

COLLEGE OF THE SEQUOIAS COMMUNITY COLLEGE DISTRICT
Board of Trustees Meeting
May 11, 2020

QUARTERLY UPDATE - BUDGET ACCOUNTABILITY

1

(Quarter Ending March 31, 2020)

Status: **Information**

Presented by: Ron Perez
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.

2019/20 General Fund Budget

	4/13/20 Unrestricted Budget	5/11/20 Unrestricted Budget	Variance		4/13/20 Restricted Budget	5/11/20 Restricted Budget	Variance	
Revenue Limit	70,850,715	70,850,715	-		-	-	-	
Other Revenue	4,481,351	4,481,351	-		23,415,724	23,417,664	1,940	(a)
Total Revenue	75,332,066	75,332,066	-		23,415,724	23,417,664	1,940	
Academic Salaries 10000	29,939,863	29,939,863	-		3,028,624	3,057,842	29,218	
Contract Faculty	19,208,950	19,208,950	-		2,096,796	2,096,796	-	
Faculty Overload	2,146,945	2,146,945	-		24,989	24,989	-	
Adjunct Faculty	3,945,771	3,945,771	-		82,572	82,572	-	
Summer School	894,732	894,732	-		11,327	11,327	-	
Administrator	2,584,583	2,584,583	-		308,722	308,722	-	
Hourly Counselor/Librarian	255,885	255,885	-		430,218	450,436	20,218	
Classified Salaries 20000	13,801,454	13,793,054	(8,400)	(b)	5,702,175	5,691,477	(10,698)	
Classified	8,965,079	8,965,079	-		3,619,550	3,625,240	5,690	
Student Help	629,101	620,701	(8,400)		766,582	750,194	(16,388)	
Administrator	2,844,066	2,844,066	-		951,918	951,918	-	
Confidential	607,616	607,616	-		-	-	-	
Professional Expert	318,383	318,383	-		218,188	218,188	-	
Benefits 30000	17,637,360	17,637,360	-		3,570,556	3,570,556	-	
Supplies 40000	1,475,934	1,472,798	(3,136)	(c)	3,139,576	3,130,536	(9,040)	
Services 50000	6,430,562	6,441,998	11,436	(d)	3,745,629	3,747,609	1,980	
Capital Outlay 60000	1,777,173	1,777,273	100	(e)	1,750,092	1,750,092	-	
Other Outgo 70000	576,170	642,241	66,071	(f)	2,479,072	2,469,552	(9,520)	
Total Expenses	71,638,516	71,704,587	66,071		23,415,724	23,417,664	1,940	
General Fund Surplus/(Deficit)	3,693,550	3,627,479			-	-		

Surplus/(Deficit)		
Final Adopted Surplus	1,175,147	Misc Management Salary changes increase (13,600)
C/F MAA	(29,186)	General Fund Surplus 1/13/20 772,779
C/F Above Base	(370,777)	Misc Classified salary changes decrease 9,409
C/F Hanford Center one-time funds	(76,875)	General Fund Surplus 2/10/20 782,188
C/F Facilities	(22,966)	Certificated moved to Guided Pathway decrease 13,828
C/F Various department budgets	(23,926)	Classified vacant position savings decrease 89,426
C/F COSAFA Office Hours	(10,000)	Misc Classified salary changes decrease 17,218
C/F COSTA faculty travel	(50)	General Fund Surplus 3/9/20 902,660
Misc Certificated salary changes increase	(77,098)	FY20 P1 adjustment 3.69% deficit increase 3,139,159
Misc Classified salary changes decrease	14,198	COVID-19 Hotspots/laptops increase (250,000)
Misc Management salary changes increase	(7,683)	COVID-19 Academic Svc emergencies increase (85,000)
Employer portion excess STRS savings decrease	77,262	Misc Management Salary changes increase (13,269)
MESA savings on vacant positions	6,983	General Fund Surplus 4/13/20 3,693,550
General Fund Surplus 10/14/19 655,029		COVID-19 Parking refunds increase (66,671)
Misc Certificated salary changes decrease	24,619	General Fund Surplus 5/11/20 3,627,479
Misc Classified salary changes decrease	17,569	
Misc Management salary changes decrease	179	
General Fund Surplus 11/4/19 697,396		
Misc Management salary changes increase	(30,194)	
Misc Classified salary changes decrease	67,317	
Misc Certificated salary changes decrease	51,860	
General Fund Surplus 12/16/19 786,379		

