



CHILDREN'S TRUST REGULAR BOARD MEETING MINUTES

June 12, 2023, at 4:00 PM

CTAC, 802 NW 5th Ave, Gainesville, FL 32601

Call to Order

Chair Tina Certain called the meeting to order at 4:00 PM.

Roll Call

PRESENT

Chair Tina Certain
Vice Chair Lee Pinkoson
Treasurer Ken Cornell
Member Shane Andrew
Member Judge Denise R. Ferrero
Member Nancy Hardt – attended virtually
Member Maggie Labarta
Member Patricia Snyder
Member Cheryl Twombly

Agenda Review, Revision, and Approval

Item 12 was moved to before the Chair's Report.

Motion to approve the agenda with modifications made by Member Labarta, Seconded by Vice Chair Pinkoson.

Motion was unanimously approved by voice vote.

Consent Agenda

1. Board Attendance YTD
2. 4.17.23 Program Funding Workshop Minutes
3. 5.8.23 Regular Board Meeting Minutes
4. 5.8.23 Board Meeting Evaluation - Survey Results
5. May Sponsorships
6. Monthly Budget Review
7. Programmatic Award and Expense Report
8. April 2023 Checks and Expenditures Report

9. May 2023 Checks and Expenditures Report

General Public Comments

Chair's Report

Executive Director's Report

10. 6.12.23 ED Report

ED Kiner noted that the Trust is succeeding at widening the visibility of our services, she thanked the staff for their community engagement. She also provided thanks to the Steering Committee members, and all involved toward the finalization of the strategic plan.

Committee Updates

11. Strategic Plan

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Chair of the Steering Committee, Cheryl Twombly moved to adopt the proposed strategic plan with modifications, Seconded by Member Cornell.

Motion was unanimously approved by voice vote.

New Business

12. Audit

The FY2022 Financial Statements and Independent Auditor's Report was completed by Ron Whitesides and Heather Donovan from the auditing firm, Purvis Gray. Mr. Whitesides presented the audit reporting no issues or concerns.

Motion made by Member Cornell, Seconded by Member Labarta to receive the report.

Motion was unanimously approved by voice vote.

13. Budget

Executive Director Marsha Kiner presented the proposed millage rate and budget to the board. Three options were discussed for the millage rate: the maximum rate of .5000 mills, the current rate of .4612 mills, and the rollback rate of .4015 mills. Ms. Kiner discussed the revenues and expenses expected for the fiscal year 2023/2024 and recommended a tentative millage rate of .4612. Board members expressed approval of the suggested millage rate, and majority of proposed budget changes, however Member Cornell would like to see an increase in the budget for programs funding. Vice Chair Pinkoson questioned if increasing the program funding would lower the fund balance. He suggested staff reach out to the Alachua County Property Appraiser to get an idea of how new construction in the county might affect future ad valorem taxes. Member Hardt reminded the board to view the budget and funding through the lens of the newly approved strategic plan.

Motion made by Member Cornell, Seconded by Vice Chair Pinkoson to proceed with the proposed millage rate of .4612 and proposed budget for FY 2023/2024, to approve Resolution 2023-7 and Resolution 2023-8.

Motion was approved by Members Andrew, Certain, Cornell, Labarta, Pinkoson, Snyder and Twombly.

Judge Ferrero abstained from this vote.

For Your Information

14. New Building Update

ED Kiner reported that the property at 4010 NW 25th Place was contracted by another party, therefore the Trust will be considering other properties as they appear on the market.

General Public Comments

Board Member Comments

Next Meeting Dates

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Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

Regular Board Meeting - Monday, August 14th, 2023 @ 4:00 PM
Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

Adjournment

Chair Tina Certain adjourned the meeting at 5:03 PM.

COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

CTAC Members
Children's Trust of Alachua County
Gainesville, Florida

We have audited the financial statements of the governmental activities and each major fund of the Children's Trust of Alachua County (CTAC) for the year ended September 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and Chapter 10.550, *Rules of the Auditor General*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated August 18, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by CTAC are described in Note 1 to the financial statements. During the year ended September 30, 2022, CTAC adopted new accounting guidance by implementing the provisions of Governmental Accounting Standards Board (GASB) Statement No. 87, *Leases*, as described in Note 1 to the financial statements. There were no financial statement impacts as a result of the implementation of this statement. We noted no transactions entered into by CTAC during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- Management's estimate of the net Other Postemployment Benefits (OPEB) liability for CTAC's OPEB provided to its employees is based on an actuarial valuation performed by a qualified actuary. The net OPEB liability represents the difference between the value of OPEB plan assets and the total OPEB liability, which is measured using various actuarial assumptions. These actuarial assumptions, if changed, could have a significant impact on the recorded amounts.

