

CAPITOL REGION COUNCIL OF GOVERNMENTS

FINANCIAL STATEMENTS
JUNE 30, 2020

**CAPITOL REGION COUNCIL OF GOVERNMENTS
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JUNE 30, 2020**

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Independent Auditors' Report

To the Audit Committee of the
Capitol Region Council of Governments
Hartford, Connecticut

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund and the aggregate remaining fund information of the Capitol Region Council of Governments as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the Capitol Region Council of Governments' basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Capitol Region Council of Governments as of June 30, 2020 and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the budgetary comparison information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Capitol Region Council of Governments' basic financial statements. The combining and individual nonmajor fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 6, 2020 on our consideration of the Capitol Region Council of Governments' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of Capitol Region Council of Governments' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Capitol Region Council of Governments' internal control over financial reporting and compliance.

Blum, Shapiro & Company, P.C.

West Hartford, Connecticut
December 6, 2020

CAPITOL REGION COUNCIL OF GOVERNMENTS MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Capitol Region Council of Governments (CRCOG), we offer readers of CRCOG's financial statements this narrative overview and analysis of the financial activities of CRCOG for the fiscal year ended June 30, 2020

FINANCIAL HIGHLIGHTS

- The assets of CRCOG exceeded its liabilities at the close of the most recent fiscal year by \$1,695,068 (net position). Of this amount, \$1,627,645 (unrestricted net position) may be used to meet CRCOG's ongoing obligations.
- CRCOG's total net position increased by \$327,521 due to increases in revenue primarily from state programs.
- As of the close of the current fiscal year, CRCOG's governmental funds reported combined ending fund balances of \$1,894,096 an increase of \$370,885 in comparison with the prior year. The portion of the fund balance available for spending at CRCOG's discretion (unassigned fund balance) is \$1,576,519.
- As of June 30, 2020 the balance for the General Fund was \$1,671,552 which includes unassigned funds of \$1,576,519.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis are intended to serve as an introduction to CRCOG's basic financial statements. CRCOG's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Basis of Presentation

CRCOG is considered a governmental organization for financial reporting purposes. Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, requires the presentation of government-wide financial statements and fund financial statements. The government-wide financial statements consist of the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances. CRCOG has no business-type activities.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of CRCOG's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of CRCOG's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of CRCOG is improving or deteriorating.

The statement of activities presents information showing how CRCOG's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected member town assessments and earned but unused vacation leave).

**CAPITOL REGION COUNCIL OF GOVERNMENTS
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)**

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Government-Wide Financial Statements (Continued)

Both of the government-wide financial statements display information about CRCOG's governmental activities, which consists of regional planning. CRCOG does not have any business-type activities.

The government-wide financial statements include only CRCOG because there are no legally separate organizations for which CRCOG is legally accountable.

The government-wide financial statements can be found on Exhibits I and II of this report.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. CRCOG uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of CRCOG can be divided into two categories: governmental funds and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating CRCOG's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of CRCOG's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

CRCOG maintains 13 individual governmental funds. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures and changes in fund balances for the General Fund, , the Public Safety Programs Fund, the FHWA Fund , Regional Services Grant and Special Projects. All 5 are considered to be major funds. Data from the other 8 governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The basic governmental fund financial statements can be found on Exhibits III and IV of this report.

OVERVIEW OF THE FINANCIAL STATEMENTS (Continued)

Fund Financial Statements (Continued)

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside of CRCOG. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to CRCOG's own programs. The accounting used for fiduciary funds is much like that used for proprietary (business-type function) funds. CRCOG has two fiduciary funds it reports upon: Pension Trust and one Agency Fund.

The basic fiduciary fund financial statements can be found on Exhibits V and VI of this report.

Notes to the Financial Statements

The notes to the financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages of 21-33 of this report.

Other Information

In addition to the basic financial statements and accompanying notes, this report also contains required supplementary information other than this management's discussion and analysis that can be found on pages 34-35 of this report.

Combining and individual fund statements and schedules and other supplementary information can be found on pages 36-41 of this report.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)**

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net Position

Over time, net position may serve as one measure of a government's financial position. Total net position of CRCOG totaled \$1,695,068 and \$1,367,547 as of June 30, 2020 and 2019 respectively, and are summarized as follows:

	Governmental Activities	
	<u>2020</u>	<u>2019</u>
Current and other assets	\$ 5,856,795	\$ 6,743,077
Capital assets, net	67,423	69,864
Total assets	<u>5,924,218</u>	<u>6,812,941</u>
Long-term liabilities	105,763	87,574
Other liabilities	<u>4,123,387</u>	<u>5,357,820</u>
Total liabilities	<u>4,229,150</u>	<u>5,445,394</u>
Net position:		
Net investment in capital assets	67,423	69,864
Unrestricted	<u>1,627,645</u>	<u>1,297,683</u>
Total Net Position	<u>\$ 1,695,068</u>	<u>\$ 1,367,547</u>

At June 30, 2020, \$67,423 or 3.98% of CRCOG's net position reflect its net investment in capital assets. CRCOG uses these capital assets to provide services to member towns; consequently, these assets are not available for future spending.

The remainder of CRCOG's net position of \$1,627,645 is considered unrestricted and may be used to meet CRCOG's ongoing obligations. Overall, net position increased by \$327,521 in comparison to the prior year. The primary reason for this is an increase in intergovernmental revenue from the State of Connecticut.

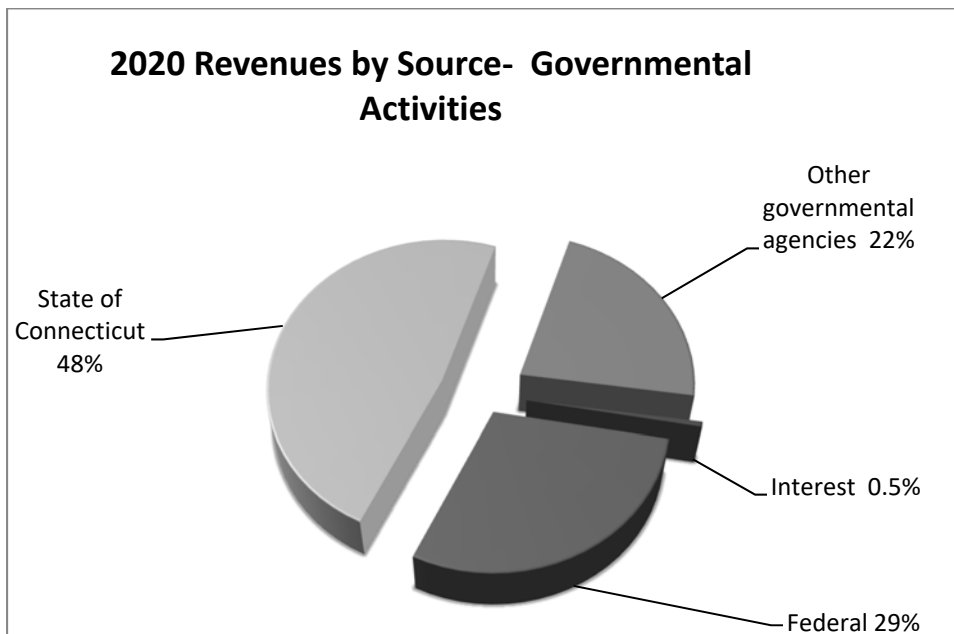
**CAPITOL REGION COUNCIL OF GOVERNMENTS
MANAGEMENT'S DISCUSSION AND ANALYSIS (CONTINUED)**

