

LASSEN COMMUNITY COLLEGE DISTRICT



**2015-2016
FINAL BUDGET
September 8, 2015**

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BOARD OF TRUSTEES

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Mr. Louis Hamilton, Jr., Trustee

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Ms. Sophia Wages, Trustee

Mr. Jacob Zalusky, Student Trustee

**LASSEN COMMUNITY COLLEGE DISTRICT BUDGET
PRINCIPLES, PRIORITIES, AND KEY POINTS
2015-16**

BUDGET PRINCIPLES

Transparency
Broad participation
Balanced
Conservative
Complete/comprehensive

BUDGET GUIDELINES AND PRIORITIES

- Align with College's Strategic Plan (Vision/Mission/Values/Strategic Goals).
- Achieve Strategic Goals - ensuring student success and retention.
- Transfer resources from indirect (internal) services to prioritized services that directly support student success and retention.
- Mitigate future risk and avoid future cost increases by finding external (outsourced) solutions for high-risk administrative services.
- Align categorical/restricted programs with Strategic Goals; to the degree possible, use those funds to support on-going District expenditures even if on a one-time basis. Maximum use of pro-offered "flexibility with Categorical funds."
- Maintains a minimum of 15% budget reserves (fund balance) consistent with BP 6200 to sustain operations during periods of cash-flow shortfalls and protect College's credit ratings.
- To accommodate cash flow short-falls, implement a disciplined spending plan tied to cash-flow projections with centralized spending control.
- Use inter-fund borrowing in preference to external borrowing, due to added costs and potential conflicts between scheduling of repayment and deferred apportionment.

KEY ASSUMPTIONS

- Projects a 28.8.0% increase in budgeted funding. Lassen Community College District Budgeted FTE for 2015-2016 Fiscal Year is 1750 which is a 9.6% decrease from the previous District Enrollment Cap of 1,834. The new District Enrollment Cap will now be the total FTES earned when our 2014-2015 year is complete. We are estimating 1,750 FTES. Therefore the 2015-2016 Budget has been set at that level.
- Maintaining a consistent FTES target of 1750, with solid program support, must be a District Goal.
- The District's budget is moderately conservative, but with an eye on developing additional program support and infrastructure repair.
- Any legislated increases or reductions to categorical programs will be included in the 2015-2016 Adopted Budget.
- The District will exercise Categorical Flexibility.
- The District does not project the need for additional financing in the form of a TRAN to provide additional cash flow support during the year.
- This budget does include categorical carryovers as they have been finalized as of this date.
- This budget includes the Education Protection Account (EPA) funds of \$2,099,073 that will continue to be expended for faculty wages and benefits.
- Budget enhancement for 2015-2016 includes line items for \$97,000 for hiring 1 additional faculty member, \$567,062 which doubles the Basic Allocation for Rural Colleges, \$560,852 which represents a 4.6% increase in base funding and one time funding of \$957,459 for payment of prior Mandated Costs. This totals \$2,182,373 of additional revenue. Of this new revenue, \$208,014 has been used to enhance the budget which was prioritized through consultation council. The remaining \$1,974,359 has been put into a contingency account so that the district through our budgetary process may discuss the best use of these funds.

