

COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT
Board of Trustees Meeting
May 15, 2017

QUARTERLY UPDATE - BUDGET ACCOUNTABILITY

1

(Quarter Ending March 31, 2017)

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.

2016/17 General Fund Budget

	4/17/17 Unrestricted Budget	5/15/17 Unrestricted Budget	Variance		4/17/17 Restricted Budget	5/15/17 Restricted Budget	Variance
Revenue Limit	54,139,600	54,139,600	-		-	-	-
Other Revenue	3,730,204	3,730,204	-		19,319,389	19,424,961	105,572 (h)
Total Revenue	57,869,804	57,869,804	-		19,319,389	19,424,961	105,572
Academic Salaries 10000	23,995,627	23,945,627	(50,000)		2,324,533	2,332,646	8,113
Contract Faculty	14,720,623	14,720,623	-		1,476,106	1,476,106	-
Faculty Overload	1,856,311	1,856,311	-		48,041	48,041	-
Adjunct Faculty	3,168,722	3,118,722	(50,000) (a)		11,247	11,247	-
Summer School	955,640	955,640	-		22,500	22,500	-
Administrator	2,231,241	2,231,241	-		247,618	247,618	-
Hourly Counselor/Librarian	197,415	197,415	-		435,042	443,155	8,113
Retiree Incentive	262,843	262,843	-		-	-	-
Classified Salaries 20000	10,330,036	10,315,395	(14,641)		4,838,928	4,870,360	31,432
Classified	6,827,764	6,813,123	(14,641) (b)		3,077,812	3,090,244	12,432
Student Help	411,786	411,786	-		544,906	554,906	10,000
Administrator	1,903,046	1,903,046	-		972,742	972,742	-
Confidential	529,255	529,255	-		-	-	-
Professional Expert	305,093	305,093	-		143,856	152,856	9,000
Retiree Incentive	175,467	175,467	-		-	-	-
Benefits 30000	12,337,785	12,334,428	(3,357) (c)		2,769,996	2,759,046	(10,950)
Supplies 40000	1,072,905	1,064,834	(8,071) (d)		2,674,916	2,688,616	13,700
Services 50000	6,258,970	6,367,643	108,673 (e)		2,892,538	2,910,474	17,936
Capital Outlay 60000	2,780,666	1,649,494	(1,131,172) (f)		2,223,760	2,277,214	53,454
Other Outgo 70000	872,994	1,953,564	1,080,570 (g)		1,594,718	1,586,605	(8,113)
Total Expenses	57,648,983	57,630,985	(17,998)		19,319,389	19,424,961	105,572
General Fund Surplus/(Deficit)	220,821	238,819			-	-	

Surplus/(Deficit)			
Final Adopted Surplus	637,836	Misc Salary Adjustments Classified	62,515
One-time augmentation Tutorial Ctr VTEA backfil	(36,738)	Misc Salary Adjustments Certificated	166,998
C/F MAA	(256,976)	Misc Salary Adjustments Management	(884)
C/F Above Base LRC signage	(15,000)	Increase interest & non-resident income	90,000
General Fund Surplus 10/10/16	329,122	6% COSAFA negotiated raise	(171,177)
One-time augmentation FEC	(3,626)	General Fund Surplus 2/13/17	208,029
C/F Safety Budget	(7,772)	C/F Faculty Conf/Travel per Master Agreement	(5,869)
C/F Food Service & Welcome Ctr Remodel	(32,055)	Misc Salary Adjustments Certificated	95,659
C/F Live Oak	(49,876)	Misc Salary Adjustments Management	(119,695)
C/F Campus Signage	(12,000)	Strong Workforce Local indirect	9,678
C/F Department Budgets	(12,096)	General Fund Surplus 3/13/17	187,802
C/F TRIO Remodel	(10,048)	Reduce non-inst'l equipment	35,000
C/F Tulare AG Repair	(50,000)	Remove adjunct office hours revenue	(1,981)
C/F Instructional Equipment	(200,000)	General Fund Surplus 4/17/17	220,821
Misc Salary Adjustments Certificated	12,767	Misc Salary Adjustments Classified	17,998
Misc Salary Adjustments Classified	93,995	General Fund Surplus 5/15/17	238,819
Misc Salary Adjustments Management	33,038		
General Fund Surplus 11/14/16	91,449		
Misc Salary Adjustments Classified	47,874		
Misc Salary Adjustments Management	(79,355)		
General Fund Surplus 12/12/16	59,968		
One-time Mandate Cost revenue increase	609		
General Fund Surplus 1/9/17	60,577		