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Changes in Net Position

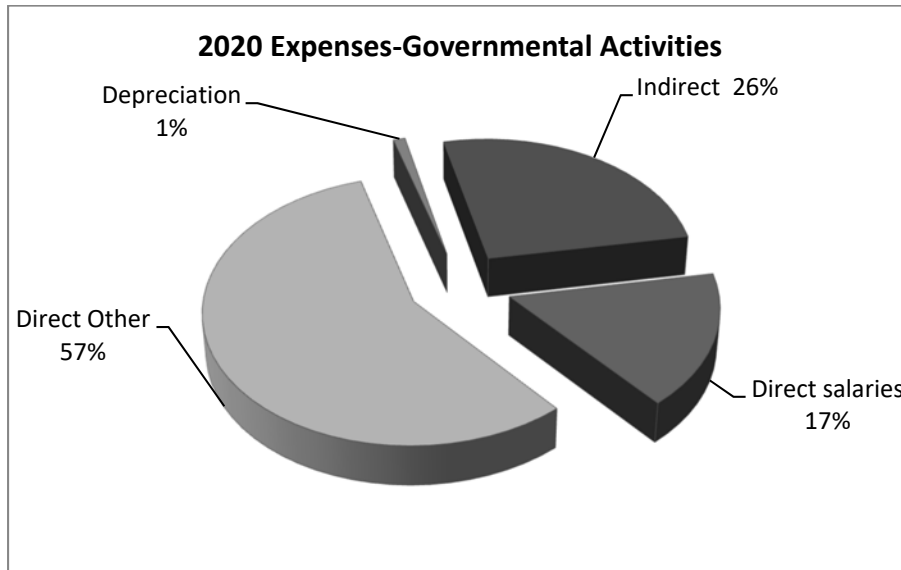
Changes in net position for the years ended June 30, 2020 and 2019 are as follows:

	Governmental Activities	
	2020	2019
Revenues		
Federal government	\$ 2,116,637	\$ 2,185,125
State of Connecticut	3,445,380	4,182,833
Other governmental agencies	1,602,196	2,001,694
Interest	<u>38,631</u>	<u>52,378</u>
Total revenues	<u>7,202,844</u>	<u>8,422,030</u>
Expenses:		
Direct salaries	1,136,686	1,094,970
Direct other	3,929,268	5,376,751
Depreciation	23,855	18,940
Indirect	<u>1,785,514</u>	<u>1,669,228</u>
Total expenses	<u>6,875,323</u>	<u>8,159,889</u>
Changes in net position	327,521	262,141
Net Position at beginning	<u>1,367,547</u>	<u>1,105,406</u>
Net Position at Ending	<u>\$ 1,695,068</u>	<u>\$ 1,367,547</u>



GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

Changes in Net Position (Continued)



Governmental Activities

Governmental activities increased CRCOG’s net position by \$370,885 due to an increase in intergovernmental grant revenue, primarily state grants and from other governmental agencies.

FINANCIAL ANALYSIS OF THE ENTITY’S FUNDS

Governmental Funds

The focus of CRCOG’s governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing CRCOG’s financing requirements. In particular, unreserved fund balance may serve as a useful measure of CRCOG’s net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, CRCOG’s governmental funds reported combined ending fund balances of \$1,894,096 an increase of \$370,885 in comparison with the prior year. The amount includes \$95,003 in Nonspendable, \$222,574 in Restricted and Committed fund balance and Unassigned fund balance of \$1,576,519, which is available for spending at CRCOG’s discretion.

General Fund

The General Fund is the chief operating fund of CRCOG. At the end of the current fiscal year, the fund balance of the General Fund was \$1,671,522, of which \$1,576,519 was classified as unassigned. As a measure of the General Fund’s liquidity, it may be useful to compare unassigned fund balance to total General Fund expenditures. Total expenditures during the year were \$95,229. Unassigned fund balance was 16.56 times larger than General Fund expenditures.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
MANAGEMENT’S DISCUSSION AND ANALYSIS (CONTINUED)**

FINANCIAL ANALYSIS OF THE ENTITY’S FUNDS (Continued)

Governmental Funds (Continued)

FHWA Fund

The FHWA Fund is used to account for revenues and expenditures related to urban and rural transportation planning on a cost-reimbursement basis. Expenditures during the year totaled \$1,900,043. At the end of the current fiscal year, there was no fund balance.

Regional Services Grant

CRCOG received \$736,490 in state funding during FY 2019-2020.

These funds were used to carry out statutory planning responsibilities including land use planning, review of zoning and subdivision proposals along town boundaries and review of municipal plans of conservation and development

Public Safety Programs Fund

The Public Safety Programs Fund accounts for revenues and expenditures incurred in providing various public safety projects to the CRCOG member municipalities. Expenditures during the year totaled \$1,777,581.

Special Projects Fund

As of June 30, 2020, the Restricted Balance in the Special Projects Fund was \$80,896 This fund was established to enable CRCOG to fund regional projects without the use of state or federal funds.

BUDGETARY HIGHLIGHTS

Budgets are adopted by the CRCOG Policy Board on a modified accrual basis. The adopted annual budget covers the General Fund and the Special Revenue Funds on a combined basis.

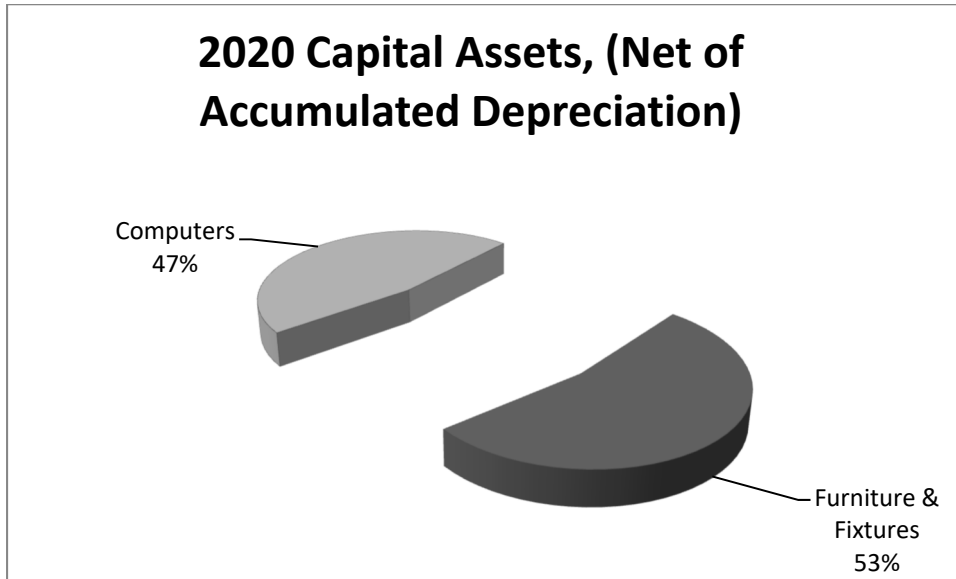
No additional appropriations were made during the year in the General Fund.

CAPITAL ASSETS

CRCOG’s investment in capital assets for its governmental activities as of June 30, 2020 totaled \$67,423 (net of accumulated depreciation). This investment in capital assets includes computers, furniture and fixtures, equipment and leasehold improvements.

The following table is a two-year comparison of the investment in capital assets presented for governmental activities:

	<u>Governmental Activities</u>	
	<u>2020</u>	<u>2019</u>
Furniture and fixtures	\$ 36,010	\$ 40,452
Computers	<u>31,413</u>	<u>29,412</u>
Totals	<u>\$ 67,423</u>	<u>\$ 69,864</u>



Additional information on CRCOG's capital assets can be found in Note 4 on page 29 of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

CRCOG is highly dependent on intergovernmental revenue from the State of Connecticut and the federal government. All local government entities in Connecticut are facing significant financial uncertainty, including projected state deficits and federal funding cuts. CRCOG's local funding remains strong and stable, accounting for approximately a quarter of CRCOG's core budget.

