

Texas Comptroller Leadership Circle

# HIGHLIGHTS of INTERIM FINANCIAL REPORT AUGUST 31, 2015 and BUDGET AMENDMENT REPORT for the SEPTEMBER 15, 2015 Board Meeting (unaudited)

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Prepared by Business Support Services Division



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Texas Comptroller Leadership Circle

### INTERIM FINANCIAL REPORT (unaudited) GENERAL FUND Balance Sheet at August 31, 2015

	ACTUAL
ASSETS	
Cash and Temporary Investments	\$ 28,941,349
Property Taxes-Delinquent at September 1, 2014	971,717
Less: Allowances for Uncollectible Taxes	(29,152)
Due from Federal Agencies	588
Other Receivables	1,356,931
Inventories	138,341
Deferred Expenditures	456
Other Prepaid Items	24,665
TOTAL ASSETS:	\$ 31,404,895
LIABILITIES	
Accounts Payable	503,269
Bond Interest Payable	-
Due to Other Funds	(76)
Accrued Wages	-
Payroll Deductions	485,990
Due to Other Governments	-
Deferred Revenue	990,015
TOTAL LIABILITIES:	\$ 1,979,198
FUND FOURTY	<b>V</b> 1,010,100
FUND EQUITY	40.000.040
Unassigned Fund Balance	13,209,946
Non-Spendable Fund Balance	148,911
Restricted Fund Balance	6,281
Committed Fund Balance	6,571,446
Assigned Fund Balance	2,631,225
Excess(Deficiency) of Revenues & Other Resources	2,824,498
Over(Under) Expenditures & Other Uses	
TOTAL FUND EQUITY:	\$ 25,392,307
Fund Balance Appropriated Year-To-Date	4,033,390
TOTAL LIABILITIES, FUND EQUITY, AND FUND BALANCE APPROPRIATED TO DATE:	\$ 31,404,895
	\$ 2.,.2.,500

### ASST. SUPERINTENDENT FOR BUSINESS SERVICES' MESSAGE As of August 31, 2015

#### The audited General Fund balance at 9/1/14 is \$26,601,199

Assigned: \$ 8,394,445 Unassigned: \$ 14,901,562

As of 8-31-2015, activity includes:

As year end adjustments are completed, a budget amendment will be submitted to the board for items assigned, restricted and committed that will roll forward into FY 2015.

Description	9/1/2014	Appropriated YTD	Estimated Balance
Non-Spendable	\$ 148,911	\$ -	\$ 148,911
Restricted	6,281	-	6,281
Committed	3,150,000	3,421,446	6,571,446
Assigned	8,394,445	(5,763,220)	2,631,225
Unassigned	14,901,562	(1,691,616)	13,209,946
Total Fund Balance	\$ 26,601,199	\$ (4,033,390)	\$ 22,567,809

### INTERIM FINANCIAL REPORT (unaudited) As of August 31, 2015

#### **Financial Ratios**

- Level One Indicator of financial strength
- Level Two Indicator of efficient leverage
- Level Three Indicators of efficiency
- Level Four Indicator of revenue growth

# INTERIM FINANCIAL REPORT (unaudited) As of August 31, 2015 Indicator of Financial Strength



What is the percent of rainy fund balance? (\*)Unadjusted

#### **Working Capital Ratio**

What is the cash flow availability for the organization?

**Unassigned Fund Balance** 

\$13,209,946

Total G/F Expenditures \$42,664,555

Goal: > Benchmark:

Danger:

> 30% of G/F Exp.

10% to 29% Under 10% Total Current Assets

**Less Total Current Liabilities** 

\$31,404,895 - \$1,979,198 = \$29,425,697

Goal: >\$15,000,000

Benchmark: \$10M to \$15M

Danger: Under < \$10M

31%FY15

28%FY14

\$29M FY15

\$28MFY14

Details on Schedule 3

Details on Schedule 1

# INTERIM FINANCIAL REPORT (unaudited) As of August 31, 2015 Indicator of Efficient Leverage Reserves



#### **Unassigned Fund Balance Ratio**

How much is available in reserves? (adjusted for FY 15 year end)

#### **Debt to Income Ratio**

What is the ability of HCDE to cover its debt payments?

