


WEST CUSTER COUNTY HOSPITAL DISTRICT

General Fund Budget

January 1, 2019 through December 31, 2019


 I, _____

S. Ann Evans, certify that this is a true and accurate copy of the adopted budget of the West Custer County Hospital District.

	2017 Actual	2018 Estimated	2019 Proposed	% Variance 2018-2019	\$\$ Variance 2018-2019
REVENUE					
Operating Revenues					
400 Clinic Revenue	968,830	949,707	1,095,120	15.31%	145,413
300 Lab Revenues	300,263	333,938	394,243	18.06%	60,305
420 Pharmacy Revenue	49,268	39,569	47,090	19.01%	7,522
450 Physical Therapy Revenue	322,644	349,277	342,225	-2.02%	(7,052)
600 X-Ray Fees	28,418	24,452	28,473	16.44%	4,021
700 Optometry Revenues	19,208	15,673	15,725	0.33%	52
Less Disallowed	(867,515)	(883,812)	(994,734)	12.55%	(110,922)
150 Ambulance Revenue	669,216	625,666	650,000	3.89%	24,334
Less Disallowed	(397,145)	(383,856)	(406,250)	5.83%	(22,394)
Net Operating Revenue	1,093,188	1,070,615	1,171,893	9.46%	101,278
Non-Operating Revenues					
General Property Tax	759,095	734,528	741,134	0.90%	6,606
Specific Ownership Tax	110,418	87,585	101,395	15.77%	13,810
Interest Earned	2,919	3,681	2,006	-45.51%	(1,675)
Contrib & Donations - Noncapital	28,192	26,804	17,632	-34.22%	(9,171)
Supplies Sold	1,808	2,406	2,624	9.06%	218
Grants - Noncapital	11,748	2,143	29,755	1288.73%	27,612
Rental Income	4,200	525	12,900	2357.14%	12,375
Other Non-Operating Revenue	53,876	59,426	20,431	-65.62%	(38,995)
Total Non-Operating Revenues	972,257	917,096	927,875	1.18%	10,779
Total Revenue	2,065,445	1,987,711	2,099,768	5.64%	112,057
EXPENDITURES					
100 Administrative	343,946	300,804	322,169	7.10%	21,365
150 Ambulance	612,238	586,508	660,410	12.60%	73,903
200 Central	160,263	164,012	177,045	7.95%	13,033
300 Lab	95,869	105,027	108,627	3.43%	3,600
350 Maintenance	64,935	63,008	69,765	10.72%	6,757
400 Medical	509,999	506,218	568,021	12.21%	61,803
420 Pharmacy	23,288	26,993	34,448	27.62%	7,455
450 Physical Therapy	101,925	124,851	119,957	-3.92%	(4,894)
600 Xray	23,939	15,634	6,720	-57.01%	(8,914)
700 Optometry	5,656	6,125	5,425	-11.43%	(700)
990 Other Non-Operating Expenditures	44,194	42,965	45,310	5.46%	2,345
Total Expenditures	1,986,252	1,942,145	2,117,898	9.05%	175,753
Net Profit (Loss) Accrual Basis	79,193	45,565	(18,130)	-139.79%	-63,695
Add Depreciation Expense	85,241	106,290	122,661	15.40%	16,371
Add Capital Asset Grants, Contrib & Donations	95,407	97,148	104,000	7.05%	6,852
Deduct Capital Asset Expenditures	(125,622)	(125,399)	(116,579)	-7.03%	8,820
Net Profit (Loss) Modified for Capital Items	134,218	123,604	91,952	-25.61%	(31,652)
Beginning Unrestricted Fund Balance	253,667	387,885	511,489	31.87%	123,604
Ending Unrestricted Fund Balance	387,885	511,489	603,442	17.98%	91,952