CERTIFIED PUBLIC ACCOUNTANTS

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Members of American and Florida Institutes of Certified Public Accountants
An Independent Member of the BDO Alliance USA

CTAC Members
Children's Trust of Alachua County
Gainesville, Florida

- As a participating employer in the Florida Retirement System (FRS), a cost-sharing multiple-employer pension plan, CTAC records its share of the FRS net pension liability and deferred outflows and inflows. These amounts are based on an actuarial valuation performed by a qualified actuary retained by the FRS. The net pension liability represents the difference between the value of pension plan assets and the total pension liability, which is measured using various actuarial assumptions. Further, CTAC's allocation of the total net pension is based on its contributions for the year as a percentage of total contributions into the plan. If these assumptions were changed, the reported amounts could have a significant impact on the amounts recorded.
- Management's estimate of compensated absences, which is based on payroll data as of year-end, including the employees' current rate of pay and accrued hours for paid time off.

We evaluated the key factors and assumptions used to develop the estimates described above in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with CTAC management in performing and completing our audit; however, commencement and completion of the audit was delayed due to timing of receipt of requested audit documentation.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were no such misstatements.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated June 1, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to CTAC's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

CTAC Members
Children’s Trust of Alachua County
Gainesville, Florida

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as CTAC’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

The following accounting pronouncements will be applicable in subsequent fiscal years:

- **GASB Statement No. 96, *Subscription-Based Information Technology Arrangements (SBITA)***—GASB has issued GASB Statement No. 96, SBITAs, with an effective date for reporting periods beginning after June 15, 2022. This new standard, with certain exceptions, will now require that governments recognize a subscription liability for the amount owed on contracts offset by a capitalized asset for all contracts meeting the definition of a SBITA. We recommend CTAC begin preparing for implementation of the new standard by making a list of all applicable subscription agreements with their key terms, such as duration, renewal options, payment amounts and escalation clauses, cancellability, etc., for evaluation under the new standard.

Other Matters

We applied certain limited procedures to management’s discussion and analysis and the budgetary comparison information, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding 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 did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Capital Projects Fund, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of CTAC Members and management of CTAC, and is not intended to be, and should not be, used by anyone other than these specified parties.



June 1, 2023
Gainesville, Florida



CHILDREN'S TRUST OF ALACHUA COUNTY

2023/24 PROPOSED BUDGET

Purpose: To provide overview of FY 2023/24 budget and obtain input from Trust Board

MISSION STATEMENT

The Children’s Trust of Alachua County funds and supports a coordinated system of community services that allows all youth and their families to thrive.

VISION STATEMENT

Facilitate equitable access and opportunities for all children and families in Alachua County to ensure every child reaches their maximum potential.



FY 2023/24 Ad Valorem Revenues

<u>Millage Rate</u>	<u>Revenues</u>
.5000 Maximum Rate	\$10,022,500
.4612 Current Rate	\$ 9,244,754
.4015 Roll Back	\$ 8,471,650

The authority for the CTAC to collect and utilize Ad Valorem (also commonly referred to as “property taxes”) is established pursuant to Florida Statute 125.901 (2018) and Alachua County Ordinance 18-08 as approved by the Electorate.

FY 2023/24 Ad Valorem Revenues

Recommendation

Estimated Ad Valorem Revenues: \$9,244,754

- Keep the Current Rate - .4612 mill
 - An increase of \$386,111 or 4.2% over 2023 budgeted revenues.
 - Save taxpayers \$777,746.00 (.500 mills)

Property Values:

