

Notes to Power point presentation – FUND BALANCE WORKSHOP

Slide 1 –

The following presentation will go in line-by-line detail of current year budget to actual to determine true current year remaining fund balance.

Slide 2 –

The Board has established policies in place regarding minimum fund balance to be retained. This should be kept in mind as we move forward in our discussion.

Slide 3 –

Ad Valorem Taxes is used to operate and appropriate the general fund. In the current year, CTAC determine it needed \$3,221,414 of the Fund Balance to maintain operations. An unexpected increase of interest income in the State Board of Administration account will reduce the amount of fund balance needed to operate by at least \$550,845.

Slide 4 –

Several positions budgeted for FY 22-23 took several months to hire after October 1st. We are currently fully staffed. As such, we expect to spend an additional \$411,407 between July & September for personnel. This will cause remaining budget of \$111,881.

Slide 5 –

In the current year, Professional Services and Contractual Services were tightly budgeted. Travel - Staff attended or will attend all conferences as budgeted. Therefore, we are not expecting remaining budget in these categories.

Slide 6 –

Communications includes internet, phones, IT support & other connectivity expense. This was budgeted based on trends & invoices and assumptions for unrealized increases. This may have a remaining budget of \$18,318.

Freight & Postage is not being spent as budgeted and should have \$1,557 remaining budget.

Utility Service was budgeted based on trends & invoices and is expected to have zero remaining budget.

Rental & Leases may have \$1,837 remaining due to over-estimating the expense.

Insurance was budgeted based on trends & invoices and is expected to have zero remaining budget.

Repairs & Maintenance budget is expected to be fully remaining in the amount of \$2,800.

Printing & Binding – We completed all projects as budgeted for zero remaining budget.

Promotional Activities – we are hopeful to proceed with several promotional activity projects, but may end up with approximately \$1,445 remaining.

Slide 7 –

Other Curr Chgs & Obligations pertains to miscellaneous charges such as credit card or bank fees fees and other unknown business charges. We may have about \$2,074 remaining.

Office Materials & Supplies was generously budgeted, yet frugally managed, we may have remaining budget of \$6,319.

Operating Supplies may include name plates, software, cleaning supplies and other consumables as needed for operating purposes. This line item was generously budgeted, yet frugally managed. We may have \$40,359 of budget remaining.

Books Subscriptions & Memberships was budgeted based on trends & invoices and is expected to have zero remaining budget.

Training & Education - Staff attended or will attend all conferences as budgeted. We may have \$1,585 of budget remaining.

Slide 8 -

Aid To Private Organizations – Most of the budget has been contracted and encumbered. Aid dollars that may not be spent by end of FY 2023 include:

All Children can Learn What They Need To Be Successful is fully encumbered, however, one provider has informed the CTAC that approximately \$200,000 will remain unspent; Social & Emotional Learning has an encumbered contract in the amount of \$86,000. This leaves \$39,000 of budget remaining; Mentoring & Character Building is currently under RFP for next fiscal year. This leaves \$500,000 remaining; Emergent Needs funding may have up to \$50,000 expended by September 30th. This leaves \$100,000 of budget remaining. Total remaining budget for Aid To Private Organizations is \$839,000.

Slide 7 –

Transfer out to Capital from the General Fund is \$1,000,000. This leaves \$5,237 of Capital budget remaining. Appropriated Reserves is fully remaining.

The FY 2023 estimated remaining budget is \$1,683,653 added to Fund Balance.

Slide 9 –

This is a Summary projection of Income & Expenses through September 30, 2023. Revenues are expected to be at \$9,424,185. Total Expenses are expected to be at \$10,401,404. This leaves a deficit of \$977,219 subtracted from Fund Balance.

Slide 10 –

This exhibit explains Unassigned “useable” fund balance as evidenced and summarized from previous slides.

The General Fund Beginning Balance is per the Audited Financial Statements – year ended 2022.

Increase the fund balance by the Unexpended Budget expenses as reviewed in slides 4 – 7.

Reduce the fund balance by the expected deficit as reviewed in slide 9.

Reduce the fund balance by the required reserve per TRIM rules.

Reduce the fund balance per Board Policy 2.4

This leaves a total remaining Unassigned fund balance of \$7,863,547.

Slide 11 –

This exhibit depicts fund balance that is assigned to specific projects or grants and deemed spendable or usable only by those projects or grants. These funds include the Capital Fund, the Special Revenue Fund (Pritzker) and the Collaborative Task Force Fund – Current balances relate to the Opioid project.

Slide 12 –

The addition of the Assigned Fund Balance and the Unassigned Fund Balance is \$10,150,754. This is what we believe will be the Beginning Fund Balance for the total CTAC budget in fiscal year 2023-24.

Slide 13 –

This Is the Tentative Proposed Budget. This budget is increased by \$36,152 as compared to the approved Tentative Budget brought to the Board on July 10, 2023. This is because rent negotiations in the current building have been finalized and went from 2 months of additional time to 6 months of additional time in this building.

QUESTIONS?