Federal

- CRCOG has traditionally carried over a large portion of FHWA funding and in the last few years with significant temporary grant funding from other sources, the carryover amount has been unusually high and CRCOG is making concerted efforts in FY2020-FY2021 to expend the funding.
- As anticipated in previous budgets, the decline in Homeland Security funding appears to have leveled off, but is approximately half of previous years. The reduction is primarily on the grants and pass-through portion of CRCOG's budget and does not impact CRCOG staffing and operations.
- There is also potential for an increase in pandemic or health preparedness related funding as a result of COVID-19. Because of the unpredictability at this time, CRCOG will monitor developments before making large scale changes to its outlook.
- CRCOG continues to monitor transportation funding at the federal level and other federal opportunities that may be available

**CAPITOL REGION COUNCIL OF GOVERNMENTS
MANAGEMENT’S DISCUSSION AND ANALYSIS (CONTINUED)**

ECONOMIC FACTORS AND NEXT YEAR’S BUDGETS AND RATES (Continued)

State

- Connecticut was facing a challenging budget situation without the COVID-19 pandemic. With the closures and economic havoc of the pandemic, the state’s budget challenges will only multiply in the coming budget cycles.
- Regional Services Grant (RSG) has fluctuated for CRCOG significantly in the last few years. Due to the state’s challenging budget situation, CRCOG has opted to budget for level funding of RSG in 2020-2021 as directed by the state but has put into place contingency budgeting for lower funding at the 50% level.
- The state’s contribution match to the federal highway program (FHWA) for carryover funding is lower than the standard state match for FHWA, increasing the need for contributions toward the FHWA match. CRCOG will use RSG funding to offset the difference for those projects that will be using carryover funding and will use local dues should RSG funding not be available.
- Given the state budget challenges, the LOTCIP program is not expected to expand in the coming years and may be at risk in the future. Projects that have already begun will continue, and if funding is discontinued, CRCOG anticipates a wind-down period of 12 to 18 months and will plan accordingly if that occurs.
- Regional Performance Incentive Program Grants re-opened in 2019-2020, opening opportunities for the 2020-2021 fiscal year and beyond. CRCOG anticipates announcements for this grant in May of 2020 on or around the time this budget is passed. Given the state budget, however, CRCOG does not anticipate new rounds for the coming years.
- Given the state budget challenges, the LOTCIP program is not expected to continue in the coming years and may be at risk in the coming years. Projects that have already begun will continue, and if funding is discontinued, CRCOG anticipates a wind-down period of 12 to 18 months and will plan accordingly if and when that occurs.

Local

- CRCOG has continued to contribute a portion of its local dues to a “Regional Program Fund” that would enable CRCOG to begin regional projects without outside funding. CRCOG expects to continue a portion of this contribution this year. This funding has been used in the past for regional projects, including model cybersecurity policies, scenario planning and other projects.
- CRCOG’s municipal services offerings are expanding, and CRCOG anticipates adding additional services and expanding CRCOG’s offering in the upcoming year.
- Given the COVID-19 pandemic and the pressures our members face, CROCG will not be increasing its dues for this coming fiscal year.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of CRCOG’s finances for all those with an interest in CRCOG’s finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to Ms. Winsome Barnaby, Finance Director, CRCOG, 241 Main Street, Hartford, CT 06106-5310.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
STATEMENT OF NET POSITION
JUNE 30, 2020**

	<u>Governmental Activities</u>
Assets:	
Cash and cash equivalents	\$ 4,158,119
Due from State of Connecticut	1,581,633
Other governmental grants receivable	20,592
Other receivables	1,448
Prepaid and other assets	95,003
Capital assets, net of accumulated depreciation	67,423
Total assets	<u>5,924,218</u>
Liabilities:	
Accounts and other payables	722,787
Unearned revenue	3,239,912
Noncurrent liabilities:	
Due within one year	160,688
Due in more than one year	105,763
Total liabilities	<u>4,229,150</u>
Net Position:	
Invested in capital assets	67,423
Unrestricted	<u>1,627,645</u>
Total Net Position	<u>\$ 1,695,068</u>

The accompanying notes are an integral part of the financial statements

**CAPITOL REGION COUNCIL OF GOVERNMENTS
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020**

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Net Position	
		Charges for Services	Operating Grants and Contributions		Capital Grants and Contributions
				Governmental Activities	
Governmental activities:					
Regional Planning	\$ <u>6,875,323</u>	\$ <u>-</u>	\$ <u>7,164,213</u>	\$ <u>-</u>	\$ 288,890
General revenues:					
Unrestricted investment earnings					<u>38,631</u>
Change in net position					327,521
Net Position at Beginning of Year					<u>1,367,547</u>
Net Position at End of Year					\$ <u><u>1,695,068</u></u>

The accompanying notes are an integral part of the financial statements

**CAPITOL REGION COUNCIL OF GOVERNMENTS
BALANCE SHEET - GOVERNMENTAL FUNDS
JUNE 30, 2020**

	<u>General Fund</u>	<u>Public Safety Programs</u>	<u>FHWA</u>	<u>Regional Services Grant</u>	<u>Special Projects</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS							
Cash and cash equivalents	\$ 3,482,654	\$ 675,465	\$	\$	\$	\$	\$ 4,158,119
Due from State of Connecticut	929	434,136	728,416			418,152	1,581,633
Other governmental grants receivable						20,592	20,592
Other receivables	1,448						1,448
Due from other funds		851,357		2,040	1,005,378	682,526	2,541,301
Prepaid and other assets	95,003						95,003
Total Assets	\$ 3,580,034	\$ 1,960,958	\$ 728,416	\$ 2,040	\$ 1,005,378	\$ 1,121,270	\$ 8,398,096
LIABILITIES AND FUND BALANCES							
Liabilities:							
Accounts payable	\$ 92,190	\$ 369,411	\$ 16,327	\$ 2,040	\$ 800	\$ 201,149	\$ 681,917
Accrued payroll and other liabilities	40,870						40,870
Unearned revenue	40,001	1,591,547	48,992		923,682	635,690	3,239,912
Due to other funds	1,735,451		663,097			142,753	2,541,301
Total liabilities	<u>1,908,512</u>	<u>1,960,958</u>	<u>728,416</u>	<u>2,040</u>	<u>924,482</u>	<u>979,592</u>	<u>6,504,000</u>
Fund Balances:							
Nonspendable	95,003						95,003
Restricted					80,896	36,372	117,268
Committed						105,306	105,306
Unassigned	1,576,519						1,576,519
Total fund balances	<u>1,671,522</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>80,896</u>	<u>141,678</u>	<u>1,894,096</u>
Total Liabilities and Fund Balances	\$ 3,580,034	\$ 1,960,958	\$ 728,416	\$ 2,040	\$ 1,005,378	\$ 1,121,270	\$ 8,398,096

(Continued on next page)

CAPITOL REGION COUNCIL OF GOVERNMENTS
BALANCE SHEET - GOVERNMENTAL FUNDS (CONTINUED)
JUNE 30, 2020

Reconciliation of the Balance Sheet - Governmental Funds
to the Statement of Net Position:

Amounts reported for governmental activities in the statement of net position
(Exhibit I) are different because of the following:

Fund balances - total governmental funds (Exhibit III)	\$ 1,894,096
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds:	
Governmental capital assets	\$ 398,317
Less accumulated depreciation	<u>(330,894)</u>
Net capital assets	67,423
Long-term liabilities, including bonds payable, are not due and payable in the current period and, therefore, are not reported in the funds:	
Compensated absences	<u>(266,451)</u>
Net Position of Governmental Activities (Exhibit I)	<u>\$ 1,695,068</u>