**LASSEN COMMUNITY COLLEGE DISTRICT
2015/2016 FINAL BUDGET**

GENERAL FUND REVENUES	UNRESTRICTED REVENUE FUND 11	RESTRICTED REVENUE FUND 12	TENTATIVE BUDGET
HIGHER EDUCATION ACT		645,639	645,639
COLLEGE WORK STUDY		319,534	319,534
OTHER FEDERAL REVENUES	-	225,709	225,709
FEDERAL REVENUES	-	1,190,882	1,190,882
STATE GENERAL APPORTIONMENT	7,766,054		7,766,054
STATE GENERAL APPORTIONMENT ENHANCEMENT	1,016,900		
STATE GENERAL APPORTIONMENT EPA	2,099,073		2,099,073
ONE TIME MANDATED COSTS	957,459		
FON APPORTIONMENT	97,000		
ENROLLMENT ADMIN. FEE	26,391		26,391
BASIC SKILLS		159,164	159,164
CAL WORKS		164,820	164,820
EXTENDED OPPORTUNITY PROGRAMS & SERVICES (EOPS)		424,592	424,592
COOPERATIVE AGENCY RESOURCES & EDUCATION (CARE)		61,419	61,419
DISABLED STUDENT SERVICES & PROGRAMS (DSPS)		205,687	205,687
STUDENT SUCCESS		746,491	746,491
STUDENT EQUITY		295,934	295,934
KINSHIP EDUCATION		61,878	61,878
STUDENT FINANCIAL AID ADMIN		140,003	140,003
FACULTY AND STAFF DIVERSITY		4,293	4,293
SCHEDULED MAINTENANCE		507,205	507,205
STATE PART-TIME FACULTY ALLOCATION	27,456		27,456
HOMEOWNERS' EXEMPTIONS TAXES	25,000		25,000
STATE LOTTERY PROCEEDS	255,000	15,000	270,000
PROP 39 ALLOCATIONS		156,925	
OTHER STATE INCOME	48,440	523,320	571,760
STATE REVENUES	12,318,773	3,466,731	15,785,504
SECURED TAXES	1,710,506		1,710,506
SUPPLEMENTAL ROLL TAXES	10,000		10,000
UNSECURED TAXES	99,750		99,750
CONTRACT INSTRUCTIONAL SERVICES	6,200		6,200
COOPERSVALE INCOME	15,000		15,000
RENTALS AND LEASES	8,664		8,664
INTEREST	25,000		25,000
COMMUNITY SERVICES	52,393		52,393
ENROLLMENT FEES	438,152		438,152
HEALTH SERVICE FEES	25,000		25,000
MATERIAL FEES	-		-
STUDENT RECORDS	5,000		5,000
NON-RESIDENT TUITION	400,000		400,000
OTHER STUDENT FEES & CHARGES	-		-
OFF-CAMPUS WORKSTUDY	11,542	-	11,542
LIBRARY FINES	250		250
OTHER LOCAL INCOME	141,300	89,000	230,300
LOCAL REVENUES	2,948,757	89,000	3,037,757
TOTAL REVENUE	15,267,530	4,746,613	20,014,143

