



BUDGET COMMITTEE
MEETING

Wednesday, April 12, 2017

5:45 PM

Christiansen Board Room

Boyle Education Center

AGENDA

		<u>Exhibit</u>	<u>Action</u>	<u>Presenter</u>
I.	Call to Order			Friedman
II.	Introduction of Guests			Friedman
III.	Public Hearing & Testimony			
	A. Student Scholars-All Oregon Academic Team			Paradis
IV.	Minutes Approval			
	✓ Budget Meeting – March 8, 2017	4.a	X	Smith
V.	2017-18 Proposed General Fund Budget			Dona
	✓ General Fund Update			
VI.	2017-18 Proposed Non-General Funds Budget			
	• Non-General Funds PowerPoint	6		Dona
	• 2017-18 Non-General Funds Budgets	6.a		
	• 2017-18 Summary of Interfund Transfers	6.b		
VII.	Budget Calendar, Next Meeting –			
	<u>Wednesday, May 10, 2017 5:45 PM</u>			
	Christiansen Board Room, Boyle Education Center			
VIII.	Adjourn			



Central Oregon Community College
BUDGET COMMITTEE MEETING MINUTES
Wednesday, March 8, 2017 – 5:45 PM
Christiansen Board Room-Boyle Education Center

PRESENT: Lester Friedman, Patricia Kearney, Mark Copeland, Richard Hurd, Vikki Ricks, Joe Krenowicz, Anthony Dorsch, David Ford, Bruce Abernethy, John Mundy, Lonn Johnston-Board Attorney, Shirley Metcalf-President, Julie Smith Executive Assistant

ABSENT: Doug Ertner, Gayle McConnell

CALL TO ORDER: Ms. Vikki Ricks-Board chair, called the meeting to order at 5:45pm.

INTRODUCTION OF GUESTS: Betsy Julian, Matt McCoy, David Dona, Lisa Bloyer, Jenni Newby, Alicia Moore, Dan Cecchini, Julie Downing, Jerry Schulz, Glenda Lantis, Ron Paradis, Zak Boone, Eddie Johnson-Faculty Forum President, Michael Fisher, Steve Curley, Kevin Grove, Bill Cravis, Jenny Cruikshank, Murray Godfrey, Sean Rule, Wayne Yeatman, Forrest Towne, Sarah Fuller, and others.

ELECTION OF CHAIR:

Mr. David Ford moved to elect Mr. Lester Friedman as Chair for the 2017-18 Budget Committee. Mr. Anthony Dorsch seconded the motion. (Exhibit: 4.a)
MCU. Approved. 03/17:1

2017-18 BUDGET MESSAGE & PowerPoint Budget Presentation: (Exhibit: 4)

The 2016-17 budget year will end with a positive general fund operating balance, spending within the legally established limits, and an ending fund balance well above the Board's mandated 10% general fund reserve requirement.

The College began its 2017-18 budget development process with identifying key revenue and expenditure assumptions. These assumptions were used to assemble the general fund budget within the framework of the College's multi-year revenue and expenditure forecasting model. This approach ensures that the impact of budget decisions are made within the context of the long-term view that ensures the College is well positioned for both current year operations and long-term financial sustainability.

GENERAL FUND POWERPOINT: (Exhibit: 5)

Mr. David Dona, Chief Financial Officer reviewed the PowerPoint presentation and led the discussion on the following areas:

- ✓ Fund Types & Attributes
- ✓ Current Year's General Fund Budget Update
- ✓ Revenue/Expenditure Forecast (REF: H.1)

✓ Proposed 2017-18 General Fund Budget:

Key General Fund Budget Assumptions:

- State Aid of \$8.7 million
- Current year property tax growth rate of 4.8%
- In-district tuition rate increase per credit of \$2.00
- Student enrollment decline of 2.0% for all residency categories
- Salary increase of 2.5% for all employee classifications
- Increase in health insurance of 5.0%
- PERS rate of 24.8%
- Interfund transfers-in of \$2.2 million
- Interfund transfers-out of \$2.3 million

2017-18 PROPOSED GENERAL FUND BUDGET: (Exhibits: 6.a, 6.b & 6.c)

Mr. Dona defined the General Fund Budget as the primary operating budget, reviewed the proposed General Fund Budget's Revenues and Expenditures by function, category, and object classification, and provided a summary of General Fund transfers.

BUDGET CALENDAR (Exhibit: 7):

The next Budget Committee Meeting is scheduled for Wednesday, May 10, 2017 at 5:45 PM in the Christiansen Board Room, Boyle Education Center – Central Oregon Community College.

