

COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT
Board of Trustees Meeting
May 13, 2019

QUARTERLY UPDATE - BUDGET ACCOUNTABILITY

1

(Quarter Ending March 31, 2019)

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.

2018/19 General Fund Budget

	4/8/19 Unrestricted Budget	5/13/19 Unrestricted Budget	Variance		4/8/19 Restricted Budget	5/13/19 Restricted Budget	Variance
Revenue Limit	67,816,778	67,816,778	-		-	-	-
Other Revenue	3,932,915	3,940,663	7,748	(a)	24,100,176	24,201,987	101,811
Total Revenue	71,749,693	71,757,441	7,748		24,100,176	24,201,987	101,811
Academic Salaries 10000	26,822,054	26,867,802	45,748		3,390,139	3,405,558	15,419
Contract Faculty	16,744,185	16,744,185	-		2,313,958	2,313,958	-
Faculty Overload	2,021,934	2,021,934	-		53,614	53,614	-
Adjunct Faculty	3,737,428	3,737,428	-		55,838	55,838	-
Summer School	896,851	896,851	-		10,500	14,609	4,109
Administrator	2,359,168	2,359,168	-		243,091	243,091	-
Hourly Counselor/Librarian	203,074	248,822	45,748	(b)	569,962	569,962	-
Classified Salaries 20000	12,496,486	12,461,964	(34,522)		5,979,890	6,008,831	28,941
Classified	8,242,816	8,191,313	(51,503)	(c)	3,615,082	3,589,372	(25,710)
Student Help	615,901	616,382	481		743,689	773,340	29,651
Administrator	2,391,653	2,391,653	-		1,213,684	1,213,684	-
Confidential	540,428	540,428	-		-	-	-
Professional Expert	301,167	301,167	-		297,639	313,639	16,000
Benefits 30000	14,776,093	14,760,533	(15,560)	(d)	3,488,612	3,474,219	(14,393)
Supplies 40000	1,256,725	1,236,007	(20,718)	(e)	2,415,674	2,412,707	(2,967)
Services 50000	6,480,627	6,494,627	14,000	(f)	3,631,276	3,510,198	(121,078)
Capital Outlay 60000	2,131,065	2,141,062	9,997	(g)	3,144,747	3,332,747	188,000
Other Outgo 70000	4,730,370	4,730,370	-		2,049,838	2,057,727	7,889
Total Expenses	68,693,420	68,692,365	(1,055)		24,100,176	24,201,987	101,811
General Fund Surplus/(Deficit)	3,056,273	3,065,076			-	-	

Surplus/(Deficit)			
Final Adopted Surplus	5,101,544	Misc Classified salary changes decrease	43,306
C/F MAA	(62,762)	Misc Certificated salary changes decrease	75,852
C/F Above Base	(18,995)	Misc Management salary changes increase	(1,025)
C/F Technology	(35,000)	Remove financial aid budget augmentation	30,000
C/F Hanford Center one-time funds	(77,055)	General Fund Surplus 1/14/19	2,762,730
C/F Facilities	(69,069)	Misc Classified salary changes decrease	22,840
C/F Various department budgets	(21,215)	Misc Certificated salary changes decrease	2,994
Increase interest expense 04 COP refinance	(23,748)	Increase Accreditation budget	(3,000)
Budget Augmentation Visalia marquee lighting	(60,000)	General Fund Surplus 3/11/19	2,785,564
Budget Augmentation Visalia security cameras	(43,000)	Remove vacant Faculty positions decrease	282,615
FY19 Full Time Faculty Hiring allocation increase	460,198	C/F MAA Hanford Center increase	(10,870)

FY19 STRS excess employer portion	86,476	P1 decrease Full-time Faculty Hire revenue	(1,036)
6.5% increase hourly counselor/librarians	(17,169)	General Fund Surplus 4/8/19	3,056,273
Misc Certificated salary changes decrease	170,236	Tule 504 renovation increase	(40,000)
Misc Classified salary changes decrease	33,555	Misc Classified salary changes decrease	48,803
General Fund Surplus 10/8/18	5,423,996	General Fund Surplus 5/13/19	3,065,076
C/F Facilities faculty office moves	(41,576)		
CSEA negotiated longevity change increas	(8,248)		
Misc Classified salary changes increase	(5,371)		
General Fund Surplus 11/5/18	5,368,801		
One-time exp plan to purchase Real Property	(1,000,000)		
One-time expenditure plan transfer to fund OPEB	(340,000)		
One-time exp plan transfer infrastructure to Cap Proj	(1,500,000)		
One-time exp plan transfer to Cap Proj turf repl	(360,000)		
One-time exp plan transfer to Cap Proj Board Appro	(1,000,000)		
One-time exp plan Instructional Equipment	(800,000)		
Remove PERS/STRS 2 out years	1,450,695		
Misc Classified salary changes decrease	33,299		
Misc Certificated salary changes increase	(35,930)		
Misc Confidential salary changes decrease	69,267		
Misc Management salary changes increase	(1,437)		
Increase B&N Commission income	150,000		
Savings from vacant positions decrease	579,902		
General Fund Surplus 12/10/18	2,614,597		