WEST CUSTER COUNTY HOSPITAL DISTRICT

January 1, 2019 through December 31, 2019

SUPPLEMENTAL STATEMENTS

	2017 Actual	2018 Estimated	2019 Proposed	% Variance 2018-2019	\$\$ Variance 2018-2019
CAPITAL ASSET BUDGET					
Capital Asset Funding From Outside Sources					
Grants - Capital	94,826	97,148	7,000	-92.79%	(90,148)
Contrib & Donations - Capital	581	-	97,000	#DIV/0!	97,000
Total Capital Asset Funding From Outside Sources	95,407	97,148	104,000	7.05%	6,852
Capital Asset Expenditures					
100 Administrative	-	-	-		
150 Ambulance	106,202	114,797	14,000	-87.80%	(100,797)
200 Central	16,142	6,800	45,988	576.29%	39,188
300 Lab	-	-	-	#DIV/0!	-
350 Maintenance	-	2,986	-	-100.00%	(2,986)
400 Medical	3,278	-	50,000	#DIV/0!	50,000
420 Pharmacy	-	-	-	#DIV/0!	-
450 Physical Therapy	-	816	5,391	560.48%	4,575
600 Xray	-	-	1,200	#DIV/0!	1,200
700 Optometry	-	-	-	#DIV/0!	-
Total Capital Asset Expenditures	125,622	125,399	116,579	-7.03%	(8,820)
Capital Asset Funding From Outside Sources Over (Under) Capital Asset Expenditures					
	(30,215)	(28,251)	(12,579)	-55.47%	15,672
RESTRICTED FUND BALANCES					
Beginning Restricted Fund Balance					
Emergency Reserve	49,600	52,000	54,000	3.85%	2,000
Other Unexpended Restricted	3,771	1,188	1,192	0.33%	4
	53,371	53,188	55,192	3.77%	2,004
Ending Restricted Fund Balance					
Emergency Reserve	52,000	54,000	56,000	3.70%	2,000
Other Unexpended Restricted	1,188	1,192	675	-43.38%	(517)
	53,188	55,192	56,675	2.69%	1,483

2019

BUDGET MESSAGE

WEST CUSTER COUNTY HOSPITAL DISTRICT

West Custer County Hospital District (WCCHD) is a federally licensed Rural Health Center providing health-care services for citizens of Custer County and surrounding communities. The clinic is located at 704 Edwards Avenue, Westcliffe, Colorado, 81252. WCCHD is a Governmental Agency formed as a Special District in the State of Colorado and financially supported with local taxes.

The clinic employs primary care providers to deliver preventative, chronic, and acute care to the patients. Additional services that are provided at least two days a week at the Custer County Clinic include laboratory services, physical therapy, X-ray, and other health services. Specialty healthcare services that are provided on a periodic basis include ophthalmology and orthopedic health services.

The WCCHD also operates Custer County Ambulance Service, also known as Custer County EMS, and provides 24 hour emergency care utilizing a contracted emergency medical director and a team of EMT's and paramedics.

The West Custer County Hospital District uses the modified accrual basis of accounting.

Descriptions of the important features of the budget are listed below:

REVENUES:

Clinic Revenue is fees charged for services provided by the clinic.

Lab Revenue is fees charged for lab services.

Pharmacy Revenue is fees charged for pharmacy services.

Physical Therapy Revenue is fees charged for physical therapy services.

X Ray Revenue is fees charged for x-rays.

Optometry Revenue is fees charged for optometry services, performed by the contracted optometrist.

Ambulance Revenue is those fees charged for services provided by the ambulance corps.

Less Disallowed is a contra-revenue account to estimate the contractual write-down of patient fees required by Medicaid, Medicare and Insurance companies.

General Property Tax is the money collected from the mill levy and includes both Custer and Fremont Counties.

Specific Ownership Tax is tax revenue collected by the counties on specific purchases and distributed based upon assigned mill levies. Budget is based on prior year experience of the Hospital District for tax collected and received from Fremont and Custer Counties.

Interest Earned is an estimate of possible earnings from funds deposited in banks from checking and savings accounts.

Contributions & Donations – Non Capital is an estimate of possible earnings from donors. These funds may be restricted or unrestricted in nature. Any funds received that are restricted for capital purchases are disclosed in the capital budget section.

Supplies Sold is estimated revenue for miscellaneous items distributed to patients such as crutches or braces.

Grants – Non Capital is an estimate of any grants that the WCCHD believes they will receive in the budget year. Any grant funds received that are restricted for capital purchases are disclosed in the capital budget section.

Rental Income is from any space within the clinic that is rented out to others, such as the orthopedic health office.