Revenue Changes 10/14/19	Unrestricted	Restricted
In-Kind donation from COS Foundation increase	7,160	
True up testing revenue increase	1,948	
Puente Co-op revenue increase	4,193	
HSI transfer for MESA moved to categorical	(8,000)	
Total Unrestricted	5,301	
Carry forward revenue increase/(decrease)		
Kaweah LVN to RN		160,000
DSN Advanced Manufacturing Local		5,606
DSN Health Care Local		36,282
Health Center		63,989
Traffic Safety		71
Parking		183,624
SSSP Student Success		228,801
Student Equity Plan		179,560
Adult Ed		39,919
Hunger Free Campus		11,197
Staff Diversity		71,366
Campus Safety		1,766
Strong Workforce Regional		57,981
Strong Workforce Local #3		179,309
Strong Workforce Local #2		376,847
Instructional equipment		38,747
Basic Skills		340,049
Certified Nursing Assistant		67,485
Lottery Prop 20		1,737,108
FWS Local		4,659
DLIA Award		10,000
Valley Can Air		22,685
Constitution Testing		15,530
DSN Health		40,194
Statewide Advanced Manufacturing		869
Classified Staff Development		37,811
Mental Health		(5,473)
Guided Pathways		403,941
SEOG AA		3,350
FWS AA		1,672
PELL AA		15,429
TRIO/SSS		(702)
TRIO		(66,063)
Veterans Resource Center One-time		(23,910)
Veterans Resource Center		30,089
Vets		5,195
FWS		16,382
Kings Co WIOA		5,068
Tulare Co WIOA		46,863
REALM		74,177
Food Safety		(23,227)
TPP/SWP		(4,109)
Financial Aid Technology		147,214
College Promise		300,842
CTE CVC/OEI Online Pathway increase		49,160
MESA set up as categorical increase		81,671
TRIO/SSS augmentation increase		33,032
TANF augmentation increase		1,026
CalWorks augmentation increase		6,998
Total Restricted		5,010,080
Revenue Changes 11/4/19		
Summer/Fall 2019 material fee revenue increase	52,198	
Total Unrestricted	52,198	
TRIO augmentation increase		24,779
Total Restricted		24,779
Revenue Changes 12/16/19		
True up testing revenue increase	14,500	
True up rental revenue increase	27,393	
Total Unrestricted	41,893	
Revenue Changes 1/13/20		
Move Puente UC Co-op to categorical decrease	(4,193)	
Total Unrestricted	(4,193)	
New grant Early College Success Liaison increase		89,295

New grant SCCC CD SWP Nursing increase		82,300
Set up Puente UC Co-op increase		4,193
EOPS augmentation increase		14,226
Total Restricted		190,014
Revenue Changes 2/10/20		
True up Rental Income increase	6,084	
Total Unrestricted	6,084	
Revenue Changes 3/9/20		
Veterans Resource Center Augmentation increase		47,573
Total Restricted		47,573
Revenue Changes 4/13/20		
FY20 P1 adjustment 3.69% deficit increase	3,139,159	
Spring Instructional Material fees increase	44,080	
FY20 P1 adjustment Adjunct Parity increase	3,050	
Total Unrestricted	3,186,289	
FY20 P1 adjustment VRC decrease		(17,699)
FY20 P1 adjustment Huger Free Campus increase		33,923
FY20 P1 adjustment Staff Diversity increase		5,000
FY20 P1 adjustment CalWorks increase		869
FY19 R1 adjustment AAC increase		1,904
FY20 P1 adjustment NextUp increase		24,313
Total Restricted		48,310
Revenue Changes 5/11/20		
(a) PELL/SEOG Admin Allowance increase		1,940
Total Restricted		1,940