LASSEN COMMUNITY COLLEGE DISTRICT

GENERAL FUND EXPENSES	UNRESTRICTED EXPENSE FUND 11	RESTRICTED EXPENSE FUND 12	TENTATIVE BUDGET
INSTRUCTIONAL SALARIES	\$2,538,739	\$51,272	2,590,011
NON-INSTRUCTIONAL SALARIES	590,430	244,064	834,494
HOURLY INSTRUCTIONAL	994,453	15,752	1,010,205
HOURLY NON-INSTRUCTIONAL	75,780	19,318	95,098
TOTAL ACADEMIC SALARIES	4,199,402	330,406	4,529,808
ADMIN/CLASSIFIED NON-INSTRUCTIONAL SALARY	\$2,660,450	\$678,352	3,338,802
ADMIN/CLASSIFIED INSTRUCTIONAL SALARIES	260,175	9,405	269,580
HOURLY ADMIN/CLASSIFIED NON-INSTRUCTIONAL	45,170	380,740	425,910
HOURLY ADMIN/CLASSIFIED INSTRUCTIONAL	8,100	45,031	53,131
TOTAL CLASSIFIED SALARIES	2,973,895	1,113,528	4,087,423
STATE TEACHERS RETIREMENT SYSTEM (STRS)	\$444,487	\$35,453	479,940
PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS)	342,844	80,951	423,795
OASDI	181,913	47,266	229,179
HEALTH BENEFITS	1,739,547	276,356	2,015,903
UNEMPLOYMENT INSURANCE	42,529	6,590	49,119
WORKMEN'S COMPENSATION	270,331	54,667	324,998
MEDICARE	103,341	15,921	119,262
TOTAL EMPLOYEE BENEFITS	3,124,992	517,204	3,642,196
PERIODICALS	\$4,000	-	4,000
SUPPLIES	247,592	84,788	332,380
DUPLICATING	54,678	5,691	60,369
VEHICLE EXPENSE	56,744	-	56,744
TOTAL SUPPLIES	363,014	90,479	453,493
CONTRACT SERVICES	\$412,393	\$811,176	1,223,569
TRAVEL	238,270	95,643	333,913
DUES & MEMBERSHIPS	69,755	-	69,755
INSURANCES	195,027	-	195,027
UTILITIES	611,240	-	611,240
LICENSES, REPAIRS & MAINTENANCE	634,192	467,162	1,101,354
LEGAL & AUDIT	122,500	-	122,500
POSTAGE	38,165	2,264	40,429
OTHER OPERATING	157,374	314,353	471,727
TOTAL OTHER OPERATING EXPENSES	2,478,916	1,690,598	4,169,514
TOTAL OPERATING EXPENSES	13,140,219	3,742,215	16,882,434
SITE & SITE IMPROVEMENTS	\$0	-	-
LIBRARY BOOKS	77,834	122,584	200,418
EQUIPMENT	28,118	703,318	731,436
TOTAL CAPITAL EXPENSES	105,952	825,902	931,854
TOTAL EXPENDITURES	13,246,171	4,568,117	17,814,288
CONTINGENCY FUNDS	1,974,359		1,974,359
DEBT RETIREMENT	42,000	\$0	42,000
OTHER STUDENT AID	5,000	164,513	169,513
INTERFUND TRANSFERS		13,983	13,983
TOTAL OTHER OUTGO	2,021,359	178,496	2,199,855
TOTAL EXPECTED GENERAL FUND EXPENDITURES	15,267,530	4,746,613	20,014,143
TOTAL GENERAL FUND REVENUES	15,267,530	4,746,613	20,014,143
TOTAL GENERAL FUND EXPENSES	15,267,530	4,746,613	20,014,143
INCREASE (DECREASE) IN FUND BALANCE	-	-	-
BEGINNING UNRESTRICTED FUND BALANCE	3,443,559		3,443,559
ENDING GENERAL FUND BALANCE	3,443,559		3,443,559

LASSEN COMMUNITY COLLEGE DISTRICT
2015/2016 FINAL BUDGET
Year to Year Comparison FY 2012-2013 to FY 2015-2016