Revenue Changes 10/8/18	Unrestricted	Restricted
Full Time Faculty Hiring allocation increase	460,198	
B&N Commission	40,000	
Categorical carryforward		
STEM/REALM		162,070
Kings/Tulare WIA		68,793
Federal Workstudy		8,244
Veterans		2,755
Veterans Resource Center		40,606
TRIO		(19,047)
TRIO/SSS		(201)
PELL/FWS/SEOG Admin Allowance		4,259
SSSP Student Success		619,648
Student Equity Plan		294,766
Adult Ed		19,708
Hunger Free Campus		7,216
Staff Diversity		61,990
Campus Safety		21,260
Strong Workforce Regional #1		(37,280)
Strong Workforce Local #1		(30,052)
Strong Workforce Regional #2		(42,864)
Strong Workforce Local #2		354,435
Instructional equipment		77,804
Basic Skills		306,380
Basic Skills Transformation		293,072

Lottery Prop 20		1,180,429
FWS Local		2,659
DLIA Award		10,000
Valley Can Air		22,685
Constitution Testing		14,900
CCPT #2		(64,202)
CSUF Engineering		5,343
Parking		127,791
Traffic Safety		1,073
Health Center		54,973
DSN Health Care Local		37,059
DSN Advanced Manufacturing Local		6,907
Strong Workforce Local #3		204,270
Foster Care Augmentation		31,599
Child Development Training reduction		(2,500)
Remove Strong Workforce Regional budget		(70,446)
Revenue Changes 11/5/18		
True up testing/rent revenue increase	13,172	
Material fee revenue increase	50,359	
One-time piano surplus revenue increase	900	
DSN Health grant extension increase		200,000
TRIO augmentation increase		11,577
TRIO/SSS augmentation increase		16,890
Federal Workstudy decrease		(5)
Strong Workforce Regional increase		12,501
Revenue Changes 12/10/18		
B&N commission income increase	150,000	
Decrease piano sale income	(300)	
AAC P1 decrease		(29,752)
Hunger Free Campus increase		84,114
Revenue Changes 1/14/19		
Full-Time Faculty Hiring allocation moved to Other Revenue decrease	(460,198)	
True up Testing revenue increase	4,783	
True up Rental revenue increase	2,000	
Increase Piano sale income increase	300	
Full-time Faculty Hiring moved from Revenue Limit increase	460,198	
New grant Food Safety increase		192,651
Foster Care augmentation increase		4,347
NextUp allocation increase		145,541
Mental Health Support allocation		86,271
RSCCD Food Safety grant		18,000
Revenue Changes 2/11/19		
True up testing revenue	1,725	
Veterans Resource Center One-time increase		100,000
AAC P1 increase		299,749
Revenue Changes 3/11/19		
MAA return of 4% admin fee increase	2,012	
Remove Gotta Media budget decrease	(1,750)	

NextUp one-time start up funds increase		267,590
New grant CNA expansion program increase		67,500
Revenue Changes 4/8/19		
Spring 2019 Instructional Material Fees increase	48,547	
P1 decrease Full-time Faculty Hire revenue	(1,036)	
P1 increase Adjunct Parity revenue	6,879	
True up Rental/Lost Book revenue increase	7,107	
Veterans Resource Center reduction decrease		(8,346)
Correct EOPS allocation decrease		(4,088)
FY17/18 recalculation AAC increase		65
P1 increase Adult Ed Block Grant		4,071
P1 increase Hunger Free Campus		375
Revenue Changes 5/13/19		
(a) True up Gate Receipts to actuals increase	6,248	
Misc income increase	1,500	
(h) New grant Classified Staff Development increase		37,811
New grant Peralta CCD SWP		64,000