Other Non- Operating Revenue includes any other sources of income that may be received, such as from the Medicare Cost Report or Medicare/Medicaid Incentive Programs.

OPERATING EXPENDITURES:

Administration includes full time wages for the Administrator, Financial Officer, Receptionist, Healthcare Coordinator, and Office Manager. It also includes FICA benefits, workers compensation, unemployment and medical insurance benefits for the benefited administration staff. Office supplies, legal, info tech, and marketing are also included in this category.

Ambulance expenses include payments to ambulance personnel and their respective payroll taxes and insurance benefit costs along with an allocation of ambulance administrative oversight. Operating and maintenance and repair supplies and insurance on the ambulance vehicles are also included here. Utilities and telephone expenses are for the ambulance barn. Professional fees are for the outside billing service software, contracting billing services and the contracted Emergency Medical Director. Bad debts are an estimate of the amount of ambulance fees charged that may be uncollectible during the year. Other insurance costs include errors and omissions coverage for the board, professional liability and fire and property coverage. A portion of the annual audit fee is also allocated.

Central is service and supply expenses and includes general costs incurred in clinic operations. Operating supplies include postage and printing and copy supplies. Repair and maintenance costs are for office machines. Telephone includes the maintenance on the phone equipment and phone charges. Professional services are items budgeted for the annual audit, collections costs, legal and accounting fees, and the outside clinic billing service. Insurance and bonding includes errors and omissions

coverage for the board, professional liability and fire and property coverage on WCCHD property. Bad debts are an estimate of the amount of clinic fees charged and unpaid that may be turned into bad debt during the year.

Lab expenses include lab tech salaries along with the related payroll taxes. Lab also includes the equipment and supplies necessary to provide and maintain lab services to the patients of the clinic. Professional services for lab include costs incurred to ensure the lab maintains its required certifications.

Maintenance expenses include wages for janitorial and maintenance personnel and related payroll taxes, cleaning supplies, building repair and maintenance supplies and building utilities.

Medical expenses are those related to treating patients at the clinic. Salaries include the Medical Director, nurse practitioners, nurses, and medical assistant and are included in this category. It also includes FICA benefits, unemployment and medical insurance benefits for those that receive benefits. Operating supplies are used in treating and providing service to patients. Insurance expenses provide malpractice coverage for the medical staff.

Pharmacy expenses are the costs for purchasing and delivering necessary pharmacy supplies provided to patients.

Physical Therapy expense includes salaries for three part-time physical therapists and one part-time office assistance along with their related payroll taxes. Operating supplies are those supplies necessary for therapy services and also any related licenses, training and marketing.

X-Ray expenses are made up of operating costs and repair and maintenance inspections. It also includes the wages and payroll taxes for part-time X-Ray Technician personnel.

Optometry expenses are made up of the amount of contract labor paid to an outside optometrist for services rendered.

Other Non Operating expense includes other expenses such as staff meetings or other staff miscellaneous expenses. Other non-operating also includes county treasurer collection fees assessed from the collection and distribution of general property tax.

Depreciation expense is also included in each service area that has a depreciable item.

FUND BALANCES:

Beginning Unrestricted Fund Balance is estimated unrestricted cash to be carried forward from the previous fiscal year.

Ending Unrestricted Fund Balance is estimated unrestricted cash to be carried forward into the next fiscal year.

Beginning Restricted Fund Balance is estimated restricted cash that was reserved for government mandated emergency reserves and any other restricted funds that had been received in prior fiscal periods but not yet expended.

Ending Restricted Fund Balance is estimated restricted cash that is reserved for government mandated emergency reserves and any other restricted funds that had been received in current and/or prior fiscal periods but not yet expended.

CAPITAL BUDGET:

The WCCHD capital budget assumes that any capital asset funding not met by outside funding sources will be funded thru net revenues. This budget also assumes there will be no unexpended restricted capital funding sources.

Contributions & Donations- Capital revenue is an estimate of possible earnings from donors for capital purchases.

Grants - Capital revenue is an estimate of any grants that the District believes they will receive in the budget year that are restricted for capital purchases.

Capital Expenditures are the gross amount of funds needed by area to purchase depreciable items.