The accompanying notes are an integral part of the financial statements

**CAPITOL REGION COUNCIL OF GOVERNMENTS
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2020**

	<u>General Fund</u>	<u>Public Safety Programs</u>	<u>FHWA</u>	<u>Regional Services Grant</u>	<u>Special Projects</u>	<u>Nonmajor Governmental Funds</u>	<u>Total Governmental Funds</u>
Revenues:							
Federal Government	\$	\$ 45,534	\$ 1,528,050	\$	\$	\$ 543,053	\$ 2,116,637
State of Connecticut		913,012	191,006	736,490	534,560	1,070,312	3,445,380
Other governmental agencies	470,097	798,737	180,291		54,510	98,561	1,602,196
Interest income	12,801	25,830					38,631
Total revenues	<u>482,898</u>	<u>1,783,113</u>	<u>1,899,347</u>	<u>736,490</u>	<u>589,070</u>	<u>1,711,926</u>	<u>7,202,844</u>
Expenditures:							
Current:							
Direct costs:							
Salaries		36,263	679,565	252,823		168,035	1,136,686
Other	95,229	1,688,298	165,113	90,698	589,070	1,300,860	3,929,268
Indirect		52,690	1,055,365	394,973		262,977	1,766,005
Total expenditures	<u>95,229</u>	<u>1,777,251</u>	<u>1,900,043</u>	<u>738,494</u>	<u>589,070</u>	<u>1,731,872</u>	<u>6,831,959</u>
Excess (Deficiency) of Revenues over Expenditures	<u>387,669</u>	<u>5,862</u>	<u>(696)</u>	<u>(2,004)</u>	<u>-</u>	<u>(19,946)</u>	<u>370,885</u>
Other Financing Sources (Uses):							
Transfers in	61,436		696	2,004		24,767	88,903
Transfers out	(27,467)	(56,725)				(4,711)	(88,903)
Total other financing sources (uses)	<u>33,969</u>	<u>(56,725)</u>	<u>696</u>	<u>2,004</u>	<u>-</u>	<u>20,056</u>	<u>-</u>
Excess (Deficiency) of Revenues and Transfers in over Expenditures and Transfers out	<u>421,638</u>	<u>(50,863)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>110</u>	<u>370,885</u>
Fund Balances at Beginning of Year	<u>1,249,884</u>	<u>50,863</u>	<u>-</u>	<u>-</u>	<u>80,896</u>	<u>141,568</u>	<u>1,523,211</u>
Fund Balances at End of Year	<u>\$ 1,671,522</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 80,896</u>	<u>\$ 141,678</u>	<u>\$ 1,894,096</u>

(Continued on next page)

**CAPITOL REGION COUNCIL OF GOVERNMENTS
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES - GOVERNMENTAL FUNDS (CONTINUED)
FOR THE YEAR ENDED JUNE 30, 2020**

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds to the Statement of Activities:

Amounts reported for governmental activities in the statement of activities (Exhibit II) are different because:

Net change in fund balances - total governmental funds (Exhibit IV)	\$ 370,885
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Governmental funds report capital outlays as expenditures. In the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:

Capital outlay	21,414
Depreciation expense	(23,855)

Some expenses reported in the statement of activities do not require the use of current resources and, therefore, are not reported as expenditures in the governmental funds:

Compensated absences	<u>(40,923)</u>
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Change in Net Position of Governmental Activities (Exhibit II)	<u><u>\$ 327,521</u></u>
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The accompanying notes are an integral part of the financial statements

**CAPITOL REGION COUNCIL OF GOVERNMENTS
STATEMENT OF NET POSITION
FIDUCIARY FUNDS
JUNE 30, 2020**

	<u>Pension Trust Fund</u>	<u>Agency Fund</u>
Assets:		
Cash and cash equivalents	\$	\$ 29,907
Investments:		
Equity mutual funds	2,475,864	
Contributions receivable	<u>13,771</u>	
Total assets	<u>2,489,635</u>	<u>\$ 29,907</u>
Liabilities:		
Due to others		<u>\$ 29,907</u>
Total liabilities	<u>-</u>	<u>\$ 29,907</u>
Net Position:		
Restricted for Pension Benefits	<u>\$ 2,489,635</u>	

The accompanying notes are an integral part of the financial statements

**CAPITOL REGION COUNCIL OF GOVERNMENTS
STATEMENT OF CHANGES IN NET POSITION
FIDUCIARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2020**

	<u>Pension Trust Fund</u>
Additions:	
Employer contributions	\$ <u>168,003</u>
Investment income:	
Net increase in the fair value of investments	<u>56,031</u>
Total additions	<u>224,034</u>
Change in Net Position	224,034
Net Position at Beginning of Year	<u>2,265,601</u>
Net Position at End of Year	\$ <u><u>2,489,635</u></u>

The accompanying notes are an integral part of the financial statements

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Capitol Region of Council of Governments (CRCOG) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant policies of CRCOG are described below.

A. Reporting Entity

CRCOG was established January 28, 1976 and organized under the laws of the State of Connecticut in accordance with General Statutes Sections 4-124i through 4-124p and Special Act No. 73-79 of the Connecticut General Assembly.

The Capitol Region Council of Governments is considered to be a legally separate organization under a joint venture agreement with the member municipalities. CRCOG has the right to enter into legal contracts and incur its own debt. CRCOG's mission, as a regional planning agency, is to provide a centralized agency responsible for coordinating regional planning activities that benefit its members. CRCOG has the authority to apply for Federal and State funds to further the activities and purpose of the agency.

Each member community appoints representatives to sit on CRCOG's Policy Board. The Policy Board is responsible for establishing and approving CRCOG policies, resolutions and its annual budget. Member assessments are charged on a per-capita basis and approved by the Policy Board.

Blended Component Unit

The Central Connecticut Solid Waste Authority (CCSWA) is a regional solid waste authority created by member municipalities of the CCSWA in 2010 in accordance with Chapter 103b and Chapters 446d and 446e of the General Statutes of Connecticut for the purpose of jointly managing solid waste disposal and recycling services and related activities on behalf of its municipal members. The CCSWA executive committee consists of seven representatives from the member municipalities as elected by the full membership of the CCSWA. Since the activities of CCSWA provide services entirely or almost entirely to the CRCOG, CCSWA has been reflected as a blended component unit in the financial statements as a nonmajor governmental fund. As of the report date, separate financial statements have not been prepared for CCSWA.

B. Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of CRCOG. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities are supported primarily through member town assessments and intergovernmental revenues. CRCOG has no business-type activities.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not properly included among program revenues are reported instead as general revenues. For CRCOG's purposes, all revenues and expenses are primarily related to a single function, regional planning.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments from member towns are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, CRCOG considers revenues pertaining to member town assessments, grants and contracts, and interest associated with the current period to be susceptible to accrual. All other revenue items are considered to be measurable and available only when cash is received.

CRCOG reports unearned revenue on its financial statements. Unearned revenues arise when resources are received by CRCOG before it has legal claim to them as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when revenue recognition criteria are met or when CRCOG has a legal claim to the resources by meeting all eligibility requirements, the liability for unearned revenue is removed from the financial statements and revenue is recognized.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

CRCOG reports the following major governmental funds:

General Fund

This fund is CRCOG's primary operating fund. It accounts for all financial resources of CRCOG, except those required to be accounted for in another fund.

Public Safety Programs

This fund is used to account for revenues and expenditures incurred in providing various public safety projects to the member municipalities served by CRCOG. The major source of revenues for this fund are State and Federal Grants.

FHWA

This fund is used to account for revenues and expenditures relating to urban and rural transportation planning in the CRCOG planning region. The major source of revenues for this fund are State, Federal and Local Grants.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

Regional Services Grant

This Regional Services Grant is provided by the Office of Policy and Management to carry out statutory planning responsibilities including land use planning, review of zoning and subdivision proposals along town boundaries and review of municipal plans of conservation and development.

Special Projects

This fund was established to enable CRCOG to fund regional projects without the use of state or federal grants. A portion of the available dues each year is allocated for the Regional Program Fund and as the fund grows and project opportunities arise, the fund will be allocated and replenished.

In addition, CRCOG reports the following fund types:

The Pension Trust Fund

This fund is used to account for resources held in trust for the members and beneficiaries of the Capitol Region Council of Governments Employee Money Purchase Pension Plan, which is a defined contribution plan. This plan is discussed more fully in Note 10.

Agency Fund

This fund is used to account for resources held by CRCOG in a purely custodial capacity. CRCOG utilizes this fund to account for assets held for the Capitol Region Partnership.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between certain CRCOG's functions because the elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues.

When both restricted and unrestricted resources are available for use, it is CRCOG's policy to use restricted resources first, then unrestricted resources as they are needed. Unrestricted resources are used in the following order: committed, assigned then unassigned.

D. Deposits and Investments

CRCOG's cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

State statutes authorize CRCOG to invest in obligations of the U.S. Treasury, commercial paper, corporate bonds, repurchase agreements and certain other investments as described in Note 3.

