# Budget Committee Meeting

Proposed FY2020 Budget Document
Umpqua Community College

Presented by Natalya Brown, CFO
April 11, 2019

UMPQUA COMMUNITY COLLEGE

# Budget Committee Duties

## to comply with local budget law

https://www.oregon.gov/DOR/programs/property/Pages/local-budget.aspx

- Meets publicly to review the proposed budget
- May not discuss or deliberate on the budget outside of a public meeting
- Budget Committee must have a quorum present in order to hold a meeting
- Receives the budget and budget message
- Provides an opportunity for the public to ask questions about and comment on the budget
- Approves the budget, rate of tax and amount of tax for General Obligation bonds
- Any budget committee action must have the approval of a majority of its members

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# Budget Process

| | |
|---|---|
| November – March: College | Develop College Budget |
| April: Budget Committee | Hear Presentation and Approve College Budget |
| May: Board of Education | Hold Public Hearing |
| June: Board of Education | Adopt College Budget |

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# Budget Principles 2019-2020

1. Ensure the college's strategic priorities and mission is fulfilled through the core themes:
   - Learning
   - Access
   - Enrichment
2. Consider investment and reduction decisions through the college's values of :
   - Knowledge
   - Sense of Community
   - Integrity
   - Improvement and innovation

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# Budget Principles 2019-2020

3. Maintain the following:
   - Staffing and services at sufficient levels to protect the college's operations and ensure compliance with the regulations and laws
   - Fund balance to help limit current and future risks such as revenue shortfalls and unexpected expenditures
   - A balanced budget to ensure the long-term fiscal health of the college
4. Invest in initiatives that support strategic plan

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# Challenges

1. Timing of budget development:
   - Required to pass budget by law by June 30
   - Must make many of our budgetary decisions long before we know our exact state budget allocation
2. Anticipated increases
   - PERS rates increase FY20-21(1.6% to 2.09%)
   - Title III funding ends: additional funding needed to continue software contracts & services
   - Contractual cost increases
   - Materials and services increases
3. Projected shortfall of $953K

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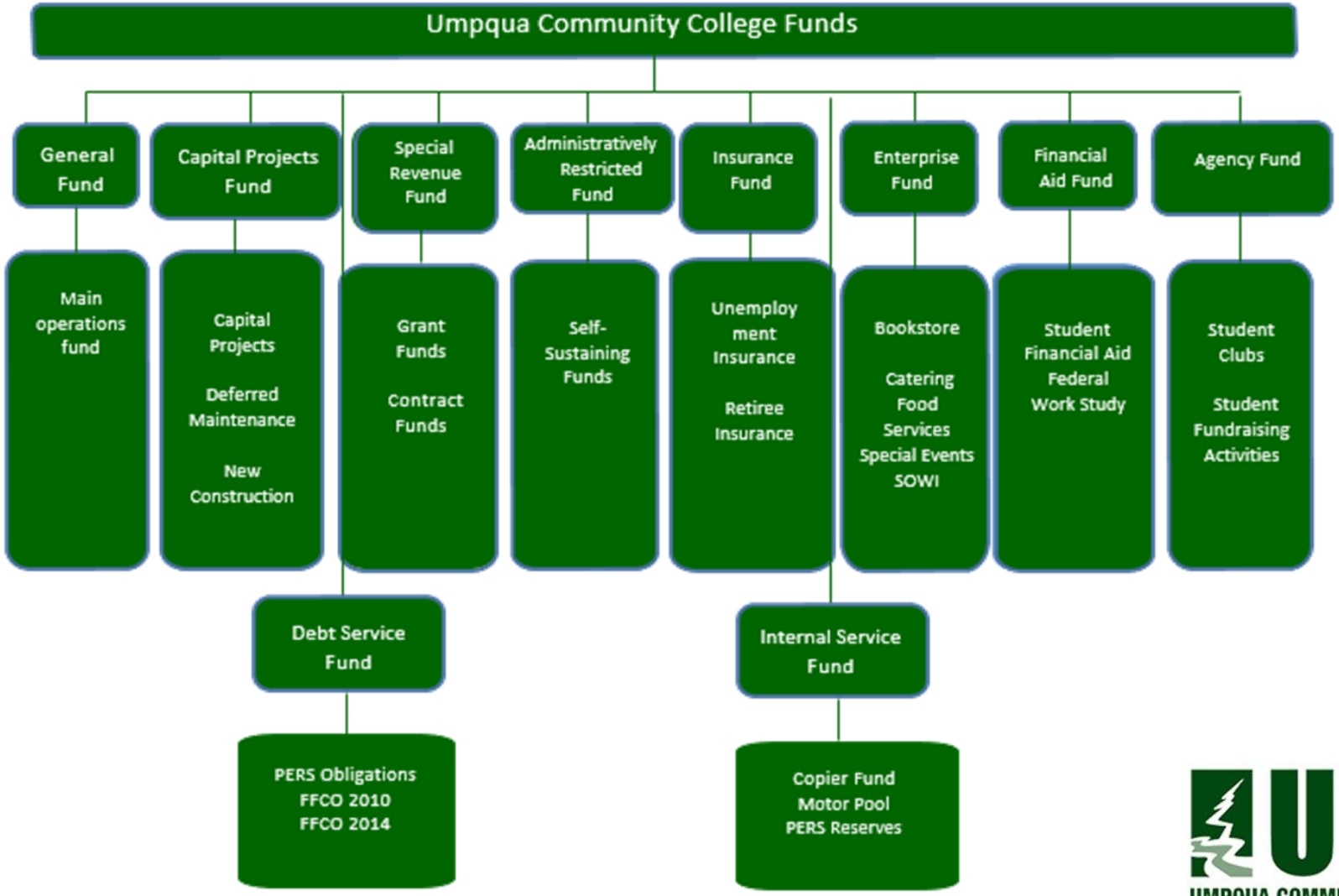
# Budget Structure

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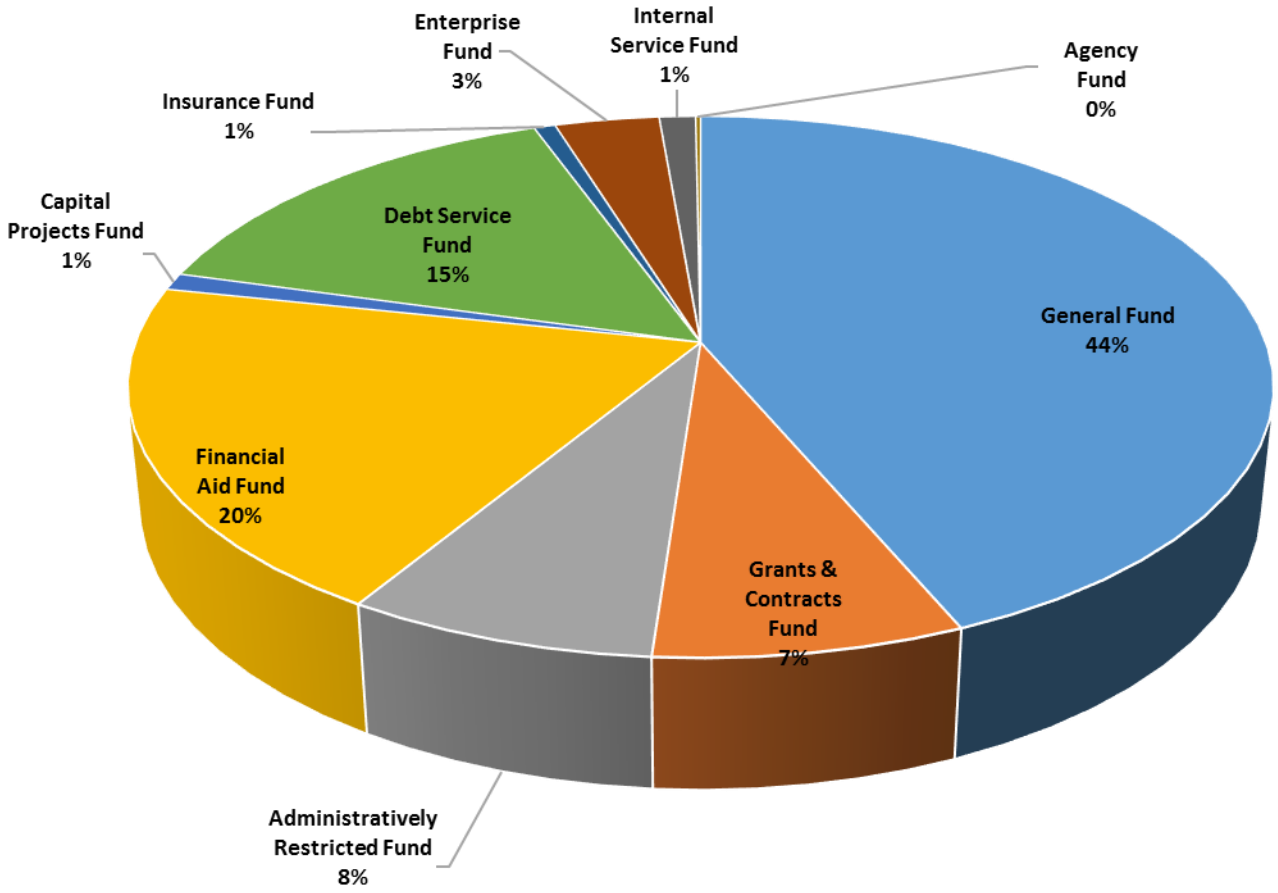
# Proposed Budget – Summary of All Funds

Total Budget: $57,170,503

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# Budget Highlights

Proposed Budget includes:

- Contractual labor increases for staff
- Continue investment in Enrollment Management component to support student success, enrollment and retention
- Investment in tutoring services to support student success
- Investment in Distance Education component for the delivery of new modalities for credit course and academic programs
- Continued support of instructional computer labs, AdvisorTrac software used by academic advising and tutoring staff
- Invest in Adult Basic  Education by funding director position previously held vacant

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# General Fund Highlights

pages 19-54

To cover initial $953,000 gap in funding, the College:

- held vacancies
- reduced materials and services
- applied for and received financial aid match waiver
- reduced tuition waivers based on utilization trend
- increased tuition and fees