Chair Friedman adjourned the Budget Committee Meeting.

ADJOURN: 7:05 PM

APPROVED;

ATTEST TO;

Mr. Lester Friedman, Chair Budget Committee

Dr. Shirley I. Metcalf, President

CENTRAL OREGON
community college

April 2017 Budget Committee Meeting

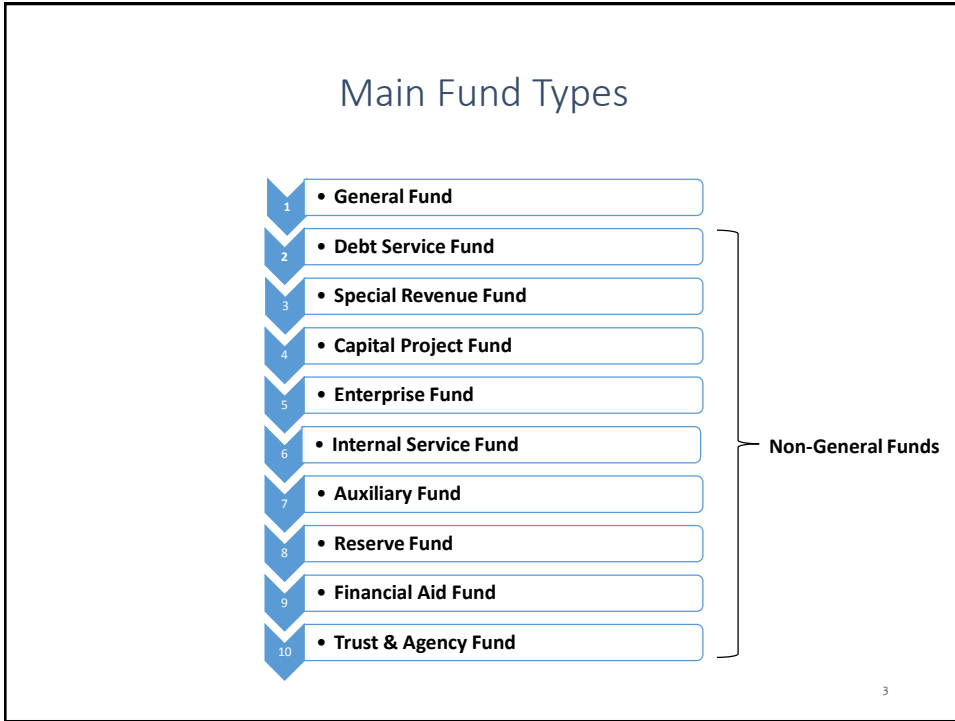
- General Fund Update
- Proposed 2017/18 Non-General Funds Budgets
- Summary of Interfund Transfers

1

Non-General Fund Attributes

- The College has nine non-general fund types.
- Each fund has a specific purpose as defined by local budget law and governmental accounting standards.
- Primary budget objective is to ensure adequate **appropriation authority** and compliance to the funds specific operating parameters.
- Each fund is required to be **self-balancing** and expenditures cannot exceed total resources.

2



Debt Service Fund

- **Statement of Purpose:**
 The Debt Service Fund accounts for the retirement of all long-term debt of the College. Property taxes and transfers are principle sources of resources. As of July 1, 2017 total District long-term indebtedness will total \$65.8 million.
- **Debt Types:**

 - Full Faith and Credit Obligations
 - *Series 2014: Construction of New Wickiup Residence Hall*
 - Pension Bonds
 - *Refinance PERS Obligation*
 - General Obligation Bonds
 - *Series 2010: New facilities in Bend, Redmond, Prineville and Madras.*
- ✓ The College is in full compliance with all debt restrictions, limitations and disclosures.

4

Capital Projects Fund

- **Statement of Purpose:**

The Capital Projects Fund accounts for major capital outlays for new buildings, building remodels, land improvements and equipment. Major resources consist of interfund transfers and bond proceeds.

