

FINAL BUDGET 2016-2017

SEPTEMBER 12, 2016

College of the Sequoias Final Budget

Table of Contents

Page	Title
1	Board of Trustees
2	Mission/Resource Allocation Philosophy
3	Integrated Planning Model
5	District Master Plan Goals
6	Board Priorities
7	Link Between Resource Allocation and District Goals & Objectives
9	Letter from the President
10	Revenue Projections Based on FTES Projections
11	Revenues
12	Expenditures
13	Adopted Budget Unrestricted Expenditures Pie Chart
14	General Fund Budget Adopted vs Tentative
16	Budget Plus 1
18	All Funds Budget Snapshot
20	Summary of Other Funds
22	Summary of Farm Funds
25	General Fund Budget Summary
33	Benefit Rates
35	Budget Planning and Development
36	Student Financial Aid Data
37	Project Status Report
39	Banked Leave Calculation
40	Long Term Debt/General Obligation Bond Debt Service
41	Co-Curricular Budget
42	Funds Available for General Fund Cash Flow
43	Transfer Explanation
44	List & Description of All Funds

BOARD of TRUSTEES

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MISSION

College of the Sequoias is a comprehensive community college district focused on student learning that leads to productive work, lifelong learning and community involvement.

College of the Sequoias affirms that our mission is to help our diverse student population achieve its transfer and/or occupational objectives and to advance the economic growth and global competitiveness of business and industry within our region.

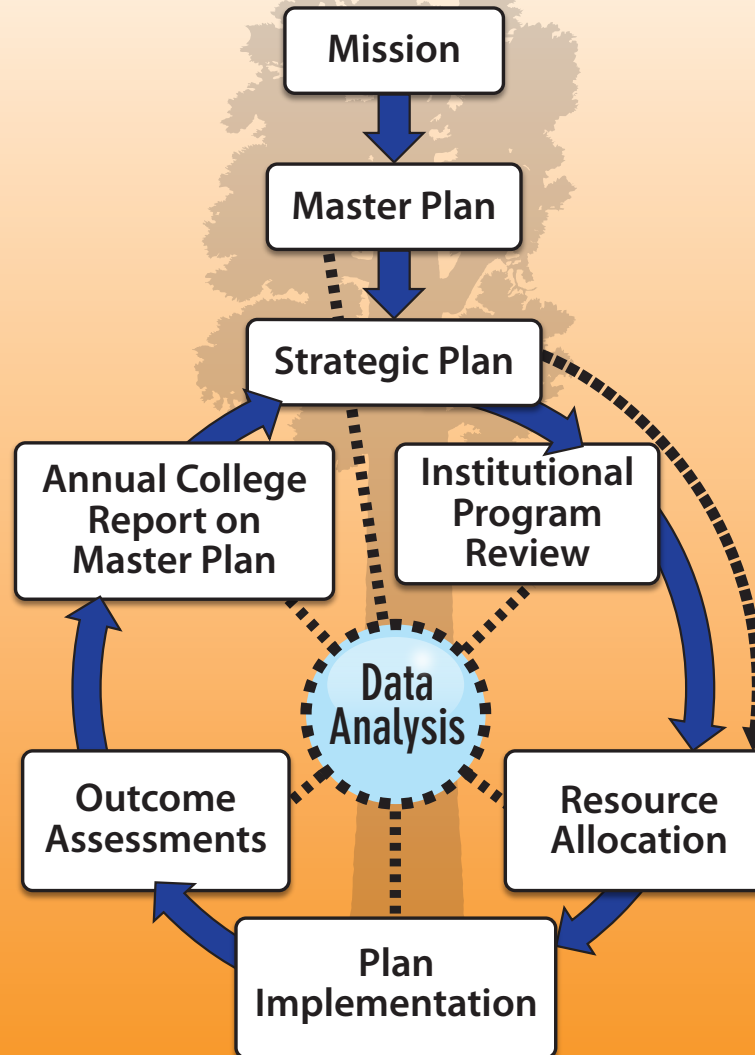
College of the Sequoias is committed to supporting students' mastery of basic skills and to providing access to programs and services that foster student success.

Adopted by the Board of Trustees on May 14, 2007
Reaffirmed by the Board of Trustees on November 14, 2011,
January 12, 2015

RESOURCE ALLOCATION PHILOSOPHY

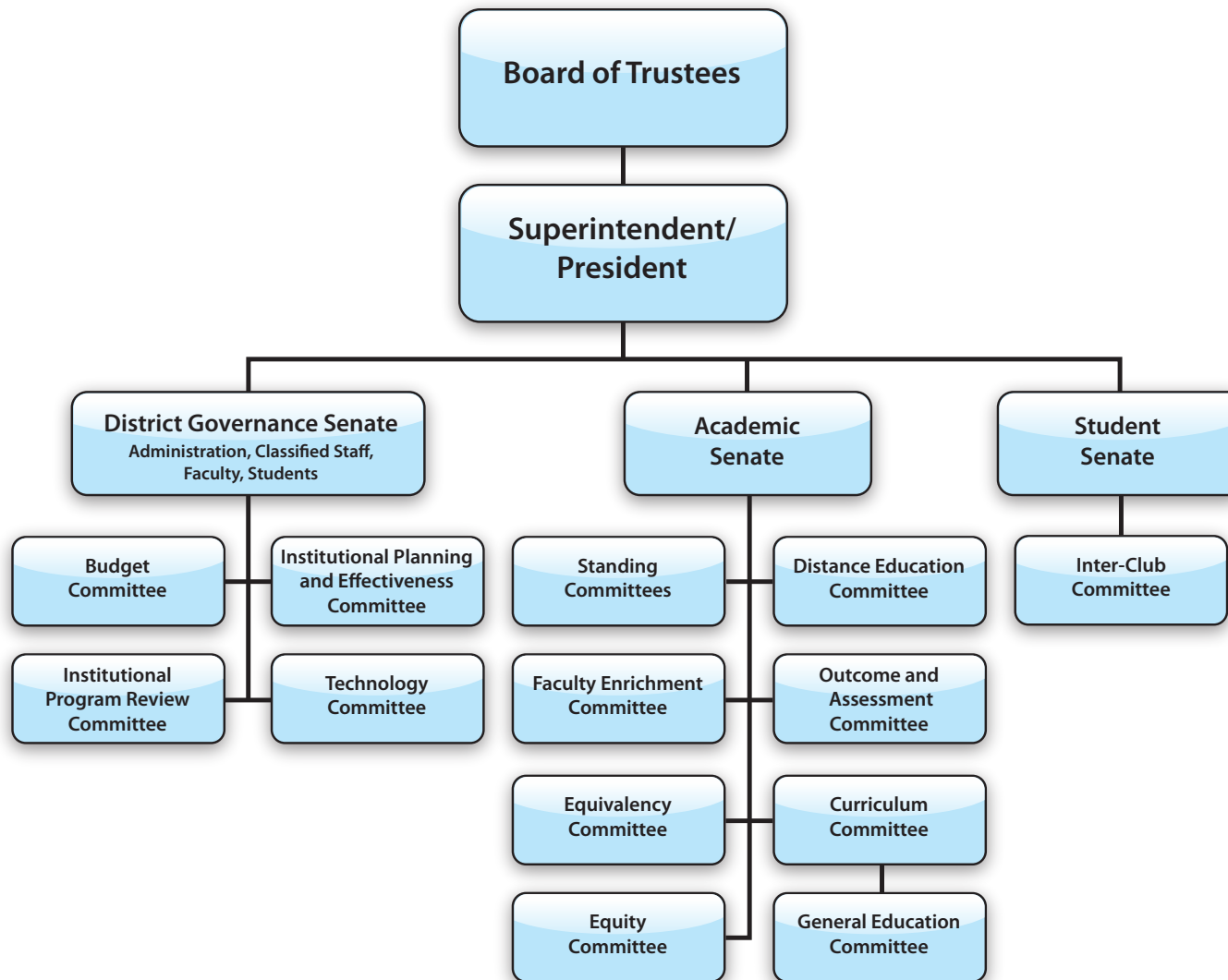
The District mission is the foundation of all planning processes because it describes the intended student population and the services that the college provides to the community. District Goals and Objectives are central to resource allocation. In the District's cycle of integrated planning, resources are allocated based on their connections with District Goals, student learning outcomes, service area outcomes, and/or District Objectives. All constituencies have appropriate opportunities to participate in the development of institutional budgets. The institution systematically assesses the effective use of financial resources and uses the results of the evaluation as the basis for improvement.

College of the Sequoias Model for Integrated Planning



College of the Sequoias

Participatory Governance Structure



DISTRICT MASTER PLAN GOALS

(Approved: February 9, 2015)

District Goal I: The College of the Sequoias Community College District will increase student enrollment relative to population growth and educational and workforce development needs.

District Goal II: The College of the Sequoias Community College District will improve the rate at which its students complete degrees, certificates, and transfer objectives.

District Goal III: The College of the Sequoias Community College District will strategically tailor and implement academic programs and student services that match the unique needs of its student population and the demands of ongoing changes in workforce development.

District Goal IV: The College of the Sequoias Community College District Board of Trustees, administration, faculty and staff will engage in best practices and staff development to sustain effective operational systems for institutional assessment and continuous improvement.

BOARD PRIORITIES

2016-2017

1. Continue efforts to maintain required enrollment/FTES to be eligible for revenue augmentation at the COS Hanford Educational Center and COS Tulare College Center.
2. Continue efforts to strengthen the COS Agriculture program including planning for future productivity of Farm Operations acreage, master planning for irrigation and water access, visioning future changes in Agriculture instruction and programs, and formal revisiting and recommendations for the suspended program in Veterinary Tech.
3. Ensure fiscal stability and strive to achieve a General Fund reserve consistent with average (15%) for community colleges statewide.
4. Collaborate with City of Visalia officials to review entire area surrounding COS Visalia campus. Develop proposals for Board consideration to maximize use of the Mooney parking lot across from the Visalia campus and present options for Board consideration in 2016-17.
5. Work diligently through the due process of collective bargaining and labor relation laws, to achieve employee contract agreements that are mutually beneficial for employees, students, the District and that serve the overall best interest of our COS Vision and College community.