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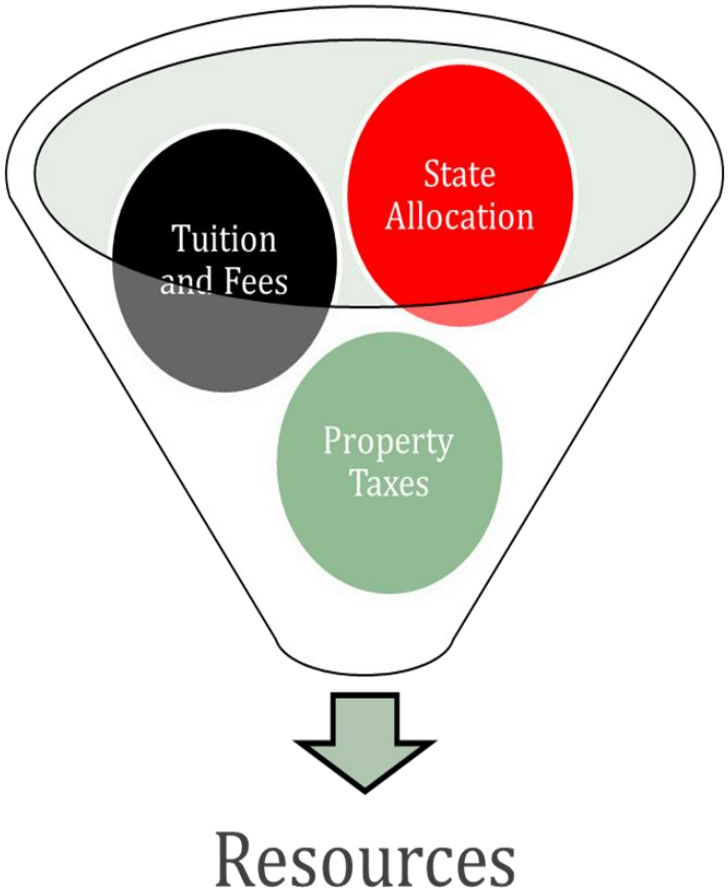
# Revenue Sources - General Fund

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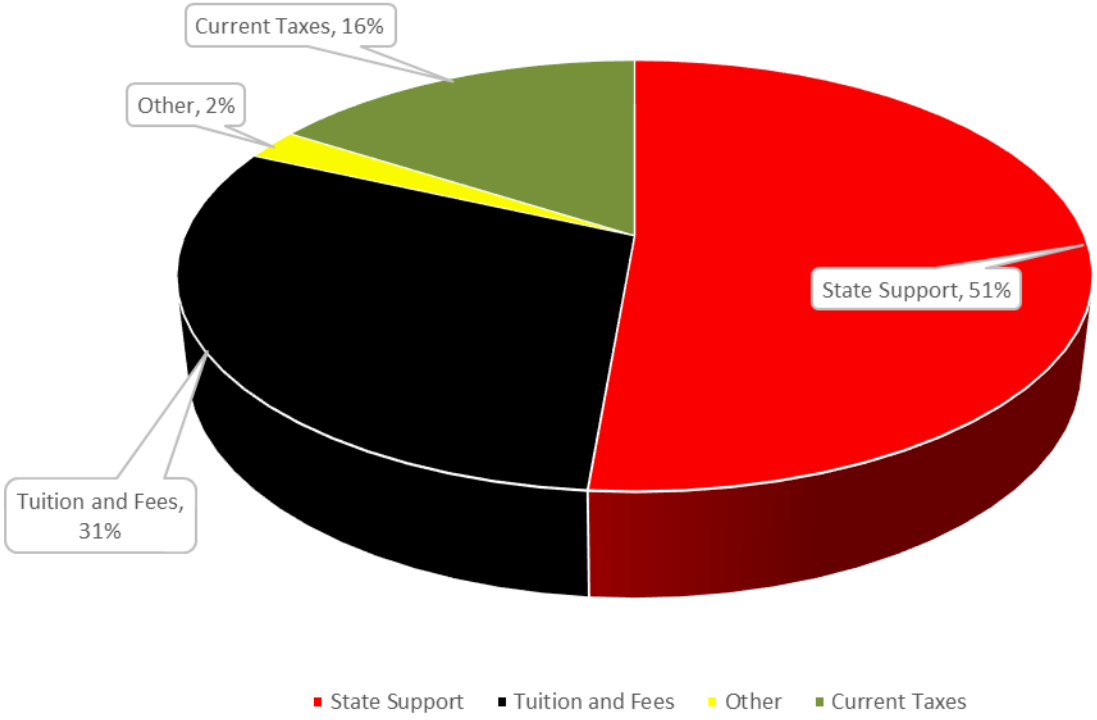
# Revenue Sources - General Fund continued

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# Budget Assumptions: Resources

1. State funding 2019-21 biennium for all community colleges: $590 million (or $57M short from community college's collective ask for current service level funding)
2. Tuition and Fees

   Project flat enrollment

   $4 per credit tuition increase; $3 per credit instructional fee increase
3. Property taxes

   Project 2% rate of growth

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# Budget Changes: Revenues

| REVENUE INCREASE / (DECREASE) from FY19 | |
|---|---|
| | |
| State support | $542,617 |
| Tuition and fees | $239,365 |
| Current and prior local taxes | $207,264 |
| Indirect/Miscellaneous/Interest revenue | $77,000 |
| Transfers In | -$20,727 |
| Total | $1,045,519 |

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# General Fund Resources

| RESOURCE DESCRIPTION | Fiscal Year 2016-2017 ACTUAL Amounts | Fiscal Year 2017 - 2018 ACTUAL Amounts | Fiscal Year 2018 - 2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Beginning Fund Balance | 3,610,022 | 3,257,871 | 3,100,000 | 4,532,182 |
| REVENUES | | | | |
| State Support | 10,498,947 | 11,159,522 | 11,454,365 | 11,996,982 |
| Tuition | 5,531,865 | 5,921,289 | 6,417,403 | 6,520,244 |
| Fees | 255,644 | 225,177 | 478,476 | 585,000 |
| Indirect Cost Revenue | 193,634 | 187,470 | 130,000 | 150,000 |
| Miscellaneous Income | 98,507 | 83,258 | 69,000 | 60,000 |
| Interest | 37,511 | 110,045 | 40,000 | 156,000 |
| Estimated Property Taxes Current | - | - | 3,532,913 | 3,722,627 |
| Taxes Collected in Year Levied | 3,391,796 | 3,525,418 | | |
| Prior Property Taxes | 169,683 | 168,681 | 172,450 | 170,000 |
| TOTAL REVENUES | 20,177,587 | 21,380,859 | 22,294,607 | 23,360,853 |
| Transfers In | - | - | 20,727 | - |
| **TOTAL RESOURCES** | 23,787,609 | 24,638,730 | 25,415,334 | 27,893,035 |

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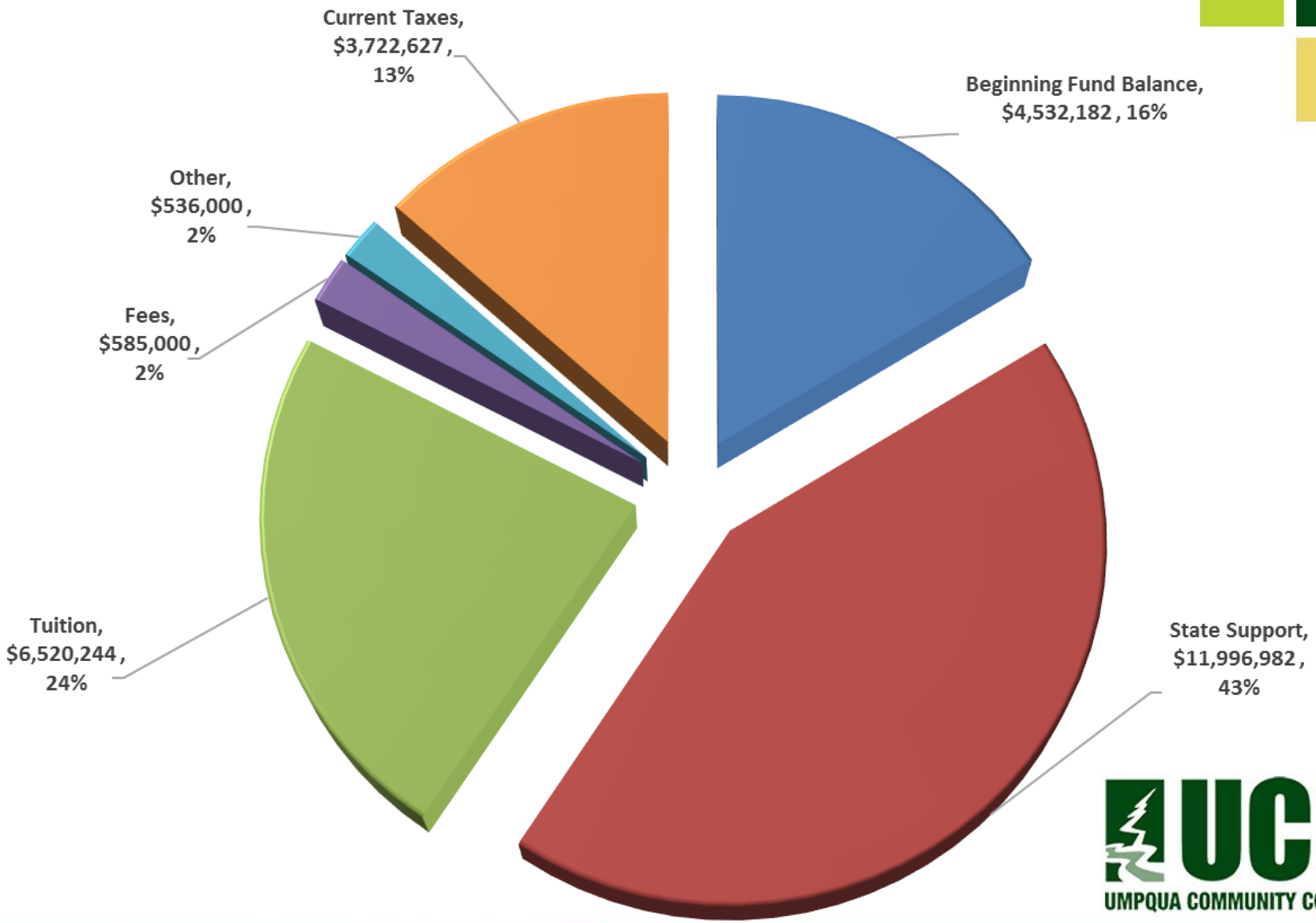
# General Fund Resources

