>	

**Accounts Receivable:**

330,778	Balances due from ACS for Medicaid Waiver billings (87% of this is current)
83,382	Balances due from the State. This also includes Part C.
986	Work Crew billings and miscellaneous A/R
93,324	Calendar Year 2018 Mill Levy Funds due to Horizons
36,139	A/R from SCA Inc.
<u>544,609</u>	

**Prepaid Expenses:**

9,479	Various maintenance and service contracts, Feb 2018 - Feb 2019
47,493	Insurance (Health, Building, Liability, Workers Comp, D&O)
11,693	Security Deposits paid on behalf of clients moving into new apts and office spaces
<u>68,665</u>	

**Restricted Cash**

108,651	Gift Annuity Fund This is the market value as of December 31, 2017.
---------	---

**Year to Date Asset Summary:**

150,000	Total FY 2017-2018 Asset Budget
(95,154)	Assets purchased through 1/31/18
<u>54,846</u>	Balance of Asset Budget in FY 2017-2018

**Accrued Payroll and Employee Benefits:**

101,522	Accrued payroll for last ten days of the month
153,847	Accrued paid time off (PTO)
(1,032)	Other accrued employee benefits & taxes
<u>254,337</u>	

**Deferred Revenue:**

3,250	Security Deposits on 8th Street apartments
-	Mill Levy funds received in excess of amounts recognized as revenue
<u>3,250</u>	

**Fund Balance:**

<u>1,960,800</u>	Unrestricted Fund Balance @ 6/30/12
<u>187,615</u>	Surplus Through 6/30/13
<u>2,148,415</u>	Unrestricted Fund Balance @ 6/30/13
<u>(297,727)</u>	Deficit Through 6/30/14
<u>1,850,688</u>	Unrestricted Fund Balance @ 6/30/14
<u>(63,618)</u>	Deficit Through 6/30/15
<u>1,787,070</u>	Unrestricted Fund Balance @ 6/30/15
<u>(2,696)</u>	Deficit Through 6/30/16
<u>1,784,374</u>	Unrestricted Fund Balance @ 6/30/16
<u>97,167</u>	Surplus Through 6/30/17
<u>1,881,540</u>	Unrestricted Fund Balance @ 6/30/17
<u>79,296</u>	Surplus Through 1/31/18
<u>1,997,286</u>	Unrestricted Fund Balance @ 1/31/18

# HORIZONS SPECIALIZED SERVICES

## Statement of Activity

For the Seven Months Ending Wednesday, January 31, 2018

	Actual	Budget	Variance	Notes
<b>Revenue</b>				
Day Program	\$320,273.57	\$353,500.00	(\$33,226.43)	1
Early Intervention	192,032.46	247,091.32	(55,058.86)	2
Case Management	153,081.09	185,154.14	(32,073.05)	3
Administration	32,571.10	29,160.63	3,410.47	
Homes	1,381,956.50	1,393,787.21	(11,830.71)	1
Supported Living Services	252,557.70	241,940.66	10,617.04	4
Vocational Rehabilitation	1,975.00	2,625.00	(650.00)	
Work Crews	4,481.40	4,229.19	252.21	
Private Pay	184.50	0.00	184.50	
CES	14,370.93	23,820.00	(9,449.07)	5
Room & Board	181,973.00	181,686.97	286.03	
Other Income	38,935.82	31,373.00	7,562.82	
Gov't Grant Support/HUD, etc	54,148.00	33,132.00	21,016.00	6
Gov't Grant Support/Part C	43,863.37	49,171.50	(5,308.13)	
Individual Pledges and Donations	30,989.01	11,666.69	19,322.32	7
Foundation Grants/Support	35,420.00	58,333.31	(22,913.31)	7
Cities and Counties - Grants/Support	9,250.00	10,208.31	(958.31)	7
County Mill Levy	652,577.06	647,724.00	4,853.06	
Fundraisers	16,020.00	16,916.69	(896.69)	7
United Way - Grants/Support	20,760.00	14,583.31	6,176.69	7
<b>Total Revenue</b>	<b>\$3,437,420.51</b>	<b>\$3,536,103.93</b>	<b>(\$98,683.42)</b>	
<b>Expenses</b>				
Salaries, P/R Taxes & Benefits	\$2,310,329.42	\$2,409,515.81	(\$99,186.39)	8
Vehicle Expenses	31,935.26	36,574.65	(4,639.39)	
Purchased & Medical Services	116,996.47	116,436.64	559.83	
Depreciation & Amortization	115,439.68	121,553.46	(6,113.78)	
Telephone	22,016.37	20,940.29	1,076.08	
Utilities	34,519.61	33,670.49	849.12	
Insurance	343,114.38	356,610.51	(13,496.13)	9
Interest	14,251.41	13,842.85	408.56	
Bank Charges	1,563.61	1,647.94	(84.33)	
Dues, Subscriptions & Fees	14,463.36	11,542.97	2,920.39	
Supplies	89,179.67	82,277.86	6,901.81	
Fundraising Expense	9,960.79	4,666.69	5,294.10	
Professional Fees	11,030.06	26,987.94	(15,957.88)	
Food (net of stamps)	46,149.49	51,948.26	(5,798.77)	10
Postage & Express	3,024.73	3,925.74	(901.01)	
Repair & Maintenance	63,101.49	54,891.62	8,209.87	
Building Lease	85,374.09	88,515.21	(3,141.12)	
Property Tax	0.00	2,041.69	(2,041.69)	
Staff Development & Recognition	12,307.68	9,211.22	3,096.46	11
Meetings, Conferences & Training	6,355.89	13,708.31	(7,352.42)	12

