



FREDERICK COUNTY GOVERNMENT

DIVISION OF FINANCE

Erin M. White, CPA, Acting Director

Winchester Hall, 12 East Church Street
Frederick, Maryland 21701

www.FrederickCountyMD.gov

O: 301-600-1117 F: 301-600-2302

Commissioners

Blaine R. Young
President

C. Paul Smith
Vice President

Billy Shreve
David P. Gray
Kirby Delauter

Lori L. Depies, CPA
County Manager

TO: Board of County Commissioners
Lori Depies, County Manager
Erin White, Acting Director of Finance
Susan Blum, Financial Services Manager
Regina Howell, Budget Officer

FROM: Kathi Tritsch, Accounting Team Leader

SUBJECT: Montevue Home – June 2013 Unaudited Financial Statements

DATE: September 26, 2013

Attached are the June unaudited financial statements for Montevue Home. The budget benchmark for the YTD activity is 100.00%. Reporting is based on the fiscal year July 1, 2012, through June 30, 2013 (excluding encumbrances). Below are some items of interest in the financial information:

- Statement of Net Assets:
 - Accounts Receivable increased \$29,282 to \$163,294 from last month.
 - Accrued liabilities include one month of pharmacy charges.
 - Net Assets as of June 30th total \$1,597,708, which represents an increase of \$577,689 from 6/30/2012.
- Schedule of Revenues & Expenses:
 - Operating revenues are slightly above the budget benchmark at 106.17%.
 - Total operating expenses are below the budget benchmark at 87.87%.
 - The year-to-date increase in net assets equals \$577,689 after the general fund contribution of \$2,498,994.
- Schedule of Revenues:
 - Room and board revenue increased \$9,161 when compared to May 2013.
 - Pharmacy revenue increased \$5,632 for the same period.
- Schedule of Expenses by Department:
 - All departments are below the budget benchmark of 100.00%
 - Overall salary and fringe are below the budget benchmark at 94.34%, with Nursing slightly above the budget benchmark at 101.20%.
- If you have any questions related to the information presented, please contact me at ext.11187.

FREDERICK COUNTY, MARYLAND
STATEMENT OF NET POSITION
Montevue Home
June 30, 2013

Assets

Current Assets

Cash and Cash Equivalents

Cash on Hand	\$	238	
Petty Cash		0	
Operating - Bank of America		1,633,783	
Vending Machine		183	
Residents' Checking - Montevue		44,343	
Memorial Fund - Montevue		7,746	
Total Cash and Cash Equivalents		1,686,294	\$ 1,686,294

Accounts Receivable

Accounts Receivable		203,241	
Less: Allowance for Uncollectible accounts		(39,317)	
Net Accounts Receivable		163,924	163,924

Prepays		2,028	2,028
---------	--	-------	-------

Total Current Assets		1,852,246	
-----------------------------	--	------------------	--

Total Assets		1,852,246	
---------------------	--	------------------	--

Liabilities

Current Liabilities

Accounts Payable		7,506	
Payroll Clearing		88,078	
Accrued Liabilities		10,466	
Accrued Payroll		14,625	
Total Current Liabilities		120,675	120,675

Other Liabilities

RFMS Fund Balance		44,343	
Memorial Fund Balance		7,746	
Vending Fund Balance		183	
Miscellaneous Liabilities		(110)	
Compensated Absences		77,350	
Deferred Revenue		4,351	
Total Other Liabilities		133,863	133,863

Total Liabilities		254,538	
--------------------------	--	----------------	--

Net Position

Net Assets, July 1		1,020,019	
Change in Net Position		577,689	

Total Net Position		\$ 1,597,708	
---------------------------	--	---------------------	--

MONTEVUE HOME
FREDERICK COUNTY, MARYLAND
SCHEDULE OF REVENUES AND EXPENSES
FOR THE PERIOD FROM JULY 1, 2012 TO JUNE 30, 2013
WITH COMPARATIVE FIGURES FOR THE PERIOD ENDED JUNE 30, 2012