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# Tuition comparability with other community colleges

| | Blue Mountain | Central | Chemeketa | Clackamas | Clatsop | Columbia Gorge | Klamath | Lane | Linn-Benton | Mt. Hood | Oregon Coast | Portland | Rogue | Southwestern | Tillamook Bay | Treasure Valley | Umpqua | Statewide Average |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Tuition per Credit** | $ 108 | $ 99 | $ 91 | $ 100 | $ 105 | $ 102 | $ 103 | $ 118 | $ 117 | $ 107 | $ 105 | $ 111 | $ 107 | $ 94 | $ 100 | $ 99 | $ 101 | $ 104 |
| **Annualized Tuition*** | $ 6,188 | $ 4,939 | $ 5,175 | $ 4,944 | $ 5,265 | $ 5,490 | $ 5,492 | $ 6,099 | $ 5,634 | $ 5,540 | $ 5,445 | $ 5,420 | $ 5,550 | $ 5,913 | $ 4,995 | $ 5,445 | $ 5,873 | $ 5,495 |

| | |
|---|---|
| | Reflects FY19 rates |

* *Differential tuition is not included in comparison*

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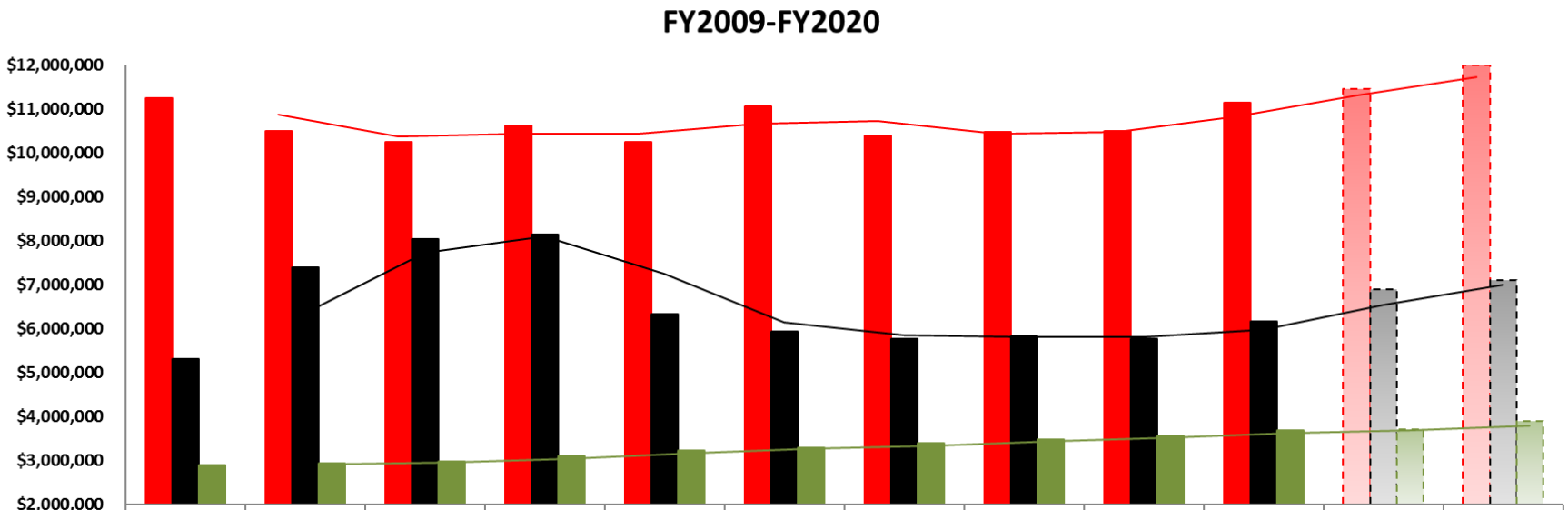
# General Fund Resources




| | FY 08-09 | FY 09-10 | FY 10-11 | FY 11-12 | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY17-18 | FY18-19 | FY19-20 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| State Funding | $11,253,820 | $10,502,261 | $10,250,466 | $10,626,202 | $10,251,054 | $11,077,003 | $10,400,000 | $10,475,420 | $10,498,947 | $11,159,522 | $11,454,365 | $11,996,982 |
| Tuition and Fees | $5,315,035 | $7,395,751 | $8,053,291 | $8,154,468 | $6,343,226 | $5,946,297 | $5,772,768 | $5,843,122 | $5,782,873 | $6,175,708 | $6,895,879 | $7,105,244 |
| Property Taxes | $2,893,786 | $2,940,369 | $2,980,609 | $3,110,433 | $3,239,579 | $3,287,738 | $3,396,930 | $3,476,433 | $3,561,479 | $3,694,099 | $3,705,363 | $3,892,627 |

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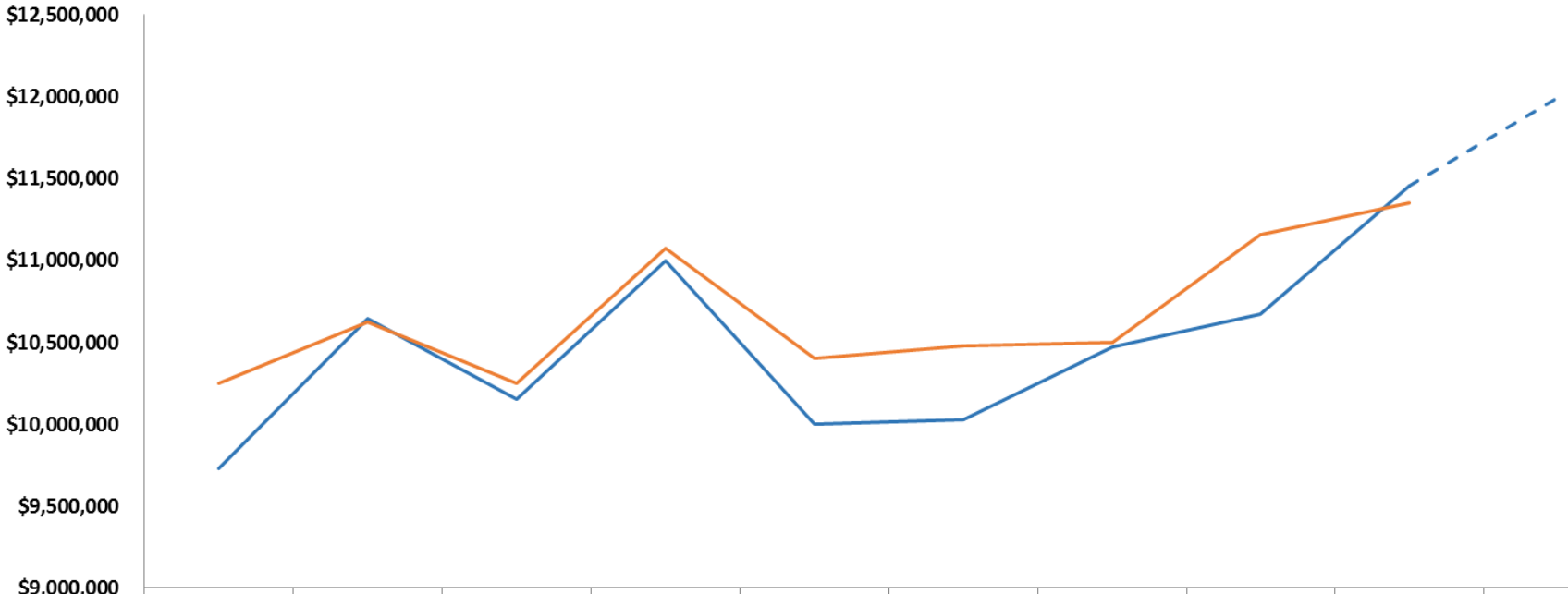
# Budgeted State Funding vs Actual




| | FY 10-11 | FY 11-12 | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | FY 19-20 |
|---|---|---|---|---|---|---|---|---|---|---|
| Budgeted State Funding | $9,726,618 | $10,647,656 | $10,149,754 | $11,000,000 | $10,000,000 | $10,025,523 | $10,468,821 | $10,671,246 | $11,454,365 | $11,996,982 |
| Actual State Funding | $10,250,466 | $10,626,202 | $10,251,054 | $11,077,003 | $10,400,000 | $10,475,420 | $10,498,947 | $11,159,522 | $11,352,452 | |

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# Budget Changes: Requirements

| REQUIREMENTS INCREASE/(DECREASE) from FY19 | |
|---|---|
| | |
| Estimated cost of increases to employee salaries and benefits | $1,184,322 |
| Materials & Services | -$67,200 |
| Capital Outlay | -$34,000 |
| Financial Aid - Tuition Waivers | -$76,383 |
| Transfers | $300,932 |
| Total | $1,307,671 |

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# General Fund Operating

| REQUIREMENT DESCRIPTION | Fiscal Year 2016-2017 ACTUAL Amounts | Fiscal Year 2017-2018 ACTUAL Amounts | Fiscal Year 2018-2019 ADJUSTED Budget | Fiscal Year 2019-2020 PROPOSED Budget |
|---|---|---|---|---|
| Personnel Services | 11,084,333 | 10,901,633 | 11,515,605 | 12,132,670 |
| Fringe Benefits | 4,108,990 | 4,305,635 | 4,810,337 | 5,336,627 |
| Materials & Services | 2,580,757 | 2,540,861 | 2,882,707 | 2,790,063 |
| Capital Outlay | 53,487 | 14,312 | 81,869 | 21,000 |
| Financial Aid - Tuition Waivers | 585,389 | 626,705 | 937,566 | 861,183 |
| **Total Operating** | 18,412,955 | 18,389,146 | 20,228,084 | 21,141,543 |

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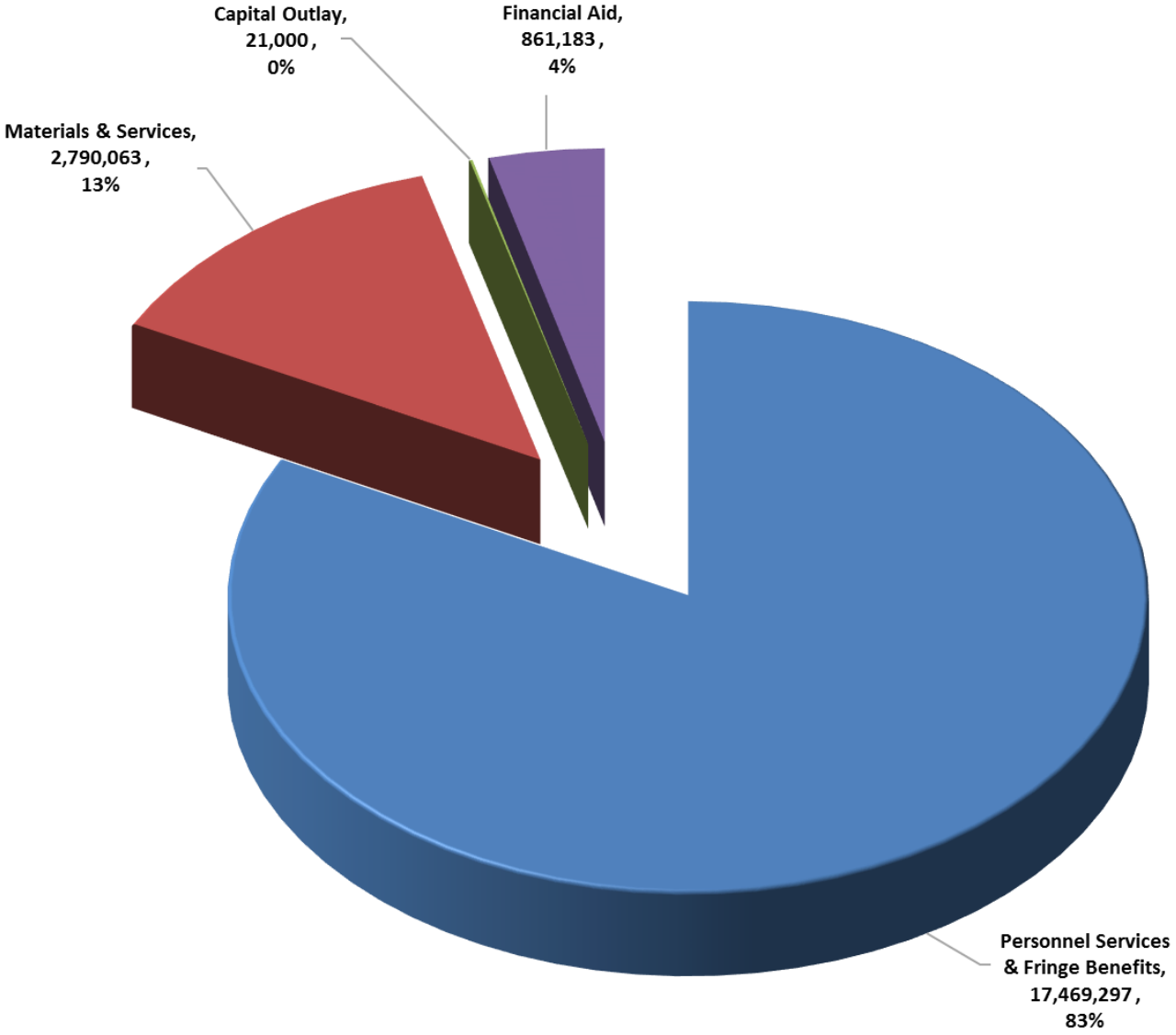
# General Fund Operating