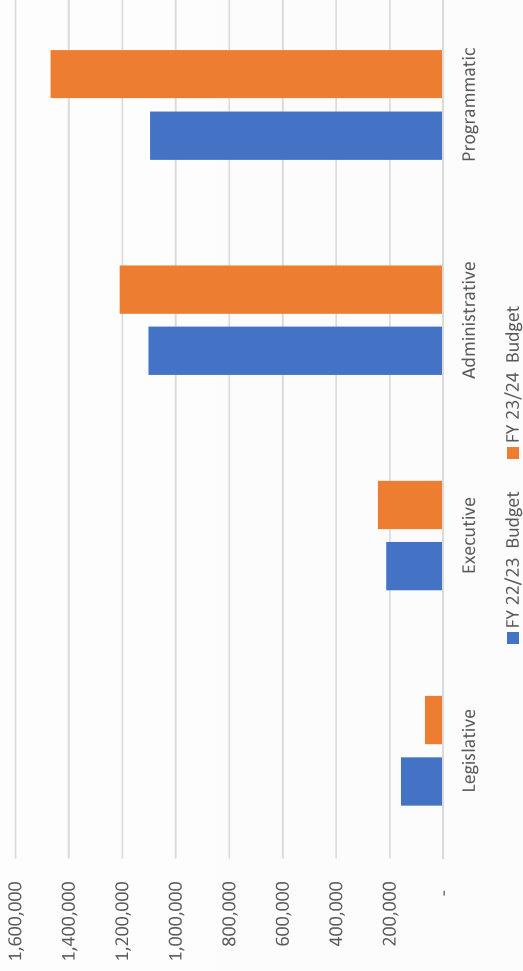
- The AC Property Appraiser's ESTIMATED Gross Taxable Value has increased by 10.5%
- The TRIM process requires an assumption of 95% collection rate.
- The net effect results in increased Ad Valorem Revenues of 4.2% when compared to the Prior Year Budget.

FY 2023 vs. FY 2024 Budget

	FY 22/23	FY 23/24		
	Budget	Budget	▲ \$	▲ %
Revenues				
Ad Valorem Taxes	8,858,643.00	9,244,754.00	386,111	4.2%
Interest and Grants/Contributions	260,886.00	531,709.00	270,823	50.9%
Other Sources (Use of FB)	3,221,414.00	1,138,967.00	(2,082,447)	-182.8%
Capital Revenue - Buildings	2,000,000.00	3,000,000.00	1,000,000	33.3%
Total Revenues	14,340,943.00	13,915,430.00	(425,513)	-3.1%
Expenditures				
Salaries & Benefits	1,441,966	1,477,015	35,049	2.4%
Operating	2,004,438	2,164,779	160,341	7.4%
Grant Awards (Programs)	7,773,302	6,166,927	(1,606,375)	-26.0%
Grants & Awards (Special Revenue Fund)	116,000	106,709	(9,291)	-8.7%
Transfers	1,005,237	1,000,000	(5,237)	-0.5%
Sub-Total Expenditures	12,340,943	10,915,430	(1,425,513)	-13.1%
Capital Outlay - Buildings	2,000,000	3,000,000	1,000,000	33.3%
Total Expenditures	14,340,943	13,915,430	(425,513)	-3.1%

FY 2023 vs. FY 2024 Budget Operating Expenses by Function

FY23 vs FY24 Operating Expenditures
By Function



	▲ \$	▲ %
Legislative	(89,630.00)	-130.6%
Executive	30,934.00	12.7%
Administrative	107,712.00	8.9%
Programmatic	372,183.00	25.4%

FY 2023 vs. FY 2024 Budget By Fund



	\$	%
Fund 001: General Fund	(1,230,416.00)	-11.4%
Fund 101: Special Revenue	(149,177.00)	-139.8%
Fund 102: Literacy Task Force	40,000.00	100.0%
Fund 301: Capital Project Fund	1,000,000.00	33.3%

Program Funding

GOALS / STRATEGIES

	2023 Budgeted Funding	2024 Budgeted Funding
➤ TOTAL GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY	\$ 1,081,593.65	\$ 527,319.11
➤ TOTAL GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL	\$ 4,807,140.78	\$ 4,914,922.83
➤ TOTAL GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS	\$ 711,981.76	\$ 579,962.67
➤ TOTAL GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY	\$ 98,875.46	\$ 61,374.28
➤ SOCIAL & EMOTIONAL LEARNING.....	\$ 125,000.00	\$ 0.00
➤ MENTORING & CHARACTER BUILDING	\$ 500,000.00	\$ 500,000.00
➤ EMERGENT NEEDS FUNDS	\$ 150,000.00	\$ 150,000.00
➤ COMMUNITY ENGAGEMENT / SPONSORSHIPS	\$ 50,000.00	\$ 50,000.00
	<u>\$7,524,591.65</u>	<u>\$6,783,578.89</u>



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Fund Balance Summary 9.30.23

Fund Balance - Beginning of Year 10/1/2022.....	11,442,552
Total Revenues Through May 31, 2023.....	9,691,702
Expenditures Through May 31, 2023.....	(4,038,415)
Encumbrances Through May 31, 2023.....	(4,259,994)
Estimated Expenditures June through Sept.....	(6,082,575)
Estimated Unallocated Fund Balance.....	<u>6,753,270</u>

Board Policy 2.40 Fund Balance, (1) To the extent feasible, the CTAC's unassigned plus assigned fund balances will be at a minimum of 2 months of annual appropriations.