Revenue Changes 10/16/16	Unrestricted	Restricted
Categorical C/F		
Kings/Tulare WIA		100,615
PELL/FWS/SEOG Admin Allowance		5,625
TRIO		56,734
MSEIP		70,369
Lottery Prop 20		728,030
Basic Skills		91,516
Student Equity Plan		898,190
SSSP Student Success		868,329
Adult Ed		66,843
DSN Health Care		95,529
DSN Health Care Local		6,225
DSN Advanced Manufacturing		92,054
DSN Advanced Manufacturing Local		14,688
Health Center		20,186
Parking		3,535
Healthy Community match		65,688
Constitution Testing		12,890
FWS Local		1,621
True up CCPT #1 allocation		(11,782)
New grant RSCCD CTE Data Unlock		50,000
New grant KCCD CTE		11,000
Faculty Staff Diversity augmentation		54,894
TRIO augmentation		35,297
Revenue Changes 11/14/16		
Testing Revenue increased to Actuals	4,260	
New Grant STEM-REALM increase		647,934
C/F Federal Workstudy, Veterans, Health Center		28,224
EOPS & CARE to final allocation increase		98,790
New Grant Strong Workforce - Regional increase		519,254
CTE Hlth FY17 allocation increase		100,000
SEP to final allocation increase		58,425
Correct C/f CTE Advance Manufacturing and Hlth decrease		(200,000)
C/F Valley Can Air increase		22,685
FY17 KCCD Prop 39 increase		45,500
FY17 KCCD CTE		2,000
Revenue Changes 12/12/16		
Partial increase Hanford Center Status	95,000	
Mandate Cost one-time Furniture/Tech Alpine Bldg	95,000	
Instructional Material Fees increase	49,563	
Testing Revenue increased to Actuals	1,466	
FY17 allocation TANF increase		14,586
FY17 allocation CalWorks increase		162,273
KCCD CTE increase		3,000
FY17 allocation CAA increase		54,000
Revenue Changes 1/9/17		
Mandate Cost one-time increase	770,609	
Foster Care increase		10,250
Revenue Changes 2/13/17		
Interest income increase to estimated actual	80,000	
Non-Resident tuition increase to estimate actual	10,000	
Library lost book income increase to actual	1,029	
Foster Care increase		28,079
CCPT #2 year 2 allocation increase		205,581
Revenue Changes 3/13/17		
Testing revenue to actual increase	780	

UC Berkeley Puente FY17 allocation	4,500	
True up FY16 & FY17 Strong Workforce Regional decrease		(44,535)
FY17 Strong Workforce Local 3 yr grant decrease		(757,217)
Foster Care increase		4,250
FY17 MESA grant increase		15,000
Health Ctr increase		2,234
Revenue Changes 4/17/17		
Hanford Center revenue increase	1,105,687	
Remove Adjunct Office Hours decrease	(1,981)	
P1 increase Adjunct Parity	10,111	
Spring Inst'l material fees increase	44,469	
True up testing revenue increase	4,080	
P1 reduction to AAC decrease		(61,194)
FY15/16 R1 adjustment to staff diversity increase		486
P1 increase to ELI		8,845
FY15/16 R1 reduction to ELI decrease		(699)
KCCD CTE increase		5,000
Special Class Revenue decrease to AAC		(6,369)
Revenue Changes 5/15/17		
(h) FY17 CTE Advanced Manufacturing allocation increase		100,000
KCCD CTE increase		5,572

