

COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT
Board of Trustees Meeting
February 8, 2016

QUARTER UPDATE TO BUDGET ACCOUNTABILITY **2**
(Quarter Ending December 31, 2015)

Status: **Information**

Presented by: Christine Statton
 Vice President, Administrative Services

Issue

COS Administration presents quarterly budget accountability reports for the Board's review. These reports will reflect changes to revenue and expenditure budgets with descriptions included for the largest components of those changes. The reports provide additional accountability for the District budget process.

Recommended Action

The Office of Administrative Services will continue to provide accountability for the budget process to the Governing Board.

2015/16 General Fund Budget

| | 1/11/16 Unrestricted Budget | 2/8/16 Unrestricted Budget | Variance | | 1/11/16 Restricted Budget | 2/8/16 Restricted Budget | Variance |
|---------------------------------------|-----------------------------------|----------------------------------|-----------------|-----|---------------------------------|--------------------------------|-----------------|
| Revenue Limit | 50,187,193 | 50,187,193 | - | | - | - | - |
| Other Revenue | 2,452,179 | 2,454,129 | 1,950 | (a) | 15,582,203 | 15,599,818 | 17,615 |
| MAA Fund Balance Draw 88988 | 234,096 | 234,096 | - | | - | - | - |
| Total Revenue | 52,873,468 | 52,875,418 | 1,950 | | 15,582,203 | 15,599,818 | 17,615 |
| Academic Salaries 10000 | 22,389,783 | 22,389,783 | - | | 1,718,070 | 1,718,070 | - |
| Contract Faculty | 13,568,834 | 13,568,834 | - | | 974,657 | 974,657 | - |
| Faculty Overload | 1,733,000 | 1,733,000 | - | | 47,152 | 47,152 | - |
| Adjunct Faculty | 3,005,233 | 3,005,233 | - | | 1,375 | 1,375 | - |
| Summer School | 885,640 | 885,640 | - | | - | - | - |
| Administrator | 1,831,146 | 1,831,146 | - | | 215,074 | 215,074 | - |
| Hourly Counselor/Librarian | 199,538 | 199,538 | - | | 422,706 | 422,706 | - |
| Retiree Incentive | 596,232 | 596,232 | - | | - | - | - |
| Classified Salaries 20000 | 9,517,686 | 9,498,588 | (19,098) | | 4,142,539 | 4,072,290 | (70,249) |
| Classified | 6,121,932 | 6,112,452 | (9,480) | (b) | 2,418,570 | 2,422,813 | 4,243 |
| Student Help | 382,478 | 382,478 | - | | 495,181 | 477,617 | (17,564) |
| Administrator | 1,747,652 | 1,747,652 | - | | 940,377 | 883,449 | (56,928) |
| Confidential | 580,172 | 570,554 | (9,618) | (c) | - | - | - |
| Professional Expert | 312,677 | 312,677 | - | | 185,925 | 185,925 | - |
| Retiree Incentive | 213,871 | 213,871 | - | | - | - | - |
| Benefits 30000 | 11,568,875 | 12,129,816 | 560,941 | (d) | 2,204,614 | 2,173,660 | (30,954) |
| Supplies 40000 | 1,024,353 | 1,018,168 | (6,185) | (e) | 2,250,912 | 2,287,981 | 37,069 |
| Services 50000 | 5,932,035 | 5,957,870 | 25,835 | (f) | 2,534,915 | 2,594,237 | 59,322 |
| Capital Outlay 60000 | 1,408,703 | 1,391,003 | (17,700) | (g) | 1,501,161 | 1,507,161 | 6,000 |
| Other Outgo 70000 | 257,729 | 257,729 | - | | 1,229,992 | 1,246,419 | 16,427 |
| Total Expenses | 52,099,164 | 52,642,957 | 543,793 | | 15,582,203 | 15,599,818 | 17,615 |
| General Fund Surplus/(Deficit) | 774,304 | 232,461 | | | - | - | |