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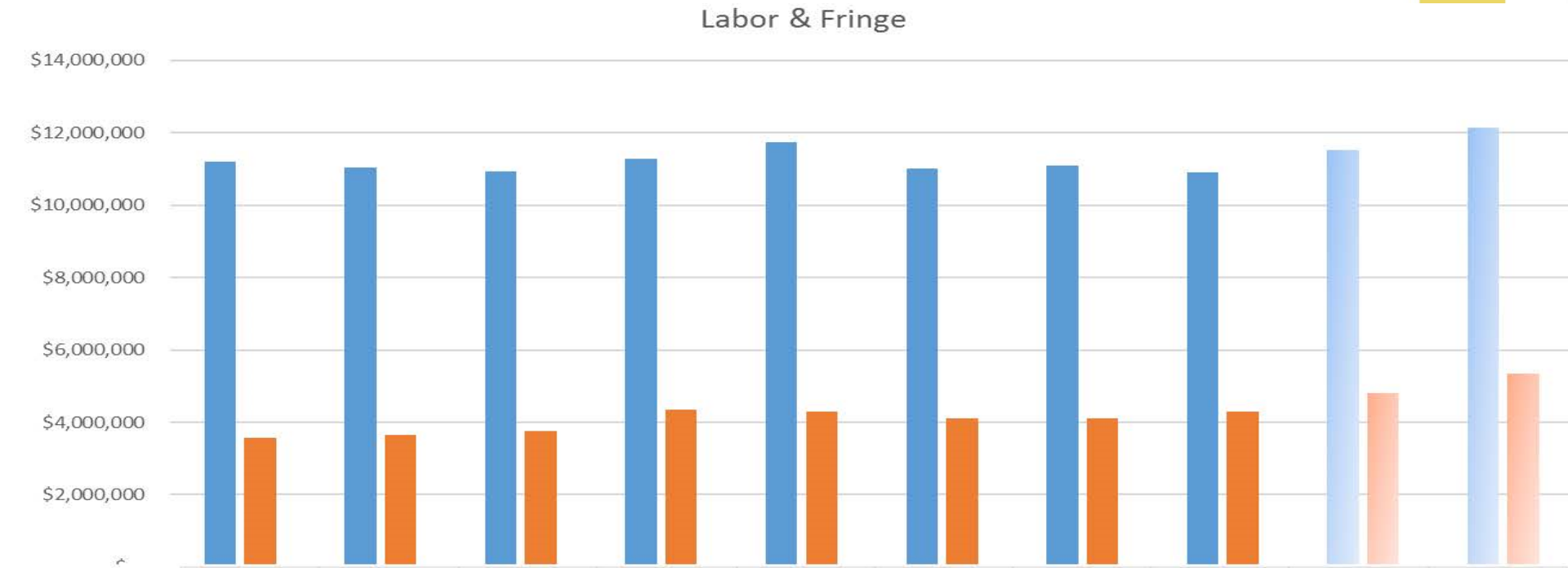
# Labor & Fringe FY2011 - 2020




| | 10-11 | 11-12 | 12-13 | 13-14 | 14-15 | 15-16 | 16-17 | 17-18 | 18-19 | 19-20 |
|---|---|---|---|---|---|---|---|---|---|---|
| Labor % Change | | -1% | -1% | 3% | 4% | -7% | 1% | -2% | 5% | 5% |
| Fringe % Change | | 2% | 3% | 14% | -1% | -5% | 0% | 5% | 10% | 10% |

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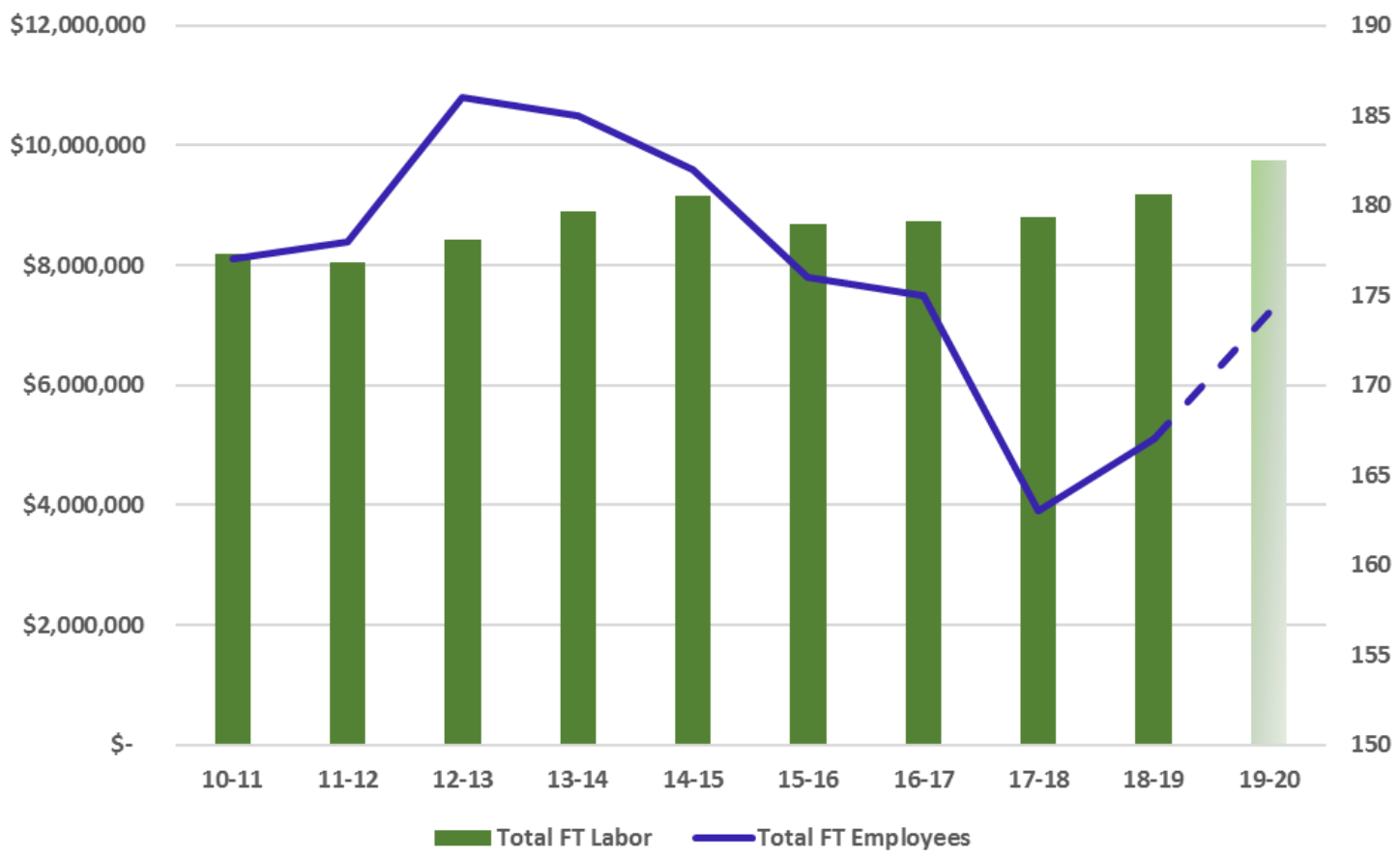
# FT Labor vs FT Employees FY 2011 - 2020

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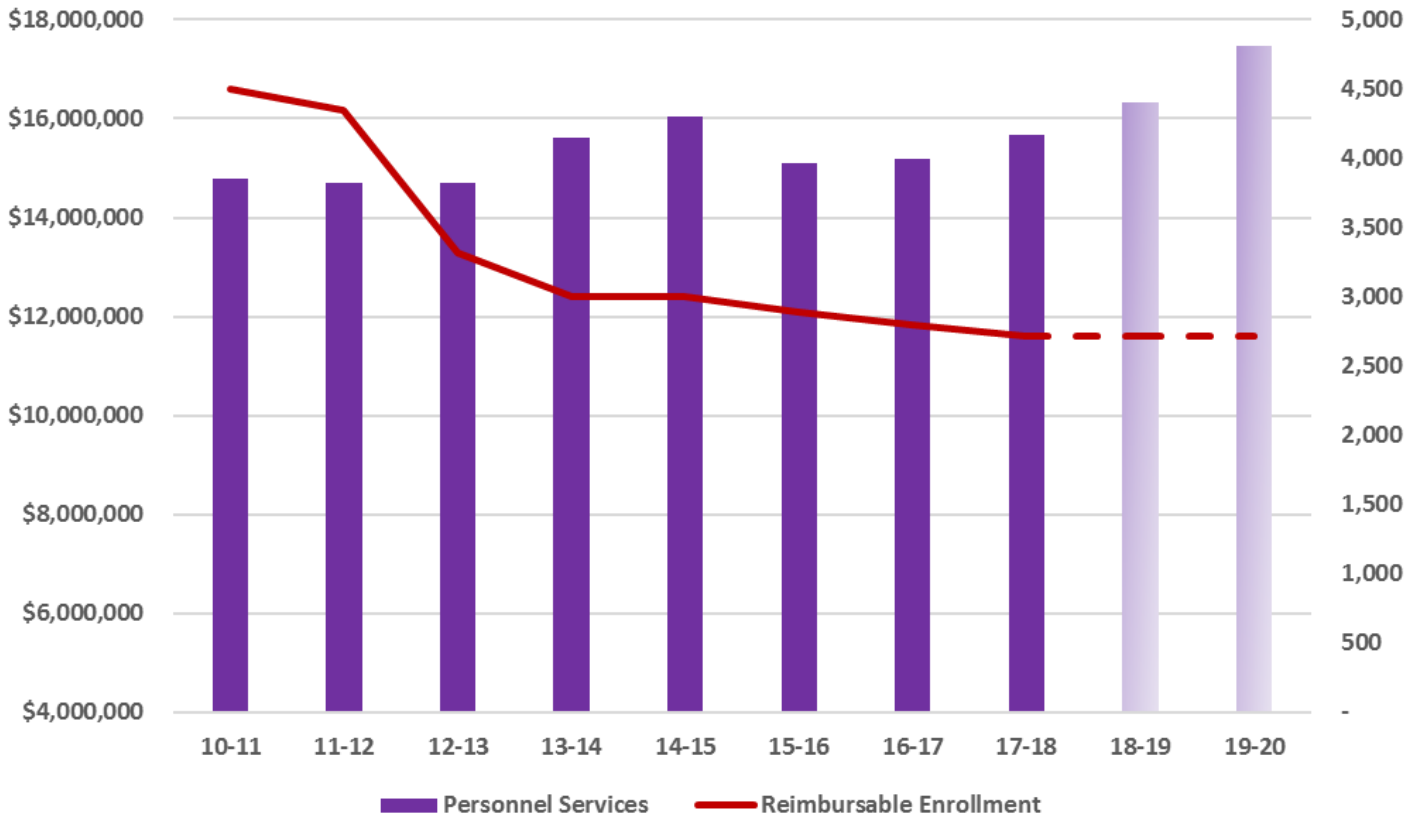
# Labor & Fringe vs. Reimbursable FTE FY 2011 - 2020