Links Between Resource Allocations & District Goals and Objectives

- **Twelve Full Time Faculty, five Full Time Counselors, one Full Time Faculty (Curriculum Coordinator), one Full Time Temporary Librarian, one and one-half Full Time Temporary English, and two Full Time (non-tenure track) CCPT faculty hired:**
 - Goal 1: Increase Student Enrollment
 - Goal 2: Improve the rate at which students complete degrees, certificates, and transfer objectives
 - District Objective 2.1 through 2.4: Increase number of students who transfer and earn degrees and certificates, including English, Math, ESL, and Career Tech Ed
 - Goal 3: Strategically tailor and implement programs and student services that match the unique needs of our student population
 - District Objective 3.1: Reduce achievement gap of disproportionately impacted student groups annually (per SEP)
 - Mission: Help our diverse student population achieve their transfer and/or occupational objectives; Support students' mastery of basic skills, and provide programs and services that foster student success (e.g. new Math, English and Science Faculty)
- **Courseleaf Annual Contract:**
 - Goal 2: Improve the rate at which students complete degrees, certificates, and transfer objectives
 - District Objective 2.1 through 2.3: Increase course success and completion
- **Increase Library LRC hours to 6 pm and add Saturday hours:**
 - Goal 3: Strategically tailor and implement...academic services that match the unique of the student population
 - District Objective 3.1: Reduce the achievement gap of disproportionately impacted students
- **Strong Workforce Program/Expanded Career Technical Education \$1 million (Restricted/local funds):**
 - Goal 1: Increase Student Enrollment
 - Goal 2: Improve the rate at which students complete degrees, certificates, and transfer objectives
- **Increase funds for law school bar initiative:**
 - Goal 2: Improve the rate at which students complete degrees, certificates, and transfer objectives
 - District Objective 2.1 to 2.3: Increase course success and completion
- **\$150,000 Above Base Resource Allocation Funding:**
 - Goal 4: Engage in best practices to sustain effective operational systems for continuous improvement
- **\$114,000 to procure/lease future CTE facility expansion in Tulare:**
 - Goal 1: Increase Student Enrollment
 - Goal 2: Improve the rate at which students complete degrees, certificates, and transfer objectives
- **Increase summer school budget:**
 - Goal 1: Increase student enrollment
 - Goal 2: Improve the rate at which students complete degrees, certificates, and transfer objectives

- District Objective 2.1 to 2.3: Increase course success and completion
- **Athletics Conference Expansion/Related Travel Costs:**
 - Goal 3: Strategically tailor and implement academic programs that match the unique needs of the student population
- **Increase Human Resources budgets for advertising, fingerprint, TB testing and ergonomics:**
 - Goal 4: Engage in best practices to sustain effective operational systems
 - District Objective 4.2: Improve efficiency, effectiveness and communication of human resources
- **Increase Facilities budgets for grounds, custodial supplies and chartered transportation budget:**
 - Goal 4: Engage in best practices to sustain effective operational systems
 - District Objective 4.2: Improve the efficiency, effectiveness and communication of physical resources
- **New classified/management Positions:**
 - Goal 2: Improve the rate at which students complete degrees, certificates, and transfer objectives
 - Goal 4: Engage in best practices to sustain effective operational systems
 - **New Positions Added:**

	Unrestricted/Restricted
Academic Lab Assistant (4) .5 FTE	Unrestricted
Microcomputer Specialist	Unrestricted
Copy/Mail Staff .5 FTE	Unrestricted
Custodial Supervisor	Unrestricted
Custodian .5 FTE	Unrestricted

The California economy appears to be maintaining a modest level of economic recovery as we enter the 2016-17 fiscal year. The State adopted budget for 2016-17 is generally good for K-12 education and community colleges. While there is no funded Cost Of Living Adjustment (COLA) the state continues to provide funding previously targeted for Student Success and Equity and for growth and restoration of faculty/staff lost during the recession.

The COS Board of Trustees has made it a Board Priority to gradually increase the District reserve for economic uncertainties and this year we are able to increase our unrestricted general fund reserve from just over 10% to over approximately 15%.

The Student Success Act of 2012 continues to be the centerpiece for state restricted funds as new revenues are tied to specific elements of the Act. This year's state budget allocates revenues to support newly required plans for Student Success and Student Equity. These plans must tie to measureable objectives in the Student Success Scorecard. In general, these plans must include specific expenditures in services and strategies that improve student achievement and close the achievement gap between subgroups of District students.

Additionally, the District continues to direct new revenues to meet new requirements to pay increased costs for employee retirement systems including STRS, PERS and Other Post-Employment Benefits (OPEB). The District has maintained an annual cap on the amount it pays for employee health benefit premiums and has researched and proposed new options in health benefit providers and coverage plans to all employees for 2016-17 to continue effective cost-containment in this area.

Allocation of resources and annual expenditures must be supported by data and all planned actions must be aligned to the District's goals, objectives, or Strategic Plan. Through our annual Program Review process, departments/units must report results of their annual assessments and plans for the coming year as justification for their resource request.

The District budget provides funding to be allocated through our Above Base funding process carried out under the direction of the District Governance Senate and the Budget Committee. Additionally, the Budget Committee reviews components of the annual district budget during the budgeting process, including the District's Faculty Obligation Number (FON), and major assumptions for annual income and expenses. In 2016-17 this includes restoration of lost faculty positions, additional class offerings, additional classified support services and assuring comparable and equitable programs and services on all college campuses.

Sincerely,



Stan Carrizosa
Superintendent/President

College of the Sequoias 2014-2017 FTES Projections for 2016-2017 Budget

FTES Assumptions

	Prior Year -1 Actual	Prior Year Projected	Tentative Adopted Projected	Final Adopted Projected
	2014-2015	2015-2016	2016-2017	2016-2017
Summer	43	172	172	172
Fall	4335	4590	4542	4542
Spring	4107	4201	4266	4266
Summer	384	466	420	420
Total FTES	8,869	9,429	9,400	9,400
Cap + Growth	8869	9399	9400	9400
1.78% Access		5.87% Access	2% Access	2% Access

*Orange background signifies 16/17 budget
FTES = Full Time Equivalent Students*

Funding Implications for 2014-2017

	Prior Year -1 8869	Prior Year 9399	Tentative Adopted 9400	Final Adopted 9400
	2014-2015	2015-2016	2016-2017	2016-2017
Paid FTES Cap				
Credit	8,457.51	8,941.79	8,941.79	8,941.79
Credit FTES Rate	\$4,676	\$4,724	\$4,724	\$5,004
Non-Credit	320.46	291.03	292.03	292.03
Non-Credit FTES Rate	\$2,812	\$2,840	\$2,840	\$3,009
CDCP Non-Credit	90.93	165.84	165.84	165.84
CDCP Non-Credit Rate	\$3,311	\$4,724	\$4,724	\$5,004
Funded FTES	8,869	9,399	9,400	9,400
Total FTES \$\$\$	\$40,748,594	\$43,847,428	\$43,850,293	\$46,455,665
.85% COLA		1.02% COLA	0% COLA	0% COLA
1.78% Access		5.87% Access	9400 FTES	9400 FTES
Actual	Projected	Projected	Projected	Projected
Foundation Base	2014-2015	2015-2016	2016-2017	2016-2017
Main Campus	\$4,536,493	\$4,582,765	\$4,582,765	\$4,801,725
Center Campus	\$1,134,124	\$1,145,691	\$1,145,691	\$1,200,431
FY15/16 Increased Base Allocation		\$2,368,818	\$2,315,879	
FY16/17 Increased Base Allocation			\$585,000	\$679,908
FON Allocation		\$510,278	\$497,930	\$1,184
21% Prop 30 expires 12/31/16 unless extended by voters			-\$1,000,000	
Deficit Factor	\$0		-\$200,000	-\$200,000
Total Revenues	\$46,419,211	\$52,454,981	\$51,777,558	\$52,938,913
Change over prior year -->>>		\$6,035,769	(\$677,423)	\$1,161,355

2016-17 Year Tentative assumptions: 0% COLA 9400 FTES

2016-17 Year Final assumptions: 0% COLA 9400 FTES

REVENUES

Revenues	2016-2017 Tentative	2016-2017 Adopted*	Changes
Local Tax	\$11,621,595	\$13,012,119	\$1,390,524
COS Student Enrollment Fees	\$2,258,747	\$2,298,643	\$39,896
Education Protection Account (EPA)	\$8,117,888	\$7,980,513	-\$137,375
Prop 30 21% expires Dec 31, 2016	-\$1,000,000	\$0	\$1,000,000
Apportionment CA Community Colleges	\$30,779,328	\$29,647,638	-\$1,131,690
Revenue Limit	\$51,777,558	\$52,938,913	\$1,161,355
Fund Balance Draw	\$0	\$0	\$0
MAA Fund Balance Draw	\$0	\$0	\$0
Other	\$15,944,981	\$17,671,249	\$1,726,268
Total	\$67,722,539	\$70,610,162	\$2,887,623

Assumptions

- * FTES rate received 0% COLA for the 2016/2017 school year
- * FTES for 2016/17 school year assumes 9400 Funded FTES
- * FY16/17 Increased Base Allocation \$679,908
- * New grants: Strong Workforce \$999,157, Basic Skills Transformation \$503,030
Food Safety \$400,000
- * Credit FTES is funded at \$5,004, Non-Credit FTES funded at \$3,009
- * Student fees are \$46 per unit