| Surplus/(Deficit) | | | |
|--------------------------|-----------|-----------------------------|-----------|
| Final Adopted Surplus | 1,358,872 | FY16/17 STRS/PERS | (565,925) |
| C/F Facilities | (88,000) | Misc classified savings | 12,421 |
| C/F Above Base | (93,139) | Misc confidential savings | 11,661 |
| C/F Live Oak | (260,000) | General Fund Surplus 2/8/16 | 232,461 |

| | |
|---|----------------|
| C/F Student Lab computer refresh | (75,000) |
| C/F Ag Repair/Remodel | (50,000) |
| C/F Misc Departments | (39,396) |
| Law School Pathway membership dues | (5,000) |
| Property Liability Insurance savings | 151,257 |
| General Fund Surplus 10/12/15 | 899,594 |
| Misc adjustments academic salaries | (61,881) |
| Misc adjustments classified salaries | 251 |
| New grant CCPT#2 indirects | 26,999 |
| General Fund Surplus 11/9/15 | 864,963 |
| Misc adjustments classified salaries | 32,983 |
| Misc adjustments Administrator salaries | 24,346 |
| Categorical indirect increase | 2,012 |
| General Fund Surplus 12/14/15 | 924,304 |
| Rent facilities at TCOVE | (15,000) |
| Legal settlement Pinheiro Dairy | (135,000) |
| General Fund Surplus 1/11/16 | 774,304 |

| Revenue Changes 10/12/15 | Unrestricted | Restricted |
|-----------------------------------|---------------------|-------------------|
| MAA Reserve budgets increase | 234,096 | |
| Categorical carryforward | | |
| Kings/Tulare WIA | | 117,222 |
| Vets | | 11,207 |
| PELL/FWS/SEOG Admin Allowance | | 2,961 |
| TRIO | | 76,880 |
| MSEIP | | 265,385 |
| Lottery Prop 20 | | 450,938 |
| Valley Can Air | | 19,044 |
| Basic Skills | | 116,692 |
| Student Equity Plan | | 563,092 |
| SSSP Student Success | | 299,884 |
| DSN Health Care | | 2,167 |
| DSN Health Care Local | | 5,925 |
| DSN Advanced Manufacturing | | 72,830 |
| YCCD Drought Relief | | 57,068 |
| Health Center | | 83,965 |
| Parking | | 13,245 |
| Healthy Community match | | 65,688 |
| Constitution Testing | | 11,270 |
| Walmart Business Internship | | 3,577 |
| Project House Small House project | | 4,340 |
| BFAP allocation increase | | 53,571 |
| Revenue Changes 11/9/15 | | |
| NASA Scholarship increase | 1,242 | |
| Testing revenue increase | 4,160 | |

| | | |
|---|--------|-----------|
| Instructional material fees increase | 37,907 | |
| TAACCCT C6 augmentation increase | | 17,778 |
| Federal Workstudy augmentation increase | | 50,000 |
| Student Equity reduce to actual allocation | | (156,998) |
| New grant CCPT#2 increase | | 587,110 |
| New grant CA Depart of Social Services increase | | 3,750 |
| YCCD Drought Relief increase | | 75,000 |
| Revenue Changes 12/14/15 | | |
| Testing revenue to actual increase | 931 | |
| Contribution from COS Foundation increase | 22,350 | |
| Rental revenue to actual increase | 10,680 | |
| Decrease SSSP allocation | | (62,102) |
| New grant CTE Enhancement Regional increase | | 140,529 |
| Foster Youth CCAS augmentation increase | | 4,320 |
| Revenue Changes 1/11/16 | | |
| Decrease AAC allocation | | (1,831) |
| KCCD Prop 39 yr 2 | | 57,419 |
| Revenue Changes 2/8/16 | | |
| (a) Misc income from Kiosk advertising | 1,950 | |
| (h) CalWorks augmentation increase | | 10,843 |
| TANF augmentation increase | | 6,772 |