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# General Fund Transfers

| | Fiscal Year 2016-2017 ACTUAL Amounts | Fiscal Year 2017-2018 ACTUAL Amounts | Fiscal Year 2018-2019 ADJUSTED Budget | Fiscal Year 2019-2020 PROPOSED Budget |
|---|---|---|---|---|
| TRANSFERS OUT TO: | | | | |
| Enterprise Fund - Food Services | - | - | - | 60,428 |
| Insurance Fund - Early Retirement Reserve | 318,334 | 300,000 | 250,000 | 175,000 |
| Insurance Fund - Unemployment Compensation | 37,000 | 87,520 | 120,000 | 120,000 |
| Capital Fund | 250,000 | 318,542 | 210,000 | 371,270 |
| Admin. Rest. - Faculty Staff Development | 59,143 | 42,592 | 46,851 | 51,536 |
| Admin. Rest. - Ford Family Center | 145,000 | 145,000 | 145,000 | 145,000 |
| Admin. Rest. - Staff Development (Non-Faculty) | 35,369 | 38,906 | 42,797 | 47,077 |
| Admin. Rest. - Strategic Fund | - | 14,563 | 15,000 | 15,000 |
| Debt Service - FFCO 2010, 2014 | 250,000 | 250,000 | 250,000 | 395,269 |
| Debt Service - PERS | 993,196 | 993,196 | 993,196 | 993,196 |
| Agency Fund | 28,741 | 30,309 | 35,000 | 35,000 |
| **Total Transfers Out** | 2,116,783 | 2,220,628 | 2,107,844 | 2,408,776 |

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# General Fund Total

| | Fiscal Year 2016-2017 ACTUAL Amounts | Fiscal Year 2017-2018 ACTUAL Amounts | Fiscal Year 2018-2019 ADJUSTED Budget | Fiscal Year 2019-2020 PROPOSED Budget |
|---|---|---|---|---|
| Operating Contingency | - | - | 563,094 | 417,663 |
| Reserve | - | - | 2,516,313 | 3,925,053 |
| **Total Contingency and Reserve** | - | - | 3,079,407 | 4,342,716 |
| **Ending Fund Balance** | 3,257,871 | 4,028,956 | - | |
| **TOTAL REQUIREMENTS** | 23,787,609 | 24,638,730 | 25,415,335 | 27,893,035 |

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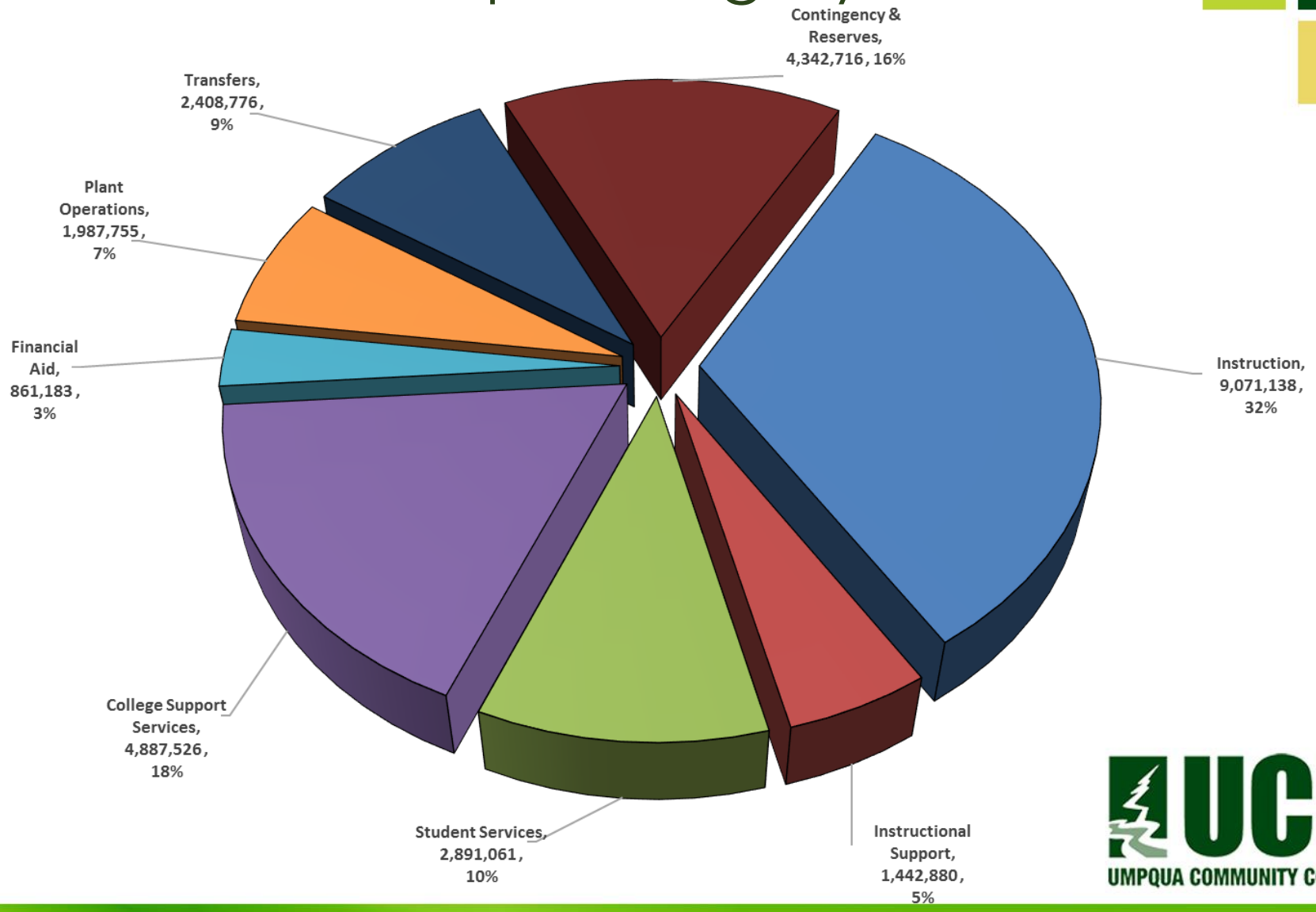
# General Fund Operating by Function

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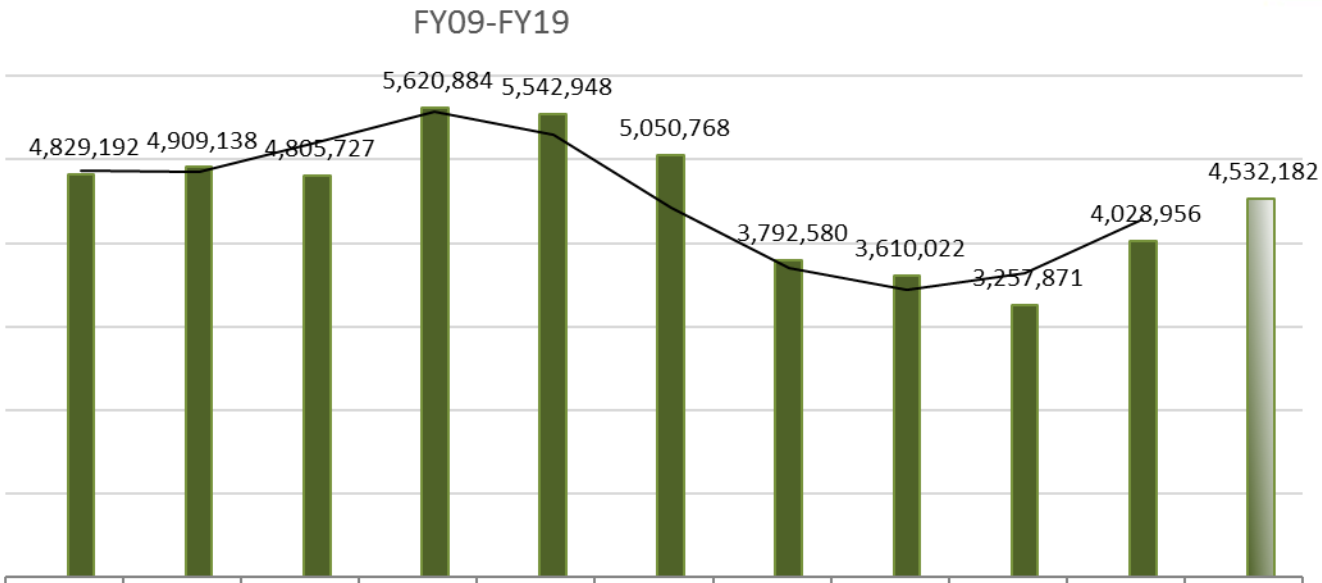
# Actual Ending Fund Balance




| | FY 2008-09 | FY 2009-10 | FY 2010-11 | FY 2011-12 | FY 2012-13 | FY 2013-14 | FY 2014-15 | FY2015-16 | FY 2016-17 | FY 2017-18 | FY 2018-19 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| G F End. Fund Balance | 4,829,192 | 4,909,138 | 4,805,727 | 5,620,884 | 5,542,948 | 5,050,768 | 3,792,580 | 3,610,022 | 3,257,871 | 4,028,956 | 4,532,182 |
| Percent of Requirements | 26% | 23% | 22% | 26% | 27% | 24% | 18% | 18% | 16% | 20% | 18% |

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# Grants & Contracts Fund Highlights

pages 55-76

Budget: $4,829,786

Purpose: Accounts for proceeds of revenue sources that are legally restricted to expenditures for special purposes such as grants and contracts.

- Revenue source: federal, state, local grants and contracts
- Current major grants and contracts include: Childcare Resource and Referral, Title II, TRIO grants (Student), Wolf Creek Job Corp, JOBS.