Taxes

Home Owner Tax Relief	\$163,874
Timber Tax	\$1,274
Payment in Lieu	\$44
Secured Tax	\$11,758,568
ERAF	\$0
Supplemental Tax	\$547,218
Unsecured Tax	\$502,790
Prior Year Taxes	\$38,351
Total Property Taxes	\$13,012,119

EXPENDITURES

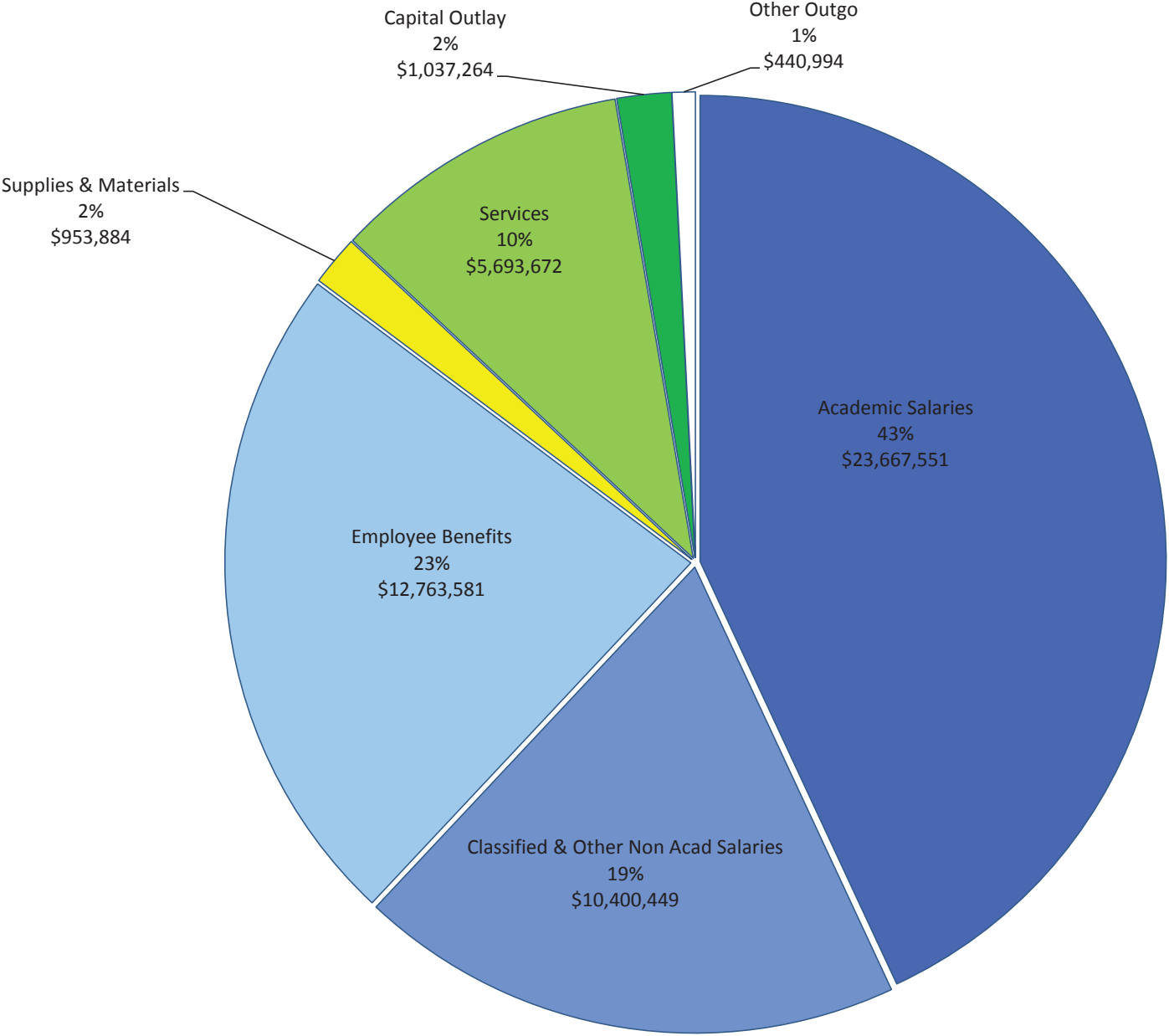
(Unrestricted and Restricted)

Expenditures	2016/2017 Tentative	2016/2017 Adopted*	Changes
Certificated Salaries	\$24,175,023	\$25,503,309	\$1,328,286
Classified Salaries	\$13,580,766	\$15,004,062	\$1,423,296
Benefits	\$15,270,811	\$15,435,266	\$164,455
Supplies	\$1,993,080	\$1,985,576	-\$7,504
Services	\$6,729,397	\$7,959,044	\$1,229,647
Capital	\$2,755,884	\$2,548,682	-\$207,202
Other	\$1,536,286	\$1,536,387	\$101
Total	\$66,041,247	\$69,972,326	\$3,931,079

Assumptions

- * Unrestricted cost CSEA 6% increase , 1% stipend and 6.35% to cover PERS increase \$677,395
- * Unrestricted cost COSTA 6% increase and 1% stipend increase \$1,253,582
- * Unrestricted cost Managers/Confidentials 6% increase and 1% stipend increase \$324,166
- * Three new grants increase \$1,902,187
- * Categorical reductions \$351,227

2016/2017 Adopted Budget Unrestricted Expenditures



2016/2017 Budget

Unrestricted General Fund (11000-12999)

		Tentative Adopted 6/13/16	Final Adopted 9/12/16	Variance
Revenue Limit		51,777,558	52,938,913	1,161,355 (a)
Other Revenue		2,524,259	2,656,318	132,059 (b)
Total Revenue		54,301,817	55,595,231	1,293,414
Academic Salaries	10000	22,514,660	23,667,551	1,152,891
Contract Faculty		13,879,957	14,795,090	915,133 (c)
Faculty Overload		1,735,000	1,856,311	121,311 (c)
Adjunct Faculty		3,023,591	3,023,591	-
Summer School		955,640	955,640	-
Administrator		1,861,531	1,977,978	116,447 (c)
Classified Salaries	20000	9,477,810	10,400,449	922,639
Classified		6,079,950	6,846,063	766,113 (c)
Student Help		374,568	374,568	-
Administrator		1,842,071	1,963,502	121,431 (c)
Benefits	30000	12,724,441	12,763,581	39,140 (c)
Supplies	40000	953,884	953,884	-
Services	50000	5,471,472	5,693,672	222,200 (d)
Capital Outlay	60000	1,037,264	1,037,264	-
Other Outgo	70000	440,994	440,994	-
Total Expenses		52,620,525	54,957,395	2,336,870
Surplus/(Deficit)		1,681,292	637,836	

Revenue Assumptions Tentative Adopted

FTES rate received 0% COLA

Funded FTES 9400

-\$1 million placeholder for prop 30 expiration

Student fees are \$46 per unit

Revenue Assumptions Final Budget

FTES rate received 0% COLA

Funded FTES 9400

Student fees are \$46 per unit

(a) Remove -\$1 million placeholder for prop 30 expiration; revenue limit to actual advance

(b)Mandate Cost Block Grant increased to actual \$27,206, Contra Enrollment reduced \$105,000

Expense Assumptions Tentative Adopted

No negotiated changes have occurred in any labor contracts

Health & Welfare \$0 increase

Step and Column costs for all employees are included

Expense Assumptions Final Budget

(c) Cost of negotiated 6% raise & 1% stipend COSTA \$1,253,582, CSEA plus 6.35% to cover PERS \$677,395
Managers/Confidentials \$324,166

(d) Services: Tulare CTE building rent \$114,000, Bad debt increase \$105,000 offsets Contra Enrollment

2016/2017 Budget Plus 1

General Fund (11000-19250)

		Final Adopted 9/12/16	Budget Year Plus 1	Variance
Revenue Limit		52,938,913	53,734,795	795,882
Other Revenue		17,671,249	17,671,249	-
	Total Revenue	70,610,162	71,406,044	795,882
Academic Salaries	10000	25,503,309	25,874,385	371,076 (a)/(e)
Contract Faculty		16,118,393		
Faculty Overload		1,887,352		
Adjunct Faculty		3,034,838		
Summer School		978,140		
Administrator		2,162,984		
Classified Salaries	20000	15,004,062	15,172,402	168,340 (a)
Classified		9,835,521		
Student Help		797,395		
Administrator		2,926,141		
Benefits	30000	15,435,266	16,288,014	852,748 (a)/(b)/(d)
Supplies	40000	1,985,576	1,985,576	-
Services	50000	7,959,044	8,059,044	100,000 (c)
Capital Outlay	60000	2,548,682	2,548,682	-
Other Outgo	70000	1,536,387	1,536,387	-
	Total Expenses	69,972,326	71,464,490	1,492,164
	Surplus/(Deficit)	637,836	(58,446)	

Revenue Assumptions Final Adopted

FTES rate received 0% COLA

Funded FTES 9400

Student fees are \$46 per unit

Revenue Assumptions Budget Year Plus 1

FTES rate received 1.5% COLA

FTES received 0% growth

Student fees are \$46 per unit

Expense Assumptions Final Adopted

All negotiated increases are included

Expense Assumptions Budget Year Plus 1

(a) Step & Column increased by \$443,000

(b) Health & Welfare increased by 2.5% \$165,315

(c) Utilities/P&L insurance increased \$100,000

(d) PERS/STRS increased \$625,413 one year in advance

(e) (4) New full-time faculty for FON (2) Retirees increased \$158,436

College of the Sequoias
All Funds Budget
Fiscal Year 2016/2017 Final Adopted Budget