| | | |
|---|--|-----------|
| Unrestricted Major Expense Changes 10/12/15 | | |
| MAA Fund Balance Draw | | 1,590 |
| Unrestricted C/F | | 92,729 |
| MAA Fund Balance Draw | | 15,000 |
| Expense transfer fr Supplies to Services | | (4,000) |
| MAA Fund Balance Draw | | 217,506 |
| Property & Liability insurance savings | | (151,257) |
| Unrestricted C/F | | 498,646 |
| Unrestricted Major Expense Changes 11/9/15 | | |
| Contract Faculty: (2) Instructors removed from reduced workload (1) put on reduced workload increase | | 45,329 |
| Misc adjustments contract faculty increase | | 14,043 |
| Classified: Misc adjustments classified staff increase | | 2,197 |
| Supplies: Facilities expense transfer to Services decrease | | (53,904) |
| Facilities expense transfer to Capital Outlay decrease | | (10,333) |
| Health and Drama expense transfer from Services increase | | 10,080 |
| Instructional material fees increase | | 37,907 |
| VP Admin Svc expense transfer to Services | | (5,000) |
| Services: Facilities expense transfer from Supplies increase | | 53,904 |
| Facilities expense transfer from Capital Outlay | | 47,000 |
| Health and Drama expense transfer to Supplies decrease | | (10,080) |

| | |
|--|-----------|
| VP Admin Svc expense transfer from Supplies | 5,000 |
| New grant CCPT#2 indirect increase | (26,999) |
| Testing revenue increase | 4,160 |
| Capital Outlay: Facilities expense transfer to Services decrease | (47,000) |
| Facilities expense transfer from Supplies increase | 10,333 |
| Other Outgo: NASA scholarship increase | 1,242 |
| Unrestricted Major Expense Changes 12/14/15 | |
| Administrator: Dean salaries to actual decrease | (22,880) |
| Retiree Incentive: Expense transfer from Benefits to cover STRS golden handshake pay off increase | 170,000 |
| Classified: Savings from date of hire decrease | (22,095) |
| Benefits: Expense transfer to cover STRS Golden handshake pay off decrease | (170,000) |
| Benefit adjustment on misc salary adjustments | (12,354) |
| Supplies: Expense transfer to Capital decrease | (1,410) |
| Expense transfer fr Services increase | 6,895 |
| True up testing revenue increase | 931 |
| Services: Expense transfer to Supplies decrease | (6,895) |
| Categorical indirect increase decrease services budget | (2,012) |
| Rental revenue increase, increase services budget | 10,680 |
| Expense transfer from Capital increase | 7,000 |
| Capital: Expense transfer to Services decrease | (7,000) |
| Expense transfer fr Supplies increase | 1,410 |
| Contribution from COS Foundation increase | 22,350 |
| Unrestricted Major Expense Changes 1/11/16 | |
| Supplies: Nursing expense transfer to Instruction Contract Serv decrease | (5,600) |
| VP Admin expense transfer to Facilities Student Center Furniture decrease | (5,000) |
| VP Admin expense transfer from Non-Instr supplies to Contract labor decrease | (5,736) |
| Services: VP expense transfer fr Non-Instr supplies increase | 5,736 |
| Nursing expense transfer fr Instructional supplies to Instructional Contract services increase | 5,600 |
| Legal settlement Pihneiro Dairy increase | 135,000 |
| Rent facilities from TJUHS for TCOVE rooms increase | 15,000 |
| VP expense transfer from Non-Instructional supplies to Facilities Student Center Furniture increase | 5,000 |
| Unrestricted Major Expense Changes 2/8/16 | |
| (b) Classified: Savings on replacement position decrease | (9,480) |
| (c) Confidential: Savings on replacement position decrease | (9,618) |
| (d) Benefits: FY2016/2017 STRS & PERS increase placeholder | 565,925 |
| Savings on replacement positions decrease | (4,984) |
| (e) Supplies: Expense transfer to Services decrease | (8,135) |
| Increase supply budget for Kiosk rental income | 1,950 |
| (f) Services: Expense transfer from Supplies increase | 8,135 |
| Expense transfer from Capital increase | 17,700 |
| (g) Capital: Expense transfer to Services decrease | (17,700) |