Unrestricted Major Expense Changes 10/14/19	Detail	Total
Academic Salaries: Misc Certificated salary changes increase	77,893	
C/F Adjunct Office Hours increase	10,000	
Expense Transfer from Supplies increase	10,000	
4% increase miscellaneous accounts increase	4,463	102,356
Classified Salaries: Misc Classified salary changes decrease	(49,352)	
Misc Management salary changes increase	6,362	
True up rental income increase overtime	1,948	
4% increase miscellaneous accounts increase	15,753	
Move MESA to categorical decrease	(29,297)	(54,586)
Benefits: STRS employer excess portion decrease	(77,262)	
Move MESA to categorical decrease	(7,923)	
Misc salary changes all groups decrease	(9,160)	(94,345)
Supplies: C/F various increase	3,951	
Expense transfer to Academic Salaries decrease	(10,000)	
Expense transfer from Capital Outlay increase	7,500	
Expense transfer from Services increase	5,400	
Move MESA to a categorical decrease	(19,210)	
Puente Co-op budget increase	4,193	(8,166)
Services: C/F various increase	186,221	
Move MESA to categorical decrease	(7,600)	
Expense transfer to Supplies decrease	(5,400)	
Expense transfer from Capital Outlay increase	29,717	202,938
Capital outlay: C/F various increase	333,608	
Expense transfer to Supplies decrease	(7,500)	
Expense transfer to Services decrease	(29,717)	
In-Kind donation of equipment from COS Foundation increase	7,160	303,551
Other Outgo: Move MESA to categorical increase	73,671	73,671
Unrestricted Major Expense Changes 11/4/19	Detail	Total
Academic Salaries: Misc Certificated salary changes decrease	(17,318)	(17,318)
Classified Salaries: Misc Classified salary changes decrease	(12,561)	
Misc Management salary changes increase	2,408	(10,153)
Benefits: Misc salary changes all groups decrease	(14,896)	(14,896)
Supplies: Instructional material fees increase	52,198	
Expense transfer to Services decrease	(2,525)	
Expense transfer to Capital outlay decrease	(2,606)	47,067
Services: Expense transfer from Supplies increase	2,525	2,525
Capital outlay: Expense transfer from Supplies increase	2,606	2,606
Unrestricted Major Expense Changes 12/16/19	Detail	Total
Academic Salaries: Misc Certificated salary changes decrease	(36,203)	
Expense transfer from Academic salaries to Services decrease	(3,520)	
Misc Management salary changes increase	25,000	(14,723)