Fund	Description	Purpose	Est. Beginning Fund Balance	Budgeted Revenues	Budgeted Expenditures	Estimated End Fund Balance	Restricted
11000-19250	General Fund	Operating expense of District	\$12,279,261	\$70,610,162	\$69,972,326	\$12,917,097	
Board Restricted Funds							
39100	Contract Education	Operating expense of Contract/ Community Education	\$437,831	\$430,000	\$450,000	\$417,831	
41010-48009	Capital Projects	Acquisition or construction of capital facilities projects	\$4,416,421	\$1,100,729	\$3,285,839	\$2,231,311	
48010	Farm Special Reserve	Construction of Tulare Agriculture Facilities	\$988,381	\$13,400	\$0	\$1,001,781	
48015	Linwood Reserve	Capital improvements	\$2,191,037	\$15,000	\$0	\$2,206,037	
53010-53170	Farm	Operating expense of the Farm	\$355,852	\$372,000	\$485,025	\$242,827	
	Farm - Almonds		\$248,850	\$0	\$852,992	-\$604,142	(a)
62000	Retiree H & W	Funds set aside to pay for retiree health & welfare	\$471,017	\$5,000	\$0	\$476,017	
62100	Banked Leave	Accumulated banked leave time of COS full time faculty	\$845,795	\$9,500	\$2,500	\$852,795	\$852,795 (b)
75000-75090	Student Loans	Short term loans to students	\$92,709	\$1,500	\$0	\$94,209	\$94,209 (c)
79010-79378	Student Trusts	Funds held in a trustee capacity by District for COS organizations	\$377,070	\$350,000	\$200,000	\$527,070	\$87,234 (d)
79500	HSI Trust	Categorical funds & District match set aside for 20 years	\$900,907	\$10,000	\$12,168	\$898,739	\$898,739 (e)
81000-81610	Associated Student Body	Funds raised by student clubs	\$397,476	\$205,852	\$150,000	\$453,328	\$453,328 (f)
81810-81880	CoCurricular	Support student competitions	\$29,074	\$60,000	\$60,000	\$29,074	\$29,074 (f)
Subtotal Board Restricted Funds			\$11,752,420	\$2,572,981	\$5,498,524	\$8,826,877	\$ 2,415,379
Legally Restricted Funds							
29500	GO Debt Service Hanford	Repay General Obligation Bonds of Hanford SFID	\$2,240,343	\$967,000	\$967,000	\$2,240,343	
29501	GO Debt Service Hanford # 2	Repay General Obligation Bonds	\$1,145,472	\$510,525	\$510,525	\$1,145,472	

49001 Hanford GO Bond	of Hanford SFID Construction of Hanford College Center	\$691,896	\$0	\$691,896	\$0
29600 GO Debt Service Visalia	Repay General Obligation Bonds of Visalia SFID	\$3,029,137	\$1,423,300	\$1,423,300	\$3,029,137
29601 GO Debt Service Visalia # 2	Repay General Obligation Bonds of Visalia SFID	\$4,362,574	\$232,500	\$232,500	\$4,362,574
29602 GO Debt Service Visalia # 3	Repay General Obligation Bonds of Visalia SFID	\$610,342	\$206,525	\$206,525	\$610,342
29700 GO Debt Service Tulare	Repay General Obligation Bonds of Tulare SFID	\$4,001,654	\$1,489,313	\$1,489,313	\$4,001,654
29705 GO Debt Service Tulare # 2	Repay General Obligation Bonds of Tulare SFID	\$1,098,394	\$408,625	\$408,625	\$1,098,394
29715 GO Debt Service Tulare # 3	Repay General Obligation Bonds of Tulare SFID	\$408,336	\$63,075	\$63,075	\$408,336
29716 GO Debt Service Tulare # 4	Repay General Obligation Bonds of Tulare SFID	\$238,247	\$89,600	\$89,600	\$238,247

Subtotal Legally Restricted Funds	\$17,826,395	\$5,390,463	\$6,082,359	\$17,134,499	
Grand Total	\$41,858,076	\$78,573,606	\$81,553,209	\$38,878,473	\$2,415,379

*Unissued Bonds: Tulare \$23.1 Million

** Health & Welfare JPA Irrevocable Trust \$6,850,236 Market Value as of 6/30/2016

Reason for Restriction

(a) Cost of permanent tree plantings is being covered by 5 year loan from Farm Special Reserve

(b) COSTA contract

(c) Student loan accounts originally funded by categorical funds

(d) Funds received from employees and student fees: Student Rep, Student Center, Bus Passes, Sunshine fund

(e) Funds must be invested for 20 years; not available until FY2024/2025

SUMMARY BUDGET OF OTHER FUNDS

Farm Special Reserve

88000 Local Revenue	13,400
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Linwood Reserve

88000 Local Revenue	15,000
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Capital Projects

50000 Services & Other Operation Expense	827,155
60000 Capital Outlay	2,458,684
Total Expense	3,285,839

86000 State Revenue	1,100,729
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Hispanic Serving Institute Trust

70000 Other Outgo	12,168
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88000 Local Revenue	10,000
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Retiree Health & Welfare

88000 Local Revenue	5,000
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Visalia General Obligation (GO) Debt Service 2nd Issue

50000 Services & Other Operation Expense	232,500
Total Expense	232,500

88000 Local Revenue	232,500
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Visalia General Obligation (GO) Debt Service 3rd Issue

50000 Services & Other Operation Expense	206,525
Total Expense	206,525

88000 Local Revenue	206,525
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Hanford General Obligation (GO) Debt Service

60000 Capital Outlay	854,193
70000 Other Outgo	112,807
Total Expense	967,000

88000 Local Revenue	967,000
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Hanford General Obligation (GO) Debt Service 2nd Issue

50000 Services & Other Operation Expense	155,525
70000 Other Outgo	355,000
Total Expense	510,525

88000 Local Revenue	510,525
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Hanford General Obligation Bond

60000 Capital Outlay	691,896
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Visalia General Obligation (GO) Debt Service

50000 Services & Other Operation Expense	738,300
70000 Other Outgo	685,000
Total Expense	1,423,300

88000 Local Revenue	1,423,300
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Tulare General Obligation (GO) Debt Service 3rd Issue

50000 Services & Other Operation Expense	63,075
Total Expense	63,075

88000 Local Revenue	63,075
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Banked Leave

70000 Other Outgo	2,500
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SUMMARY BUDGET OF OTHER FUNDS

Tulare General Obligation (GO) Debt Service

50000 Services & Other Operation Expense	764,313
70000 Other Outgo	725,000
Total Expense	1,489,313

88000 Local Revenue	1,489,313
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Tulare General Obligation (GO) Debt Service 2nd Issue

50000 Services & Other Operation Expense	178,625
70000 Other Outgo	230,000
Total Expense	408,625

88000 Local Revenue	408,625
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Tulare General Obligation (GO) Debt Service 4th Issue

50000 Services & Other Operation Expense	89,600
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88000 Local Revenue	89,600
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AGRICULTURE INSTRUCTION FUNDS

Agriculture Instruction Overhead

20000 Classified Salary Expense	33,000
30000 Benefit Expense	27,000
40000 Supplies	4,000
50000 Services & Other Operation Expense	20,000
60000 Capital Outlay	2,000
Total Expense	86,000

88000 Local Revenue 1,000

Restricted Lottery Supplies Support 2,250

Agriculture Technology Unit

20000 Classified Salary Expense	150
30000 Benefit Expense	25
40000 Supplies	2,100
50000 Services & Other Operation Expense	500
Total Expense	2,775

88000 Local Revenue -

Restricted Lottery Supplies Support 1,000

Beef Unit

20000 Classified Salary Expense	1,500
30000 Benefit Expense	100
40000 Supplies	5,450
50000 Services & Other Operation Expense	600
Total Expense	7,650

88000 Local Revenue 5,000

Restricted Lottery Supplies Support 4,000

Equine Unit

20000 Classified Salary Expense	12,000
30000 Benefit Expense	350
40000 Supplies	18,750
50000 Services & Other Operation Expense	13,350
Total Expense	44,450

88000 Local Revenue 14,500

Restricted Lottery Supplies Support 15,500

Sheep Unit

20000 Classified Salary Expense	3,500
30000 Benefit Expense	100
40000 Supplies	3,225
50000 Services & Other Operation Expense	625
Total Expense	7,450

88000 Local Revenue 3,500

Restricted Lottery Supplies Support 4,000

Swine Unit

20000 Classified Salary Expense	750
30000 Benefit Expense	75
40000 Supplies	8,400
50000 Services & Other Operation Expense	450
Total Expense	9,675

88000 Local Revenue 3,500

Restricted Lottery Supplies Support 5,000

AGRICULTURE INSTRUCTION FUNDS

Ornamental Horticulture Unit

20000 Classified Salary Expense	18,000
30000 Benefit Expense	450
40000 Supplies	6,100
50000 Services & Other Operation Expense	975
Total Expense	25,525
88000 Local Revenue	6,500
Restricted Lottery Supplies Support	1,250

Total Agriculture Instruction Funds

Total Expense	183,525
Total Revenue	34,000
Restricted Lottery Supplies Support	33,000

SUMMARY OF FARM FUNDS

Alfalfa Unit

40000 Supplies	10,000
50000 Services & Other Operation Expense	40,000
Total Expense	50,000
88000 Local Revenue	27,000

Crops Unit

40000 Supplies	17,500
50000 Services & Other Operation Expense	130,000
Total Expense	147,500
88000 Local Revenue	238,000

Dairy Unit

50000 Services & Other Operation Expense	14,000
88000 Local Revenue	45,000

Almonds Unit

50000 Services & Other Operation Expense	240,142
60000 Capital Outlay	364,000
Total Expense	604,142

Farm Overhead Unit

40000 Supplies	5,000
50000 Services & Other Operation Expense	69,000
60000 Capital Outlay	4,000
Total Expense	78,000
88000 Local Revenue	-