Unassigned Fund Balance \$13,209,946

Total Fund Balance \$29,425,697

Goal: >75% Benchmark: 50% to 75% Danger: <50% Annual Principal and Interest Payments on Term
Debt and Capital Leases \$7,713,679

G/F Revenue Less Facility Charges \$45,489,053 – \$4,643,312

Goal: <25% of annual revenue

Benchmark: 25% to <49%
Danger: Over > 50%

45% FY15

41%FY14

19% FY15

6%FY14

Details on Schedule 1

Details on Schedule 5

# INTERIM FINANCIAL REPORT (unaudited) As of August 31, 2015 Indicators of efficiency



#### **Tax Revenue to Total Revenue Ratio**

How efficient is HCDE at leveraging local taxes? (Current)

#### **Indirect Cost to Tax Ratio**

How much dependency on indirect cost from grants?

Total Tax Revenue \$20,739,770

Total Revenue \$84,9

ue \$84,901,855

Goal: < 20% of revenue Benchmark: 20% to 30% Danger: More than 30% Indirect Cost General Fund \$1,390,313

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**Total General Fund Revenues** \$45,489,053

Goal : >5%

Benchmark: 2% to 5%

Danger: Under < 2%

24% FY15

25%FY14

3% FY15

3%FY14

Details on Schedule 2

Details on Schedule 3

# INTERIM FINANCIAL REPORT (unaudited) As of August 31, 2015 Indicator of revenue growth



#### **Fee for Service Revenue Ratio**

How are revenues spread across All Funds?

Total Fee for Service Revenues (G/F) \$21,951,634

**Total Revenues \$84,901,855** 

Goal: > 30% of annual revenue Benchmark: 10% to 29% Danger: Under 10%

### Fee for Service Revenue Growth Ratio

What is the market growth for fee for services?

Fee for Services Current Year Less Fee for Services Last Year \$21,951,634 - \$22,774,848

Fees for Service Last Year 22,774,848

Goal: >3% + growth Benchmark: 0% to 3%

Danger: Under < 0%

26% FY15

28%FY14

-4% FY15

5%FY14

Details on Schedule 13-

Details on Schedule 13-

### FY 2014-15 FUND BALANCE – BUDGETED ACTIVITY

FUND BALANCE CATEGORY	Sept 1, 2014  Beginning  Unaudited	September	October	November	December	Jan- March	April-July	August	Est. F/Bal 8-31-15
Inventory	118,266								118,266
Asset Replace Schedule	1,425,000	(591,173)					(525,000)		308,827
Bldg & Vehicle Replacement Schedule	1,450,000	(186,650)					(550,000)		713,350
Capital Projects	0						5,521,446		5,521,446
Employee Courtesy Committee	39,144							(39,144)	0
Deferred Revenue – HP Schools	103,300								103,300
Deferred revenues	30,645								30,645
Emp. Retire Leave Fund	1,250,000						(400,000)		850,000
Early Childhood Intervention Funding	1,100,000						(1,100,000)		0
Insurance Deductibles	500,000						(500,000)		0
NEW Payroll System	209,885						(209,885)		0

### FY 2014-15 FUND BALANCE – BUDGETED ACTIVITY

					_					
FUND BALANCE CATEGORY	Sept 1, 2014 Beginning Unaudited	September	October	November	Dec	Jan-Feb	March	April-July	August	Est. F/Bal 8-31-15
PFC Lease payment	807,915									807,915
Preschool Preparedness Initiative Program	1,500,000							(1,500,000)		0
Local Construction Fund 170	1,776,368	(677,246)	(1,099,122)							0
QZAB Renovation Projects	6,281									6,281
QZAB bond payment	697,833									697,833
Safe & Secure Schools Project	285,000	(285,000)								0
Unemployment Liability	400,000							(200,000)		200,000
Total Reserves:	11,699,637	(1,740,069)	(1,099,122)					536,561	(39,144)	9,357,863
Unassigned:	14,901,562	(474,047)		(630,816)		(115,000)	(3,800)	(467,953)		13,209,946
Total Est. Fund Balance:	26,601,199	(2,214,116)	(1,099,122)	(630,816)		(115,000)	(3,800)	68,608	(39,144)	22,567,809