Investments are reported at fair value.

E. Receivables and Payables

Accounts and other receivables consist primarily of claims for reimbursement of costs under various federal and states grant programs and open accounts on services provided to its members. No allowance for doubtful accounts has been included in the financial statements because any uncollectible amounts are considered insignificant.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

F. Interfund Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either “due to/from other funds” (i.e., the current portion of interfund loans) or “advances to/from other funds” (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as “due to/from other funds.”

G. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

H. Capital Assets

Capital assets, which include furniture and fixtures, computers, equipment and leasehold improvements, are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$1,500 and an estimated useful life in excess of three years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets of CRCOG are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Computers	3
Leasehold improvements	5
Office equipment	5
Furniture and fixtures	7

I. Compensated Absences

CRCOG allows employees to accrue vacation and sick leave up to certain limits. Vacation leave accruals are based on length of service. Any vacation leave time carried over to a succeeding year is lost if not used by the end of that year. Sick leave can be accrued to a maximum of 60 days. Upon termination, the employee is entitled to a maximum benefit of 50% of the sick leave accrual or less depending on the length of service. Vacation and sick leave expenditures are recognized in the governmental fund financial statements in the current year when expended, or if the vested amount is expected to be paid with current available resources.

The liability is recorded in the government-wide statement of net position. The General Fund is used to liquidate compensated absence liabilities.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

J. Fund Equity

Equity in the government-wide financial statements is defined as “net position” and is classified in the following categories:

Invested in Capital Assets

This component of net position consists of capital assets, net of accumulated depreciation. There are no outstanding balances of any bonds, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

Restricted

This component of net position consists of restricted assets reduced by liabilities related to those assets. The restrictions are externally imposed by creditors (such as through debt covenants), grantors, contributors or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation. CRCOG currently has no assets under restriction.

Unrestricted

This component of net position consists of net amount of the assets that does not meet the definition of “restricted” or “net investment in capital assets.”

The equity of the fund financial statements is defined as “fund balance” and is classified in the following categories:

Nonspendable Fund Balance

This represents amounts that cannot be spent due to form (e.g., inventories and prepaid amounts).

Restricted Fund Balance

This represents amounts constrained for a specific purpose by external parties, such as grantors, creditors, contributors or laws and regulations of their governments.

Committed Fund Balance

This represents amounts constrained for a specific purpose by a government using its highest level of decision-making authority (Policy Board).

Assigned Fund Balance

For all governmental funds other than the General Fund, this represents any remaining positive amounts not classified as nonspendable, restricted or committed. For the General Fund, this includes amounts constrained for the intent to be used for a specific purpose by the Policy Board.

Unassigned Fund Balance

This represents fund balance in the General Fund in excess of nonspendable, restricted, committed and assigned fund balance. If another governmental fund has a fund balance deficit, it is reported as a negative amount in unassigned fund balance.

K. Accounting Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

L. Subsequent Events

Management has evaluated subsequent events for disclosure and/or recognition in the financial statements through the date that the financial statements were available to be issued, which date is December 6, 2020.

2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budgetary Information

CRCOG's annual budget is a management tool that assists its users in analyzing financial activity for CRCOG's fiscal year ended June 30, 2020. CRCOG's budget includes the General Fund and all special revenue funds.

CRCOG's primary funding sources are member government assessments and federal, state and local grants with grant periods that may or may not coincide with CRCOG's fiscal year. These grants normally are for a 12-month period; however, they can be awarded for periods shorter or longer than 12 months.

Because of CRCOG's dependency on federal, state and local budgetary decisions, revenue estimates are based upon the best available information as to potential sources of funding. CRCOG's annual budget differs from that of a local government in two respects: 1) the uncertain nature of grant awards from other governmental entities, and 2) the conversion of grant budgets to a fiscal year basis.

The resultant final budget is subject to constant change within the fiscal year due to:

- Increases/decreases in actual grant awards from those estimated;
- Changes in grant periods;
- Unanticipated grant awards not included in the budget; and
- Expected grant awards that fail to materialize.

The Policy Board formally approves CRCOG's annual budget, but greater emphasis is placed on complying with grant terms and conditions on a grant by grant basis. These terms and conditions usually specify the period during which costs may be incurred and outline grant restrictions and allowances.

These excess expenditures were funded using available fund balance and do not represent a violation of any regulatory or statutory provisions.

3. CASH, CASH EQUIVALENTS AND INVESTMENTS

The deposit of public funds is controlled by the Connecticut General Statutes (Section 7-402). Deposits may be made in a "qualified public depository" as defined by Statute or, in amounts not exceeding the Federal Deposit Insurance Corporation insurance limit, in an "out of state bank" as defined by the Statutes, which is not a "qualified public depository."

The Connecticut General Statutes (Section 7-400) permits CRCOG to invest in: 1) obligations of the United States and its agencies, 2) highly rated obligations of any state of the United States or of any political subdivision, authority or agency thereof, and 3) shares or other interests in custodial arrangements or pools maintaining constant net asset values and in highly rated no-load open end money market and mutual funds (with constant or fluctuating net asset values) whose portfolios are

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

limited to obligations of the United States and its agencies, and repurchase agreements fully collateralized by such obligations. Other provisions of the Statutes cover specific municipal funds with particular investment authority. The provisions of the Statutes regarding the investment of municipal pension funds do not specify permitted investments. Therefore, investment of such funds is generally controlled by the laws applicable to fiduciaries and the provisions of the applicable plan.

The Statutes (Sections 3-24f and 3-27f) also provide for investment in shares of the State Short-Term Investment Fund (STIF) and the State Tax Exempt Proceeds Fund (TEPF). These investment pools are under the control of the State Treasurer, with oversight provided by the Treasurer's Cash Management Advisory Board and are regulated under the State Statutes and subject to annual audit by the Auditors of Public Accounts. Investment yields are accounted for on an amortized-cost basis with an investment portfolio that is designed to attain a market-average rate-of-return throughout budgetary and economic cycles. Investors accrue interest daily based on actual earnings, less expenses and transfers to the designated surplus reserve, and the fair value of the position in the pool is the same as the value of the pool shares.

Deposits

Deposit Custodial Credit Risk

Custodial credit risk is the risk that, in the event of a bank failure, CRCOG's deposit will not be returned. CRCOG does not have a deposit policy for custodial credit risk. The deposit of public funds is controlled by the Connecticut General Statutes. Deposits may be placed with any qualified public depository that has its main place of business in the State of Connecticut. Connecticut General Statutes require that each depository maintain segregated collateral (not required to be based on a security agreement between the depository and the municipality and, therefore, not perfected in accordance with federal law) in an amount equal to a defined percentage of its public deposits based upon the depository's risk-based capital ratio.

Based on the criteria described in GASB Statement No. 40, *Deposits and Investment Risk Disclosures*, \$3,090,325 of CRCOG's bank balance of \$3,590,425 was exposed to custodial credit risk as follows:

Uninsured and uncollateralized	\$ 2,731,282
Uninsured and collateral held by the pledging bank's trust department, not in the Government's name	<u>359,043</u>
Total Amount Subject to Custodial Credit Risk	<u>\$ 3,090,325</u>

Cash Equivalents

Cash equivalents are short-term, highly liquid investments that are both readily convertible to known amounts of cash and purchased within 90 days of maturity. At June 30, 2020, CRCOG's cash equivalents amounted to \$841,778. The entire balance consisted of investments in the State Treasurer's Short-Term Investment Fund (STIF). As of June 30, 2020, CRCOG's investments in STIF were rated AAA by Standard & Poor's.

B. Investments

As of June 30, 2020, CRCOG had \$2,475,864 invested in equity mutual funds. These investments are maintained in the pension trust fund in the statement of net position.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

Interest Rate Risk

CRCOG does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit Risk - Investments

As indicated above, State Statutes limit the investment options of cities and towns. CRCOG has an investment policy that allows the same type of investments as State Statutes.

Concentration of Credit Risk

CRCOG has no policy limiting an investment in any one issuer that is in excess of 5% of CRCOG's total investments.

