



SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS

To: SWCCOG Board of Directors
From: Sara Trujillo, Accountant
Subject: Final FY2019 Budget
Date: 6 December 2018

Please find attached the final FY2019 budget and summary below.

General Fund FY2018	Final (UNAUDITED)
Revenues	\$8,459,269
Expenditures	\$8,442,629
Net Income	\$16,540

FY2019 Net Income (unaudited) is positive. This budget is with the assumption that FCC funding will be received. Items to note:

- This budget assumes FCC funding will be awarded beginning of 2019.
- Annual membership dues for City of Durango and Town of Mancos are not included due to non-membership renewal in 2019, and Town of Silverton dues are not included due to financial changes.
- Salary and Wages:
 - This budget maintains Miriam's 2018 salary with no pay increase for 2019.
 - This budget maintains Sara's 2018 salary with no pay increase for 2019 and a reduction in hours from 40 to 32 per week.
 - This budget maintains Jessica's 2018 hourly rate for ½ of the year then a pay and hours per week increase bringing her to full time status starting July 2019 with the assumption that the CDPHE grant will be awarded. Benefits have been added for ½ of the year in conjunction with the full-time status change.
- SWCCOG 457 retirement plan match of 5% has been reduced to 4%.
- The monthly cell phone allowance has been reduced from \$65/mo to \$50/mo for all staff. Staff hope to incorporate a VOIP system ASAP that will eliminate the cell allowance for all staff except the Executive Director.
- With a change in office location, rent has increased from \$1/year to \$8,400/year.

Attached include the following:

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- Revenues and Expenditures Summary: General Fund with 3 Year's Comparison
- Revenues and Expenditures Summary: Fiber Fund with 3 Year's Comparison
- Fund Balance Summary: General Fund and Fiber Fund with 3 Year's Comparison

GENERAL FUND

	2017 (AUDITED)	2018 (APPROVED & UNAUDITED)	2018 (UPDATED OCT 18)	2019 (FINAL)
Ordinary Income/Expense				
Income				
All Hazards	223,752.00	163,346.00	88,689.00	160,000.00
Broadband				
FCC	0.00	3,000,000.00	0.00	5,000,000.00
CDOT	0.00	333,333.00	0.00	666,667.00
DoLA	0.00	375,000.00	0.00	500,000.00
Private Equity	0.00	1,666,667.00	0.00	1,666,667.00
CDOT Grants				
SWTPR Grant	21,681.00	22,100.00	22,100.00	22,100.00
Transit 5304 Grant	0.00	27,000.00	25,000.00	0.00
Total CDOT Grants	21,681.00	49,100.00	47,100.00	22,100.00
CDPHE Grant	0.00	0.00	0.00	106,054.50
DoLA Grants				
DoLA 8011	41,321.00	0.00	0.00	0.00
DoLA 8330	30,578.00	28,000.00	29,748.00	0.00
DoLA 9038	44,955.00	0.00	0.00	0.00
DoLA TA 8573	0.00	35,000.00	17,500.00	42,000.00
DoLA 2019 TA	0.00	0.00	0.00	91,600.00
DoLA Grants - Other	0.00	0.00	0.00	0.00
Total DoLA Grants	116,854.00	63,000.00	47,248.00	133,600.00
Dues Revenue				
Admin Position	12,200.00	12,200.00	12,200.00	9,178.00
COG Dues	114,000.00	145,000.00	138,770.00	109,014.00
SWTPR Contributions	7,607.00	7,607.00	6,842.00	7,607.00
Total Dues Revenue	133,807.00	164,807.00	157,812.00	125,799.00
ForeThought	0.00	0.00	0.00	0.00
Grant Match				
COG Member Match	21,039.00	0.00	14,923.00	0.00
Non-COG Member Match	0.00	0.00	8,000.00	0.00
Total Grant Match	21,039.00	0.00	22,923.00	0.00
Misc. Income	5,870.00	10,000.00	9,299.00	0.00
RHA	0.00		10,000.00	10,000.00
RREO Grant				
RREO 2016-2017	28,162.00	0.00	0.00	0.00
RREO Grant - Other	0.00	0.00	0.00	0.00
Total RREO Grant	28,162.00	0.00	0.00	0.00
SCAN Services				
Dark Fiber Leasing	21,287.00	29,328.00	33,822.00	33,822.00
Internet & Transport	8,280.00	8,280.00	8,280.00	8,280.00
Total SCAN Services	29,567.00	37,608.00	42,102.00	42,102.00
SWIMT	0.00	0.00	35,000.00	26,280.00
Total Income	580,732.00	5,862,861.00	460,173.00	8,459,269.50
Gross Profit	580,732.00	5,862,861.00	460,173.00	8,459,269.50
Expense				
Advertising and Promotion	110.00	240.00	3,291.00	240.00