- **Activities:**

- New Construction & Campus Renovation
 - *New campus construction and renovations projects*
- Bookstore Construction
 - *Future Bookstore building renovations and improvements*
- Capital Equipment Fund
 - *Capital equipment reserve for operating equipment and tools*
- Facilities Repair and Replacement
 - *Campus maintenance and repairs*
- Life Cycle Technology Replacement
 - Includes desktop computers, laptops, and multi-media classroom computers
 - *4-5 year computer lifecycle*
 - *Computer inventory ~2106*

5

Capital Projects Fund- continued

- **Activities:**

- IT Server/Infrastructure
 - *Maintenance and upgrades of information technology and telecommunications systems*
- Campus Center Building
 - *Remaining improvements to the building and grounds*
- Residence Hall Construction
 - *Construction costs for Wickiup Residence Hall*
- Cascades Hall
 - *Cascades Hall renovations*
 - *Higher Education Building maintenance and repair*

6

Enterprise Fund

- **Statement of Purpose:**

The Enterprise Fund is used by the College to account for services provided to students, employees, and the general public on a user fee basis, similar to a for-profit business. At a minimum, they are intended to cover total costs.

- **Activities:**

- Wickiup Residence Hall
 - Wickiup Residence Hall Building Reserve
 - Wickiup Residence Hall Technology Reserve
 - Wickiup Residence Hall Summer Programs
- Juniper Hall Operations
- Food Service Operations
- Bookstore Operations

7

Internal Service Fund

- **Statement of Purpose:**

The Internal Service Fund accounts for goods or services provided to other College departments on a cost recovery basis.

- **Activities:**

- Centralized Services
 - *Copy Center located within the Bookstore*
- Photocopy Machines (51)
 - *Leased*
 - *Networked with scanning capabilities*

8

Reserve Fund

- **Statement of Purpose:**

Reserve funds were established by the College to meet obligations associated with retiree benefit liabilities and the Public Employee Retirement System (PERS).

- **Activities:**

- Retiree Health Insurance Reserve
 - Annual expense \$60K
 - Benefits run through 2028
- PERS Reserve
 - Provides General Fund transfer of \$300K

9

Special Revenue Fund

- **Statement of Purpose:**

Grants and contracts from federal, state, and non-governmental organizations are accounted for in this fund. The expenditures of these funds are legally restricted to the purposes defined within the grant or contract.

- **Activities:**

- Federal Grants
 - ABE Special Projects
 - Carl Perkins
 - SBA Programs (grant, grant match, and portable assistance)
 - NSF NEVTEX Grant
 - Strengthening Institutions
- State Grants
 - OBDD
 - Grow Oregon Grant
 - Partners in Practice Grant
 - ABS Pathways
 - Oregon Developmental Education
- Other Grants
 - Cascade Health Services
 - ABS/Veteran – Partnership to End Poverty
 - Regional Promise Grant
 - St. Charles GANAS program
 - Better Together
 - Ford Family Foundation

10

Special Revenue Fund - continued

- *Deer Ridge Ford Family Foundation*
- *Deer Ridge Entrepreneurship*
- Contracts
 - *Deer Ridge Correctional Institution*
 - *OCF GANAS*
 - *OCF Advanced Electric Drive System*
 - *WEBCO Partners in Practice*
- New Programs
 - *Budget Authority*

11

Auxiliary Fund

- **Statement of Purpose:**

This fund accounts for a wide variety of ancillary activities in the College. Each activity is expected to be self-balancing and expenditures cannot exceed available resources.

- **Self-Sustaining Activities: (examples)**

- Vehicle Fleet – charge departments for college use of vans.
 - *Revenues used to maintain fleet and van replacement*
- Club Sports
 - *User fees pay for supplies, services, and equipment repairs & replacement*
- Computer Lab Printers – charge for printing in the labs.
 - *Revenues used to supply paper and toner cartridges to the computer labs*
- Student Government
 - *Funded by student fees*
- Mazama Lab Fees
 - *User fees pay for supplies, services, and equipment repairs & replacement*
- Physiology Lab
 - *Funded with program and fee income from users*
- Blue Sky
 - *Funded by students fees*

12

Auxiliary Fund– continued

- **Non-General Fund Instruction: (examples)**

- Summer Term
 - *Provides \$1.3M in support to general fund*
- Community Learning & Small Business Development Center
 - *Community Learning receives support from general fund of \$208K*
 - *Small Business Development Center receives support from general fund of \$53K*
- Adult Basic Skills
 - *Receives support from general fund of \$563K*
- Licensed Massage Therapy
 - *Revenues used to purchase supplies and equipment for the program*
- Aviation Program
 - *Program fees used to maintain and upgrade the software and hardware for the fixed wing and helicopter simulators and provide program support*
 - *Provides \$100K in support to general fund*
- Unmanned Aerial Systems
 - *Program fees used to maintain and upgrade unmanned aerial systems*
- Veterinarian Technician Program
 - *Program fees used to purchase supplies and materials*
- Contracted Credit Classes
 - *Provides \$20K in support to general fund*