Custodial Credit Risk

Custodial credit risk for an investment is the risk that, in the event of the failure of the counterparty (the institution that pledges collateral or repurchase agreement securities to CRCOG or that sells investments to or buys them for CRCOG), CRCOG will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. CRCOG does not have a policy for custodial credit risk. At June 30, 2020, CRCOG did not have any uninsured and unregistered securities held by the counterparty, or by its trust department or agent that were not in CRCOG's name.

Fair Value

The Capitol Region Council of Governments categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements); followed by quoted prices in inactive markets or for similar assets or with observable inputs (Level 2 measurements); and the lowest priority to unobservable inputs (Level 3 measurements).

The Capitol Region Council of Governments' investments are all equity mutual funds categorized as Level 1 fair value measurements as of June 30, 2020, valued using prices quoted in active markets for those securities.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

4. CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2020 was as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Ending Balance</u>
Capital assets being depreciated:				
Furniture and fixtures	\$ 200,085	\$ 3,107	\$	\$ 203,192
Computers	176,785	18,307	(3,657)	191,435
Leasehold improvements	3,690			3,690
Total capital assets being depreciated	<u>380,560</u>	<u>21,414</u>	<u>(3,657)</u>	<u>398,317</u>
Less accumulated depreciation for:				
Furniture and fixtures	(159,633)	(7,549)		(167,182)
Computers	(147,373)	(16,306)	3,657	(160,022)
Leasehold improvements	(3,690)			(3,690)
Total accumulated depreciation	<u>(310,696)</u>	<u>(23,855)</u>	<u>3,657</u>	<u>(330,894)</u>
Total Capital Assets Being Depreciated, Net	\$ <u>69,864</u>	\$ <u>(2,441)</u>	\$ <u>-</u>	\$ <u>67,423</u>

5. INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

The interfund receivables and payables balance at June 30, 2020 are as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
Public Safety Program	General Fund	\$ 45,507
	FHWA	663,097
	Nonmajor Governmental Funds	142,753
Regional Services Grant	General Fund	2,040
Special Projects	General Fund	1,005,378
Nonmajor Governmental Funds	General Fund	<u>682,526</u>
Total		<u>\$ 2,541,301</u>

Interfund receivables and payables generally represent temporary balances arising from reimbursement type transactions.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

Interfund transfers for the year ended June 30, 2020 consisted of the following:

	Transfers In				
	General Fund	FHWA	Regional Services Grant	Nonmajor Governmental	Total Transfers Out
Transfers out:					
General Fund	\$	\$ 696	\$ 2,004	\$ 24,767	\$ 27,467
Public Safety	56,725				56,725
Nonmajor Governmental	4,711				4,711
Total Transfers In	\$ 61,436	\$ 696	\$ 2,004	\$ 24,767	\$ 88,903

Transfers are for regularly recurring operational transfers.

6. UNEARNED REVENUE

The unearned revenue at June 30, 2020 consisted of the following:

	General Fund	Public Safety	FHWA	Regional Services Grant	Nonmajor Governmental	Total Unearned Revenue
Cash Advances	\$ 40,001	\$ 1,078,472	\$	\$ 29,903	\$ 467,623	\$ 1,615,999
Unearned Grant Revenue		513,075	48,992	893,779	168,067	1,623,913
Total	\$ 40,001	\$ 1,591,547	\$ 48,992	\$ 923,682	\$ 635,690	\$ 3,239,912

7. LONG-TERM DEBT

Changes in Long-Term Liabilities

Long-term liability activity for the year ended June 30, 2020 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Governmental Activities:					
Compensated Absences	\$ 225,528	\$ 178,877	\$ (137,954)	\$ 266,451	\$ 160,688

Compensated absences are generally liquidated by the General Fund.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

8. LEASE COMMITMENTS

CRCOG leases approximately 6,800 sq. ft. of office space located on the fourth floor of a building situated at 241 Main Street, Hartford, Connecticut. The original lease was executed on August 21, 1996 and since then it has been amended six times. The latest amendment is dated January 11, 2018, and the lease was renewed for five years through August 2023.

In January 2018, CRCOG entered into a lease with Eversource for replacing overhead lighting in the rented office space. A further agreement was made in April 2018 on the office building lease that these payments, which begin in January 2019, will be deducted from the amount of rent owed on the building lease.

Minimum lease payments under the above lease agreements are as follows:

<u>Year Ending June 30</u>	
2021	\$ 132,798
2022	136,722
2023	137,376
2024	<u>22,896</u>
Total	<u>\$ 429,792</u>

Rent expense totaled \$129,528 for the year ended June 30, 2020.

9. RISK MANAGEMENT

CRCOG is a member of the Connecticut Interlocal Risk Management Agency (CIRMA), an unincorporated association of Connecticut local public agencies, which was formed for the purpose of establishing and administering an interlocal risk management program.

CRCOG is also a member of CIRMA's Workers' Compensation Pool, a risk-sharing pool providing statutory benefits pursuant to the provisions of the Connecticut Workers' Compensation Act. CRCOG pays an annual premium to the pool for its coverage. Premiums are assessed or determined based on the ultimate cost of the experience to date of a group of entities. CRCOG does not accrue for any possible additional loss contingencies as it cannot estimate them from current information about reported and unreported claims. The coverage is subject to an incurred loss retrospective rating plan, and losses incurred will be evaluated at various specified periods after effective date of coverage. The contribution (premium) is also subject to payroll audit at the close of the coverage period.

The agreement for formation of CIRMA provides that the pool will be self-sustaining through member premiums and will reinsure through commercial insurance companies. For the 2019-2020 policy year, reinsurance covered all claims in excess of \$1,000,000 per occurrence without limitation on the excess.

The pooling agreement allows for the pool to make additional assessments to make the pool self-sustaining, CRCOG cannot estimate the amount of such additional assessments and has not been notified that any assessments are forthcoming.

CRCOG continues to carry commercial insurance coverage for all other risks of loss, including commercial liability and automobile and employee dishonesty coverage. CRCOG does not receive any noncash insurance benefits from the federal government as part of any grant program.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

10. FUND BALANCE

The components of fund balance for the governmental funds at June 30, 2020 are as follows:

	<u>General Fund</u>	<u>Regional Services Grant</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
Fund balances:				
Nonspendable:				
Prepays	\$ 95,003	\$	\$	\$ 95,003
Restricted for:				
Grants		80,896	36,372	117,268
Committed to:				
Waste management			78,466	78,466
Capital projects			26,840	26,840
Unassigned	<u>1,576,519</u>			<u>1,576,519</u>
 Total Fund Balances	 <u>\$ 1,671,522</u>	 <u>\$ 80,896</u>	 <u>\$ 141,678</u>	 <u>\$ 1,894,096</u>

11. EMPLOYEE RETIREMENT SYSTEMS AND PENSION PLANS

Pension Trust Fund

A. Plan Description

CRCOG maintains a defined contribution money purchase plan (the Plan) that covers all employees who have completed 6 months of service and have attained age 21. Plan provisions are established and may be amended by the Plan Trustees. At age 65, participants are entitled to a lump-sum payment as a retirement benefit. Employer contributions are vested at 20% per year until completion of 5 years of service, at which time an employee is fully vested. The Plan is noncontributory for employees and provides for employer contributions of 10% of the participant’s salary.

The Plan does not issue stand-alone financial statements and is part of CRCOG’s financial reporting entity since CRCOG has trustee responsibilities related to the participant accounts that contain employer contributions. As such, the Plan is accounted for in the fiduciary fund financial statements as a pension trust fund.

There were 24 plan members as of June 30, 2020. Employer contributions totaled \$168,003 for the year ended June 30, 2020.

B. Summary of Significant Accounting Policies and Plan Asset Matters

Basis of Accounting

The Plan is accounted for using the accrual basis of accounting. Employer contributions are recognized when due, and the employer has made a formal commitment to provide contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of the Plan.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
NOTES TO FINANCIAL STATEMENTS**

Method Used to Value Investments

Plan assets are reported at fair value. Securities traded on national exchanges are valued at the last reported sales price.