Taxpayer Examples

If Average Assessed Value 2024: \$200,000

\$200,000 appraised value with
homestead exemption of \$50,000

Millage	CSC Tax
0.4612	\$69.18
0.5000	\$75.00

\$200,000 appraised value with w/o
homestead exemption of \$50,000

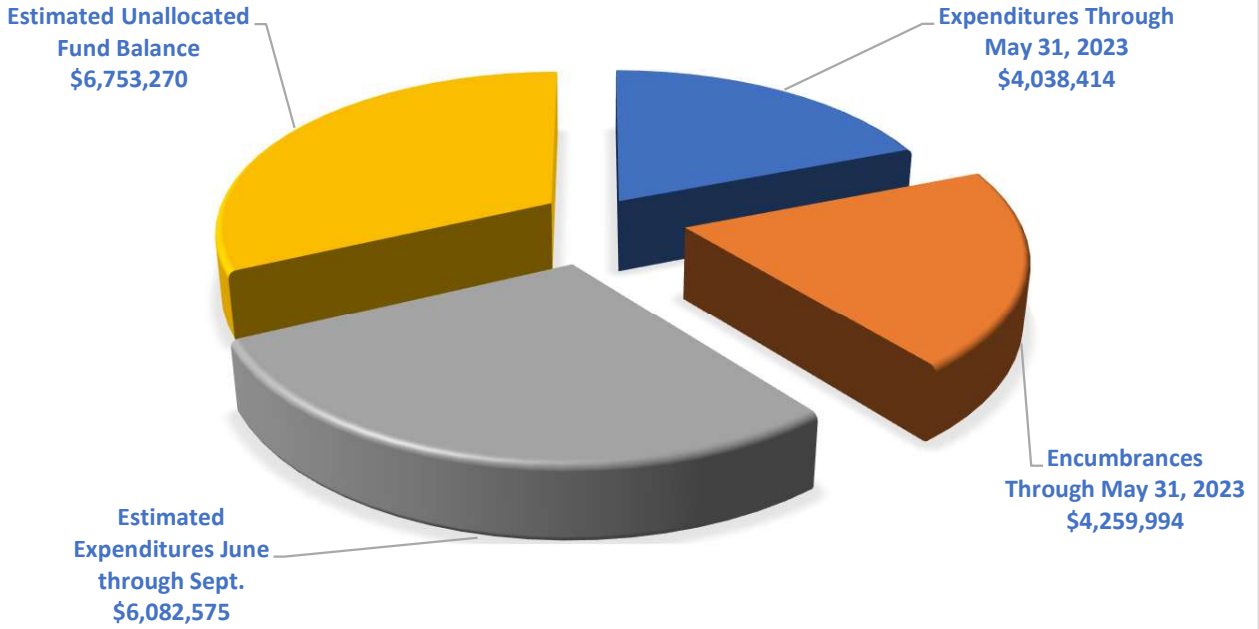
Millage	CSC Tax
0.4612	\$92.24
0.5000	\$100.00

Board of the Trust Requested Action

Approval of two Truth In Millage Resolutions:

- 1) A resolution setting the Proposed Millage Rate, setting the date, time and place of the Public Hearings to consider the proposed millage rate and tentative budget;
- 1) A resolution adopting a tentative written budget for fiscal year 2024.

PROJECTED FUND BALANCE FY23



Fund Balance - Beginning of Year 10/1/2022.....	11,442,552
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Estimated Unallocated Fund Balance.....	6,753,270