Classified Salaries: Misc Classified salary changes decrease	(41,318)	
Expense transfer from Classified to Services decrease	(3,790)	(45,108)
Benefits: Misc salary changes all groups decrease	(36,462)	(36,462)
Supplies: True up testing revenue increase	7,513	
Expense transfer from Services increase	786	
Expense transfer to Capital outlay decrease	(1,439)	6,860
Services: Expense transfer to Supplies decrease	(786)	
True up rental income increase	27,393	
True up testing income increase	5,581	
Expense transfer from Classified salaries increase	3,790	
Expense transfer from Academic salaries increase	3,520	
Expense transfer from Capital outlay increase	803	40,301
Capital outlay: Expense transfer to Services decrease	(803)	
Expense transfer from Supplies increase	1,439	
True up testing revenue increase	1,406	2,042
Unrestricted Major Expense Changes 1/13/20	Detail	Total
Academic Salaries: Misc Management salary changes increase	9,983	9,983
Benefits: Misc Management salary increase	3,617	3,617
Supplies: Move UC Puente Co-op to categorical decrease	(4,193)	
Expense transfer from Capital Outlay increase	1,274	
Expense transfer from Services increase	256	(2,663)
Services: Expense transfer to Supplies decrease	(256)	(256)
Capital outlay: Expense transfer to Supplies decrease	(1,274)	(1,274)
Unrestricted Major Expense Changes 2/10/20	Detail	Total
Classified Salaries: Misc Classified salary changes decrease	(7,261)	(7,261)
Benefits: Misc Classified salary decrease	(2,148)	(2,148)
Services: True up Rental Income increase	6,084	6,084
Unrestricted Major Expense Changes 3/9/20	Detail	Total
Academic Salaries: Certificated salary moved to categorical decrease	(9,916)	
Expense transfer to Classified decrease	(3,750)	(13,666)
Classified Salaries: Expense transfer from Academic Salaries increase	3,750	
Classified vacant position savings decrease	(70,170)	
Misc Classified salary changes increase	3,454	(62,966)
Benefits: Misc salary changes decrease	(43,840)	(43,840)
Supplies: Expense transfer to Services decrease	(11,950)	(11,950)
Services: Expense transfer from Supplies increase	11,950	
Expense transfer to Capital Outlay decrease	(5,039)	6,911
Capital Outlay: Expense transfer from Services increase	5,039	5,039
Unrestricted Major Expense Changes 4/13/20	Detail	Total
Academic Salaries: Misc Management salary change increase	9,152	
FY20 P1 adjustment Adjunct Parity increase	3,050	
Expense transfer to Capital outlay decrease	(243)	11,959
Benefits: Misc salary changes increase	4,117	4,117
Supplies: COVID-19 Hotspots/Laptops increase	250,000	
COVID-19 Academic Svc emergencies increase	85,000	
Spring 20 Instructional Material Fees increase	44,080	
Expense transfer from Services increase	666	
Expense transfer from Capital outlay increase	1,000	380,746
Services: Expense transfer to Supplies decrease	(666)	
Expense transfer from Capital Outlay increase	26,796	26,130
Capital Outlay: Expense transfer to Services decrease	(26,796)	
Expense transfer from Academic salaries increase	243	
Expense transfer to Supplies decrease	(1,000)	(27,553)
Unrestricted Major Expense Changes 5/11/20	Detail	Total
(b) Classified Salaries: Expense transfer to Contract services decrease	(8,400)	(8,400)
(c) Supplies: Expense transfer to Services decrease	(3,136)	(3,136)
(d) Services: Expense transfer from Supplies increase	3,136	
Expense transfer from Classified Salaries increase	8,400	
Expense transfer to Capital outlay decrease	(100)	11,436
(e) Capital Outlay: Expense transfer from Services increase	100	100
(f) Other Outgo: Transfer to Parking to cover COVID-19 refunds increase	66,071	66,071

College of the Sequoias
Unrestricted General Fund
Annualized Revenue Projections 2019/2020 Fiscal Year
4/21/2020

Revenue Category	Adopted Budget	Annual Projection As of 4/21/20	Collected as of 4/21/2020	Net Annual Change	Percent Collected
Federal Revenue	\$ 7,000	\$ 7,000	\$ 4,399	-	62.85%
State Revenue	52,426,278	55,568,487	40,835,692	3,142,209	73.49%
State Apportionment	40,758,386	43,897,545	31,042,587	3,139,159	70.72%
EPA Proceeds	8,762,707	8,762,707	7,719,581	-	88.10%
Property Taxes	165,192	165,192	80,683	-	48.84%
Other State Income	838,071	841,121	642,531	3,050	76.39%
Mandate Cost	301,922	301,922	301,922	-	100.00%
Lottery	1,600,000	1,600,000	1,048,389	-	65.52%
Local Revenue	19,611,216	19,756,579	14,492,238	145,363	73.35%
Property Taxes	15,167,154	15,167,154	10,113,564	-	66.68%
Interest/Investments	505,000	505,000	479,895	-	95.03%
Enrollment-Student Fees	2,858,117	2,858,117	2,806,022	-	98.18%
Other Local Income	670,945	816,308	766,558	145,363	93.91%
Non-Resident Tuition	410,000	410,000	326,199	-	79.56%
Totals	\$ 72,044,494	\$ 75,332,066	\$ 55,332,330	3,287,572	73.45%

Notes:

Federal Revenue

State Revenue

2nd quarter Lottery received 3/31/20.
State Apportionment FY19/20 P1 at 3.69% deficit
Adjunct Parity augmentation \$3,050

Local Revenue

Instructional material fees \$96,278
Foundation Contribution income \$7,160 for equipment
Library Lost Book income \$1,406
Testing revenue to estimated actual \$15,042
Increase rental income to estimated actual \$33,477
Interfund Transfer In decrease \$8,000, was moved to MESA categorical