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# Grants & Contracts
# Resources & Requirements

| RESOURCES | Fiscal Year 2016-2017 ACTUAL Amounts | Fiscal Year 2017 - 2018 ACTUAL Amounts | Fiscal Year 2018 - 2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Beginning Fund Balance | 24,556 | 24,528 | - | - |
| Federal Revenue | 2,183,365 | 2,057,450 | 2,674,144 | 2,218,120 |
| State Revenue | 2,384,886 | 685,845 | 2,009,677 | 1,543,156 |
| Local Revenue | 748,303 | 704,362 | 1,183,837 | 1,068,510 |
| **TOTAL RESOURCES** | 5,341,109 | 3,472,184 | 5,867,658 | 4,829,786 |
| **REQUIREMENTS** | | | | |
| Personnel Services | 2,522,125 | 1,925,631 | 2,762,237 | 2,240,663 |
| Materials and Services | 2,720,298 | 1,459,610 | 2,933,877 | 2,452,851 |
| Capital Outlay | 74,159 | 59,004 | 171,544 | 136,272 |
| Sub-Total | 5,316,582 | 3,444,246 | 5,867,658 | 4,829,786 |
| Ending Fund Balance | 24,528 | 27,939 | - | - |
| **TOTAL REQUIREMENTS** | 5,341,109 | 3,472,184 | 5,867,658 | 4,829,786 |

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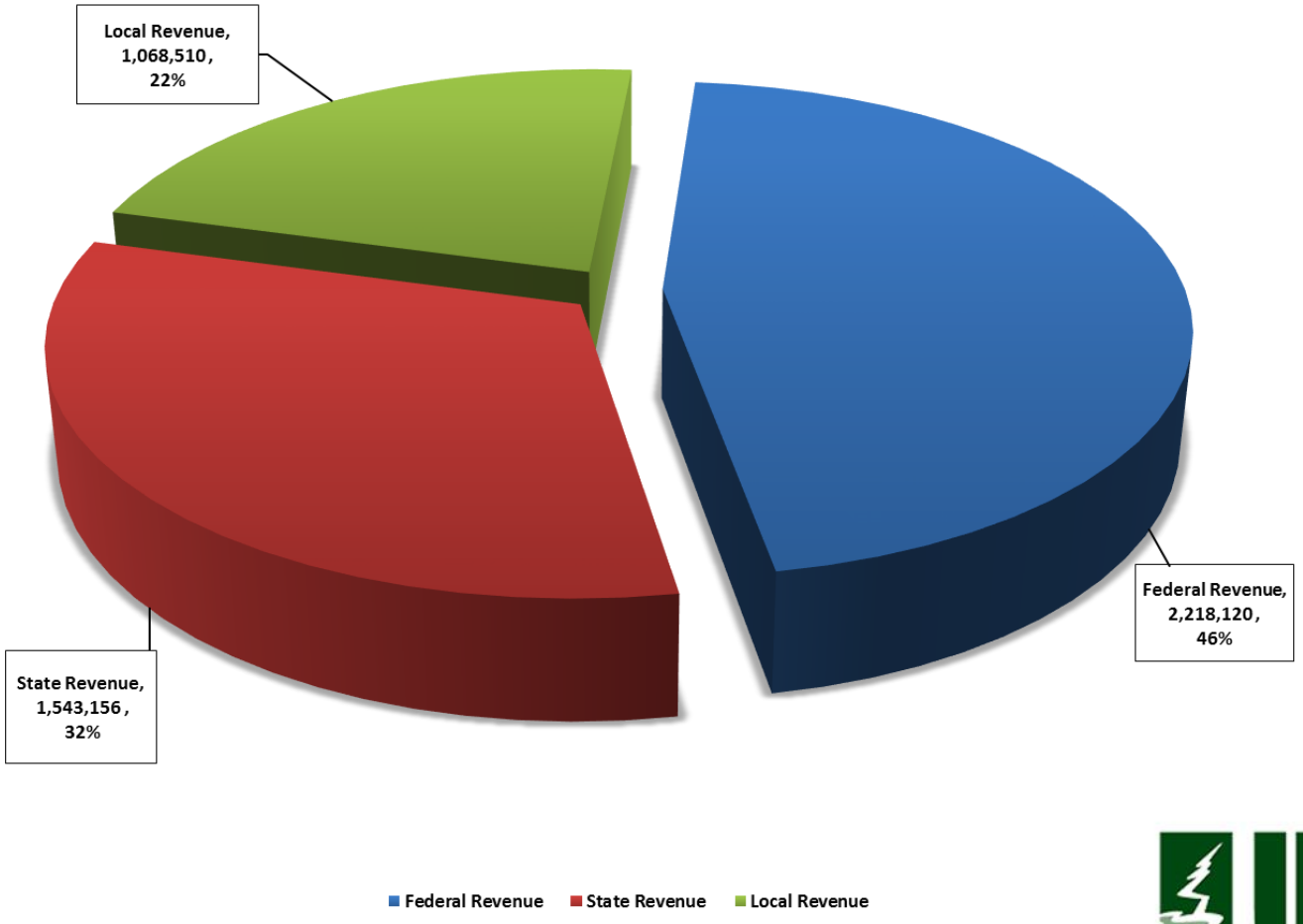
# Grants & Contract Resources

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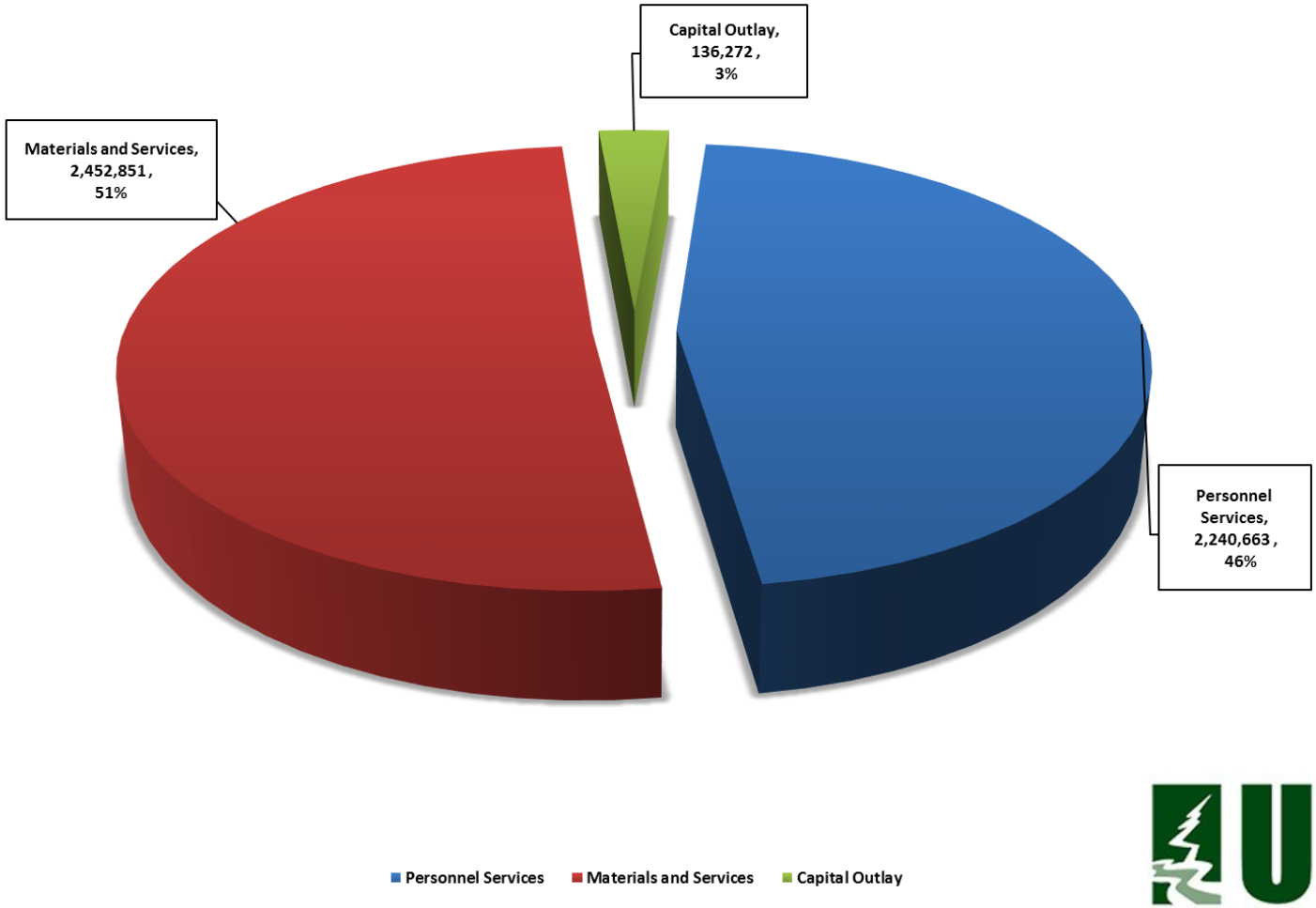
# Grants & Contract Requirements

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# Special Revenue Fund – Administratively Restricted Highlights

pages 77-100

Budget: $4,833,061

Purpose: Accounts for activities that supplement the regular General Fund programs and are intended to be self-supporting in nature.

- Revenue source: tuition and fees or other revenue-generating activities.
- Increase in Apprenticeship, Emergency Medical Services program and the addition of the Nursing program fee.

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# Special Revenue Fund – Administratively Restricted Resources & Requirements

| RESOURCES | Fiscal Year 2016-2017 ACTUAL Amounts | Fiscal Year 2017 - 2018 ACTUAL Amounts | Fiscal Year 2018 - 2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Beginning Fund Balance | 798,181 | 1,005,616 | 1,080,379 | 1,121,284 |
| Local Revenue | 2,732,740 | 2,942,115 | 3,270,702 | 3,453,164 |
| Transfers In | 239,512 | 241,061 | 269,648 | 258,613 |
| **TOTAL RESOURCES** | 3,770,433 | 4,188,792 | 4,620,729 | 4,833,061 |
| **REQUIREMENTS** | | | | |
| Personnel Services | 1,445,902 | 1,422,838 | 1,819,344 | 1,839,739 |
| Materials and Services | 1,299,668 | 1,305,106 | 2,474,016 | 2,799,915 |
| Capital Outlay | 16,399 | 53,017 | 207,625 | 153,212 |
| Transfers Out | 2,850 | 60,285 | 49,743 | 15,195 |
| Contingency | - | - | 70,000 | 25,000 |
| Sub-Total | 2,764,818 | 2,841,247 | 4,620,729 | 4,833,061 |
| Ending Fund Balance | 1,005,616 | 1,347,545 | - | - |
| **TOTAL REQUIREMENTS** | 3,770,433 | 4,188,792 | 4,620,729 | 4,833,061 |

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# Financial Aid Fund Highlights

pages 101-106

Budget: $12,559,618

Purpose: Accounts for student financial assistance

- Revenue source: Federal, state and local (Financial aid loans, grants and scholarships)