Unrestricted Major Expense Changes 10/10/16		
Student: One-time budget augmentation tutorial ctr		36,738
C/F MAA		1,590
Supplies: C/F MAA		8,135
Services: C/F MAA		233,482
Capital: C/F MAA		13,769
C/F Above Base LRC signage		15,000
Unrestricted Major Expense Changes 11/14/16		
Misc Salary adjustments Certificated, Classified, Managers decrease		(139,800)
Supplies: C/F Safety increase		7,772
Increase for Testing Revenue		3,760
Expense transfer to Services decrease		(3,100)
Services: Expense transfer from Supplies		3,100
C/F Department Budgets increase		11,484
C/F Campus Signage increase		12,000
C/F Food Service Remodel increase		10,000
C/F AG Repair increase		50,000
C/F Welcome Center Remodel increase		22,055
Increase for Testing Revenue		500
Capital: C/F Instructional Equipment increase		200,000
C/F Live Oak increase		49,876
C/F TRIO Remodel increase		10,048
Unrestricted Major Expense Changes 12/12/16		
Administrator: Misc increase management salaries		69,317
Classified: Misc decrease classified salaries		(35,059)
Supplies: Instructional Material Fee increase		49,563
Expense transfer from Professional Expert increase		5,000
Expense transfer from Services increase		4,000
Expense transfer to Services and Capital decrease		(7,541)
Increase for Testing Revenue		1,466
Services: Expense transfer from Supplies increase		7,305
Expense transfer to supplies decrease		(4,000)
Mandate Cost one-time furniture/tech Alpine Bldg increase		95,000
Capital: Expense transfer from Supplies increase		236
Partial Hanford Center increase Hanford VocEd remodel		95,000
Professional Expert: Expense transfer to Supplies decrease		(5,000)
Unrestricted Major Expense Changes 1/1/17		

Supplies: Expense transfer to Services decrease	(12,135)
Services: Expense transfer from Supplies increase	12,135
One-time Mandate Cost increase: ADA Compliance	12,000
Web Consulting	30,000
Courseleaf	23,000
Facilities Master Plan addendum	20,000
Capital: One-time Mandate cost increase: Additional Wireless/Computer refresh	205,000
Daily Parking Permit Machines	48,000
Other Outgo: Transfer to Capital Projects increase: Pool Renovation	50,000
Emergency Outdoor Audio	90,000
ADA Compliance	42,000
Parking Lot Reseal	60,000
Turf Replacement Fund	190,000
Unrestricted Major Expense Changes 2/13/17	
Contract Faculty: Misc salary adjustment decrease	(118,440)
Health & Welfare stipend expense transfer from benefits increase	132,460
Adjunct Faculty: 6% COSAFA negotiated raise increase	145,131
Administrator: Health & Welfare stipend expense transfer from benefits increase	9,124
Classified: Misc salary adjustment decrease	(42,337)
Health & Welfare stipend expense transfer from benefits increase	137,659
Benefits: Misc salary adjustments decrease and 6% COSAFA increase; net decrease	(42,573)
Health & Welfare stipend expense transfer from benefits decrease	(279,243)
Capital Outlay: Lost library book income increase	1,029
Unrestricted Major Expense Changes 3/13/17	
Contract Faculty: Plant instructor to Strong Workforce decrease	(68,562)
Administrator: Dual Enrollment Director increase	90,990
Hourly Counselor: Weekend College budget transferred cover AAC extended leave employee decrease	(28,174)
Supplies: Expense transfer from Services increase	12,526
Expense transfer from Capital increase	2,500
Testing revenue to actual increase	580
UC Berkeley Puente FY17 allocation increase	4,500
Services: Expense transfer to Supplies decrease	(12,526)
C/F Faculty Conference/Travel per Master Agreement increase	5,869
Testing revenue to actual increase	200
Strong Workforce local indirect decrease	(9,678)
Capital: Expense transfer to Supplies decrease	(2,500)
Unrestricted Major Expense Changes 4/17/17	
Academic Salaries: Adjunct parity increase P1 revenue	10,111
Expense transfer from Supplies to Stipends increase	235
Expense transfer from Services to Stipends increase	900
Classified Salaries: Expense transfer to Supplies decrease	(500)
Expense transfer to Services decrease	(1,410)
Benefits: Expense transfer FY17/18 PERS/STRS to Capital Outlay decrease	(70,000)
Expense transfer FY17/18 PERS/STRS to Services decrease	(3,300)
Supplies: Spring Inst'l Material fees increase	44,469
Expense transfer to Academic Salaries decrease	(235)
Expense transfer from Classified Salaries increase	500
Expense transfer to Services decrease	(5,071)
True up testing revenue increase	2,288
Expense transfer from Capital increase	2,044
Services: Expense transfer from Supplies increase	5,071
Expense transfer from Capital increase	30,699
Expense transfer to Academic Salaries decrease	(900)
True up testing revenue increase	1,792
Expense transfer from Classified increase	1,410
Expense transfer from Benefits increase	3,300
Capital: Reduce Non-Inst'l Equipment decrease	(35,000)
Hanford Center budget increase	1,105,687
Expense transfer from Benefits increase	70,000