**Unrestricted General Fund
Fiscal Year 2019/2020
Year to Date through 3/31/20**

Major Category		Adopted Budget	Working Budget	Annualized Projection	Variance Working Budget	Year to Date	
						Spent as of 3/31/20	Percent Spent
10000	Academic Salaries	\$ 29,861,272	\$ 29,939,863	\$ 29,793,687	\$ 146,176	\$ 23,255,831	77.68%
	Contract Faculty	19,195,099	19,208,950	18,815,517	393,433	15,011,217	78.15%
	Faculty Overload	2,162,492	2,146,945	2,362,717	(215,772)	1,821,528	84.84%
	Adjunct Faculty	3,945,771	3,945,771	3,778,281	167,490	3,074,093	77.91%
	Summer School	894,732	894,732	1,178,349	(283,617)	570,699	63.78%
	Administrator	2,540,448	2,584,583	2,537,040	47,543	1,941,082	75.10%
20000	Classified Salaries	13,981,528	13,793,054	13,034,814	758,240	9,891,102	71.71%
	Classified	9,142,287	8,965,079	8,700,006	265,073	6,521,678	72.75%
	Student Help	662,188	620,701	400,084	220,617	298,283	48.06%
	Administrator	2,835,296	2,844,066	2,403,587	440,479	1,828,920	64.31%
30000	Benefits	17,821,317	17,637,360	15,923,757	1,713,603	12,322,568	69.87%
40000	Supplies	1,064,040	1,472,798	976,500	496,298	784,194	53.25%
50000	Services	6,145,929	6,441,998	5,343,453	1,098,545	4,220,046	65.51%
60000	Capital Outlay	1,492,762	1,777,273	1,549,861	227,412	605,637	34.08%
70000	Other Outgo	502,499	642,241	637,759	4,482	89,855	13.99%
Total Expenditures		\$ 70,869,347	\$ 71,704,587	\$ 67,259,831	\$ 4,444,756	\$ 51,169,234	71.36%

Savings from vacant positions salary & benefits \$1,640,368

STRS/PERS increase for 2 out years \$1,088,381

COS FINANCIAL REPORT

Prepared
04/21/20

As of Mar 31, 2020

<i>Fund Numbers</i>	11000-19250	41000-48009	48010	48015	62100	79500	39100	53010-53170	75000-75090	79000-79499	81000-81880	
	General Fund	Capital Projects	Farm Spec. Res.	Linwood Res	Banked Leave	H.S.I. Trust	Business Industry	Farm	Student Loans	Trust	Clubs/CoCurr	Total
Adjusted Beg. Fund Bal 7/1/2019	24,591,415	11,168,704	986,885	2,473,293	0	924,608	273,292	(94,654)	94,387	386,855	475,833	41,280,619
Revenue	75,758,930	490,734	6,859	44,321	18,539	16,569	349,804	620,491	205	510,625	453,559	78,270,635
Expenditures	63,826,651	1,591,908					351,528	642,783		207,848	325,444	66,946,162
Ending Fund Bal 3/31/2020	36,523,694	10,067,530	993,743	2,517,614	18,539	941,177	271,568	(116,946)	94,592	689,632	603,948	52,605,091
+ <> Difference	11,932,279	(1,101,174)	6,859	44,321	18,539	16,569	(1,724)	(22,292)	205	302,777	128,115	11,324,472
Cash Balances												
Citizen Bank							168,143		51,518	475,645	535,948	1,231,254
Union Bank	50,000							458,068				508,068
L.A.I.F.								3,467	28,000	70,000	65,000	166,467
County Treasury	36,614,449	10,070,955	389,601	2,517,614	1,056,143	941,177						51,589,938
SUBTOTAL	36,664,449	10,070,955	389,601	2,517,614	1,056,143	941,177	168,143	461,535	79,518	545,645	600,948	53,495,726
Cash on Hand	8,000									1,150	3,000	12,150
Total Cash	36,672,449	10,070,955	389,601	2,517,614	1,056,143	941,177	168,143	461,535	79,518	546,795	603,948	53,507,876