### GENERAL, SPECIAL REVENUE, DEBT SERVICE FUNDS AND INTERNAL SERVICE FUNDS

#### **Revenues**

Budget to Actual at August 31, 2015

Fund	Budget	Received/Billed	%								
General Fund	\$50,804,932	\$45,489,053	90%								
August is the end of the 12th month or <b>approximately 100%</b> of the fiscal year. (1) This amount includes accounts receivable billed.											
Special Revenue Funds	45,862,814	27,203,446	59%								
Most grant periods differ from fiscal year.											
(2) Grants are on monthly reimbursement basis; subsequently billed											
Debt Service Fund	7,809,434	7,100,979	91%								
(3) This fund has activity in February (interest and principal pa August (interest only payment).	yments) and										
PFC Fund	30,357	30,344	100%								
Trust and Agency Fund	-	10,327	100%								
Worker's Comp. Fund 464,082 424,394 91%											
Internal Service Fund	5,779,058	4,643,312	80%								
Total as of the end of the month	\$110,750,677	\$84,901,855	77%								

 $NOTE:\ Special\ revenue\ funds\ (grants)\ have\ a\ different\ fiscal\ year.\ Part\ of\ the\ \$45,\!862,\!814\ includes\ federal\ grants:$ 

Federal funding is the main source for special revenue grants. The \$31,363,893 Federal Program Revenues includes \$3,712,098 for Adult Education, \$7,125,260 for CASE, \$16,905,060 for Head Start, \$2,676,440 for Early Head Start, \$568,736 for Therapy Services and \$376,299 for various other divisions.

### INTERIM FINANCIAL REPORT (unaudited) GENERAL, SPECIAL REVENUE, DEBT SERVICE FUNDS and INTERNAL SERVICE FUNDS

#### **Expenditures**

Budget to Actual at August 31, 2015

Fund	Budget	<b>Encumbered/Spent</b>	%
General Fund	\$55,123,322	\$42,664,555	81%
(1) Encumbrances as of the end of the month total.		1,865,292	Encumbrances
August is the end of the 12th month or approximately 100%	6 of the fiscal year.		
Special Revenue Fund	45,862,814	30,921,194	72%
(2) Encumbrances as of the end of the month total.		1,911,032	Encumbrances
Most grant periods differ from fiscal year.		_	
Debt Service Fund	7,809,434	7,713,679	99%
(3) This fund has activity in February (interest and principal	payments) and in		
August (interest only payment).			
PFC Fund	1,052,091	1,020,201	97%
Trust and Agency Fund	_	4,376	0%
Worker's Comp. Fund	464,082	219,096	47%
Internal Service Fund	5,779,058	4,957,198	86%
Total as of the end of the month	\$116,090,801	\$91,276,623	79%

NOTE: Special revenue funds (grants) have a different fiscal year. Part of the \$45,862,814 includes federal grants:

Federal funding is the main source for special revenue grants. The \$31,363,893 Federal Program Revenues includes \$3,712,098 for Adult Education, \$7,125,260 for CASE, \$16,905,060 for Head Start, \$2,676,440 for Early Head Start, \$568,736 for Therapy Services and \$376,299 for various other divisions.