Residence-Farm

50000 Services & Other Operation Expense	12,000
88000 Local Revenue	28,000

Total Farm Funds

Total Expense	301,500
Total Revenue	338,000

Operation Loan

50000 Services & Other Operation Expense	248,850
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Fiscal Year: 2017

Date Range: 7/01/2016 to 8/10/2016

Fund From: 11000 Unrestricted General Fund

Fund To: 19250 Child Development

Account	Description	FY16/17 Tentative Budget	FY16/17 Adopted Budget	Variance
11100	Instructor Salaries, Credit	11,745,202	12,488,642	743,440
12100	Dean Salaries	898,520	963,628	65,108
12200	Division Chair Salaries	443,840	477,865	34,025
12300	Counselors Salaries	1,743,231	1,855,128	111,897
12400	Librarians Salaries	304,480	316,439	11,959
12500	Academic Administrators Salari	1,135,816	1,199,356	63,540
12600	Work Experience Coord Salaries	49,101	55,569	6,468
12700	Reassigned Time Salaries	553,478	640,741	87,263
12800	Other Non Instr Sal Cont/Reg S	263,648	284,009	20,361
13100	Part-time Instr Sal	3,023,591	3,034,838	11,247
13101	Part-time Instructors Sal - Pa	234,336	234,336	-
13120	Hourly Overload, Reg Status -	1,767,550	1,887,352	119,802
13310	Summer School Salaries Part-ti	117,388	117,388	-
13311	Summer School Salaries, Reg St	763,602	763,602	-
13320	Stipends	128,860	182,036	53,176
13330	Police Academy Hourly Salaries	111,568	111,568	-
13340	Adjunct Office Hours Salaries	62,977	62,977	-
14100	Non Instructional Salaries, Ot	53,019	53,019	-
14200	Hourly Counselor	271,414	271,414	-
14202	Summer School Counselors	55,400	55,400	-
14300	Hourly Librarian	143,409	143,409	-
14302	Summer School Librarian	41,750	41,750	-
18010	Inst'l Retiree Over 65 Incenti	262,843	262,843	-

	Total for 10000	24,175,023	25,503,309	1,328,286
21110	Classified, Mo Salaries Reg	7,970,046	9,098,414	1,128,368
21510	Classified Administrators	2,656,536	2,926,141	269,605
21610	Confidential Monthly Salaries	489,064	524,159	35,095
22100	Direct Instructional Reg	706,519	737,107	30,588
23010	Classified Overtime	161,014	161,014	-
23020	Classified Substitute	53,617	53,617	-
23030	Classified Seasonal	32,745	32,745	-
23040	Classified Short-Term Project	3,000	3,000	-
23050	Classified Professional Expert	104,737	98,937	(5,800)
23070	Classified Stipends	19,521	19,521	-
23090	Student Help	690,545	655,837	(34,708)
24100	Instr Aid - Non Reg Sched	2,206	2,206	-
24500	Instr Aid - Professional Exper	374,339	374,339	-
24600	Instr Aid - Student	126,910	127,058	148
24700	Instr Aid - Student Large Lect	14,500	14,500	-
28010	Non-Inst'l Ret Over 65 Incenti	175,467	175,467	-
	Total for 20000	13,580,766	15,004,062	1,423,296
	(10000 through 20000)	37,755,789	40,507,371	2,751,582
				-
30000	Employee Benefits	620,643	700,475	79,832
31100	STRS Acad Instr & Instru Aides	2,440,998	2,548,521	107,523
31200	STRS Class & Other Non-Acad Em	19,100	21,555	2,455
31300	STRS Academic (Non-Instruction	260,700	267,446	6,746
32100	PERS Academic Instr & Instr Ai	93,025	93,696	671
32200	PERS Classified & Other Non-Ac	2,032,608	1,831,703	(200,905)
32300	PERS Academic (Non-Instruction	17,794	17,794	-
33100	OASDI Academic Instr & Instr A	5,103	11,084	5,981
33200	OASDI Class & Other Non-Aca	781,343	866,593	85,250
33300	OASDI Academic Non-Instruction	7,945	7,945	-
33400	Medicare Academic & Instr Aide	305,482	321,956	16,474

33500	Medicare Class & Other Non-Aca	202,111	222,968	20,857
33600	Medicare Academic Non-Instruct	27,470	27,273	(197)
34100	H&W Academic Instr & Instr Aid	2,806,384	2,824,789	18,405
34200	H&W Class & Other Non-Aca	3,501,835	3,505,195	3,360
34300	H&W Academic Non-Instr	556,301	556,301	-
34410	H&W Under 65 (non-ded)In	417,993	417,993	-
34420	H&W Under65 (non-ded) Non-I	540,624	540,624	-
35100	SUI Academic Instr & Instr Aid	10,349	10,857	508
35200	SUI Classified & Other Non-Aca	6,254	6,888	634
35300	SUI Academic Non-Instructional	1,606	1,595	(11)
36100	W/C Academic Instr & Instr Aid	295,867	303,954	8,087
36200	W/C Class & Other Non-Aca	179,164	189,421	10,257
36300	W/C Academic Non-Instructional	44,402	42,988	(1,414)
37100	ARS Academic Instr & Instr Aid	38,165	38,165	-
37200	ARS Class & Other Non-Aca	4,604	4,471	(133)
38100	Academic Instr & Instr Aides	23,080	23,145	65
38200	Class & Other Non-Academic	27,463	27,473	10
38300	Academic Non-Instructional	2,398	2,398	-
	Total for 30000	15,270,811	15,435,266	164,455
	(10000 through 30000)	53,026,600	55,942,637	2,916,037
40000	Supplies & Materials	569,605	602,600	32,995
41000	Software	13,200	13,200	-
42000	Books, Magazines & Periodicals	700	700	-
43100	Instr Supplies & Materials	358,992	348,456	(10,536)
43110	Instr Audio - Visual Materials	15,660	15,660	-
43120	Lighting	1,000	1,000	-
43300	Testing Materials	700	700	-
43600	Duplication / Print Shop Mater	66,138	58,874	(7,264)
44100	Non-Instr Supplies & Materials	818,085	795,386	(22,699)
44200	Grounds Supplies	22,000	22,000	-
44310	Fuel/Oil	87,000	87,000	-

44410	Cleaning Supplies	40,000	40,000	-
	Total for 40000	1,993,080	1,985,576	(7,504)
	(10000 through 40000)	55,019,680	57,928,213	2,908,533
				-
50000	Other Operating Expenses & Ser	714,810	1,655,801	940,991
51100	Contract Services	366,812	471,000	104,188
51102	Instruction Contract Services	77,589	77,589	-
51200	Audit Expense	56,640	56,640	-
51400	Dues & Memberships	122,709	122,709	-
51500	Election Expense	70,000	70,000	-
51610	Insurance Premiums	487,010	487,010	-
51615	Theft/Damage Insurance Claims	5,000	5,000	-
51620	Student Insurance	130,135	130,135	-
51700	Interest Expense	228,333	228,333	-
51810	Legal - Human Resources Issues	40,000	40,000	-
51820	Legal - All Other Issues	130,347	130,347	-
51830	Legal - Advertisements	3,000	3,000	-
51900	Personal & Consultant Services	90,980	90,980	-
52010	Travel & Conference Faculty	102,650	102,650	-
52020	Travel & Conference Staff/Admi	157,991	102,050	(55,941)
52030	Travel & Conference Trustees/O	8,000	8,000	-
52040	Travel & Conference Students	139,572	139,572	-
52050	Work Required Mileage	30,070	27,570	(2,500)
52110	Facilities Rental	36,700	150,700	114,000
52140	Film Rental	4,880	4,880	-
52160	Equipment Rental/Lease	700,746	693,246	(7,500)
52170	Vehicle Rental	40,684	40,684	-
52210	Building Repairs	263,405	263,405	-
52220	Equipment Repairs	71,147	71,147	-
52230	Vehicle Repairs	26,770	26,770	-
52240	Maintenance Agreements	669,569	669,569	-
52250	Scheduled Maintenance	500	500	-

52400	Postage	70,000	70,000	-
52510	Electricity	1,152,321	1,152,321	-
52520	Gas	105,000	105,000	-
52530	Generator Fuel	5,000	5,000	-
52540	Water	81,000	81,000	-
52550	Telephone	151,735	150,735	(1,000)
52560	Waste Disposal	68,000	68,000	-
52570	Hazardous Waste Removal	10,000	10,000	-
52580	Laundry Services	18,000	18,000	-
52590	Sewer	56,500	56,500	-
52610	Bank Charges	47,269	47,269	-
52615	Bad Debt Expense	45,000	150,000	105,000
52625	Advertising (Non-Legal)	84,529	84,529	-
52630	Promotions	3,000	3,000	-
52635	Fingerprinting	6,750	6,750	-
52645	TB Testing	1,800	1,800	-
52650	Accreditation	5,000	5,000	-
52665	Credit Card Fees	35,000	35,000	-
52685	Taxes/Assessments	1,800	1,800	-
58000	Indirect Support	5,644	38,053	32,409
	Total for 50000	6,729,397	7,959,044	1,229,647
	(10000 through 50000)	61,749,077	65,887,257	4,138,180
60000	Capital Outlay	1,645,091	1,397,002	(248,089)
63000	Library Books	185,255	185,255	-
63100	Textbooks	3,000	3,000	-
64100	New Equipment (\$200-\$5000)	592,538	633,425	40,887
64110	New Equipment (over \$5000)	330,000	330,000	-
	Total for 60000	2,755,884	2,548,682	(207,202)
	(10000 through 60000)	64,504,961	68,435,939	3,930,978
71000	Debt Retirement (Long Term	352,023	352,023	-

