

**CHILDREN'S BOARD OF HILLSBOROUGH COUNTY**

**FISCAL YEAR 2011 BUDGET**

**October 1, 2010 - September 30, 2011**

Attachment #1

*BUDGET OVERVIEW*

Millage Rate	0.5000		0.5000		Expense %	NARRATIVE
	FY 10 Budget	Revised FY 10 Budget	Estimated FY 10 Actual	FY 11 Budget		
<b>Beginning Fund Balance</b>	\$ 17,751,057 *	\$ 17,751,057 *	\$ 17,751,057 *	\$ 14,854,389		Projected FY 2010 Ending Balance - Beginning Balance in FY 2011
<b>Beginning Cash Balance</b>	\$ 22,431,118 *	\$ 22,431,118 *	\$ 22,431,118 *	\$ 19,534,450		Projected Balance
<b>Prior Year Expenditures Paid</b>	\$ (5,586,158)	\$ (5,586,158)	\$ (5,586,158)	\$ (4,680,061)		The difference between cash balance & fund balance is the program contract payables and the account payables expensed in prior year but paid in current year.
<b>REVENUES</b>						
Estimated Assessed Valuations	\$ 73,415,622,752	\$ 73,415,622,752	\$ 73,415,622,752	\$ <b>65,116,419,986</b>		Based on a Property Appraiser's final estimate of the taxable assessed value for 2010 Property Rolls. Represents a 11.3% decrease in the tax base from FY 2010.
Millage Rate	0.5000	0.5000	0.5000	<b>0.5000</b>		
Total Tax Revenue based on Assessed Valuations	36,707,811	36,707,811	36,707,811	32,558,210		Estimated 11.30% decrease in tax base in FY 2011 at this time per Hillsborough County Property Appraiser
Expected/Actual Collection Rate	95%	95%	95.11%	95%		Tax Collector collection rate budgeted at 95% to account for early payment of taxes that include the discount.
Ad-Valorem Taxes	34,872,420	34,872,420	34,911,981	30,932,998		Dependent upon millage rates and property values. We are using a tax base decrease of 11.3% from the Hillsborough County Property Appraiser's office budgeted at a 95% collection rate to adjust for discounts.
Delinquent Ad-Valorem Taxes	75,000	75,000	70,000	75,000		Late property taxpayer collections classified as delinquent revenue. The Delinquent Ad-Valorem tax revenue is a conservative estimate based on prior years collections.
Excess Fees Distribution-Tax Collector	296,240	296,240	296,240	262,745		The net overpayment of the 2% Hillsborough County Tax Collection fees returned to CBHC. These fees are budgeted in the non-operating section below.
Gain/Loss on Investments	(150,000)	(150,000)	100,000	(181,000)		The estimated write down recognized each year as the investments from LGIP Fund B lose their liquidity. Total of \$489,384 remains in fund B at this time. The balance was written down by a total of \$271,227 at the end of FY 09.
Interest Income	442,000	442,000	110,000	232,358		Current interest rate is .25%. The <b>FY 11</b> interest is budgeted at .60% to .90% for the year.
Miscellaneous Revenue	1,139,985	1,139,985	1,183,285	973,040		<b>FY 10 Estimated Actual</b> includes two one time grants not budgeted for. <b>FY 11 Budget</b> - ELC rental income \$60,444, Heart Gallery donations \$10,000, other misc revenue of \$3,500, ELC Fiscal Agent Fees \$52,000 and employee lease revenue \$847,095. <b>Schedule No. 1</b>
Revenues from Agencies	<u>2,407,004</u>	<u>2,407,004</u>	<u>3,619,101</u>	<u>4,062,766</u>		<b>FY 10 Estimated Actual</b> includes \$600,000 additional Targeted Case Management funding, additional ASO funding from new sources & a one time grant not originally budgeted for. <b>FY 11 Budget</b> - School Board investment in FASST \$160,000, 21st Century \$695,900 Heart Gallery stakeholder contributions \$55,000, DCF adoption support \$225,000, TCM revenue of \$1,100,000, United Way ASO \$50,000, EFSP ASO \$200,000, DCF ASO \$450,000, BNET ASO \$200,000, HKI ASO \$800,000, Healthy Start ASO \$50,000, ASO Admin fees \$50,000 & United Way Partners of Hillsborough \$26,866. <b>Schedule 1</b>
<b>TOTAL REVENUES</b>	<b>39,082,649</b>	<b>39,082,649</b>	<b>40,290,607</b>	<b>36,357,907</b>		Total Budgeted Revenues.
<b>PROGRAM EXPENDITURES</b>						
Continuation Funding	31,417,498	31,908,091	31,970,261	31,683,043		<b>FY 11</b> Continuation contracts for programs are reduced by approximately 4% of the CBHC funding. The total continuation budget includes estimated contributions from other funders of \$1,750,000 for ASO expenditures and \$593,593 from a Federal Grant. <b>See Detailed Attachment.</b>
New Program Funding	1,205,000	1,205,000	1,205,000	400,000		<b>FY 11</b> New Funding is a total of \$400,000 for one time funds such as technical assistance.
CBHC Resource Center Program	182,463	182,463	158,309	183,409		Expenses for the CBHC Library & Resource Center. 2 FTE's & 1.0 PPT are included in the Resource Center budget.
Administrative Services Organization Program	417,723	417,723	428,867	430,436		<b>FY 11 Budget</b> includes 6 FTE's. A net increase of \$12,713 in salary & fringe expense after moving 1 FTE to this program. \$50,000 in administrative fee revenue is received by CBHC to offset the additional cost.
Kidscreate Children's Art Gallery Program	116,435	116,435	115,499	116,397		1.0 FTE is included in the budget.
Heart Gallery Program	249,854	249,854	261,671	283,424		Heart Gallery's net expense to CBHC is projected at \$133,423 for <b>FY 11</b> . CBHC dollars spent on this project are reimbursed at approx. 40%. 2.0 FTE's and .5 PPT are included in the Heart Gallery Budget.
Expenditures Related to Program Support	<u>390,103</u>	<u>390,103</u>	<u>532,624</u>	<u>582,350</u>		<b>FY 10 Estimated Actual</b> was over budget because we moved the \$200,000 public education & awareness budget from the advertising line item to this line item. There is a corresponding reduction in the other expense line item below. <b>FY 11 Budget</b> includes the cost of the public awareness & education activities, printing of documents specifically related to programs, internet radio, Wednesday's child, rev max-TCM, community strategic planning activities, policy and advocacy activities and training. <b>Schedule 2</b>
Subtotal Program Contracts	33,979,076	34,469,669	34,672,231	33,679,059	80.3%	<b>FY 11 Budgeted</b> Program Expenditures are projected to decrease by 2.8% from <b>FY 10 Estimated Actual</b> .