Expense transfer to Services decrease	(30,699)
Expnese transfer to Supplies decrease	(2,044)
Unrestricted Major Expense Changes 5/15/17	
(a) Academic Salaries: Expense transfer to Instructional contracts decrease	(50,000)
(b) Classified Salaries: Misc Classified Salary adjustment decrease	(14,641)
(c) Benefits: Misc Classified Salary adjustments decrease	(3,357)
(d) Supplies: Expense transfer to Services decrease	(5,927)
Expense transfer to Capital decrease	(2,144)
(e) Services: Expense transfer from Capital increase	52,746
Expense transfer from Supplies increase	11,927
Expense transfer from Academic Salaries increase	5,927
(f) Capital: Expense transfer to Other Outgo decrease	(1,080,570)
Expense transfer to Services decrease	(52,746)
Expense transfer from Supplies increase	2,144
(g) Other Outgo: Expense transfer from Capital increase	1,080,570

College of the Sequoias
Unrestricted General Fund
Annualized Revenue Projections 2016/2017 Fiscal Year
4/25/2017

Revenue Category	Adopted Budget	Annual Projection As of 4/25/17	Collected as of 4/25/2017	Net Annual Change	Percent Collected
Federal Revenue	\$ 7,000	\$ 7,000	\$ 230	-	3.28%
State Revenue	39,553,188	41,627,614	31,476,260	2,074,426	75.61%
State Apportionment	29,647,638	30,848,325	23,341,767	1,200,687	75.67%
EPA Proceeds	7,980,513	7,980,513	6,149,513	-	77.06%
Property Taxes	165,192	165,192	59,591	-	36.07%
Other State Income	396,655	404,785	307,637	8,130	76.00%
Mandate Cost	263,190	1,128,799	1,128,799	865,609	100.00%
Lottery	1,100,000	1,100,000	488,953	-	44.45%
Local Revenue	16,035,043	16,235,190	12,488,240	200,147	76.92%
Property Taxes	12,846,927	12,846,927	8,719,925	-	67.88%
Interest/Investments	75,000	155,000	155,626	80,000	100.40%
Enrollment-Student Fees	2,298,643	2,298,643	2,690,364	-	117.04%
Other Local Income	414,473	524,620	537,324	110,147	102.42%
Non-Resident Tuition	400,000	410,000	380,765	10,000	92.87%
Totals	\$ 55,595,231	\$ 57,869,804	\$ 43,964,729	2,274,573	75.97%

Notes:

Federal Revenue

State Revenue

State Apportionment increase \$1,200,687 for Hanford Center.
Mandate Cost one-time funds \$865,609.
Only 1st quarter Lottery received.