73000	Interfund Transfers Out	463,357	463,458	101
75100	Return of Title IV Funds	500	500	-
76000	Other Payment to/for Students	642,989	642,989	-
76100	Payment to Student / Child Car	77,417	77,417	-
	Total for 70000	1,536,286	1,536,387	101
	(10000 through 70000)	66,041,247	69,972,326	3,931,079
81235	TRIO Upward Bound	461,678	461,678	-
81250	Forest Reserve Revenue	7,000	7,000	-
81330	Tulare Co WIA Revenue	103,000	103,000	-
81340	Kings Co WIA Revenue	5,000	5,000	-
81515	Pell Admin Allowance	29,030	29,030	-
81525	SEOG Admin Allowance	13,414	13,414	-
81530	Federal Workstudy	317,257	278,190	(39,067)
81535	Federal Workstudy Admin All	13,844	13,844	-
81600	Veterans Education Revenue	1,805	1,805	-
81700	VTEA Revenue	377,249	382,397	5,148
81930	Foster Care Education Program	117,910	117,910	-
81999	Federal Carry Forward Revenue	273,778	277,417	3,639
	Subtotal Federal Revenue	1,720,965	1,690,685	(30,280)
86100	General Apportionment	29,779,328	29,647,638	(131,690)
86120	2% Enrollment Fee	160,485	160,338	(147)
86220	EOP&S	1,165,763	1,165,763	-
86225	EOPS & CARE	213,239	213,239	-
86230	DSP&S	1,210,979	1,210,979	-
86235	Dept of Rehab	113,372	113,372	-
86240	TANF	80,231	80,231	-
86250	Cal Works	367,049	367,049	-
86269	Strong Workforce	-	999,157	999,157
86272	Block Grant Instr Equip-Ongoin	855,660	757,154	(98,506)
86274	Faculty & Staff Diversity	5,106	5,106	-

86276	Matriculation	2,400,000	2,400,000	-
86277	Independent Living	22,500	22,500	-
86288	SB70 Career Exploration & Deve	43,789	43,748	(41)
86289	Adult Ed Block Grant	252,284	252,284	-
86290	Part-Time Faculty Office Hours	1,981	1,981	-
86291	Part-Time Faculty Parity	234,336	234,336	-
86292	Basic Skills	113,610	616,640	503,030
86293	Student Equity	1,385,652	1,385,652	-
86301	EPA Proceeds	8,117,888	7,980,513	(137,375)
86331	BFAP Admin Allowance	491,205	420,702	(70,503)
86541	Economic Development	400,000	800,000	400,000
86710	Timber Tax	1,274	1,274	-
86720	Homeowners Tax Relief	163,874	163,874	-
86730	Payment in Lieu of Taxes	44	44	-
86810	Lottery	1,100,000	1,100,000	-
86815	Lottery Prop 20	250,000	250,000	-
86820	Mandated Costs Reimbursement	235,984	263,190	27,206
86999	State Carry Forward Revenue	217,584	219,079	1,495
	Subtotal State Revenue	49,383,217	50,875,843	1,492,626
88110	Secured Tax Allocation	10,368,044	11,758,568	1,390,524
88120	Supplemental Tax Allocation	547,218	547,218	-
88130	Unsecured Tax Allocation	502,790	502,790	-
88160	Prior Year Taxes	38,351	38,351	-
88552	Testing Revenue	2,000	2,000	-
88600	Rentals & Leases Income	128,250	128,250	-
88700	Interest & Investment Income	75,000	75,000	-
88801	Enrollment	2,258,747	2,298,643	39,896
88802	Health Services	398,055	398,055	-
88804	Non-Resident Tuition	400,000	400,000	-
88805	Parking Permits	240,000	240,000	-
88810	Contra Revenue - Enrollment Fe	(155,000)	(50,000)	105,000

88821	Enrollment Status Verification	1,000	1,000	-
88823	Class Audit Fees/Credit by Exa	2,000	2,000	-
88824	Intern'l Student Application F	500	500	-
88827	Official Transcripts	25,000	25,000	-
88829	Diploma/Mailing	200	200	-
88849	Miscellaneous Student Charges	400	400	-
88912	Gate Receipts	12,701	12,701	-
88921	Library GoPrints	60,000	60,000	-
88990	Miscellaneous Local Revenue	1,522,334	1,379,183	(143,151)
88999	Local Carry Forward Revenue	81,175	114,183	33,008
89210	Interfund Transfers In	109,592	109,592	-
	Subtotal Local Revenue	16,618,357	18,043,634	1,425,277
				-
	Total for 80000	67,722,539	70,610,162	2,887,623
				-
	Revenues	67,722,539	70,610,162	2,887,623
	Expenses	66,041,247	69,972,326	3,931,079
	Surplus/Deficit	1,681,292	637,836	

Benefit Rates 2016-2017

Health Plan Benefit Year	
COSTA	*\$17,583.00 (Medical - \$15,738.00 & Dental - \$1,845.00)
CSEA	*\$17,583.00 (Medical - \$15,738.00 & Dental - \$1,845.00)
Management/Confidential	*\$17,583.00 (Medical - \$15,738.00 & Dental - \$1,845.00)
Life	\$129.60

RATIO OF STATUTORY BENEFITS	Employer	Employee
STRS 2% @ 60	12.58%	10.25%
STRS 2% @ 62	12.58%	9.205%
PERS-Tier I	13.888%	7.00%
PERS-Tier II	13.888%	6.00%
FICA	6.20%	6.20%
MEDI	1.45%	1.45%
SUI	0.05%	
WORK COMP	1.35785%	
ALT RET	2.30%	5.20%

Certificated

Full-Time - Includes Medicare	15.43785%
Full-Time - Without Medicare	13.98785%
Part-Time - STRS Member	15.43785%
Part-Time - With Medi & ALT RET	5.15785%

Classified

Employee Paid PERS Contribution	22.94585%
Part-Time – With Medi & ALT RET	5.15785%

Confidential

Employee paid PERS Contribution	22.94585%
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*Annual District Contribution toward employee Health & Welfare, Dental/Vision benefits. See next page for actual CVT/SISC plans offered.

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COSTA										Benefit Year District Contribution
2016-17 Monthly CVT Rate	Monthly District Contribution	Monthly Employee Contribution	2016-17 Monthly SISC Rate	Monthly District Contribution	Monthly Employee Contribution		Fiscal Year District Contribution	Fiscal Year Employee Contribution		
(Jul-Sept 2016)	(Jul-Sept 2016)	(July-Sept 2016)	(Oct 2016 -Jun 2017)	(Oct 2016 -Jun 2017)	(Oct 2016 -Jun 2017)		(Jul 2016-Jun 2017)	(Jul 2016-Jun 2017)		
CVT Plans/SISC Plans										(Oct 2016-Sept 2017)
CVT KN 1 Active	1,406.00	1,311.50	94.50				15,738.00	283.50		15,738.00
CVT PPO-1, RX-A/SISC 100 A	1,564.00	1,311.50	252.50	1,405.00	1,311.50	93.50	15,738.00	1,599.00		15,738.00
CVT PPO-4, RX-A/SISC 90 A	1,395.00	1,311.50	83.50	1,293.00	1,311.50	(18.50)	15,738.00	84.00		15,738.00
SISC 80 E				1,183.00	1,311.50	(128.50)	15,738.00			15,738.00
CVT PPO-10 RX-D/SISC 80 L	845.00	1,311.50	-	940.00	1,311.50	(371.50)	15,738.00			15,738.00
SISC 80 G				1,098.00	1,311.50	(213.50)	15,738.00			15,738.00
CVT HDHP1	1,067.00	1,311.50	-				15,738.00			15,738.00
CVT Bronze Plan/Minimum Value PPO	726.00	1,311.50	-	759.00	1,311.50	(552.50)	15,738.00			15,738.00
Dental & Vision	153.75	153.75	-	153.75	153.75	-	\$ 1,845.00	\$ -	\$	1,845.00

Note: COSTA members are paid over 10 months, so with the switch to SISC, the July-Sept amounts above are added together (x3) then divided by 2 for Aug & Sept withholding. For Oct-June, the above amounts will be withheld (or paid back less District statutory benefits), except in May, when both May & June amounts will be withheld/paid back.

Classified (CSEA)										Benefit Year District Contribution
2016-17 Monthly CVT Rate	Monthly District Contribution	Monthly Employee Contribution	2016-17 Monthly SISC Rate	Monthly District Contribution	Monthly Employee Contribution		Fiscal Year District Contribution	Fiscal Year Employee Contribution		
(Jul-Sept 2016)	(Jul-Sept 2016)	(Jul-Sept 2016)	(Oct 2016-Jun 2017)	(Oct 2016-Jun 2017)	(Oct 2016-Jun 2017)		(Jul 2016-Jun 2017)	(Jul 2016-Jun 2017)		
CVT Plans/SISC Plans										(Oct 2016-Sept 2017)
CVT PPO-1, RX-A/SISC 100 A	1,564.00	1,311.50	252.50	1,405.00	1,311.50	93.50	15,738.00	1,599.00		15,738.00
CVT PPO-4, RX-A/SISC 90 A	1,395.00	1,311.50	83.50	1,293.00	1,311.50	(18.50)	15,738.00	84.00		15,738.00
CVT PPO-7 RX-A/SISC 80 E	1,280.00	1,311.50	-	1,183.00	1,311.50	(128.50)	15,738.00			15,738.00
CVT Bronze Plan	726.00	1,311.50	-	-	-	-	15,738.00			15,738.00
CVT KN 4	1,241.00	1,311.50	-	-	-	-	15,738.00			15,738.00
SISC 80 G				1,098.00	1,311.50	(213.50)	15,738.00			15,738.00
SISC Minimum Value PPO				759.00	1,311.50	(552.50)	15,738.00			15,738.00
Dental & Vision	153.75	153.75	-	153.75	153.75	-	\$ 1,845.00	\$ -	\$	1,845.00

Note: These figures are based on 12 month employees.