Unrestricted Major Expense Changes 10/8/18		
Academic Salaries: Misc Certificated salary changes decrease		(126,705)
Hourly Counselor/Librarian: 6.5% increase and expense transfer to capital		(3,810)
Classified Salaries: Misc Classified salary changes increase		17,256
Benefits: Misc salary changes decrease; STRS employer excess portion decrease		(138,234)
Supplies: C/F Various departments increase		9,608
Expense transfer to capital projects decrease		(3,000)
Expense transfer to Services decrease		(855)
Services: C/F MAA increase		62,762
C/F Hanford Center increase		50,000
C/F Facilities increase		69,069
One-time budget augmentation Visalia security cameras		43,000
One-time budget augmentation Visalia Marquee lights		60,000
Increase interest expense 04 COP refinance		23,748
Expense transfer fr Supplies		855
Capital outlay: C/F Above Base increase		18,995
C/F Hanford Center increase		27,055
C/F Technology increase		35,000
C/F Various departments increase		980
Expense transfer from supplies		3,000
Expense transfer from hourly counselor		18,395
Unrestricted Major Expense Changes 11/5/18		
Classified Salaries: CSEA negotiated longevity increase		6,447
Misc Classified salary increase		2,778
Benefits: Misc Classified salary changes and negotiated longevity increase		4,394
Supplies: Material fees increase		50,359
Expense transfer to Services decrease		(1,573)
True up testing/rent revenue increase		3,675
Services: True up testing/rent revenue increase		9,497

C/F Facilities faculty office moves	41,576
Expense transfer from Supplies increase	1,573
Expense transfer from Hourly Counselor increase	17,500
Expense transfer from Captial Outlay increase	35,600
Capital outlay: Expense transfer to Services decrease	(35,600)
One-time piano surplus increase	900
Academic Salaries: Hourly counselor transfer to Services decrease	(17,500)
Unrestricted Major Expense Changes 12/10/18	
Certificated, Classified, Benefits: Misc Classified salary changes decrease	33,299
Misc Certificated salary changes increase	(35,930)
Misc Confidential salary changes decrease	69,267
Misc Management salary changes increase	(1,437)
Remove STRS/PERS 2 out years decrease	1,450,695
Vacant positions savings decrease	579,902
Supplies: Piano sale decrease	(300)
Expense transfer from Services increase	41,500
Expense transfer from Capital increase	37,085
Services: Expense transfer to Supplies decrease	(41,500)
Capital outlay: Expense transfer to Supplies decrease	(37,085)
Other Outgo: Real Property purchase transfer to Linwood Reserve increase	1,000,000
One-time expenditure plan transfer to fund OPEB increase	340,000
One-time exp plan transfer infrastructure/cabling to Capital Projects increase	1,500,000
One-time exp plan transfer to Capital Projects turf repl increase	360,000
One-time exp plan transfer to Capital Projects Board Approved Projects increase	1,000,000
Unrestricted Major Expense Changes 1/14/19	
Contract Faculty: Reassigned time moved to grants decrease	(55,783)
Misc Certificated salary changes increase	6,724
Academic Salaries: Vacant position savings posted December increase	29,189
Classified: Misc Classified salary changes decrease	(101,711)
Confidential: Misc Confidential salary changes decrease	(48,202)
Classified Salaries: Vacant position savings posted December increase	86,482
Misc Management salary changes increase	800
True up Testing revenue increase	2,962
Benefits: Misc salary changes decrease	(83,834)
Supplies: True up Testing Revenue increase	300
True up Rental Revenue increase	2,000
Expense transfer to Capital outlay decrease	(559)
Expense transfer from Services increase	14,940
Services: Expense transfer to Supplies decrease	(14,940)
Remove Financial Aid budget augmentation decrease	(30,000)
Expense transfer to Capital outlay decrease	(18,000)
Captial Outlay: Expense transfer from Supplies increase	559
Expense transfer from Capital outlay increase	18,000
Piano sales revenue increase	300
True up Testing revenue increase	1,521
Unrestricted Major Expense Changes 2/11/19	
Classified Salaries: Expense tranfer of vacant position savings to Capital Outlay decrease	(5,125)