	Fiscal Year 2013					FY 2012	
	Prior Month May	Monthly Activity June	% mo Actual to Amended Annual Budget	Amended Annual Budget	YTD Actual June	% YTD Actual to Amended Annual Budget	YTD Actual thru June 2012
Operating revenues							
Charges for health care services	\$ 148,749	\$ 163,542	10.79%	1,516,316	\$ 1,608,773	106.10%	\$ 923,365
Total net charges for services	<u>148,749</u>	<u>163,542</u>	10.79%	<u>1,516,316</u>	<u>1,608,773</u>	106.10%	<u>923,365</u>
Other revenues	993	1,258	40.58%	3,100	4,383	141.37%	660
Total operating revenues	<u>149,742</u>	<u>164,800</u>	10.85%	<u>1,519,416</u>	<u>1,613,156</u>	106.17%	<u>924,025</u>
Operating expenses							
Personnel services	202,926	174,738	7.13%	2,450,781	2,312,112	94.34%	2,116,993
Contractual services	67,294	66,925	7.09%	944,545	769,414	81.46%	555,116
Supplies	10,438	7,236	5.26%	137,499	139,137	101.19%	103,413
Indirect cost allocation	9,561	9,561	5.98%	160,000	114,733	71.71%	131,867
Property/liability insurance	3,193	3,193	5.17%	61,726	38,310	62.06%	61,166
Utilities	6,775	249	0.14%	172,625	114,230	66.17%	88,147
Non-capital equipment	-	654	3.96%	16,500	15,403	93.35%	860
Repairs and maintenance	2,597	442	1.84%	23,967	12,786	53.35%	21,935
Depreciation expense	-	-	-	-	-	-	194,967
Miscellaneous expenses	(3,726)	11,562	21.00%	55,067	18,807	34.15%	28,883
Total operating expenses	<u>299,058</u>	<u>274,559</u>	6.83%	<u>4,022,710</u>	<u>3,534,931</u>	87.87%	<u>3,303,348</u>
Operating income (loss)	<u>(149,317)</u>	<u>(109,759)</u>	4.38%	<u>(2,503,294)</u>	<u>(1,921,775)</u>	76.77%	<u>(2,379,323)</u>
Nonoperating revenues (expenses)							
Donations	300	50	2.78%	1,800	455	25.28%	1,740
Interest Income	1	1	-	2,500	16	0.63%	16
Total nonoperation revenues (expenses)	<u>301</u>	<u>51</u>	1.19%	<u>4,300</u>	<u>471</u>	10.95%	<u>1,756</u>
Income (loss) before operating transfers	<u>(149,015)</u>	<u>(109,708)</u>	4.39%	<u>(2,498,994)</u>	<u>(1,921,305)</u>	76.88%	<u>(2,377,566)</u>
Operating transfers from							
Transfer From General Fund	<u>207,113</u>	<u>207,418</u>	8.30%	<u>2,498,994</u>	<u>2,498,994</u>	100.00%	<u>2,770,954</u>
Net Increase/(Decrease) in Net Assets	<u>\$ 58,098</u>	<u>\$ 97,710</u>		<u>-</u>	<u>\$ 577,689</u>		<u>\$ 393,388</u>

**MONTEVUE HOME
FREDERICK COUNTY, MARYLAND
SCHEDULE OF REVENUES
FOR THE MONTH OF JUNE, 2013**

	<u>Prior Month May</u>	<u>Monthly Activity June</u>	<u>AMENDED ANNUAL BUDGET</u>	<u>YTD ACTUAL June</u>	<u>REMAINING BUDGET BALANCE</u>	<u>% ACTUAL TO ANNUAL BUDGET</u>
Resident Service Revenues						
Room & Board	\$ 323,060	\$ 316,100	\$ 1,423,816	\$ 3,073,574	\$ (1,649,758)	215.87%
Contractual Adjustments	<u>\$ (178,176)</u>	<u>\$ (162,055)</u>	<u>\$ -</u>	<u>\$ (1,568,141)</u>	<u>\$ 1,568,141</u>	0.00%
	\$ 144,884	\$ 154,045	\$ 1,423,816	\$ 1,505,433	\$ (81,617)	
Physical Therapy	-	-	37,500	15,610	21,890	41.63%
Pharmacy						
Over-the-Counter	-	-	7,500	5,195	2,305	69.26%
Prescription	3,865	9,497	47,500	82,536	(35,036)	173.76%
Total Pharmacy	<u>3,865</u>	<u>9,497</u>	<u>55,000</u>	<u>87,730</u>	<u>(32,730)</u>	159.51%
Total Resident Service Revenue	<u>148,749</u>	<u>163,542</u>	<u>1,516,316</u>	<u>1,608,773</u>	<u>(92,457)</u>	106.10%
Other Revenues						
Guest Meals	-	-	100	24	76	24.00%
Other	993	1,258	3,000	4,359	(1,359)	145.29%
Total Other Revenues	<u>993</u>	<u>1,258</u>	<u>3,100</u>	<u>4,383</u>	<u>(1,283)</u>	141.37%
Total Operating Revenues	<u>\$ 149,742</u>	<u>\$ 164,800</u>	<u>\$ 1,519,416</u>	<u>\$ 1,613,156</u>	<u>\$ (93,740)</u>	106.17%