Management and Confidentials:										Benefit Year District Contribution
2016-17 Monthly CVT Rate	Monthly District Contribution	Monthly Employee Contribution	2016-17 Monthly SISC Rate	Monthly District Contribution	Monthly Employee Contribution		Fiscal Year District Contribution	Fiscal Year Employee Contribution		
(Jul-Sept 2016)	(Jul-Sept 2016)	(July-Sept 2016)	(Oct 2016-Jun 2017)	(Oct 2016-Jun 2017)	(Oct 2016-Jun 2017)		(Jul 2016-Jun 2017)	(Jul 2016-Jun 2017)		
CVT Plans/SISC Plans										(Oct 2016-Sept 2017)
CVT PPO-1, RX-A/SISC 100 A	1,564.00	1,311.50	252.50	1,405.00	1,311.50	93.50	15,738.00	1,599.00		15,738.00
CVT PPO-4, RX-A/SISC 90 A	1,395.00	1,311.50	83.50	1,293.00	1,311.50	(18.50)	15,738.00	84.00		15,738.00
CVT PPO-7 RX-A/SISC 80 E	1,280.00	1,311.50	-	1,183.00	1,311.50	(128.50)	15,738.00			15,738.00
CVT PPO-10, RX-A	923.00	1,311.50	-	-	-	-	15,738.00			15,738.00
SISC 80 G				1,098.00	1,311.50	(213.50)	15,738.00			15,738.00
CVT Bronze Plan	726.00	1,311.50	-	-	-	-	15,738.00			15,738.00
SISC Minimum Value PPO				759.00	1,311.50	(552.50)	15,738.00			15,738.00
Dental & Vision	153.75	153.75	-	153.75	153.75	-	\$ 1,845.00	\$ -	\$	1,845.00

Note: These figures are based on 12 month employees.

COLLEGE OF THE SEQUOIAS

Timeline and Process for Base Budget Development

July-August

- Administration adjusts proposed budget assumptions and tentative budget based on changes in the state budget.

September

- Superintendent/President presents the Final Budget to the Governing Board for approval.

January

- Board of Trustees reviews the Governor's January budget and establishes Board priorities aligned with the District's Objectives in the Strategic Plan for the coming fiscal year.
- District Governance Senate reviews District Goals in the Master Plan and District Objectives in the Strategic Plan.
- Fiscal Administrators draft budget assumptions to reflect District Objectives and external realities, and forward assumptions to the Budget Committee.

February – May

- Budget Committee reviews and revises the budget assumptions monthly as warranted based on new information.
- Budget Committee updates the District Governance Senate on the status of budget assumptions for the next fiscal year as needed.
- Fiscal Services builds tentative budget and provides managers with tentative budgets for the coming fiscal year.
- Administrative Services schedules annual meeting(s) during the spring budget development period to communicate the District's anticipated budget to all district constituencies.

June

- Administrative Services presents finalized Tentative Budget to the Board of Trustees for approval.

**College of the Sequoias
Student Financial Aid Data
2005/06 - 2015/16**

Year	COS Enrollment	# SFA Applicants	# SFA Recipients	Total Expenditures
05/06	15,536	10,695	7,273	\$ 13,605,525
06/07	16,710	11,171	7,634	\$ 12,763,508
07/08	18,808	11,098	7,075	\$ 15,410,002
08/09	20,370	13,380	8,253	\$ 19,208,059
09/10	20,503	15,193	9,703	\$ 26,146,461
10/11	18,362	17,173	10,058	\$ 29,438,051
11/12	15,435	16,830	9,541	\$ 28,997,343
12/13	14,884	10,610	9,209	\$ 29,336,994
13/14	15,256	17,120	9,884	\$ 30,884,134
14/15	15,629	16,907	9,988	\$ 31,446,456
15/16	16,158	16,751	10,186	\$ 32,865,967

# Board of Governors Fee Waivers	Board of Governors Expenditures
6,643	\$ 2,967,653
6,600	\$ 2,593,383
7,023	\$ 2,462,740
8,231	\$ 2,908,320
9,620	\$ 4,438,317
10,016	\$ 4,478,656
9,502	\$ 5,837,339
9,458	\$ 7,555,914
9,837	\$ 8,094,183
9,942	\$ 8,002,229
10,131	\$ 8,187,540

Expenditures by Source of Funds - 2015/16			Expenditures by Type of Aid - 2015/16		
Federal	\$ 20,997,286	63.89%	Grants	\$ 31,558,279	96.02%
State	\$ 11,231,062	34.17%	Loans	\$ 944,990	2.88%
Local	\$ 637,619	1.94%	Employment	\$ 362,698	1.10%
Total	<u>\$ 32,865,967</u>	100.00%	Total	<u>\$ 32,865,967</u>	100.00%

COS Project Status Report as of 8-9-16

	Project Name	Phase Project Is In	Status	Construction Date	Completion Date	Budget Amount	Funds site
1	Tulare Center Phase I	Project Closeout	DSA closeout with certification complete. Last item remaining is project closeout in FUSION.	6/28/2010	Open for classes 1/10/2013	\$48,345,000	100% State
2	Live Oak Building Renovation	Project Closeout	Construction is 100% complete. Project will be signed off by DSA upon successful verification of the fire alarm monitoring system. Final DSA Certification & Close of File expected to be received in August 2016.	8/3/2015	5/25/2016	\$1,631,825	40% State 60% Local
3	Basic Skills Center	FPP Approved	This project proposes to renovate the Buckeye/Industrial Education building into a much needed Basic Skills Center. Upon approval of the 2016 state-wide higher education bond, the Vocational programs within the Buckeye building are slated to move to Tulare (exact location TBD) leaving the 70 year old 20,000 square foot facility vacant. Basic Skills is a major initiative being implemented at the College and this project will allow many more students, including disabled students, to increase their skills in English as a Second Language (ESL), Math, English and other Language Arts; an Educational Master Plan goal. Since there was no funding for 2013-2015, this project was resubmitted and approved by the Chancellor's Office as a viable project for the 2017-18 fiscal year.	5/1/2019	11/1/2020	\$16,244,000	100% State
4	Tulare Center Phase II	IPP Submitted	This project will move Auto, Construction Technology, Industrial Technology, CISCO, Computer Repair and the HVAC Technology programs from the Visalia site to the Tulare site. Due to lack of funding, this project has been rejected and resubmitted every year since 2012. With the recent "separation" of Hanford's enrollment from the Tulare campus, this project score is extremely low and will require major growth at the site before it can be considered for funding by the Chancellor's Office. Despite the score, the District will continue to resubmit the project on an annual basis.	7/15/2021	11/15/2022	\$30,909,953	100% State

	Project Name	Phase Project Is In	Status	Construction Date	Completion Date	Budget Amount	Funds site
5	Kern Building Modernization	IPP Submitted	This Project will renovate the areas within the Kern building and reconfigure the academic spaces to meet current and future educational program needs. An updated IPP was submitted in July 2016.	6/1/2020	9/1/2021	\$13,094,319	100% State
6	Maintenance and Operations Renovation	IPP Submitted	This project proposes to renovate and expand the then vacant Cedar building into a functional and efficient Maintenance and Operations facility. This project will allow the department to consolidate its staff, equipment and materials in a central, but out of the way location and operate in a much more efficient manner. An updated IPP was submitted in July 2016.	5/1/2020	7/1/2021	\$3,533,696	100% State

Banked Leave Time Calculation

As of June 30, 2016

Formula:

#LHE X Semester Hours (17.5) X \$ Rate

744.222 X 17.5 X \$56.81 = \$739,886.91

Add Employee Benefits 13.945%

\$739,886.91 X 113.945% = \$843,064.14

Required Balance:

\$843,064.14

Less Balance Including Interest:

\$865,251.96

Adjustment:

(\$ 22,187.82)

*\$ Rate and Benefits % provided by Payroll
LHE (Lecture Hour Equivalent) provided by Academic Services

LONG TERM DEBT/GENERAL OBLIGATION BONDS DEBT SERVICE

	Original Principal	Maturity Date	15/16 Actual Payment Certificate of Participation (COP)	16/17 Principal	16/17 Budgeted Payment	Funding Source
2010 Hanford Lease Revenue Bond	3,310,000	May 15, 2035	229,106	2,790,000	231,256	General Fund
2004 Student Center COP	3,945,000	May 1, 2034	236,505	2,860,000	237,505	**General Fund: District share only
California Energy Commission Solar Loan	2,981,074	February 1, 2033	-	2,981,074	176,395	General Fund/Electricity Savings

**Paid by the Student Center Trust, Health Center and the District

FY 15/16 Actual:	FY 16/17 Budgeted:
Student Center Trust: \$65,000	Student Center Trust: \$65,000
Health Center: \$33,000	Health Center: \$33,000
District: \$138,505	District: \$139,505

General Obligation (GO) Bond Debt Service

Hanford GO Debt Service						
2007 Hanford Issue	14,999,982	February 1, 2032	922,000	13,833,604	967,000	Hanford Bond Measure C Debt Service
2009 Hanford Issue	6,995,778	August 1, 2034	501,763	6,095,778	510,525	Hanford Bond Measure C Debt Service
Tulare GO Debt Service						
2009 Tulare Issue	19,998,219	August 1, 2033	1,429,313	16,583,123	1,489,313	Tulare Bond Measure J Debt Service
2011 Tulare Issue	10,004,927	August 1, 2041	398,625	9,784,927	408,625	Tulare Bond Measure J Debt Service
2014 Tulare Issue	3,401,460	August 1, 2042	63,075	3,401,460	63,075	Tulare Bond Measure J Debt Service
Paid off 8/30/13 2011 Tulare Bond Anticipation Notes (BAN)	11,501,011	September 1, 2013	12,093,425	-	-	Tulare Bond Measure J Debt Service
Paid off 7/1/16 2013 Tulare Bond Anticipation Notes (BAN)	5,276,844	July 1, 2016	5,276,844	-	-	Tulare Bond Measure J Debt Service
2016 Tulare Issue	3,710,000	August 1, 2040	-	3,710,000	89,600	Tulare Bond Measure J Debt Service
Visalia GO Debt Service						
2009 Visalia Issue	17,997,404	August 1, 2033	1,368,300	15,251,961	1,423,300	Visalia Bond Measure I Debt Service
2010 Visalia Issue	4,999,652	August 1, 2039	232,500	4,999,652	232,500	Visalia Bond Measure I Debt Service
2011 Visalia Issue	4,995,439	August 1, 2036	206,525	4,995,439	206,525	Visalia Bond Measure I Debt Service