Description	Actual 2012-		Actual 2013-		Actual 2014		Percent of		Percent of		Percent of		Percent of		Percent of		Percent of	
	2013	Total	2013	Total	2014	Total	FY 2014 VS	Total	2014-2015	Total	FY 2014 VS	Total	2015-2016	Total	FY 2014 VS	Total	2015 VS 2014	
Revenues - General Fund																		
Federal Revenues	827,169	5.6%	989,264	5.7%	948,650	16.4%	6.1%	948,650	6.1%	14.7%	1,190,882	6.0%	1,190,882	6.0%	14.7%	1,190,882	6.0%	25.5%
State Revenues	11,354,934	76.6%	10,911,895	78.6%	12,008,019	-4.1%	77.3%	12,008,019	77.3%	5.8%	15,785,504	78.9%	15,785,504	78.9%	5.8%	15,785,504	78.9%	31.5%
Local Revenues	2,600,310	17.5%	2,550,221	18.0%	2,587,252	-2.0%	16.6%	2,587,252	16.6%	-0.5%	3,037,757	15.2%	3,037,757	15.2%	-0.5%	3,037,757	15.2%	17.4%
Other Financing Source	48,454	0.0%	-	0.0%	-	-	0.0%	-	0.0%	-100.0%	-	0.0%	-	0.0%	-100.0%	-	0.0%	-
Total Revenue	14,830,867	99.7%	14,451,380	102.3%	15,543,921	-2.6%	100.0%	15,543,921	100.0%	7.6%	20,014,143	100.0%	20,014,143	100.0%	7.6%	20,014,143	100.0%	28.8%
Expenditures																		
Academic Salaries	4,781,354	35.2%	4,603,126	32.8%	4,456,874	-1.3%	28.7%	4,456,874	28.7%	-6.8%	4,529,808	22.6%	4,529,808	22.6%	-6.8%	4,529,808	22.6%	1.6%
Classified Salaries	3,130,150	23.1%	3,380,234	21.5%	3,558,083	1.8%	22.9%	3,558,083	22.9%	13.7%	4,087,423	20.4%	4,087,423	20.4%	13.7%	4,087,423	20.4%	14.9%
Benefits	3,112,348	22.9%	3,029,639	21.4%	3,425,251	-0.6%	22.0%	3,425,251	22.0%	10.1%	3,642,196	18.2%	3,642,196	18.2%	10.1%	3,642,196	18.2%	6.3%
Supplies	366,396	2.7%	373,122	2.5%	414,884	0.0%	2.7%	414,884	2.7%	13.2%	453,493	2.3%	453,493	2.3%	13.2%	453,493	2.3%	9.3%
Other	2,175,157	16.0%	2,553,898	14.9%	3,023,769	2.7%	19.5%	3,023,769	19.5%	39.0%	4,169,514	20.8%	4,169,514	20.8%	39.0%	4,169,514	20.8%	37.9%
Total Operating Expense	13,565,405	107.2%	13,940,019	95.8%	14,878,861	2.8%	95.7%	14,878,861	95.7%	6.7%	16,882,434	84.4%	16,882,434	84.4%	6.7%	16,882,434	84.4%	13.5%
Capital Outlay	283,195	2.1%	304,141	1.9%	342,311	0.1%	2.2%	342,311	2.2%	20.9%	931,854	4.7%	931,854	4.7%	20.9%	931,854	4.7%	172.2%
Other Outgo	477,798	3.5%	313,817	3.3%	322,749	-1.1%	2.1%	322,749	2.1%	-32.5%	2,199,855	11.0%	2,199,855	11.0%	-32.5%	2,199,855	11.0%	581.6%
Reserve for Contingencies	-	0.0%	-	0.0%	-	0.0%	0.0%	-	0.0%	100.0%	100.0%	0.0%	100.0%	0.0%	100.0%	100.0%	0.0%	0.0%
Total Expenditures	13,565,405	100.0%	14,557,977	100.0%	15,543,921	100.0%	100.0%	15,543,921	100.0%	6.8%	20,014,144	100.0%	20,014,144	100.0%	6.8%	20,014,144	100.0%	28.8%
Excess/(Deficiency)	1,265,462		(106,597)		-		(1)	-										

LASSEN COLLEGE BOOKSTORE/CAFETERIA - FUND 31

	<u>2015-2016 Budget</u>
Revenue:	
New Book Sales	287,364
Used Book Sales	200,000
Supplies Sales	60,000
Food Sales	152,864
Emblematic Sales	10,000
Miscellaneous Income	5,000
<u>Total Revenue</u>	<u>715,228</u>
Cost of Sales	(434,952)
<u>Gross Profit (Loss)</u>	<u>280,276</u>
Expenditures:	
Classified Staff and Student Workers	(130,596)
Staff Benefits	(82,331)
Utilities and Overhead	-
Bank Fees	(6,205)
Contract Services	(8,610)
Postage	(6,500)
Supplies and Duplicating	(13,576)
Cash Over and Short	(1,000)
Equipment	(7,500)
Other Operating Expenses	(23,958)
<u>Total Expenditures</u>	<u>(280,276)</u>
<u>Net Profit (Loss)</u>	<u>-</u>