**MONTEVUE HOME
FREDERICK COUNTY, MARYLAND
SCHEDULE OF EXPENSES BY DEPARTMENT
FOR THE MONTH OF JUNE, 2013**

	Prior Month May	Monthly Activity June	AMENDED ANNUAL BUDGET	YTD ACTUAL June	REMAINING BUDGET BALANCE	% ACTUAL TO ANNUAL BUDGET
Administration						
Salary and Fringes	20,617	10,451	323,041	239,822	83,219	74.24%
Contracted Services	808	412	79,900	4,380	75,520	5.48%
Equipment Maintenance/Repair	381	442	14,967	5,678	9,289	37.94%
Non-capital Equipment	-	424	4,500	13,081	(8,581)	290.70%
Operating	14,959	15,730	248,601	179,536	69,065	72.22%
Bad Debt	(4,909)	6,510	35,000	4,611	30,389	13.17%
Building Rent	19,583	19,583	235,000	235,000	-	100.00%
Supplies	121	159	4,500	6,871	(2,371)	152.69%
Utilities	-	-	3,000	714	2,286	23.80%
Collections	(575)	(538)	(8,000)	(6,216)	(1,784)	77.70%
	<u>50,985</u>	<u>53,172</u>	<u>940,509</u>	<u>683,477</u>	<u>257,032</u>	<u>72.67%</u>
Dietary						
Dietary Services	<u>38,731</u>	<u>37,676</u>	<u>476,345</u>	<u>426,624</u>	<u>49,721</u>	<u>89.56%</u>
Laundry						
Laundry Services	7,326	7,475	95,000	82,955	12,046	87.32%
Supplies	1,530	298	2,000	9,215	(7,215)	460.73%
	<u>8,856</u>	<u>7,772</u>	<u>97,000</u>	<u>92,169</u>	<u>4,831</u>	<u>95.02%</u>
Housekeeping						
Salary and Fringes	24,326	24,947	300,308	292,210	8,098	97.30%
Custodial Supplies	1,499	948	16,000	14,237	1,763	88.98%
	<u>25,824</u>	<u>25,895</u>	<u>316,308</u>	<u>306,447</u>	<u>9,861</u>	<u>96.88%</u>
Nursing						
Salary and Fringes	144,132	129,259	1,593,236	1,612,291	(19,055)	101.20%
Contracted Services	846	1,779	58,300	20,456	37,844	35.09%
Medical/Pharmacy	5,631	3,975	93,399	88,198	5,201	94.43%
Non Capital Equipment	-	230	12,000	2,321	9,679	19.35%
Supplies	224	603	2,500	4,886	(2,386)	195.43%
Resident Expense Recovery	-	-	(200)	-	(200)	0.00%
Miscellaneous	25	21	440	312	128	70.88%
	<u>150,857</u>	<u>135,867</u>	<u>1,759,675</u>	<u>1,728,464</u>	<u>31,211</u>	<u>98.23%</u>
Non-Medical						
Salary and Fringes	5,407	2,201	134,100	67,722	66,378	50.50%
Program Activity Supplies	1,510	4,269	19,327	17,537	1,790	90.74%
Resident Expense Recovery	-	-	(400)	(764)	364	190.99%
	<u>6,917</u>	<u>6,470</u>	<u>153,027</u>	<u>84,496</u>	<u>68,531</u>	<u>55.22%</u>
Maintenance						
Salary and Fringes	8,444	7,880	100,096	100,066	30	99.97%
Plant/Operating Maintenance	8,443	(173)	179,250	110,711	68,539	61.76%
Supplies	-	-	500	2,477	(1,977)	495.39%
	<u>16,888</u>	<u>7,707</u>	<u>279,846</u>	<u>213,254</u>	<u>66,592</u>	<u>76.20%</u>
Total Operating Expenses	<u><u>299,058</u></u>	<u><u>274,559</u></u>	<u><u>4,022,710</u></u>	<u><u>3,534,931</u></u>	<u><u>487,779</u></u>	<u><u>87.87%</u></u>

**MONTEVUE ASSISTED LIVING HOME
FREDERICK COUNTY, MARYLAND
EMPLOYEE COSTS AND STATISTICS**

	APPROVED BUDGET	YTD ACTUAL	BUDGET BALANCE	% ACTUAL TO BUDGET
Salary and Fringes				
Administration	\$ 323,041	\$ 239,822	\$ 83,219	74.24%
Housekeeping	300,308	292,210	8,098	97.30%
Nursing	1,593,236	1,612,291	(19,055)	101.20%
Non-Medical	134,100	67,722	66,378	50.50%
Maintenance	100,096	100,066	30	99.97%
Total Salary and Fringes	\$ 2,450,781	\$ 2,312,112	\$ 138,669	94.34%

Full Time Equivalent (FTE) Positions

Administration	2.83
Housekeeping	3.00
Nursing	21.50
Non-Medical	-
Total FTE Positions	27.33

	Current Month	FYTD
Overtime Hours - FYTD		
Administration	-	47.58
Housekeeping	2.17	352.40
Nursing	108.96	2,221.84
Total Overtime Hours	111.13	2,621.82