College of the Sequoias
Unrestricted General Fund
Annualized Revenue Projections 2015/2016 Fiscal Year
As of 1/20/2016

| Revenue Category | Adopted Budget | Annual Projection As of 1/20/2016 | Collected as of 12/31/2015 | Net Annual Change | Percent Collected |
|-------------------------|----------------------|--------------------------------------|-------------------------------|----------------------|----------------------|
| Federal Revenue | \$ 7,000 | \$ 7,000 | \$ 19,838 | - | 283.40% |
| State Revenue | 38,030,032 | 42,974,651 | 22,113,851 | 4,944,619 | 51.46% |
| State Apportionment | 27,966,064 | 27,966,064 | 15,539,484 | - | 55.57% |
| EPA Proceeds | 8,165,990 | 8,165,990 | 4,107,984 | - | 50.31% |
| Property Taxes | 165,192 | 165,192 | 151 | - | 0.09% |
| Other State Income | 396,802 | 396,802 | 192,468 | - | 48.50% |
| Mandate Cost | 235,984 | 5,180,603 | 2,257,440 | 4,944,619 | 43.57% |
| Lottery | 1,100,000 | 1,100,000 | 16,324 | - | 1.48% |
| Local Revenue | 14,525,070 | 14,635,299 | 7,580,463 | 110,229 | 51.80% |
| Property Taxes | 11,901,096 | 11,901,096 | 4,457,527 | - | 37.45% |
| Interest/Investments | 75,000 | 75,000 | 37,958 | - | 50.61% |
| Enrollment-Student Fees | 1,988,851 | 1,988,851 | 2,308,156 | - | 116.05% |
| Other Local Income | 160,123 | 270,352 | 321,805 | 110,229 | 119.03% |
| Non-Resident Tuition | 400,000 | 400,000 | 455,017 | - | 113.75% |
| Totals | \$ 52,562,102 | \$ 57,616,950 | \$ 29,714,152 | 5,054,848 | 51.57% |

Notes:

Federal Revenue

MAA settlement for FY10/11 through FY13/14 \$19,328

State Revenue

1st Qtr lottery received January 2016

Mandate Cost one-time funds estimated \$4,931,189. Received to date \$2,008,026 all will be received by April 2016.

Local Revenue

Instructional material fees received \$68,916

NASA Scholarship \$1,242

In-Kind contributions from COS Foundation \$22,350

Increase rental income \$10,680

Increase testing income \$5,091

College of the Sequoias

Summary Expenditure Estimates Unrestricted General Fund Fiscal Year 2015/2016 Year to Date through 12/31/2015

| Major Category | Adopted Budget | Working Budget | Annualized Projection | Variance Working Budget | Year to Date Spent as of 12/31/2015 | Percent Spent |
|----------------------------------|----------------------|----------------------|--------------------------|----------------------------|---|------------------|
| 10000 Academic Salaries | \$ 22,180,384 | \$ 22,389,783 | \$ 22,303,415 | \$ 86,368 | 11,204,668 | 50.04% |
| Contract Faculty | 13,509,462 | 13,568,834 | 13,516,461 | 52,373 | 6,787,696 | 50.02% |
| Faculty Overload | 1,733,000 | 1,733,000 | 1,719,646 | 13,354 | 865,995 | 49.97% |
| Adjunct Faculty | 3,005,233 | 3,005,233 | 2,953,692 | 51,541 | 1,504,918 | 50.08% |
| Summer School | 885,640 | 885,640 | 884,396 | 1,244 | 405,536 | 45.79% |
| Administrator | 1,854,026 | 1,831,146 | 1,811,308 | 19,838 | 882,259 | 48.18% |
| 20000 Classified Salaries | 9,534,973 | 9,498,588 | 9,372,627 | 125,961 | 4,764,429 | 50.16% |
| Classified | 6,141,830 | 6,112,452 | 5,900,368 | 212,084 | 2,912,073 | 47.64% |
| Student Help | 379,867 | 382,478 | 369,966 | 12,512 | 195,279 | 51.06% |
| Administrator | 1,747,652 | 1,747,652 | 1,731,847 | 15,805 | 865,924 | 49.55% |
| 30000 Benefits | 11,751,075 | 12,129,816 | 11,028,239 | 1,101,577 | 5,532,222 | 45.61% |
| 40000 Supplies | 957,834 | 1,018,168 | 953,145 | 65,023 | 475,506 | 46.70% |
| 50000 Services | 5,592,513 | 5,957,870 | 5,617,054 | 340,816 | 3,094,884 | 51.95% |
| 60000 Capital Outlay | 929,964 | 1,391,003 | 1,120,680 | 270,323 | 478,310 | 34.39% |
| 70000 Other Outgo | 256,487 | 257,729 | 253,525 | 4,204 | 1,920 | 0.74% |
| Total Expenditures | \$ 51,203,230 | \$ 52,642,957 | \$ 50,648,685 | \$ 1,994,272 | \$ 25,551,939 | 48.54% |

Benefits budget includes \$565,925 placeholder for FY2016/2017 STRS & PERS estimated increase.