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EXPENDITURES - ADMINISTRATIVE/OPERATIONAL						
<u>Personnel &amp; Fringe Expenditures:</u>						
Salaries						
Regular Salaries	3,759,602	3,759,602	3,667,214	3,739,455		<b>FY 10 Estimated Actual</b> includes 3 furlough days for 6 ET staff & 2 furlough days for all other staff plus an estimated lapse in spending of \$92,388. <b>FY 11 Budget</b> does not include any furlough days for staff in addition to a net decrease of .54% or \$20,147 over <b>FY 10 Budget</b> after the transfer of 1 FTE from the program budget to salaries. No merit increase or MEA is included in <b>FY 11 Budget</b> . There is no change from FY 10 in the total 49.50 FTE's plus 11 FTE's included in program lines above for a total of 60.50 FTE's. See Detail for additional savings.
Temporary Employees	58,827	58,827	58,827	70,065		.50 additional permanent part time employee added to FY 2011 budget for the facilities/conference center.
Total Salaries	3,818,429	3,818,429	3,726,041	3,809,520		<b>FY 11 Budget</b> reflects an decrease of .23% or \$8,909 from <b>FY 10 Budget</b> .
Fringe Benefits	1,501,219	1,501,219	1,379,821	1,493,801		<b>FY 11 Budget</b> has decreased by .50% or \$7,418 from <b>FY 10 Budget</b> .
Professional Fees - Temp.	0	0	0	0		
Total Personnel & Fringe Expenditures	5,319,648	5,319,648	5,105,862	5,303,321		<b>FY 11 Budget</b> Salaries and benefits has decreased by .31% or \$16,327 over <b>FY 10 Budget</b> .
<u>Non-Personnel Expenditures:</u>						
Consultation/Support Fees	16,840	16,840	27,350	8,700		Consultants for board development, accounting software, communication activities.
Office Occupancy	317,376	317,376	311,373	356,097		Repair, maintenance, service contracts for building, equipment, and computer and software maintenance, utilities, pest control, security, and lawn maintenance. <b>FY 11 Budget</b> has increased because of additional cleaning services & an increase in electric costs.
General Insurance	60,000	60,000	50,000	60,000		Coverage for building and equipment and bond for secretary/treasurer & chairman. <b>FY 10 Estimated Actual</b> was less than budgeted because the insurance quote is always received later in the budget cycle and was unknown.
Printing and Supplies	65,061	65,061	61,137	92,430		Includes printing, copying, office supplies, software, & postage/shipping. <b>The FY 11 Budget</b> reflects an increase due to add'l expenditures of \$6,000 related to the new federal grant as well as planned facility repairs. Expenses for computers was moved from capital to this line item in the <b>FY 11 Budget</b> .
Other Expenses	221,732	221,732	41,577	28,210		Expenditures are for TRIM advertising, special district fees, promotional events, delivery services and bank service fees. <b>FY 10 Budget</b> includes \$200,000 communications public education and awareness fees that was moved to expenditures related to program support in the <b>FY 10 Estimated Actual</b> and <b>FY 11 Budget</b> . <b>Schedule 3</b>
Dues & Subscriptions	44,068	44,068	12,728	15,128		Includes memberships, dues and subscriptions & on-line subscriptions. <b>FY 11 Budget</b> has been decreased because Learning and Growth Acteva was included in expenditures related to program support above.
Travel & Training	54,919	54,919	50,337	57,875		Travel & training for CBHC staff. <b>FY 11 Budget</b> includes training In-house and on-line services for staff's individual development plans (IDP's). <b>Schedule 4</b>
Tot. Non-Personnel Expend.	779,996	779,996	554,502	618,440		<b>FY 11 Budget</b> reflects a 20.7% decrease.