Local Revenue

Instructional material fees received \$94,032
Increase Library Lost Book \$1,029
Increase testing income \$5,726
Increase interest income to estimated actual \$80,000
Increase Non-Resident tuition to estimated actual \$10,000

College of the Sequoias

Summary Expenditure Estimates Unrestricted General Fund Fiscal Year 2016/2017 Year to Date through 3/31/2017

Major Category	Adopted Budget	Working Budget	Annualized Projection	Variance Working Budget	Year to Date	
					Spent as of 3/31/2017	Percent Spent
10000 Academic	\$ 23,667,551	\$ 23,945,627	\$ 23,888,962	\$ 56,665	18,641,958	77.85%
Contract	14,795,090	14,720,623	14,522,887	197,736	11,643,682	79.10%
Faculty C	1,856,311	1,856,311	1,843,065	13,246	1,394,499	75.12%
Adjunct F	3,023,591	3,118,722	3,450,237	(331,515)	2,766,169	88.70%
Summer	955,640	955,640	954,219	1,421	446,186	46.69%
Administ	1,977,978	2,231,241	2,138,201	93,040	1,601,294	71.77%
20000 Classified	10,400,449	10,315,395	10,232,596	82,799	7,994,767	77.50%
Classifie	6,846,063	6,813,123	6,678,130	134,993	5,004,818	73.46%
Student I	374,568	411,786	444,560	(32,774)	353,650	85.88%
Administ	1,963,502	1,903,046	1,896,532	6,514	1,439,475	75.64%
30000 Benefits	12,763,581	11,681,428	11,364,544	316,884	8,833,514	75.62%
40000 Supplies	953,884	1,064,834	904,053	160,781	637,999	59.92%
50000 Services	5,693,672	6,367,643	5,499,927	867,716	4,154,737	65.25%
60000 Capital Ou	1,037,264	1,649,494	1,611,734	37,760	868,303	52.64%
70000 Other Outg	440,994	2,606,564	2,598,310	8,254	585,037	22.44%
Total Expenditures	\$ 54,957,395	\$ 57,630,985	\$ 56,100,126	\$ 1,530,859	\$ 41,716,314	72.39%

COS FINANCIAL REPORT

Prepared
04/25/17

Quarter Ending March 31, 2017

<i>Fund Numbers</i>	11000-19250	41000-48009	48010	48015	62000	62100	79500	39100	53010-53170	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 1/1/2017	19,305,608	4,436,286	990,783	2,204,517	473,915	7,940	894,256	481,567	655,631	92,856	652,863	554,234	30,750,454
Revenue	18,640,164	1,246,490	1,168	6,659	1,431	2,570	2,701	86,215	82,764	96	44,723	81,098	20,196,078
Expenditures	18,013,697	222,943						98,607	252,821		212,239	62,115	18,862,422
A/P & A/R Adj	8,656			1	1						(15)		8,643
Ending Fund Bal 3/31/2017	19,940,731	5,459,833	991,951	2,211,176	475,347	10,510	896,957	469,174	485,574	92,952	485,333	573,217	32,092,754
Fund Bal Prior Year 3/31/2016	15,843,642	2,296,493	1,471,799	1,188,832	469,154	865,252	898,073	454,167	389,035	92,582	596,490	511,105	25,076,624
+ <> Difference	4,097,090	3,163,339	(479,849)	1,022,344	6,193	(854,742)	(1,116)	15,007	96,539	370	(111,158)	62,112	7,016,130
Cash Balances													
Citizen Bank								402,567					402,567
Valley Business Bank										45,522	306,824	510,320	862,665
Union Bank	50,000								1,002,804				1,052,804
L.A.I.F.									3,467	28,000	70,000	60,000	161,467
County Treasury	20,066,434	5,508,043	387,809	2,211,176	475,347	853,574	896,957						30,399,340
SUBTOTAL	20,116,434	5,508,043	387,809	2,211,176	475,347	853,574	896,957	402,567	1,006,271	73,522	376,824	570,320	32,878,843
Cash on Hand	8,000										1,150	3,000	12,150
Total Cash	20,124,434	5,508,043	387,809	2,211,176	475,347	853,574	896,957	402,567	1,006,271	73,522	377,974	573,320	32,890,993

FY16/17 External auditors advised that we should book Banked Leave liability.