COS FINANCIAL REPORT

Prepared
01/19/16

Quarter Ending December 31, 2015

| <i>Fund Numbers</i> | 11000-19250 | 41000-48009 | 48010 | 48015 | 62000 | 62100 | 79500 | 39100 | 53010-53160 | 75000-75090 | 79000-79499 | 81000-81880 | |
|--------------------------------|--------------|------------------|-----------------|-------------|-------------|--------------|--------------|-------------------|-------------|---------------|-------------|--------------|------------|
| | General Fund | Capital Projects | Farm Spec. Res. | Linwood Res | Retiree H&W | Banked Leave | H.S.I. Trust | Business Industry | Farm | Student Loans | Trust | Clubs/CoCurr | Total |
| Beginning Fund Bal 10/1/2015 | 8,860,244 | 2,254,977 | 1,463,219 | 1,181,897 | 466,418 | 860,205 | 907,824 | 494,852 | 486,150 | 92,430 | 490,590 | 441,658 | 18,000,462 |
| Receipts | 19,975,563 | 682,473 | | 3,445 | 1,360 | 2,508 | 2,612 | 74,207 | 144,563 | 79 | 165,235 | 137,722 | 21,189,766 |
| Expenditures | 16,460,983 | 1,695,466 | | | | | 15,000 | 88,027 | 168,272 | | 18,573 | 72,680 | 18,519,000 |
| A/P & A/R Adj | (195,639) | | | | (1) | | | | | | (73) | 45 | (195,668) |
| Ending Fund Bal 12/31/2015 | 12,179,184 | 1,241,983 | 1,463,219 | 1,185,343 | 467,777 | 862,712 | 895,436 | 481,032 | 462,441 | 92,508 | 637,179 | 506,746 | 20,475,560 |
| Fund Bal Prior Year 12/31/2014 | 8,021,635 | 2,433,253 | 1,257,870 | 2,481,361 | 462,574 | 853,218 | 900,344 | 692,613 | 499,877 | 92,156 | 563,004 | 422,083 | 18,679,987 |
| + <> Difference | 4,157,549 | (1,191,270) | 205,350 | (1,296,018) | 5,203 | 9,494 | (4,908) | (211,581) | (37,436) | 352 | 74,175 | 84,663 | 1,795,573 |
| Cash Balances | | | | | | | | | | | | | |
| Citizen Bank | | | | | | | | 431,090 | | | | | 431,090 |
| Valley Business Bank | | | | | | | | | | 41,996 | 356,186 | 443,857 | 842,039 |
| Union Bank | 50,000 | | | | | | | | 341,419 | | | | 391,419 |
| L.A.I.F. | | | | | | | | | 3,467 | 28,000 | 70,000 | 60,000 | 161,467 |
| County Treasury | 11,427,424 | 341,626 | 1,463,219 | 1,185,343 | 467,777 | 862,712 | 895,436 | | | | | | 16,643,537 |
| SUBTOTAL | 11,477,424 | 341,626 | 1,463,219 | 1,185,343 | 467,777 | 862,712 | 895,436 | 431,090 | 344,885 | 69,996 | 426,186 | 503,857 | 18,469,552 |
| Cash on Hand | 8,000 | | | | | | | | | | 1,150 | 3,000 | 12,150 |
| Total Cash | 11,485,424 | 341,626 | 1,463,219 | 1,185,343 | 467,777 | 862,712 | 895,436 | 431,090 | 344,885 | 69,996 | 427,336 | 506,857 | 18,481,702 |

Ending Fund Balance is current ending balance and is highly dependent on receipt of revenue from State. This is not a projection of year end fund balance.