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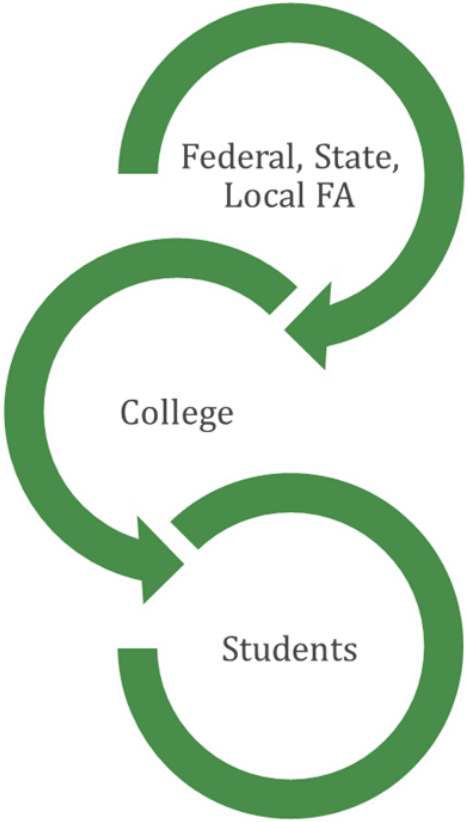
# Financial Aid Fund

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# Financial Aid Fund
## Resources & Requirements

| RESOURCES | Fiscal Year 2016 - 2017 ACTUAL Amounts | Fiscal Year 2017 - 2018 ACTUAL Amounts | Fiscal Year 2018 - 2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Federal Revenue | 6,605,012 | 6,530,677 | 14,148,641 | 8,388,118 |
| State Revenue | 1,512,401 | 1,621,731 | 3,425,000 | 2,171,500 |
| Local Revenue | 684,463 | 812,304 | 2,000,000 | 2,000,000 |
| **TOTAL RESOURCES** | 8,801,876 | 8,964,712 | 19,573,641 | 12,559,618 |
| **REQUIREMENTS** | | | | |
| Personnel Services | 98,200 | 94,545 | 71,365 | 107,047 |
| Materials & Services | - | 5,325 | - | - |
| Financial Aid | 8,703,676 | 8,864,842 | 19,502,276 | 12,452,571 |
| **TOTAL REQUIREMENTS** | 8,801,876 | 8,964,712 | 19,573,641 | 12,559,618 |

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# Capital Projects Fund Highlights

pages 107-115

Budget: $651,403

Purpose: Accounts for capital projects, deferred maintenance, furnishings and equipment, pool repair.

- Revenue source: General fund transfer
- Planning and preparation for the Industrial Technology Project

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# Capital Projects Fund
## Resources & Requirements

| RESOURCES | Fiscal Year 2016 - 2017 ACTUAL Amounts | Fiscal Year 2017 - 2018 ACTUAL Amounts | Fiscal Year 2018 - 2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Beginning Fund Balance | 236,422 | 235,529 | 346,142 | 280,133 |
| Interest | 15,962 | 33,779 | - | - |
| State Grant | 3,600,229 | 3,765,164 | - | - |
| Local Revenue | 116,905 | 12,267 | - | - |
| Transfers In | 250,000 | 318,542 | 210,000 | 371,270 |
| **TOTAL RESOURCES** | 4,219,519 | 4,365,280 | 556,142 | 651,403 |
| **REQUIREMENTS** | | | | |
| Personnel Services | 9,510 | 6,690 | - | - |
| Materials and Services | 1,621,247 | 535,480 | 310,000 | 280,133 |
| Capital Outlay | 2,353,233 | 3,479,054 | 246,142 | 226,000 |
| Contingency | - | - | - | 145,270 |
| Sub-Total | 3,983,990 | 4,021,224 | 556,142 | 651,403 |
| Ending Fund Balance | 235,529 | 344,056 | - | - |
| **TOTAL REQUIREMENTS** | 4,219,519 | 4,365,280 | 556,142 | 651,403 |

UMPQUA COMMUNITY COLLEGE

# Debt Service Fund Highlights

pages 117-118

Budget: $7,375,564

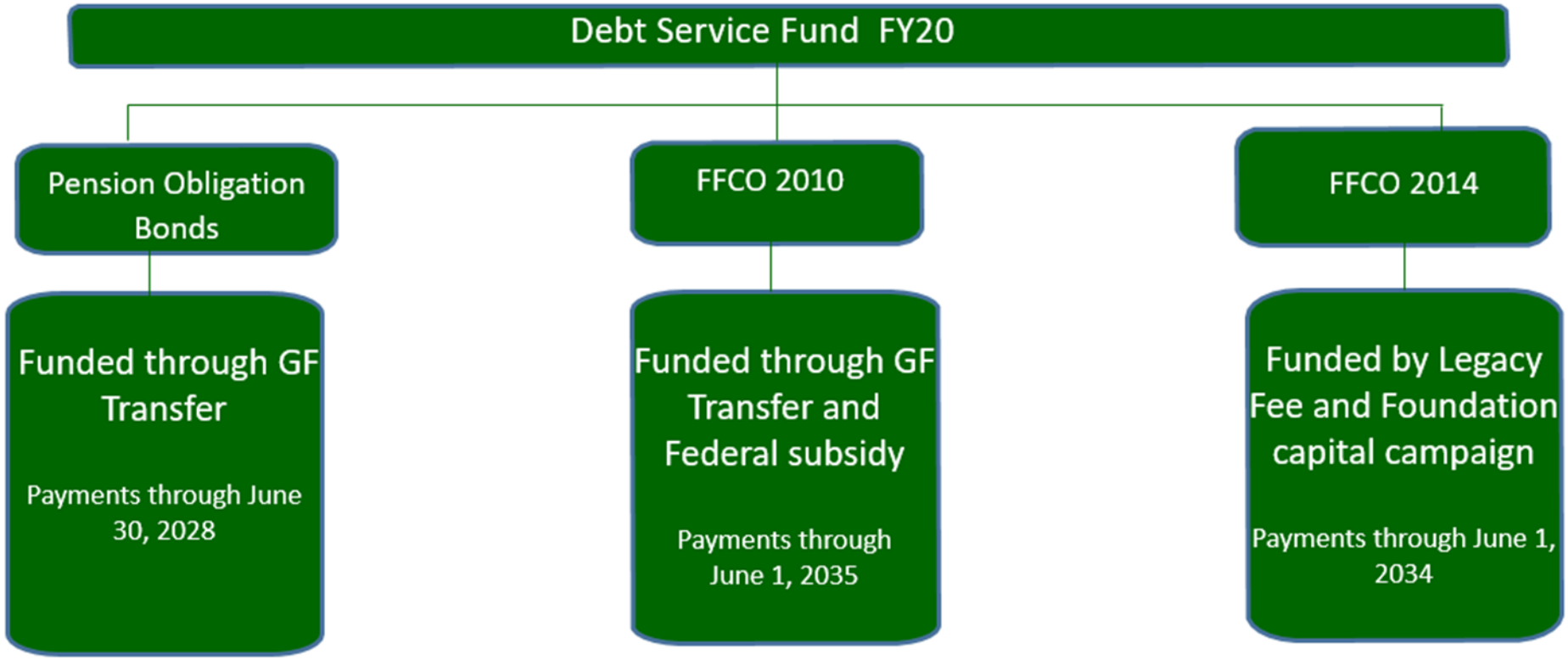
Purpose: Accounts for repayment of obligations for the PERS bonds, Full Faith and Credit Obligations (FFCO) 2010 and 2014.

- Revenue source: General fund transfer and Legacy Fee
- Includes additional repayment of $5.5M of FFCO, Series A.

(Provides $1.1M in interest savings from FY20 through FY24 when $5.5M is due for repayment).

UMPQUA COMMUNITY COLLEGE

# Debt Service Fund Highlights

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UMPQUA COMMUNITY COLLEGE

# Debt Service Resources

| RESOURCES | Fiscal Year 2016 - 2017 ACTUAL Amounts | Fiscal Year 2017 -2018 ACTUAL Amounts | Fiscal Year 2018 -2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Beginning Fund Balance | 7,601,818 | 7,726,781 | 7,774,313 | 7,705,986 |
| Fees | 494,667 | 567,861 | 581,146 | 564,781 |
| Interest | 5,675 | 10,286 | 6,100 | 9,000 |
| Transfers In | 1,243,196 | 1,243,196 | 1,243,196 | 1,388,465 |
| **TOTAL RESOURCES** | 9,345,357 | 9,548,124 | 9,604,755 | 9,668,232 |

UMPQUA COMMUNITY COLLEGE

# Debt Service Requirements

| REQUIREMENTS | Fiscal Year 2016 - 2017 ACTUAL Amounts | Fiscal Year 2017 -2018 ACTUAL Amounts | Fiscal Year 2018 -2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| **Full Faith and Credit Obligations** | | | | |
| Materials & Services | 1,100 | 1,100 | 3,000 | 3,000 |
| Principle (Issued Sept 2010) | 140,000 | 145,000 | 145,000 | 150,000 |
| Interest (Payments 12/1, 6/1) | 181,040 | 176,124 | 170,941 | 164,949 |
| **Total Fund Requirements** | 322,140 | 322,224 | 318,941 | 317,949 |
| **2014 Full Faith and Credit Obligations** | | | | |
| Materials & Services | 551 | 5,066 | 14,000 | 14,000 |
| Principle (Issued Dec 2014) | - | 110,000 | 110,000 | 5,615,000 |
| Interest (Payments 12/1, 6/1) | 304,744 | 303,315 | 302,550 | 300,350 |
| **Total Fund Requirements** | 305,295 | 418,381 | 426,550 | 5,929,350 |
| **Pension Bonds Payable** | | | | |
| Materials & Services | 1,709 | 1,611 | 3,000 | 3,000 |
| Principle (Issued Feb 2004) | 435,000 | 500,000 | 570,000 | 650,000 |
| Interest (Payments 12/30, 6/30) | 554,431 | 532,136 | 506,273 | 475,265 |
| **Total Fund Requirements** | 991,140 | 1,033,747 | 1,079,273 | 1,128,265 |
| **SUB -TOTAL** | 1,618,576 | 1,774,351 | 1,824,764 | 7,375,564 |
| Unappropriated End. Fund Balance | - | - | 7,779,991 | 2,292,668 |
| Ending Fund Balance | 7,726,781 | 7,773,773 | - | - |
| **TOTAL REQUIREMENTS** | 9,345,357 | 9,548,124 | 9,604,755 | 9,668,232 |

UMPQUA COMMUNITY COLLEGE

# Legacy Fee

- Established effective FY16 through FY20 by Board resolution
- After FY20, fee to be reviewed

| 2016 | 2017 | 2018 | 2019 | 2020 |
|---|---|---|---|---|
| *$7/credit hr* | *$7/credit hr* | *$8/credit hr* | *$8/credit hr* | *$8/credit hr* |

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# Insurance Fund Highlights

pages 119-120

Budget: $452,633

Purpose: Accounts for self-funded unemployment insurance and early retirement health insurance provided to employees meeting specific service criteria requirements.