**COLLEGE OF THE SEQUOIAS
CO-CURRICULAR BUDGET
2016 / 2017**

REVENUE FOR 2016 / 2017

Student Senate	\$ 60,000.00
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BUDGET DISTRIBUTION FOR 2016 / 2017

Agriculture Club	\$ 2,484.45
Alpha Gamma Sigma	\$ 1,452.59
Athletics	\$ 40,000.00
Campus Paper	\$ 2,120.08
Chamber Singers	\$ 2,331.42
Concert Choir	\$ 2,165.61
Jazz Band	\$ 1,935.54
Pep Squad	\$ 2,543.22
Symphonic Band	\$ 2,777.17
<u>Theater</u>	<u>\$ 2,189.92</u>
Total	\$ 60,000.00

PLEASE NOTE:

- All Co-Curricular participants (100%) must pay the Activity Benefits Fee each semester.
- The Activity Benefits Fee must be paid within the first two weeks of the semester.
Failure to do so will result in the loss of funds for the current year.

College of the Sequoias
Funds available for General Fund Cash Flow
Fiscal Year 2016/2017
As of Final Budget Adoption

Due to the timing of property tax receipts, the District will seek to borrow cash (if needed) from internal funds. In the event there is not enough cash to borrow internally, the District will seek borrowing from external sources.

Internal funds available for borrowing

62000 Retiree Health & Welfare	\$ 471,017	48015 Linwood Reserve	\$2,191,037
62100 Faculty Banked Leave	\$ 845,795	79500 Hispanic Serving Institute Trust (HSI)	\$ 900,907
48010 Farm Special Reserve	\$ 405,638		

College of the Sequoias
Transfers
2016/2017 Final Adopted Budget

Expense Transfers

Expense transfers are tracked through the Banner system by a Journal Voucher (JV) number. Expense transfers are completed when an expenditure is posted incorrectly. The transaction would be a debit to the correct account line and a credit to the incorrect account line. Use tax is another instance of an expense transfer. If any fund other than General Fund pays an invoice that use tax needs to be applied to, a use tax transfer must occur between the two funds.

Internal Fund Borrowing

Internal Fund borrowing occurs when the General Fund is short on cash for monthly obligations such as payroll and vendor payments. The transaction would be a debit to the General Fund and a credit to the Internal Fund that was utilized for temporary borrowing. All internal fund borrowing is monitored and repaid once funds are available and any outstanding balances at year end are reported to the Board of Trustees.

Interfund Transfers as of Final Adopted Budget

Interfund Transfers are permanent Board authorized transfers from one fund to another. The interfund transfers for fiscal year 2016/2017 as of budget adoption are listed below.

Interfund Transfers Out Of General Fund Totaling \$463,458

1. Extended Opportunity Programs & Services (EOP&S) transfer to Financial Aid	\$297,602
2. Cooperative Agencies Resources for Education (CARE) transfer to Financial Aid	\$ 68,432
3. Unrestricted General Fund transfer to Access and Ability Center special class revenue	\$ 97,424

Interfund Transfers Into General Fund Totaling \$109,592

1. Math, Engineering, Science Achievement (MESA) from Hispanic Serving Institute (HSI)	\$ 12,168
2. Restricted Access and Ability Center from Unrestricted General Fund	\$ 97,424

College of the Sequoias
Listing and Description of All Funds
2016/2017 Final Budget

Board Restricted Funds are funds in which the Board of Trustees has designated a specific expenditure purpose. For example, Capital Projects and Farm Special Reserve are Board Restricted Funds. Legally Restricted Funds are funds in which expenditures are restricted by code of law. For example, the General Obligation (GO) Bonds, and the GO Bond Debt Service Funds are Legally Restricted Funds.

Fund 11000-19250 General Fund

According to the California Community Colleges Budget and Accounting Manual (BAM), the General Fund is the primary operating fund of the district. It is used to account for those transactions that, in general, cover the full scope of operations of the district (instruction, student services, administration, maintenance and operations, utilities, supplies and general operating costs). All transactions shall be accounted for in the General Fund unless there is a compelling reason (e.g., legal or contractual requirement) to report them in another fund.

Revenue in the General Fund is received from federal, state and local resources. The primary source of unrestricted revenue is linked to funded FTES and includes student enrollment fees, property taxes, and state general apportionment. Other unrestricted revenue sources are lottery proceeds, interest and rental income. The primary source of restricted revenue is linked to resources available for the operation and support of the educational programs that are

specifically restricted by laws, regulations, donors, or other outside agencies as to their expenditure.

The fiscal well being of any institution is determined by the relation of the fund balance to annual unrestricted expenditures. The Board of Trustees has mandated that the College has a 6% fund balance. The State of California recommends a 5% fund balance and the Community College Chancellor's Office has deemed that an institution with a fund balance of less than 3% is in fiscal distress.

Fund 29500-29715 GO Debt Service Fund

The General Obligation (GO) Debt Service Funds primary purpose is to repay the General Obligation Bonds for Hanford, Visalia, and Tulare.

Fund 39100 Contract Education Fund

The Contract Education Funds primary purpose is to account

for revenue sources directly related to contract education courses.

Fund 41010-48009 Capital Projects Funds

According to BAM, the Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of capital facilities and projects. Examples of expenditures that may be recorded in Capital Projects Funds are acquisition or construction of new capital facilities (e.g., land, buildings, site improvements), improvements or extensions to the life of existing capital facilities, including major repair and remodeling projects such as scheduled maintenance and special repair, initial equipping of buildings (library books, furniture, fixtures, classroom supplies), and significant capital equipment purchases. Resources accumulated for future acquisition or construction of capital projects are recorded in this fund.

Fund 48010 Farm Special Reserve Fund

In 1989, the Board of Trustees authorized the sale of 40 acres of COS farmland on the southwest corner of Akers and Whitendale to the Visalia Unified School District. Because the funds were generated through the sale of COS farmland, these funds have been used to prepare the Tulare Campus Agriculture facilities. These funds are available to the District for internal borrowing.

Fund 48015 Linwood Farm Special Reserve Fund

In 2012, The Board of Trustees authorized the sale of the

remaining acres of COS farmland on Linwood to the Visalia Unified School District. The Board of Trustees has expressed a desire to possibly use these funds for future capital improvements. These funds are available to the District for internal borrowing.

Fund 49001 Hanford General Obligation Bond Fund

The Hanford General Obligation (GO) Bond Funds primary purpose is to build the Hanford College Center.

Fund 49700 Tulare General Obligation Bond Fund

The Tulare General Obligation (GO) Bond Fund's primary purpose is to build the Tulare Campus.

Fund 53010-53170 Farm Funds

The Farm Fund is used to support the daily operations of the College's agriculture program.

Fund 62000 Retiree Health & Welfare Fund

College of the Sequoias is required to provide health and welfare benefits to retirees. An actuarial firm prepares actuarial studies as required for the district to determine the unfunded liability for these benefits. The District, to date, has made contributions to the California Community College League Retiree Joint Powers Agency (JPA) in the amount of \$4,733,169. The JPA is an irrevocable trust that receives earnings to meet future health care expenses. Funds held locally are available to the District for internal borrowing.

Funds that have been moved to the JPA are not available for internal borrowing but may be utilized to pay Retiree pay as you go expense of Health & Welfare.

Fund 62100 Banked Leave Fund

Under Article 8.4 of the COSTA contract, certificated faculty have the ability to accumulate Banked Leave Time. The balance reflects the number of lecture hour equivalents accrued by faculty multiplied by the over-load faculty hourly rate. This account is updated annually and reflects the liability of the College to provide replacements when banked leave time is used. These funds are available to the District for internal borrowing.

Fund 75000-75080 Student Loan Funds

The Student Loan Funds are provided as short term loans to students as needed. Some examples of loans made available to students are Varsity Loans for Athletic programs, EOP&S Loans, Undergraduate Loans and RN Revolving Loans.

Fund 79010-79378 Student Trust Funds

The Student Trust Fund is primarily made up of the Student Body Center Fee Trust which is used to account for monies collected by the district pursuant to Education Code Section 76375 for the purpose of establishing an annual building and operating fee to finance, construct, enlarge, remodel, refurbish, and operate a student center. Miscellaneous other Student

Trust Funds are set up to account for all monies held in a trustee capacity by the District for organizations.

Fund 79500 Hispanic Serving Institute (HSI) Trust Fund

In fiscal year 2000/2001 the HSI Grant obtained by College of the Sequoias provided an opportunity for COS to receive matching funds of \$75,000 per year for five years to be put into a separate trust account. California Education Code Section 70902 permits this activity. One half of the interest may be withdrawn annually to enhance the components of the grant. After 20 years, the Federal guidelines allow the District to use these funds for any purpose. Some interest monies were spent this year to fund the MESA program. These funds are available to the District for internal borrowing.

Fund 81000-81610 Associated Student Body Funds

The Associated Student Body (ASB) Funds are used to account for monies of student clubs formed under Education Code Section 76062. Student club monies shall be expended in accordance with procedures established by the student club. ASB funds must be used to promote general welfare, morale or educational experience of the student and for goods/services other than those which the school district should provide from its own funding sources.

Fund 81810-81880 Co-Curricular Funds

The Co-Curricular Funds are funds donated annually by Student Senate to support student competitions.