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<u>Statutory/Required Administrative Expenditures:</u>						
Professional Fees - Legal	30,000	30,000	30,000	35,000		<b>FY 11 Budget</b> has increased because of an anticipated increase in legal fees for the board attorney.
Accounting & Auditing	33,388	33,388	36,000	34,000		Budgeted for our annual audit.
Staff Support Consulting Fee-Civil Service	<u>15,702</u>	<u>15,702</u>	<u>10,130</u>	<u>15,924</u>		Civil Service fee costs paid to Hillsborough County.
Total Statutory/Required Administrative Expend.	79,090	79,090	76,130	84,924		
<b>TOTAL OPERATING EXPENDITURES</b>	6,178,734	6,178,734	5,736,494	6,006,685	14.3%	<b>FY 11 Budget</b> reflects a \$172,049 decrease over <b>FY 10 Budget</b> .
Total Capital Expenditures	<u>21,650</u>	<u>21,650</u>	<u>21,650</u>	<u>0</u>	0.0%	The cost for computers was moved from this line to supplies in the <b>FY 11 Budget</b> .
<b>TOTAL OPERATING &amp; CAPITAL EXPENDITURES</b>	6,200,384	6,200,384	5,758,144	6,006,685	14.3%	<b>FY 10 Estimated Actual</b> is 7.14% under <b>FY 10 Budget</b> . <b>FY 11 Budget</b> has decreased by 3.1% over the <b>FY 10 Budget</b> .
<b>TOTAL EMPLOYEE LEASE EXPENDITURES</b>	1,015,650	1,015,650	1,040,523	847,096	2.0%	Early Learning Coalition leased employee expenditures offset by revenues above.
<b>EXPENDITURES - NON-OPERATING</b>						
Tax Collectors' Fee	697,448	697,448	700,000	618,659		Nonnegotiable two percent fee on Ad-valorem tax revenues collected (F.S. 192.091)
Property Appraiser's Fee	295,246	295,246	292,829	262,931		Nonnegotiable percentage of Property Appraiser's Budget mandated by F.S. 192.091
Community Redevelopment Agencies	652,841	652,841	622,841	527,857		Nonnegotiable Community Redevelopment Tax based on 95% of incremental increase value of millage assessments (F.S. 163.387).
City Storm water Tax	<u>850</u>	<u>850</u>	<u>706</u>	<u>1,000</u>		Nonnegotiable special assessment by the City of Tampa based on real property size.
<b>TOTAL - NON-OPERATING EXPENDITURES</b>	1,646,385	1,646,385	1,616,376	1,410,447	3.4%	
<b>TOTAL EXPENDITURES</b>	42,841,495	43,332,088	43,087,275	41,943,287		Total <b>FY 11 Budgeted</b> Expenditures are projected to decrease 3.2% from <b>FY 10 Revised Budget</b> .
<b>RESERVES</b>						
Building & Capital Reserve	100,000	100,000	100,000	100,000		Board directed annual accumulative building & capital contingency. Each year an analysis of the appropriate amount needed will be performed. Used for roof/AC, MIS upgrades, etc. Total reserve balance is \$300,000 at 9/30/10.
<b>TOTAL EXPENDITURES &amp; RESERVES</b>	<u>42,941,495</u>	<u>43,432,088</u>	<u>43,187,275</u>	<u>42,043,287</u>		
<b>NET INCOME (LOSS)</b>	<u><b>(3,858,846)</b></u>	<u><b>(4,349,439)</b></u>	<u><b>(2,896,668)</b></u>	<u><b>(5,685,380)</b></u>		Overall effect of budget and estimated actuals - Increase (Decrease) of the fund balance
<b>RESOURCES</b>						
<b>Fund Balance Reserved for FY2010 Encumbrances and Budget Amendments</b>	\$0	\$149,853	\$862,155	\$0		
<b>Fund Balance Reserved for FY2010/FY2011</b>	<u>\$3,858,846</u>	<u>\$3,858,846</u>	<u>\$84,362</u>	<u>\$5,685,380</u>		Funds carried forward from prior years
<b>RESOURCES AND NET INCOME</b>	<u><b>\$0</b></u>	<u><b>(\$340,740)</b></u>	<u><b>(\$1,950,151)</b></u>	<u><b>\$0</b></u>		
Ending Fund Balance	13,892,211	13,401,618	14,854,389	9,169,009		Board designated operating reserve 5.01% (\$2,106,369); Reserve for future commitments of currently funded programs (\$7,062,640)
Ending Cash Balance	18,572,272	18,081,679	19,534,450	13,849,070		
				36,976,763	87.95%	Total Direct Expenses
				2,808,981	6.68%	Total Administrative/Indirect Expenses
				<u>2,257,543</u>	<u>5.37%</u>	Total Non-Operating Expenses
				\$42,043,287	100.00%	Totals

\* FY'09 Audited Actual