Investments are recorded at fair value. Short-term investments are reported at cost, which approximates fair value. Fair value of other securities is determined by the mean of the most recent bid and asked prices as obtained from dealers that make markets in such securities. Investments for which market quotations are not readily available are valued at their fair values as determined by the custodian under the direction of CRCOG, with the assistance of a valuation service. Securities traded on national exchanges are valued at the last reported sales price. Investment income is recognized when earned, and gains and losses on sales or exchanges are recognized on the transaction date.

The following investments in mutual funds represent 5% or more of Plan assets as of June 30, 2020:

Investments:	
AB Large Cap Growth	\$ 213,079
Fidelity 500 Index	223,679
Guaranteed Interest Fund	397,307
Metropolitan West Total Return Bond Plan	230,744
Vanguard Equity - Income Admiral	233,746
Vanguard GNMA Admiral	290,267

12. ECONOMIC DEPENDENCY

A large concentration of revenue is comprised of federal and state grants received from the State of Connecticut. Any loss or significant reduction of these grants could have a significant impact on CRCOG's financial position and program service.

13. CONTINGENT LIABILITIES

In the opinion of CRCOG Counsel, there are no unpaid or pending judgments against CRCOG and no legal proceedings that would adversely affect the financial position of CRCOG.

14. CORONAVIRUS (COVID-19)

On January 30, 2020, the World Health Organization declared the coronavirus to be a public health emergency. On March 10, 2020, the Governor of the State of Connecticut declared a public health emergency and a civil preparedness emergency due to COVID-19.

CRCOG derives a significant portion of its revenues from federal and state assistance. To date, the effects of the coronavirus have not been severe. However, the situation creates uncertainty about the impact of future revenues that might be generated. In addition, at this time, it is uncertain what the effects of the pandemic will be on CRCOG's investment valuation and the future federal and state fiscal relief.

**CAPITOL REGION COUNCIL OF GOVERNMENTS
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND AND SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2020**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>		<u>Positive (Negative)</u>
Revenues:				
Federal government	\$ 4,312,978	\$ 4,361,268	\$ 2,116,637	\$ (2,244,631)
State of Connecticut	1,983,578	1,935,288	3,445,380	1,510,092
Other governmental agencies	1,777,943	1,777,943	1,602,196	(175,747)
Interest income			38,631	38,631
Total revenues	<u>8,074,499</u>	<u>8,074,499</u>	<u>7,202,844</u>	<u>(871,655)</u>
Expenditures:				
Direct:				
Salaries	1,435,678	1,435,678	1,627,795	(192,117)
Telephone	1,100	1,100	1,063	37
Publication, dues and advertising	29,590	29,590	28,726	864
Reproduction and printing	2,200	2,200	325	1,875
Recruitment	3,500	3,500	925	2,575
Computer, software and upgrades	96,702	85,702	55,755	29,947
Equipment maintenance - GIS	7,400	7,400	332	7,068
Computer Services		11,000	10,570	430
Legal	11,750	11,750	4,818	6,932
Supplies, postage and other	7,150	7,150	4,034	3,116
Legislative liaison	24,802	24,802	23,100	1,702
Equipment	14,800	14,800	359,503	(344,703)
Furniture and furnishings	12,460	12,460	10,590	1,870
Leasehold improvements	2,500	2,500		2,500
Food	11,240	11,240	6,770	4,470
Mileage and parking	10,150	10,150	4,520	5,630
Consultants and professional services	222,500	218,500	199,214	19,286
Training and tuition reimbursement	9,200	9,200	5,455	3,745
Conferences and workshops	55,750	55,750	35,795	19,955
Refund			1,853	(1,853)
Rentals		1,000	915	85
Workshops for local governments	2,200	1,200		1,200
Annual meetings	3,500	3,500	(275)	3,775
Legislative reception	500	500		500
Technical support		35,500	4,200	31,300
Network Services		379,417	260,556	118,861
Crumbling foundation		550,000	532,645	17,355
Systems maintenance		302,475	301,106	1,369
Interpreter for the deaf	2,000	2,000		2,000
Spanish language translation	5,500	5,500	1,347	4,153
Polish language translation	2,500	2,500	1,368	1,132
Contingency	30,000	30,000		30,000
Contractual	4,144,784	3,077,393	1,872,024	1,205,369

(Continued on next page)

**CAPITOL REGION COUNCIL OF GOVERNMENTS
BUDGETARY COMPARISON SCHEDULE (CONTINUED)
GENERAL FUND AND SPECIAL REVENUE FUNDS
FOR THE YEAR ENDED JUNE 30, 2020**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Indirect:				
Management support salaries	\$ 590,019	\$ 588,519	\$ 437,582	\$ 150,937
Fringe benefits and payroll taxes	819,468	819,468	759,278	60,190
Bonus		1,500	1,404	96
Rent, maintenance and utilities	141,025	141,025	135,100	5,925
Accounting, audit and pension services	36,000	40,000	40,000	-
Insurance	39,500	38,500	32,793	5,707
Office supplies and expense	17,500	17,500	13,123	4,377
Postage	3,000	3,000	1,021	1,979
Reproduction and printing	13,000	13,000	8,155	4,845
Payroll processing	6,500	6,500	6,424	76
Equipment maintenance	7,500	7,500	4,616	2,884
Computer software and data communications	6,000	6,000	4,204	1,796
Computer services	9,000	9,500	9,215	285
Telephone	12,000	12,500	12,233	267
Publication and dues	7,200	7,200	6,121	1,079
Section 125 administration	1,200	1,200	941	259
Legal services	1,500	1,500	470	1,030
Pension administration	5,000	5,000	4,250	750
	<u>7,864,868</u>	<u>8,064,869</u>	<u>6,831,959</u>	<u>1,232,910</u>
Excess of Revenues over Expenditures	\$ <u>209,631</u>	\$ <u>9,630</u>	370,885	\$ <u>361,255</u>
Other Financing Sources (Uses):				
Transfers in			88,903	88,903
Transfers out			(88,903)	(88,903)
Total other financing sources (uses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Excess of Revenues and Other Financing Sources over Expenditures and Other Financing Uses	\$ <u>209,631</u>	\$ <u>9,630</u>	370,885	\$ <u>361,255</u>
Fund Balances at Beginning of Year			<u>1,523,211</u>	
Fund Balances at End of Year			\$ <u>1,894,096</u>	

**CAPITOL REGION COUNCIL OF GOVERNMENTS
 COMBINING BALANCE SHEET
 NONMAJOR GOVERNMENTAL FUNDS
 JUNE 30, 2020**

EXHIBIT A-1

	Special Revenue							Capital Project	Total Nonmajor Governmental Funds
	FHWA Corridor Studies	Local Government Programs	Policy & Planning Special Projects	Municipal Services	Regional Solid Waste Management	Homeland Security Program	Regional Performance Incentive Program	Capital and Nonrecurring Fund	
ASSETS									
Due from State of Connecticut	\$ 83,668	\$	\$ 22,470	\$	\$	\$ 223,581	\$ 88,433	\$	\$ 418,152
Other governmental grants receivable				20,592					20,592
Due from other funds	130,189			307,073	218,424			26,840	682,526
Total Assets	\$ 213,857	\$ -	\$ 22,470	\$ 327,665	\$ 218,424	\$ 223,581	\$ 88,433	\$ 26,840	\$ 1,121,270
LIABILITIES AND FUND BALANCES									
Liabilities:									
Accounts payable	\$ 86,873	\$	\$ 18,569	\$	\$	\$ 61,806	\$ 33,901	\$	\$ 201,149
Unearned revenue	126,984			327,665	139,958	1,965	39,118		635,690
Due to other funds			3,901			123,438	15,414		142,753
Total liabilities	213,857	-	22,470	327,665	139,958	187,209	88,433	-	979,592
Fund balances:									
Restricted						36,372			36,372
Committed					78,466			26,840	105,306
Total fund balances	-	-	-	-	78,466	36,372	-	26,840	141,678
Total Liabilities and Fund Balances	\$ 213,857	\$ -	\$ 22,470	\$ 327,665	\$ 218,424	\$ 223,581	\$ 88,433	\$ 26,840	\$ 1,121,270