HORIZONS SPECIALIZED SERVICES

Statement of Activity

For the Seven Months Ending Wednesday, January 31, 2018

Promotional Expense	6,373.52	4,695.88	1,677.64	
Travel	(672.31)	1,067.36	(1,739.67)	
Mileage Reimbursement	8,940.85	13,492.64	(4,551.79)	
Client Assistance	10,208.45	30,055.97	(19,847.52)	13
In-kind	2,160.13	1,400.00	760.13	
	<hr/>			
Total Expenses	3,358,124.10	3,511,222.00	(153,097.90)	
	<hr/>			
Net Surplus (Deficit)	\$79,296.41	\$24,881.93	\$54,414.48	
	<hr/>			
To Reconcile to "Cash" Activity:				
Add Back: Depreciation and Amortization	115,439.68	121,553.46	(6,113.78)	
Less: Principal Loan Payments	(34,362.61)	(34,362.61)	0.00	
Less: Fixed Asset Acquisitions	(95,154.22)	(95,154.22)	0.00	
	<hr/>			
Net "Cash" Activity for this Period	\$65,219.26	\$16,918.56	\$48,300.70	
	<hr/>			

**HORIZONS SPECIALIZED SERVICES  
NOTES TO FINANCIAL STATEMENTS  
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2018**

**INCOME STATEMENT:**

**VARIANCE REPORT - OVER (UNDER) BUDGET:**

**# Amount %**

**REVENUE:**

**Day Program & Homes**

1. (33,226) (9.4%) Revenue at Day Program (which includes Specialized Habilitation, Community Connection, Supported Employment and Transportation services for the individuals in our DD waiver) has remained steady to budget compared to December. (11,831) (0.8%) While there remains a significant variance in this line item, utilization increased during the month of January. In addition, there has been an increased effort by both Program and Admin to better train our staff in the importance of service delivery, record keeping, and attention to detail as we implement new streamlined billing techniques in Therap. Revenue in the in the Homes will continue to trend below budget due higher than budgeted absences and the death of one of our Moffat County clients.

**Early Intervention**

2. (55,059) (22.3%) Early Intervention revenue will continue to be unfavorable to budget due to lower utilization of the State Contract. Not only did El Colorado reduce our FY18 contract amount by \$75k, but also billing against the State General Fund has been on average about \$2.5k less per month than FY17. However, Trust reimbursements have increased by about \$2k compared to FY17 and Medicaid reimbursements have remained flat year over year.

**Case Management**

3. (32,073) (17.3%) TCM revenue in Routt County is under budget by \$14.5k and in Moffat County by \$10.2k. These reimbursements are dependent upon the timing of the use of each individual's 240 units throughout the fiscal year. Case Management revenue has also decreased by \$12k compared to FY17, due to less TCM unit utilization.

**Supported Living Services**

4. 10,617 4.4% SLS reimbursements continue to trend above budget driven by strong revenue in Moffat county, which is \$22k favorable to budget. Routt County reimbursements are \$11.5k under budget; Grand \$5.4k under budget; and Rio Blanco \$5.5k over budget. State SLS and Family Support are at budget and we anticipate fully utilizing those funds.

**CES**

5. (9,449) (39.7%) CES revenue is unfavorable in Moffat by \$5.5k and Grand by \$2.2k. In the case of Moffat, reimbursements have been low due to staffing issues; in Grand the kiddo moved out of state and did not receive any services. Routt County is now about \$1.6k unfavorable, again due to staffing issues.

**Gov't Grant Support/HUD, etc.**

6. 21,016 63.4% This category is favorable due to high amounts of Child Find evaluations (\$4k in Routt/\$14.3k in Moffat/\$3.1k in Rio Blanco). Also the USDA grant revenue for our Rio Blanco vehicle is in this variance (\$8k).