RESOLUTION # 2018-4
RESOLUTION TO ADOPT BUDGET

A resolution summarizing expenditures and revenues for each fund and a budget for the West Custer County Hospital District, Colorado, for the calendar year beginning on the first day of January, 2019 and ending on the last day of December 2019.

WHEREAS, the Board of Directors of the West Custer County Hospital District has appointed Delwin Lester, Budget Officer, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, Theresa Kennedy, Finance Manager, has submitted a proposed budget to this governing body on October 11, 2018, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held October 25, 2018, and November 29, 2018, and interested taxpayers were given the opportunity to file or register any objections to said budget; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues to that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE WEST CUSTER COUNTY HOSPITAL DISTRICT, COLORADO:

Section 1. That estimated expenditures for each fund are as follows:

General Fund – Operating Expenses	\$2,117,898
General Fund – Capital Expenses	\$12,579
Restricted Fund – Capital Expenses	\$104,000

Section 2. That estimated revenues for each fund are as follows:


General Fund	
From unappropriated surplus	\$511,489
From sources other than general property tax	\$1,358,634
From the general property tax	\$741,134
Restricted Fund-Capital	
From Restricted Grants, Contrib And Donations - Capital	\$104,000

Section 3. That the budget as submitted, amended, and hereinabove summarized by fund, hereby is approved and adopted as the budget of the West Custer County Hospital District for the year stated above.

Section 4. That the budget hereby approved and adopted shall be signed by the Treasurer and Chairman of the Board and made part of the public records of the District.

ADOPTED, this 29 day of November, A.D., 2018.

ATTEST:



Robert Tobin, Chairman of the Board



S. Ann Evans, Treasurer

BUDGET RESOLUTION # 2018-5
RESOLUTION TO SET MILL LEVIES

A resolution levying general property taxes for the year 2019, to help defray the costs of government for the West Custer County Hospital District, Colorado for the 2019 budget year.

WHEREAS, the Board of Directors of the West Custer County Hospital District has adopted the annual budget in accordance with Local Government Budget Law on November 29, 2018, and;

WHEREAS, the amount of money necessary to balance the budget for general operating and debt service expenses is \$741,134, and;

WHEREAS, the 2018 valuation for assessment for the West Custer County Hospital District as certified by the Custer County Assessor is \$93,201,860 and as certified by the Fremont County Assessor is \$517,619

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE DIRECTORS OF THE WEST CUSTER COUNTY HOSPITAL DISTRICT, COLORADO:

Section 1. That for the purpose of meeting all general operating expenses of the West Custer County Hospital District during the 2019 budget year, there is hereby levied a tax of 7.908 mills upon each dollar of the total valuation for assessment of all taxable property within the District for the year 2019.

Section 2. That the Secretary is hereby authorized and directed to immediately certify to the Colorado Commissioners of Custer County and Fremont County, Colorado, the mill levies for the West Custer County Hospital District as hereinabove determined and set.

ADOPTED, this 29 day of November A.D., 2018

ATTEST:



Robert Tobin, Chairman of the Board



S. Ann Evans, Treasurer

BUDGET RESOLUTION # 2018-6
RESOLUTION TO APPROPRIATE SUMS OF MONEY

A resolution appropriating sums of money to the various funds and spending agencies, in the amounts and for the purpose as set forth below, for the West Custer County Hospital District, Colorado, for the 2019 budget year.

WHEREAS, the Board of Directors has adopted the annual budget in accordance with the Local Government Budget Law, on November 29, 2018, and;

WHEREAS, the Board of Directors has made provision therein for revenues in the amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purpose described below, so as not to impair the operations of the District.


NOW, THEREFORE, be it resolved by the Board of the Directors of the West Custer County Hospital District, Colorado:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund and for the purposes stated;

General Fund – Operating Expenses	\$2,117,898
General Fund – Capital Expenses	<u>\$ 12,579</u>
 Total General Fund	 <u>\$2,130,477</u>
 Restricted Fund – Capital Expenses	 <u>\$ 104,000</u>
 Total Restricted Fund – Capital	 <u>\$ 104,000</u>

ADOPTED THIS, 29st day of November, A.D., 2018

ATTEST:



Robert Tobin, Chairman of the Board



S. Ann Evans, Treasurer