Expense transfer Student Help to Services decrease	(2,254)
True up testing revenue increase classified overtime	1,725
Supplies: Expense transfer from Services increase	1,198
Expense transfer to Capital Outlay decrease	(9,000)
Services: Expense transfer to Supplies decrease	(1,198)
Expense transfer from Student Help increase	2,254
Capital Outlay: Expense transfer from Supplies increase	9,000
Expense transfer from Classified vacant position savings increase	5,125
Unrestricted Major Expense Changes 3/11/19	
Summer School: Expense transfer to math lab classified overtime decrease	(2,560)
Contract Faculty: Misc Certificated changes decrease	(2,886)
Classified Salaries: Misc Classified changes increase	5,521
Expense transfer from Summer School increase	2,560
Misc Mangement changes increase	9,144
Benefits: Misc salary changes decrease	(37,613)
Supplies: Remove Gotta Media budget decrease	(1,750)
Services: Expense transfer from Capital outlay increase	12,439
Increase Accreditation Budget	3,000
Refund 4% admin fee on MAA increase	2,012
Capital Outlay: Expense transfer to Services decrease	(12,439)
Unrestricted Major Expense Changes 4/8/19	
Academic Salaries: Remove vacant Faculty positions decrease	(369,249)
P1 Adjunct Parity revenue increase	6,879
Vacant position savings posted in December increase	147,204
Classified Salaries: Vacant position savings posted in December increase	86,059
Expense transfer from Student to Supplies decrease	(5,000)
Benefits: Savings from Vacant positions decrease	(146,629)
Supplies: Expense transfer from Student increase	5,000
Spring 2019 Instructional Material Fees increase	48,547
True up Rental income increase	3,952
Expense transfer to Services decrease	(1,502)
Expense transfer from Capital Outlay increase	13,000
Services: C/F MAA Hanford Center increase	10,870
Expense transfer from Supplies increase	1,502
Expense transfer from Capital Outlay increase	74,500
Capital Outlay: Expense transfer to Services decrease	(74,500)
Expense transfer to Supplies decrease	(13,000)
True up Library Lost book increase	3,155
Unrestricted Major Expense Changes 5/13/19	
(b) Hourly Counselor: Expense transfer from Supplies increase	1,700
Expense transfer from Services increase	39,048
Expense transfer from Capital outlay increase	5,000
(c) Classified: Expense transfer to Classified Substitute decrease	(16,500)
Expense transfer to Capital outlay decrease	(5,125)
Misc Classified salary changes decrease	(32,508)
Expense transfer from Student increase	2,630
(d) Benefits: Misc Classified salary changes decrease	(15,560)

(e) Supplies:	True up Misc income increase	1,500
	Expense transfer from Student Help increase	1,154
	Expense transfer to Hourly Counselor decrease	(1,700)
	Expense transfer to Services decrease	(1,800)
	Expense transfer to Capital outlay decrease	(19,872)
(f) Services:	True up Gate receipts increase	6,248
	Tule 504 renovation increase	40,000
	Expense transfer from Supplies increase	6,800
	Expense transfer from Capital outlay increase	5,000
	Expense transfer to Student decrease	(5,000)
	Expense transfer to Hourly counselor decrease	(39,048)
(g) Capital Outlay:	Expense transfer to Hourly counselor decrease	(5,000)
	Expense transfer from Supplies increase	14,872
	Expense transfer from Classified increase	5,125
	Expense transfer to Services decrease	(5,000)

College of the Sequoias
Unrestricted General Fund
Annualized Revenue Projections 2018/2019 Fiscal Year
4/24/2019

Revenue Category	Adopted Budget	Annual Projection As of 4/24/2019	Collected as of 4/24/2019	Net Annual Change	Percent Collected
Federal Revenue	\$ 7,000	\$ 9,012	\$ 2,786	2,012	30.91%
State Revenue	51,873,222	52,339,263	37,801,710	466,041	72.22%
State Apportionment	40,863,608	40,863,608	29,204,306	-	71.47%
EPA Proceeds	8,762,707	8,762,707	6,983,527	-	79.70%
Property Taxes	165,192	165,192	58,801	-	35.60%
Other State Income	386,089	852,130	619,357	466,041	72.68%
Mandate Cost	295,626	295,626	295,627	-	100.00%
Lottery	1,400,000	1,400,000	640,092	-	45.72%
Local Revenue	19,084,575	19,409,166	13,756,962	324,591	70.88%
Property Taxes	15,167,154	15,167,154	1,612,596	-	10.63%
Interest/Investments	155,000	155,000	389,021	-	250.98%
Enrollment-Student Fees	2,858,117	2,858,117	2,809,238	-	98.29%
Other Local Income	494,304	818,895	8,532,221	324,591	1041.92%
Non-Resident Tuition	410,000	410,000	413,887	-	100.95%
Totals	\$ 70,964,797	\$ 71,757,441	\$ 51,561,458	792,644	71.86%

Notes:

Federal Revenue

MAA MediCal Admin Allowance return of 4% fee on back cast invoices \$2,012

State Revenue

2nd quarter Lottery will be received by 4/30/19.