**CAPITOL REGION COUNCIL OF GOVERNMENTS
 COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2020**

	FHWA Corridor Studies	Local Government Programs	Policy & Planning Special Projects	Special Revenue Municipal Services	Regional Solid Waste Management	Homeland Security Program	Regional Performance Incentive Program	Capital Project Capital and Nonrecurring Fund	Total Nonmajor Governmental Funds
Revenues:									
Federal government	\$ 18,557	\$	\$ 23,206	\$	\$	\$ 501,290	\$	\$	\$ 543,053
State of Connecticut	529,555		338,468				202,289		1,070,312
Other governmental agencies	2,890		27,446	68,225					98,561
Total revenues	<u>551,002</u>	<u>-</u>	<u>389,120</u>	<u>68,225</u>	<u>-</u>	<u>501,290</u>	<u>202,289</u>	<u>-</u>	<u>1,711,926</u>
Expenditures:									
Current:									
Direct costs:									
Salaries	87,128	3,328	37,360	15,747		14,665	9,807		168,035
Other	321,834	3,993	304,745	27,185		463,069	180,034		1,300,860
Indirect costs:									
Total expenditures	<u>548,167</u>	<u>12,665</u>	<u>395,932</u>	<u>68,225</u>	<u>-</u>	<u>501,290</u>	<u>205,593</u>	<u>-</u>	<u>1,731,872</u>
Excess (Deficiency) of Revenues over Expenditures	<u>2,835</u>	<u>(12,665)</u>	<u>(6,812)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(3,304)</u>	<u>-</u>	<u>(19,946)</u>
Other Financing Sources (Uses):									
Transfers in		12,665	8,688				3,414		24,767
Transfers out	<u>(2,835)</u>		<u>(1,876)</u>						<u>(4,711)</u>
Total other financing sources	<u>(2,835)</u>	<u>12,665</u>	<u>6,812</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,414</u>	<u>-</u>	<u>20,056</u>
Excess (Deficiency) of Revenues over Expenditures	-	-	-	-	-	-	110	-	110
Fund Balances at Beginning of Year	-	-	-	-	78,466	36,372	(110)	26,840	141,568
Fund Balances at End of Year	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 78,466</u>	<u>\$ 36,372</u>	<u>\$ -</u>	<u>\$ 26,840</u>	<u>\$ 141,678</u>

**CAPITOL REGION OF GOVERNMENTS
STATEMENT OF CHANGES IN FIDUCIARY
ASSETS AND LIABILITIES
AGENCY FUND
FOR THE YEAR ENDED JUNE 30, 2020**

	<u>Balance</u> <u>July 1, 2019</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u> <u>June 30, 2020</u>
ASSETS				
Cash	\$ <u>29,907</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>29,907</u>
LIABILITIES				
Due to others	\$ <u>29,907</u>	\$ <u>-</u>	\$ <u>-</u>	\$ <u>29,907</u>

**CAPITOL REGION COUNCIL OF GOVERNMENTS
INDIRECT RATE CALCULATION
FOR THE YEAR ENDED JUNE 30, 2020**

Indirect Costs:	
Management support salaries	\$ 437,582
Fringe benefits and payroll taxes	759,278
Compensated absences	289,075
Rent, maintenance and utilities	135,100
Accounting, audit and pension services	40,000
Insurance	32,793
Employee merit program	1,404
Office supplies and expense	13,123
Postage	1,021
Reproduction and printing	8,155
Payroll processing	6,424
Equipment	4,616
Computer software and data communications	4,204
Computer services	9,215
Telephone	12,233
Publication and dues	6,121
Legal services	470
Pension administration	4,250
Section 125 Admin	941
Total indirect costs	<u>1,766,005</u>
Depreciation and Amortization Expenses Allocation	<u>23,855</u>
Total	<u>\$ 1,789,860</u>
Total payroll	\$ 1,863,343
Less: indirect payroll	437,582
Less: compensated absences	<u>289,075</u>
Payroll Base	<u>\$ 1,136,686</u>
Indirect Cost Rate	<u>157.46%</u>

**CAPITOL REGION COUNCIL OF GOVERNMENTS
 FINANCIAL SUMMARY FOR THE STATE OF CONNECTICUT
 DEPARTMENT OF TRANSPORTATION
 FOR THE YEAR ENDED JUNE 30, 2020**

	<u>FHWA 11.6-01 (07)</u>	<u>RT 5 EAST WINDSOR</u>	<u>NEW BRIT / HFD</u>	<u>LOTICIP Farm / HFD</u>	<u>LOTICIP Eastern</u>	<u>LOTICIP</u>
Maximum Funds Authorized						
FHWA	\$ 1,604,150	\$ 200,000	\$ 32,000	\$	\$	\$
Conn-DOT - FHWA	152,394	50,000	8,000			
Conn-DOT - FTA				340,000	540,000	1,599,416
Local	<u>248,643</u>					
	<u>\$ 2,005,187</u>	<u>\$ 250,000</u>	<u>\$ 40,000</u>	<u>\$ 340,000</u>	<u>\$ 540,000</u>	<u>\$ 1,599,416</u>
Authorized Expenditures						
Direct Costs:						
Salaries	\$ 679,565	\$ 3,416	\$ 12,905	\$	\$ 9,165	\$ 406,540
Other	160,432	201,141		227,211	503,940	854,315
Indirect Costs	<u>1,070,064</u>	<u>5,381</u>	<u>20,322</u>		<u>14,074</u>	<u>642,783</u>
	<u>\$ 1,910,061</u>	<u>\$ 209,938</u>	<u>\$ 33,227</u>	<u>\$ 227,211</u>	<u>\$ 527,179</u>	<u>\$ 1,903,638</u>
Distribution of Audited Costs						
FHWA	\$ 1,528,049	\$ 167,950	\$ 26,582	\$	\$	\$
Conn-DOT - FHWA	191,006	41,988	6,645			
Conn-DOT - FTA	-			227,211	527,179	1,903,638
Local	<u>191,006</u>					
	<u>\$ 1,910,061</u>	<u>\$ 209,938</u>	<u>\$ 33,227</u>	<u>\$ 227,211</u>	<u>\$ 527,179</u>	<u>\$ 1,903,638</u>
Conn-DOT Responsibility						
FHWA	\$ 1,528,049	\$ 167,950	\$ 26,582	\$	\$	\$
Conn-DOT - FHWA	191,006	41,988	6,645			
Conn-DOT - FTA				227,211	527,179	1,903,638
	<u>\$ 1,719,055</u>	<u>\$ 209,938</u>	<u>\$ 33,227</u>	<u>\$ 227,211</u>	<u>\$ 527,179</u>	<u>\$ 1,903,638</u>
Payments Received						
Payments received through June 30, 2020	\$ 990,639	\$ 202,768	\$ 33,227	\$ 340,000	\$ 540,000	\$ 1,831,560
Payments received after June 30, 2020	631,978	7,170				72,078
Total payments received	<u>1,622,617</u>	<u>209,938</u>	<u>33,227</u>	<u>340,000</u>	<u>540,000</u>	<u>1,903,638</u>
Due from (to) Conn-DOT	<u>\$ 96,438</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (112,789)</u>	<u>\$ (12,821)</u>	<u>\$ -</u>

**CAPITOL REGION COUNCIL OF GOVERNMENTS
 SCHEDULE OF SOURCES AND USES - LOCAL ASSESSMENTS
 FOR THE YEAR ENDED JUNE 30, 2020**

SOURCES

Local Assessments	\$	780,471	
Local Government Programs		<u>120,900</u>	
			\$ <u><u>901,371</u></u>

USES

Fund Transfers:

Transportation (Match Requirements)	\$	185,257	
Regional Solid Waste Management		<u>250,000</u>	
			\$ 435,257

Council Administration:

Direct Expenditures		95,229	
Use of Fund Balance		<u>370,885</u>	
			<u>466,114</u>

Total Uses			\$ <u><u>901,371</u></u>
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