#### FY 2014-15 Donations Report All Funds as of August 31, 2015

MONTH 2014-2015	CASH	IN-KIND	TOTAL
September	\$665	\$475	\$1,140
October	\$400	\$108	\$508
November	\$1,500	\$4,150	\$5,650
December	\$3,210	\$750	\$3,960
January	\$0	\$12,382	\$12,382
February	\$500	\$4,994	\$5,494
March	\$0	\$6,329	\$6,329
April	\$6,457	\$5,141	\$11,598
May	\$240	\$7,234	\$7,474
June	\$350	\$6,698	\$7,048
July	\$0	\$2,860	\$2,860
August	\$1500	\$0	\$1500
2015 Total:	\$14,822	\$51,121	\$65,943
2014 Total:	\$9,477	\$97,068	\$106,545

### FY 2014-15 Donations Report All Funds as of August 31, 2015

		CENTER FOR GRANTS DEVELOPMENT ON BEHALF OF HCDE DIVISIONS						
		August 1, 2015 through Aug	gust 31	, 2015				
	Donor First Name	t Organization/Division	Site	-	Description of Donation/Sponsorship	Cash Totals	In-kind Totals	Totals
Donors								
Sponsors								
				Childhood Winter	Silver Sponsorship for 30 <sup>th</sup> RT Garcia Early Childhood Winter Conference on			4: 500
Marquez	Gilbert	Kaplan Early Learning	HCDE	Conference	January 30, 2016 \$	\$1,500		\$1,500
					TOTALS	\$1,500	) \$ -	\$1,500
Legend: HCDF=Harris	County Der	nartment of Education						

## INTERIM FINANCIAL REPORT (unaudited) TAX COLLECTIONS COMPARATIVE ANALYSIS Fiscal Year-To-Date at August 31, 2015

#### See Tax Calculator at → <a href="http://www.hcde-texas.org/default.aspx?name=TaxCalculator">http://www.hcde-texas.org/default.aspx?name=TaxCalculator</a>

	Certified	September	October	February	March	June	July
	ADOPTED						
	TAX RATE						
Proposed Collections Tax Year 201	0.005999	0.005999	0.005999	0.005999	0.005999	0.005999	0.005999
Certified Taxable Value per HCAD	\$ 312,291,342,203	\$ 314,881,307,020	\$ 340,748,837,086	\$ 350,206,284,267	\$ 350,699,060,785	\$ 350,059,092,936	\$ 349,664,956,084
Values under protest or not certified	34,534,477,690	121,899,538	10,384,803,094	1,350,995,870	1,100,932,723	425,371,490	369,415,430
	346,825,819,893	315,003,206,558	351,133,640,180	351,557,280,137	351,799,993,508	350,484,464,426	350,034,371,514
/ Rate per Taxable \$100	3,468,258,199	3,150,032,066	3,511,336,402	3,515,572,801	3,517,999,935	3,504,844,644	3,500,343,715
X Tax Rate	20,806,081	18,897,042	21,064,507	21,089,921	21,104,482	21,025,563	20,998,562
X Estimated 99% collection ratio	20,598,020	18,708,072	20,853,862	20,879,022	20,893,437	20,815,307	20,788,576
,							
+Delinquent Tax Collections	270.000	270 000	270 000	270 000	270 000	270,000	270,000
+Special Assessments	270,000	270,000	270,000	270,000	270,000	270,000	270,000
'	10,000	10,000	10,000	10,000	10,000	10,000	10,000
+ Penalty & Interest	130,500	130,500	130,500	130,500	130,500	130,500	130,500
Estimated Current Tax Available	\$ 21,008,520	\$ 19,118,572	\$ 21,264,362	\$ 21,289,522	\$ 21,303,937	\$ 21,225,807	\$ 21,199,076

# INTERIM FINANCIAL REPORT (unaudited) TAX COLLECTIONS Fiscal Year-To-Date at August 31, 2015 (12th month/12 month)

TAX YEAR 2014 COLLECTION SUMMARY								
		CURRENT		BALANCE	Y-T-D%			
DESCRIPTION	BUDGET	MONTH	Y-T-D	(OVER) / UNDER	OF BUDGET			
REVENUES:								
Current Tax	\$21,243,775	30,284	20,739,770	\$504,005	98%			
Deliquent Tax	270,000	35,399	164,413	105,587	61%			
Penalty & Interest	130,500	17,569	169,159	(38,659)	130%			
Special Assessments and								
Miscellaneous	10,000	553	113,529	(103,529)	1135%			
Subtotal Revenues:	\$21,654,275	83,805	21,186,871	\$467,404	98%			
		CURRENT		BALANCE	Y-T-D %			
DESCRIPTION	BUDGET	MONTH	Y-T-D	(OVER) / UNDER	OF BUDGET			
EXPENDITURES:								
LESS: HCAD Fees	\$164,312	\$0	\$164,312	\$0	100%			
LESS: HCTO Fees	415,500	1,218	416,307	(807)	1%			
Subtotal Expenditures:	\$579,812	\$1,218	\$580,619	(\$807)	100%			
Net Tax Collections:	\$21,074,463	\$82,587	\$20,606,252	\$468,211	98%			