**Individual Pledges & Donations, Foundations, Cities & Counties, Fundraisers, United Way**

7. 19,322 165.6% Resource Development revenue combined is right at budgeted levels with a \$731 favorable variance, or 0.6%. Timing (22,913) (39.3%) variances are common within this grouping as revenue is received sporadically depending on grant funding cycles, (958) (9.4%) fundraising campaigns and the quarterly payments from United Way. Upcoming revenue sources include the CDOT (897) (5.3%) grant payment, Pick-a-Dish event in Craig, and a Pinnacle dividend receipt. 6,177 42.4% 731

**EXPENSES:**

**Salaries, P/R Taxes and Benefits.**

8. (99,186) (4.1%) The favorable variance in Salaries shrunk by about \$2k compared to December. I would expect to continue to chip away at this variance, but it seems likely at this point of the year to spend less than budget for FY18. Salaries are about \$2.5k less than FY17 through seven months.

**Insurance**

9. (13,496) (3.8%) Overall, Insurance is about \$13.5k favorable with the majority of the savings in Health Insurance. Most likely we will experience a reduction in this favorable variance as we receive HRA reimbursement requests and pay off work comp claims. It will be interesting to see how we fare with Health Insurance claims this year as we are in a partially self funded plan with the potential for savings at year end - no guarantees though!

**Food**

10. (5,799) (11.2%) While it is unusual to see 11% savings in food, this is due to our staff's diligence in utilizing food stamps at the group homes. We have used about \$4.5k more in food stamps than budgeted. Great work by the homes!

**Staff Development & Recognition**

11. 3,096 33.6% There are a variety of items that are billed to this category, with the majority being ads placed in the local newspapers for open positions. However, this variance exists due to the \$25 City Market gift cards given to staff during the holidays.

**Meetings, Conferences & Training**

12. (7,352) (53.6%) While we have experienced savings in the this category, our spending on trainings has increased since the completion of the employee survey. I would expect to see this variance decrease as the year progresses.

**Client Assistance**

13. (19,848) (66.0%) Client Assistance expense is under budget due to type of Family Support reimbursement requests we have received thus far in FY18. In addition, we budget \$15k annually in this category for Mill Levy Family Support requests, and those usually occur in June.

**HORIZONS SPECIALIZED SERVICES  
NOTES TO FINANCIAL STATEMENTS  
FOR THE SEVEN MONTHS ENDED JANUARY 31, 2018**

<b>RESOURCE DEVELOPMENT ANALYSIS</b>		<b>FY 2018</b>	<b>FY 2017</b>
<b>Received to date:</b>			
Individuals	30,989		
<b>Total</b>		<b>30,989</b>	<b>73,782</b>
Grand County	5,000		3,750
Moffat County HRC			
Rio Blanco County	4,250		4,250
<b>Total Counties</b>		<b>9,250</b>	<b>8,000</b>
Cigna Health	5,000		
Colorado Group Realty	710		
Daniels Fund (PCT)			
Energy Outreach Colorado	4,000		10,000
Grand Foundation	5,000		4,954
Knights of Columbus			2,000
Kroger Cares Program			
Lions Club of Fraser Valley	1,865		1,436
Meeker HRC			500
Meeker Lions Club	2,000		
Moffat County High School Key Club (RB United Way)			
Mountain Valley Bank	5,000		4,000
Push America			
Safeway (FS)	2,500		
Seivert Family Foundation			
Sprout Foundation			
Summit Foundation			
United Jewish			
WEH2 Foundation	5,000		
Wells Fargo			
Yampa Valley Community Foundation - Women's Giving Circle	2,845		4,000
Yampa Valley Community Foundation - Lufkin Family Foundation			
Yampa Valley Community Foundation - Gloria Gossard Memorial			1,082
Yampa Valley Community Foundation - Community Grant Endowment			918
Yampa Valley Community Foundation - Ski Corp Charitable Fund			2,000
Yampa Valley Community Foundation - Anonymous Fund			1,000
Yampa Valley Electric Caring Consumers	1,500		1,000
<b>Total Foundations, etc</b>		<b>35,420</b>	<b>32,890</b>
Moffat County United Way	19,500		18,000
United Way - Other	1,260		600
<b>Total United Way</b>		<b>20,760</b>	<b>18,600</b>
Meeker Holiday Home Tour	1,550		2,805
Little Points of Light	14,470		18,500
Pick a Dish			
Meeker Events			
Other			
<b>Total Fundraisers</b>		<b>16,020</b>	<b>21,305</b>
<b>Sub-Total</b>		<b>112,439</b>	<b>154,577</b>
<i>Less: Resource Development Salary and Payroll expenses</i>		<i>29,863</i>	<i>28,035</i>
<i>Other Direct Costs</i>		<i>15,440</i>	<i>10,147</i>
<b>Net "Gain" (Loss) in Resource Development for 2018, 2017</b>		<b>67,136</b>	<b>116,395</b>