All Hazards Projects	220,523.00	157,346.00	86,947.00	156,000.00
AmeriCorp VISTA	8,000.00	0.00	6,500.00	9,750.00
Bank Service Charge	0.00	200.00	160.00	200.00
Broadband Expenses				
SCAN Dark Fiber Lease	5,322.00	7,332.00	8,455.00	8,456.00
Total Broadband Expenses	<u>5,322.00</u>	<u>7,332.00</u>	<u>8,455.00</u>	<u>8,456.00</u>
Conference Fee	199.00	0.00	1,550.00	0.00
Consulting	92,078.00	5,313,500.00	80,248.00	7,933,354.00
Employee/Board Appreciation	79.00	100.00	195.00	100.00
ForeThought	0.00	0.00	0.00	0.00
Information Technology (IT)				
Internal IT Consulting	50.00	50.00	0.00	50.00
Software	3,033.00	1,324.00	5,259.00	5,324.00
Total Information Technology (IT)	<u>3,083.00</u>	<u>1,374.00</u>	<u>5,259.00</u>	<u>5,374.00</u>
Insurance Expense				
General Liability	2,235.00	8,000.00	2,087.00	18,576.00
Health	26,214.00	36,720.00	25,704.00	32,175.00
Worker's Compensation	1,668.00	1,750.00	1,558.00	1,496.00
Total Insurance Expense	<u>30,117.00</u>	<u>46,470.00</u>	<u>29,349.00</u>	<u>52,247.00</u>
Internet Connectivity				
Fast Track	10,800.00	10,800.00	10,800.00	10,800.00
Internet Connection (AT&T)	388.00	390.00	390.00	390.00
Total Internet Connectivity	<u>11,188.00</u>	<u>11,190.00</u>	<u>11,190.00</u>	<u>11,190.00</u>
Meetings	1,316.00	5,000.00	815.00	5,000.00
Memberships	5,673.00	6,048.00	6,423.00	6,048.00
Misc. Expense	3,641.00	0.00	522.00	0.00
Office Equipment	493.00	6,000.00	1,537.00	1,400.00
Office Supplies	481.00	850.00	762.00	850.00
Office Telephone	0.00	980.00	0.00	0.00
Postage and Delivery	67.00	80.00	80.00	80.00
Professional Development	2,569.00	4,000.00	0.00	4,000.00
Professional Fees				
Accounting Software	220.00	200.00	0.00	400.00
Audit	6,750.00	5,900.00	5,900.00	6,100.00
Legal	3,929.00	7,000.00	12,500.00	7,000.00
Misc.	331.00	500.00	25.00	500.00
Total Professional Fees	<u>11,230.00</u>	<u>13,600.00</u>	<u>18,425.00</u>	<u>14,000.00</u>
Rent	91.00	95.00	95.00	8,500.00
Salary and Wages				
457 Retirement	7,476.00	9,355.00	6,890.00	5,675.00
Car Allowance	3,900.00	3,600.00	3,600.00	3,600.00
Cell Phone Allowance	2,990.00	1,560.00	2,340.00	2,400.00
Housing Allowance	0.00	2,400.00	0.00	2,400.00
Payroll Processing Fee	1,721.00	2,400.00	1,500.00	1,750.00
Payroll Tax	11,628.00	16,783.00	13,354.00	12,917.00
Salary and Wages - Other	140,766.00	196,290.00	158,191.00	151,074.00
Total Salary and Wages	<u>168,481.00</u>	<u>232,388.00</u>	<u>185,875.00</u>	<u>179,816.00</u>
Software Maintenance e-TICS	15,162.00	0.00		0.00
SWIMT Expense	0.00	0.00	31,500.00	21,024.00
Travel	18,787.00	25,000.00	14,000.00	25,000.00
Total Expense	<u>598,690.00</u>	<u>5,831,793.00</u>	<u>493,178.00</u>	<u>8,442,629.00</u>

Net Ordinary Income	-17,958.00	31,068.00	-33,005.00	16,640.50
Other Income/Expense				
Other Income				
Interest Earned	0.00	0.00	0.00	0.00
Total Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Net Other Income	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Income	<u><u>-17,958.00</u></u>	<u><u>31,068.00</u></u>	<u><u>-33,005.00</u></u>	<u><u>16,640.50</u></u>

FIBER FUND

	2017 (AUDITED)	2018 (UNAUDITED & UNAMENDED)	2019 (FINAL)
Ordinary Income/Expense			
Income			
Fiber Income	9,740.00	0.00	0.00
Total Income	9,740.00	0.00	0.00
Gross Profit	9,740.00	0.00	0.00
Expense			
Fiber Expense	0.00	0.00	0.00
Total Expense	0.00	0.00	0.00
Net Income	0.00	0.00	0.00

Fund Balance

General Fund - FY2017	
Beginning Fund Balance ^a	\$85,735
Ending Fund Balance ^a	\$67,836
Operating Costs	\$238,818
Reserve Requirement	\$79,606
General Fund - FY2018	
Beginning Fund Balance ^a	\$67,836
Ending Fund Balance ^e	\$34,831
Operating Costs	\$265,528
Reserve Requirement	\$88,509
General Fund - FY2019	
Beginning Fund Balance ^e	\$34,831
Ending Fund Balance ^e	\$51,471
Operating Costs	\$289,045
Reserve Requirement	\$96,348
Reserve Deficit	\$-44,877
General & Fiber Funds - FY2019	
Beginning Fund Balance ^e	\$54,329
Ending Fund Balance ^e	\$71,069
Operating Costs	\$289,045
Reserve Requirement	\$96,348
Reserve Deficit	\$-25,279

Notes:

SWCCOG Fund Balance Policy states:

It is the goal of the SWCCOG to maintain an unassigned fund balance equal to four months of operating expenditures.

^a indicates audited information

^e indicates unaudited information

Fund Balance = Assets minus liabilities