**BUDGETED PROGRAM AWARDS
FY 2023 FY 2024**

GOALS / STRATEGIES	2023 Budgeted	2024 Budgeted	2024 Budget Type
GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY			
STRATEGY 1.1 SUPPORT MATERNAL AND CHILD HEALTH	\$ 505,400.00	\$ 262,808.00	Ends March 2024 & includes 4% COLA
STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION	\$ 209,600.00	\$ 78,000.00	Ends March 2024 & includes 4% COLA
STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION	\$ 150,000.00	\$ 115,500.00	Ends June 2024 & includes 4% COLA
STRATEGY 1.3 SUPPORT PHYSICAL HEALTH	\$ 66,718.65	\$ 32,606.86	Ends March 2024 & includes 4% COLA
STRATEGY 1.3 SUPPORT PHYSICAL HEALTH	\$ 100,000.00	\$ 77,000.00	Ends June 2024 & includes 4% COLA
STRATEGY 1.4 IMPROVE FOOD SECURITY	\$ 49,875.00	\$ 38,404.25	Ends June 2024 & includes 4% COLA
TOTAL GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY	\$ 1,081,593.65	\$ 527,319.11	
GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL			
STRATEGY 2.1 SUPPORT PROFESSIONAL DEVELOPMENT AND CAPACITY-BUILDING	\$ 389,830.00	\$ 405,423.20	Full year contracts & includes 4% COLA
STRATEGY 2.2 EXPAND ACCESS TO HIGH QUALITY CHILDCARE, AFTERSCHOOL, AND SUMMER PROGRAMS	\$ 3,392,348.92	\$ 3,525,941.02	Full year contracts & includes 4% COLA
STRATEGY 2.3 SUPPORT LITERACY AND OTHER ACADEMIC SUPPORTS	\$ 110,673.11	\$ 57,550.02	Ends March 2024 & includes 4% COLA
STRATEGY 2.4 IMPROVE CAPACITY TO SUPPORT SPECIAL NEEDS	\$ -	\$ -	
STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION	\$ 866,497.02	\$ 901,156.90	Full year contracts & includes 4% COLA
STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION	\$ 47,791.73	\$ 24,851.70	Ends March 2024 & includes 4% COLA
TOTAL GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL	\$ 4,807,140.78	\$ 4,914,922.83	
GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS			
STRATEGY 3.1 SUPPPORT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES	\$ 219,979.06	\$ 228,778.22	Full year contracts & includes 4% COLA
STRATEGY 3.1 SUPPPORT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES	\$ 203,850.70	\$ 106,002.36	Ends March 2024 & includes 4% COLA
STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS	\$ 183,352.00	\$ 190,686.08	Full year contracts & includes 4% COLA
STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS	\$ 104,800.00	\$ 54,496.00	Ends March 2024 & includes 4% COLA
TOTAL GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS	\$ 711,981.76	\$ 579,962.67	
GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY			
STRATEGY 4.1 SUPPPORT INJURY PREVENTION	\$ -	\$ -	
STRATEGY 4.2 SUPPPORT INITIATIVES THAT PREVENT DELINQUENCY / TRUANCY	\$ 41,296.46	\$ 21,474.16	Ends March 2024 & includes 4% COLA
STRATEGY 4.3 SUPPPORT VIOLENCE PREVENTION INITIATIVES	\$ 38,427.00	\$ 19,982.04	Ends March 2024 & includes 4% COLA
STRATEGY 4.3 SUPPPORT VIOLENCE PREVENTION INITIATIVES	\$ 19,152.00	\$ 19,918.08	Full year contracts & includes 4% COLA
TOTAL GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY	\$ 98,875.46	\$ 61,374.28	
SOCIAL & EMOTIONAL LEARNING			
RFP Grants to go out	\$ 125,000.00	\$ -	
MENTORING & CHARACTER BUILDING			
RFP Grants to go out	\$ 500,000.00	\$ 500,000.00	
EMERGENT NEEDS FUNDS			
RFP Grants to go out	\$ 150,000.00	\$ 150,000.00	
COMMUNITY ENGAGEMENT / SPONSORSHIPS			
	\$ 50,000.00	\$ 50,000.00	
FY22 PROGRAM FUNDING TOTAL	\$ 7,524,591.65	\$ 6,783,578.89	
APPROVED BUDGET	\$ 7,773,302.00	\$ 7,773,302.00	
Total Unallocated	\$ 248,710.35	\$ 989,723.11	



CHILDREN'S TRUST
OF ALACHUA COUNTY

REGULAR BOARD MEETING

June 12, 2023, at 4:00 PM

CTAC, 802 NW 5th Ave., Gainesville, FL 32601

Attendance List

Name	Organization	Email address	Contact number
Margot DeConna	Food4Kids	Margot@food4kids fl.org	954 240 9819
CHRISTINA KING	GRACE PLACE		
Alan Paulin	MERIDIAN	alan-paulin@ mbhcci.org	on file
Herman Knight	UF-AZC	hknight@uf.edu	
Wikki Thompson	Goodwill	wthompson@ goodwilljax.org	318 758 8127
Heather Donovan	Purvis Gray	hdonovan@ purvisgray.com	
Phil Kasper	CDS	Philip-Kabler@ cdsfl.org	352-339-5792
David Routrep	Boys & Girls Club	davidr@bgcfl.org	321-578-0220
Brooke Beers	CAC	brooke@cac gainesville.org	352-804-4805
Dorothy Inn	CC		on file