a) 2014 Tax Rate = \$0.005999/\$100 Property Assessment/Appraisal - --> Annual Tax on a \$200,000 - \$40,000 = \$160,000/100 x .005999 = Residential Property = \$9.59 (net of 20% homestead exception.)

b) \$555,500/\$21,654,275 = 2.5% Collection and assessment costs

### INTERIM FINANCIAL REPORT (unaudited) TAX COLLECTIONS Fiscal Year-To-Date at August 31, 2015 (12th month/12 month)

	SCENARIO (1) APPRAISED VALUE HCAD		SCENARIO (2) OWNER'S VALUE OWNER REQUESTED	CC	SCENARIO (3) EST FINAL VALUE DMMITTEE RECOMMENDE	ΕD
Property Use Category Recap-Certified To Date-Report:  Taxable value	\$349,664,956,084		\$349,664,956,084		\$349,664,956,084	
PLUS: Uncertified Roll Summary Report: Scenario (1) Appraised value Scenario (2) Owner's value Scenario (3) Estimated final value	2,736,593,591 - -	,	- 2,765,996,295 -		- - 369,415,430	
Total taxable value, Certified and Uncertified:	\$352,401,549,675	(A)	\$352,430,952,379	(A)	\$350,034,371,514	(A)
Calculate Interim Current Tax Revenue Estimate: 1) (A) divided by 100 2) Current Tax Rate	\$3,524,015,497 X 0.005999	` '	\$3,524,309,524 X 0.005999	` '	\$3,500,343,715 X 0.005999	٠,,
<ol> <li>2014 Interim Current Tax Revenue Estimate, at 100% Collection Rate, (B) X (C)</li> </ol>	\$21,140,569	(D)	\$21,142,333	(D)	\$20,998,562	(D)
4) Interim Tax Rev Estimate @ 98% Collection Rate:	\$20,717,758	(E)	\$20,719,486	(E)	\$20,578,591	(E)
Comparison of Interim Tax Rev Estimate @ 99% Collection Rate with Interim Current Tax Revenue Est: Interim Current Tax Revenue Estimate Over/(Under) Current Tax Revenue, Currently Budgeted:						
Interim Current Tax Revenue Estimate (E)	\$20,929,163	(E)	\$20,930,910	(E)	\$20,788,576	(E)
LESS: Tax Revenue, Currently Budgeted	\$21,243,775	(F)	\$21,243,775	(F)	\$21,243,775	(F)
Total Interim Current Tax Revenue Estimate Over/(Under) Current Tax Revenue, Currently Budgeted, (E) - (F):	-\$314,612	:	-\$312,865	:	-\$455,199	
Total Current Tax Revenue Received, Aug 2015, 1995-571100**:	\$20,739,770	1	\$20,739,770		\$20,739,770	

# INTERIM FINANCIAL REPORT (unaudited) DISBURSEMENTS – ALL FUNDS August 2015

DESCRIPTION	DISBURSEMENTS	AMOUNT
All Funds	499 Checks	\$3,258,530
P Card – July 2015	376 Transactions	\$60,484
Bank ACH	6 Transfers	\$1,997,022
	Total:	\$5,316,036

#### Notes:

- (A) All Purchase Orders and Payment Authorizations are reviewed before disbursement.
- (B) All Procurement Card charges are reviewed by cardholder, supervisor, and business office staff each month.
- (C) A report on CH Local expenditures is included in the monthly report.