CHILD DEVELOPMENT CENTER - FUND 33

	2015-2016 Budgeted	
<hr/>		
Revenue:		
General Child Care	\$	114,373
State Preschool and Food Program		111,296
Child Development Services		6,000
Federal Revenue		27,935
Child Development Consortium Grant		3,750
<hr/>		
Total Income:		263,354
<hr/>		
Expenditures:		
Staff Salaries and Wages	\$	(151,011)
Staff Benefits		(87,160)
Meals		(17,522)
Supplies		(4,870)
Capital Outlay		-
Other Operating Expenses		(2,791)
Utility Overhead		0
Total Expenditures:	\$	(263,354)
<hr/>		
Net Profit/Loss	\$	-
<hr/>		

LASSEN COLLEGE DORMITORY - FUND 35

2015-2016
Budgeted

Revenue:		
Room Fees	\$	224,888
Interest Income		-
Miscellaneous Income		55,933
Total Revenue:	\$	280,821
Expenditures:		
Classified and Student Worker Salaries	\$	(58,909)
Staff Benefits		(31,882)
Utilities		(27,900)
Capital Outlay		(19,757)
Current Year Bond Payments		(31,800)
Supplies, Postage and Duplicating		(10,700)
Contract Services		(7,604)
Other Operating		-
Building Repairs		(76,269)
Replacement Equipment	\$	(16,000)
Total Expenditures:	\$	(280,821)
Net Profit/Loss	\$	-

Associated Student Body - Fund 71

	2015-2016 <u>Budgeted</u>
Revenue:	
ASB Cards and Vending Sales	\$ (331)
Interest Income	(11)
Activity Fee	(8,977)
Contributions	\$ (178)
<u>Total Revenue:</u>	<u>\$ (9,497)</u>
Expenditures:	
Supplies, Postage and Duplicating	\$ 320
Travel	-
Student Activities	8,977
Other Operating	\$ 200
<u>Total Expenditures:</u>	<u>\$ 9,497</u>
<u>Net Profit/Loss</u>	<u>\$ -</u>

GOVERNMENT AID TO STUDENTS - FUND 74

	2015-2016 <u>Budgeted</u>
Revenue:	
PELL Grants	\$ (1,200,000)
SEOG Grants	(68,942)
CAL Grants	(75,000)
Loan Batches	(565,000)
<hr/> Total Revenue:	<hr/> \$ (1,908,942)
Expenditures:	
PELL Grants	\$ 1,200,000
SEOG Grants	68,942
CAL Grants	75,000
Loan Batches	565,000
<hr/> Total Expenditures:	<hr/> \$ 1,908,942
<hr/> Net Profit/Loss	<hr/> \$ -

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2015-2016

DISTRICT NAME: Lassen Community College
DATE: June 9, 2015

I. 2015-16 APPROPRIATIONS LIMIT:		
A. 2014-15 Appropriations Limit		\$ <u>8,807,977</u>
B. 2015-16 Price Factor:	1.0382	
C. Population Factor:		
1. 2013-14 Second Period Actual FTES	1627.06	
2. 2014-15 Second Period Actual FTES	1730.00	
3. 2015-16 Population change factor (line C.2 divided by line C.1)	1.0633	
D. 2014-15 Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3)		\$ 9,723,285
E. Adjustments to increase limit:		
1. Transfers in of financial responsibility	0	
2. Temporary voter approved increases	0	
3. Total adjustments - increase	0	
	Sub-Total	0
F. Adjustments to decrease limit:		
1. Transfers out of financial responsibility	0	
2. Lapses of voter approved increases	0	
3. Total adjustments - decrease	0	
	Sub-Total	0
G. 2015-16 Appropriations Limit		\$ <u>9,723,285</u>
II. 2015-16 APPROPRIATIONS SUBJECT TO LIMIT:		
A. State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)		\$ 9,930,024
B. State Subventions (Home Owners Property Tax Relief, Timber Yield Tax, etc.)		42,048
C. Local Property Taxes		1,396,535
D. Estimated excess Debt Service taxes		0
E. Estimated Parcel taxes, Square Foot taxes, etc.		0
F. Interest on proceeds of taxes		0
G. Local appropriations from taxes for unreimbursed State, court, and federal mandates		0
H. 2015-16 Appropriations Subject to Limit		\$ <u>11,368,607</u>