- Revenue source: General fund transfer

UMPQUA COMMUNITY COLLEGE

# Insurance Fund
# Resources & Requirements

| RESOURCES | Fiscal Year 2016 - 2017 ACTUAL Amounts | Fiscal Year 2017 - 2018 ACTUAL Amounts | Fiscal Year 2018 - 2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Beginning Fund Balance | 191,379 | 144,177 | 13,585 | 157,633 |
| Interest | 1,836 | | | |
| Transfers In | 355,334 | 387,520 | 370,000 | 295,000 |
| **TOTAL RESOURCES** | 548,549 | 531,697 | 383,585 | 452,633 |
| **REQUIREMENTS** | | | | |
| **Unemployment** | | | | |
| Personnel Services | 80,506 | 183,921 | 120,000 | 170,000 |
| Materials & Services | 713 | 1,535 | - | - |
| Ending Fund Balance | 100,592 | 2,656 | - | - |
| **Total Fund Requirements** | 181,811 | 188,112 | 120,000 | 170,000 |
| **Retiree** | | | | |
| Personnel Services | 323,153 | 252,303 | 238,000 | 200,000 |
| Contingency | - | - | 25,585 | 82,633 |
| Ending Fund Balance | 43,585 | 91,282 | - | - |
| **Total Fund Requirements** | 366,738 | 343,585 | 263,585 | 282,633 |
| **TOTAL REQUIREMENTS** | 548,549 | 531,697 | 383,585 | 452,633 |

UMPQUA COMMUNITY COLLEGE

# Enterprise Fund Highlights

pages 121-130

Budget: $2,207,202

Purpose: Accounts for the Bookstore, Food Service, Catering, Incubator Program, Special Events and Wine Sales programs.

- Eliminate 1.0 FTE Administrative Sous Chef position (Catering/Food Services)
- Restructuring Director of Food Services/Events Administrative position to Director of Special Events
- Closing out Catering Services
- Seeking self-sustainable solutions for Food Services

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UMPQUA COMMUNITY COLLEGE

# Enterprise Fund Resources & Requirements

| RESOURCES | Fiscal Year 2016 - 2017 ACTUAL Amounts | Fiscal Year 2017 - 2018 ACTUAL Amounts | Fiscal Year 2018 - 2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Beginning Fund Balance | 119,793 | 141,285 | 172,766 | 383,500 |
| Interest Income | 4,110 | - | | |
| Sales/Service Revenue | 1,409,411 | 1,481,316 | 2,259,836 | 1,763,274 |
| Transfers In | - | 55,715 | 5,016 | 60,428 |
| **TOTAL RESOURCES** | 1,533,315 | 1,678,317 | 2,437,618 | 2,207,202 |
| **REQUIREMENTS** | | | | |
| Personnel Services | 313,722 | 371,454 | 366,897 | 250,738 |
| Fringe Benefits | 118,047 | 134,117 | 147,071 | 110,582 |
| Materials and Services | 960,260 | 1,001,797 | 1,836,337 | 1,663,509 |
| Capital Outlay | - | 5,187 | 30,500 | 24,606 |
| Contingency | - | - | 56,813 | 157,767 |
| Sub-Total | 1,392,029 | 1,512,555 | 2,437,618 | 2,207,202 |
| Ending Fund Balance | 141,285 | 165,763 | - | - |
| **TOTAL REQUIREMENTS** | 1,533,315 | 1,678,317 | 2,437,618 | 2,207,202 |

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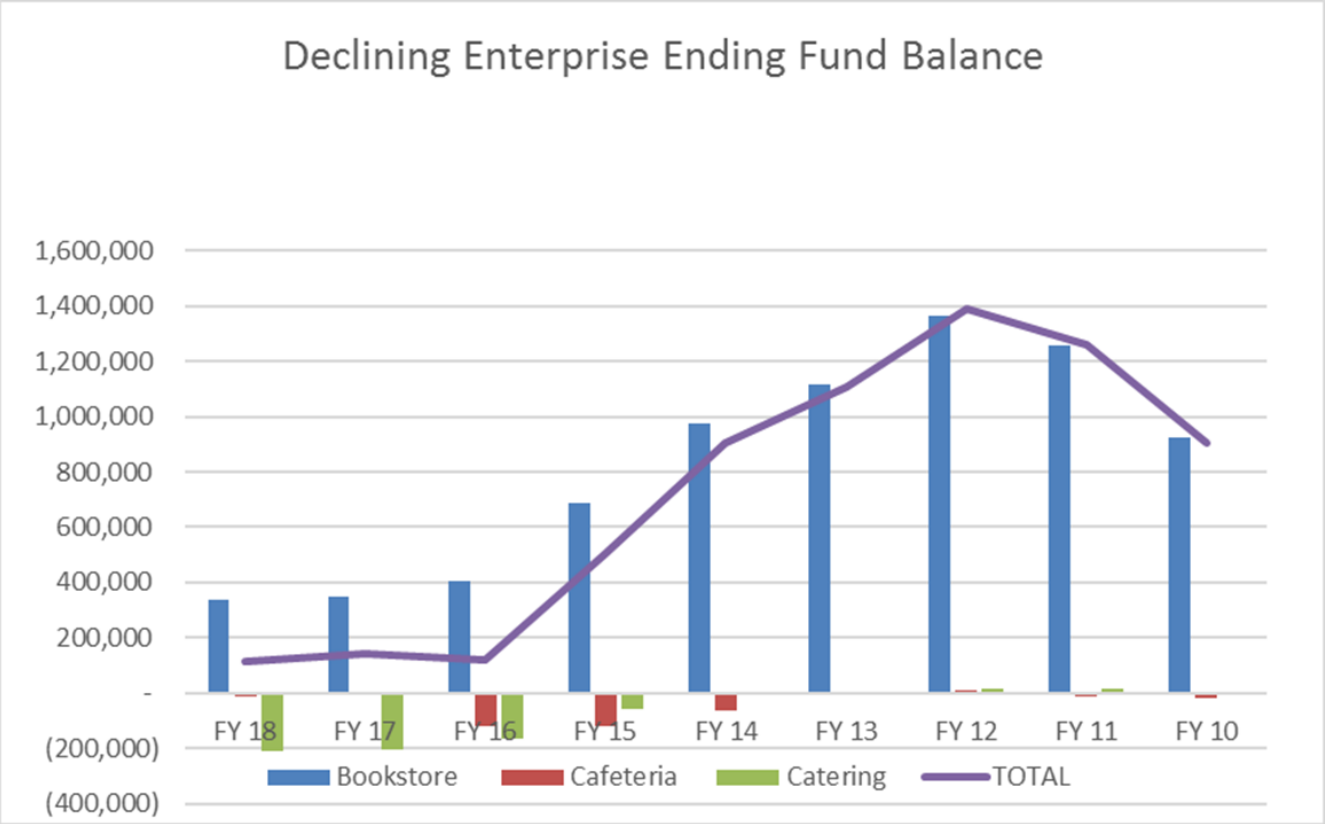
# Enterprise Fund – Ending Fund Balance

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# Enterprise Fund – Ending Fund Balance

| | Ending fund balance | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | **FY 18** | **FY 17** | **FY 16** | **FY 15** | **FY 14** | **FY 13** | **FY 12** | **FY 11** | **FY 10** |
| Bookstore | 334,994 | 345,727 | 404,416 | 684,710 | 972,217 | 1,113,796 | 1,364,540 | 1,255,968 | 925,870 |
| Cafeteria | (10,854) | 74 | (118,904) | (122,687) | (61,773) | (3,814) | 10,957 | (11,154) | (20,113) |
| Catering | (207,855) | (206,084) | (164,030) | (58,505) | (5,394) | 161 | 12,519 | 12,689 | - |
| TOTAL | 116,285 | 139,717 | 121,482 | 503,519 | 905,049 | 1,110,142 | 1,388,017 | 1,257,503 | 905,757 |
| | | | | | | | | | |
| Bookstore transfers to Cafeteria | - | 114,508 | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| Bookstore transfers to Gen. Fund | - | - | 250,000 | 300,000 | 200,000 | 475,000 | 175,000 | 75,000 | 75,000 |

UMPQUA COMMUNITY COLLEGE

# Internal Service Fund Highlights

pages 131-132

Budget: $189,375

Purpose: Accounts for revenue and expenses for activities where departments are charged back for services provided. Examples include transportation (Motor Pool), copy machines (Copiers). Additionally, the fund accounts for PERS Reserves funds established in anticipation for PERS rate increases.

UMPQUA COMMUNITY COLLEGE

# Internal Service Fund Resources & Requirements

| RESOURCES | Fiscal Year 2016 - 2017 ACTUAL Amounts | Fiscal Year 2017 - 2018 ACTUAL Amounts | Fiscal Year 2018 - 2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Beginning Fund Balance | 8,392 | 534,674 | 535,000 | 587,500 |
| Intra College Sales - Motor Pool | 21,666 | 18,671 | 20,000 | 16,875 |
| Intra College Sales - Copiers | 139,528 | 151,904 | 165,000 | 165,000 |
| PERS Reserves | 527,451 | 3,322 | - | - |
| **TOTAL RESOURCES** | 697,038 | 708,570 | 720,000 | 769,375 |
| **REQUIREMENTS** | | | | |
| **Motor Pool** | | | | |
| Materials & Services | 22,425 | 19,028 | 25,000 | 24,375 |
| Ending Fund Balance | 7,633 | 7,276 | - | - |
| **Total Fund Requirements** | 30,058 | 26,304 | 25,000 | 24,375 |
| **Copiers** | | | | |
| Materials & Services | 139,940 | 149,963 | 165,000 | 165,000 |
| Ending Fund Balance | (411) | 1,530 | - | - |
| **Total Fund Requirements** | 139,528 | 151,493 | 165,000 | 165,000 |
| **PERS Reserves** | | | | |
| Unappropriated End. Fund Balance | - | - | 530,000 | 580,000 |
| Ending Fund Balance | 527,451 | 530,773 | - | - |
| **Total Fund Requirements** | 527,451 | 530,773 | 530,000 | 580,000 |
| **TOTAL REQUIREMENTS** | 697,038 | 708,570 | 720,000 | 769,375 |

UMPQUA COMMUNITY COLLEGE

# Agency Fund Highlights

pages 133-143

Budget: $103,879

Purpose: Accounts for activities of the student government (ASUCC) and student clubs.

- Revenue is derived from a variety of sources such as student club activities and a $35,000 transfer from the General Fund.
- Expenditures are made in support of the activities listed.

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UMPQUA COMMUNITY COLLEGE

# Agency Fund Resources & Requirements

| RESOURCES | Fiscal Year 2016 - 2017 ACTUAL Amounts | Fiscal Year 2017 - 2018 ACTUAL Amounts | Fiscal Year 2018 - 2019 ADJUSTED Budget | Fiscal Year 2019 - 2020 PROPOSED Budget |
|---|---|---|---|---|
| Beginning Fund Balance | 24,576 | 24,495 | 26,447 | 26,684 |
| Local Revenue | 13,350 | 14,639 | 15,700 | 27,000 |
| Transfers In | 31,591 | 34,879 | 39,000 | 50,195 |
| **TOTAL RESOURCES** | 69,517 | 74,013 | 81,147 | 103,879 |
| **REQUIREMENTS** | | | | |
| Materials and Services | 45,022 | 46,790 | 81,147 | 103,879 |
| Ending Fund Balance | 24,495 | 27,223 | - | - |
| **TOTAL REQUIREMENTS** | 69,517 | 74,013 | 81,147 | 103,879 |

UMPQUA COMMUNITY COLLEGE

# Comments & Questions?

# Thank You!

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