Other State Income increase of \$460,198 is Full-Time Faculty Hiring Funds

Local Revenue

Instructional material fees \$98,906

Increase testing income \$12,678

Increase rental income to estimated actual \$10,913

Increase miscellaneous income B&N commission \$190,000,

Increase gate receipts to estimated actual \$6,248

Increase library lost book to estimated actual \$3,155

College of the Sequoias

Summary Expenditure Estimates

Unrestricted General Fund

Fiscal Year 2018/2019

Year to Date through 3/31/2019

Major Category	Adopted Budget	Working Budget	Annualized Projection	Variance Working Budget	Year to Date	Percent Spent
					Spent as of 3/31/2019	
10000 Academic Salaries	\$ 27,341,673	\$ 26,867,802	\$ 26,860,402	\$ 7,400	20,969,449	78.05%
Contract Faculty	17,257,440	16,744,185	16,542,149	202,036	13,222,604	78.97%
Faculty Overload	2,021,934	2,021,934	2,117,306	(95,372)	1,598,157	79.04%
Adjunct Faculty	3,737,428	3,737,428	3,732,914	4,514	2,999,306	80.25%
Summer School	899,411	896,851	1,154,725	(257,874)	559,014	62.33%
Administrator	2,359,168	2,359,168	2,357,608	1,560	1,768,341	74.96%
20000 Classified Salaries	12,708,487	12,461,964	11,974,841	487,123	9,157,547	73.48%
Classified	8,387,705	8,191,313	7,910,837	280,476	5,901,573	72.05%
Student Help	574,703	616,382	551,089	65,293	396,036	64.25%
Administrator	2,410,556	2,391,653	2,278,618	113,035	1,697,892	70.99%
30000 Benefits	16,812,411	14,760,533	14,741,439	19,094	11,296,112	76.53%
40000 Supplies	1,044,100	1,236,007	1,101,310	134,697	794,749	64.30%
50000 Services	6,064,508	6,494,627	5,745,220	749,407	4,623,846	71.19%
60000 Capital Outlay	1,361,704	2,141,062	2,059,624	81,438	667,761	31.19%
70000 Other Outgo	530,370	4,730,370	4,711,881	18,489	4,289,352	90.68%
Total Expenditures	\$ 65,863,253	\$ 68,692,365	\$ 67,194,716	\$ 1,497,649	\$ 51,798,816	75.41%

COS FINANCIAL REPORT

Prepared
04/17/19

As of March 31, 2019

Fund Numbers	11000-19250	41000-48009	48010	48015	62100	79500	39100	53010-53170	75000-75090	79000-79499	81000-81880	Total
	General Fund	Capital Projects	Farm Spec. Res.	Linwood Res	Banked Leave	H.S.I. Trust	Business Industry	Farm	Student Loans	Trust	Clubs/CoCurr	
Adjusted Beg. Fund Bal 7/1/2018	19,819,356	5,915,366	998,925	318,967	707	913,088	321,456	82,956	93,578	302,406	457,068	30,750,454
Revenue	70,168,445	3,740,772	5,775	2,143,950	13,349	13,293	361,158	437,543	422	401,748	391,444	77,677,899
Expenditures	65,796,868	978,672		3,114		6,815	381,213	541,259		168,284	285,738	68,161,963
Ending Fund Bal 3/31/2019	24,190,934	8,677,466	1,004,700	2,459,803	14,056	919,565	301,401	(20,760)	94,000	535,870	562,774	40,266,390
+ <> Difference	4,371,578	2,762,100	5,775	2,140,836	13,349	6,478	(20,055)	(103,716)	422	233,464	105,706	9,515,936
Cash Balances												
Citizen Bank							245,564		48,707	404,507	532,144	1,230,922
Union Bank	50,000							541,718				591,718
L.A.I.F.								3,467	28,000	70,000	65,000	166,467
County Treasury	25,359,782	8,679,791	400,558	2,459,803	925,937	919,565						38,745,436
SUBTOTAL	25,409,782	8,679,791	400,558	2,459,803	925,937	919,565	245,564	545,185	76,707	474,507	597,144	40,734,542
Cash on Hand	8,000									1,150	3,000	12,150
Total Cash	25,417,782	8,679,791	400,558	2,459,803	925,937	919,565	245,564	545,185	76,707	475,657	600,144	40,746,692