#### **Segment Division Data**

As of August 31, 2015

BUDGET MANAGER TITLE	Revenues	Tax Subsidy	Expenditure and Encumbran	Includes Tax subsidy Variance	w/o Tax Profit Ratio	Profitability Variance
Alternative Certification	\$ 255,809	\$ 86,163	\$ 345,086	\$(3,114)	-35%	\$(89,277)
Choice Partners Cooperative	3,209,191	-	1,778,637	1,430,554	45%	1,430,554
Records Management	1,417,344	67,773	1,514,604	(29,488)	-7%	(97,260)
Special Education - Therapy Services	7,821,317	622,737	8,447,902	(3,848)	-8%	(626,585)

# HIGHLIGHTS Of BUDGET AMENDMENT REPORT



September 15, 2015 Board Meeting

(unaudited)



#### **Amendments**

**Special Revenue Funds = \$4,408,197** 

### FY 2015-16 BUDGET AMENDMENT REPORT September 15, 2015 Special Revenue Funds

Amendments that increase/decrease a program budget must be approved by the board.

Amortamente diat inforcasoracionese a program sudget must se approved sy die sould.										
BUDGET / RATIONALE	AMOUNT NO.	Changes to	Changes to	Changes	1					
		Revenues	Appropriations	Impacting F/Bal	]					
SPECIAL REVENUE FUND										
Adult Education										
Increase revenues & expenditures - Rollforward the Adult I budget to FY'16 (BA #1516-09-7) Increase revenues & expenditures - Rollforward the Adult I Development grant remaining budget to FY'16 (BA #1516-Increase revenues & expenditures - Rollforward the Adult I budget to FY'16 (BA #1516-09-10) Increase revenues & expenditures - Rollforward the Adult I budget to FY'16 (BA #1516-09-11)		54,547	54,547	-	54,547	(7)				
	lget to FY'16 (BA #1516-09-9)	522,765	522,765	-	522,765	(9)				
	)	22,687	22,687	-	22,687	(10)				
		62,363	62,363	-	62,363 662,362	(11)				
					-,					
Alternative Certification Program Increase revenues & expenditures #1516-09-2)	m s - Rollforward The Ohio State grant remaining budget to FY'16 (BA Total Alternative Certification	60,022	60,022	-	60,022 60,022	(2)				
Cooperative for After School Er	erichment (CASE)									
Cooperative for After School Enrichment (CASE) Increase revenues & expenditures - Adjust the City of Hou actual budget for FY'16 (BA #1516-09-1) Decrease revenues & expenditures - Adjust the 21st Centractual budget for FY'16 (BA #1516-09-8)	s - Adjust the City of Houston "City Connections" grant to reflect the 6-09-1)	150,000	150,000	-	150,000	(1)				
		(119,523)	(119,523)	-	(119,523) 30,477	(8)				
grant remaining budget to FY'16 (BA #1516-09-5)		39,875	39,875	-	39,875	(5)				
		3,422,519	3,422,519	-	3,422,519	(6)				
	Total Head Start				3,462,394					
Research & Evaluation										
	s - Rollforward the Universities Space Research Association grant									
remaining budget to FY'16 (BA #1		11,573	11,573	-	11,573	(3)				
remaining budget to FY'16 (BA #1	s - Rollforward the Universities Space Research Association grant 516-09-4)	2,919	2,919	-	2,919	(4)				
	Total Research & Evaluation				14,492					
Technology Cloud Project Increase revenues & expenditures to FY'16 (BA #1516-09-12)	s - Rollforward the Digital Trust Foundation grant remaining budget  Total Technology Cloud Project	178,450	178,450	-	178,450 178,450	(12)				
Total SPECIAL REVENUE FUNDS: \$ 4,408,197										

I certify that the foregoing information is true and accurate to the best of my knowledge.

/s/ Jesus J. Amezcua, RTSBA,CPA, Ph.D., Asst. Supt. for Business Support

Services

/s/ Rosa Maria Torres, RTSBA, Chief Accounting Officer

/s/ Hayley Wilson, Senior Accountant



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Q & A