13

Auxiliary Fund– continued

- **Revolving Activities: (examples)**

- Foundation Billings
 - *Support to COCC Foundation for salaries*
- OSU Partnership Collaborations
 - *Services provided to OSU Cascades*

- **Contractual & Administrative Provisions: (examples)**

- Faculty Sabbatical
 - *Pays for salary of faculty while on sabbatical*
- Faculty Professional Improvement
 - *Pays for faculty professional development activities*
- Insurance Reserve Deductible
 - *Pays for deductible on property and casualty insurance claims*
- Unemployment Reserve
 - *Pays for unemployment claims (self-insured)*
- Keyes Education Fund
 - *Pays for approved expenditures from Keyes Trust*

14

Financial Aid Fund

- **Statement of Purpose:**

The Financial Aid Fund is an expendable trust type. Student financial aid funds are received from federal, state, and local sources. These funds must be disbursed for the purposes and according to the rules and regulations of the grantor.

- **Activities:**

- Federal Grants
 - *College Work-Study*
 - *Supplemental Educational Opportunity Grants*
 - *Pell Grants*
- State Grants
 - *State Need Grants*
 - *Private Scholarships*
 - *Oregon Promise Grants*
- Financial Aid - Institutional
 - *Foundation Grants*
 - *College Financial Aid Fund*
- Financial Aid - Other
 - *Native American Program*
 - *Veteran's Fund*

15

Trust & Agency Fund

- **Statement of Purpose:**

The Trust and Agency Fund accounts for permanent funds that are legally restricted, permitting only the earnings to be used in support of College programs.

- **Activities:**

- Robert Clark Trust Fund
 - *Principal to be kept in perpetuity*
 - *Earnings to fund scholarships*
 - *Provides \$7,000 for scholarships*

16

**Central Oregon Community College
2017-18 Budget**

Debt Service Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Resources						
Beginning Fund Balance	\$ 326,808	\$ 220,190	\$ 85,400	\$ 53,600		
Tax Revenue - Current	2,661,609	2,759,940	2,949,615	3,072,065		
Tax Revenue - Prior	98,815	93,797	80,000	80,000		
PERS Reserve Charge	961,484	1,006,492	1,056,543	1,111,545		
Rental Income	486,409					
Interest Income	1,493	279	185	664		
Transfers In	6,137,288	1,328,188	1,322,588	1,260,789		
Total Resources	\$ 10,673,906	\$ 5,408,886	\$ 5,494,331	\$ 5,578,663	\$ -	\$ -
Requirements						
Principal Payments	\$ 7,740,157	\$ 1,971,953	\$ 2,119,179	\$ 2,210,885		
Interest Payments	2,712,559	3,306,337	3,298,376	3,286,099		
Materials and Services	1,000	600	1,200	1,200		
Ending Fund Balance	220,190	129,996	75,576	80,479		
Total Requirements	\$ 10,673,906	\$ 5,408,886	\$ 5,494,331	\$ 5,578,663	\$ -	\$ -

**Central Oregon Community College
2017-18 Budget**

Debt Service Fund - Resources and Requirements by Issue

	2010 General Obligation Bonds	2003 Pension Obligation Bonds	2014 FFC Bonds	Fiscal Year 2017-18 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 53,000	\$	\$ 600	\$ 53,600
Tax Revenue - Current	3,072,065			3,072,065
Tax Revenue - Prior	80,000			80,000
PERS Reserve Charge		1,111,545		1,111,545
Interest Income	664			664
Transfers In			1,260,789	1,260,789
Total Resources	\$ 3,205,729	\$ 1,111,545	\$ 1,261,389	\$ 5,578,663
Requirements				
Principal Payments	\$ 1,475,000	\$ 315,885	\$ 420,000	\$ 2,210,885
Interest Payments	1,650,250	795,660	840,189	3,286,099
Materials and Services			1,200	1,200
Ending Fund Balance	80,479			80,479
Total Requirements	\$ 3,205,729	\$ 1,111,545	\$ 1,261,389	\$ 5,578,663

**Central Oregon Community College
2017-18 Budget**

Capital Projects Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Resources						
Beginning Fund Balance	\$ 24,826,452	\$ 8,949,569	\$ 6,553,000	\$ 5,979,000		
Grants and Contracts	8,907,343					
Other Income	408,413					
Donations	9,050					
Interest Income	63,109	15,111	10,704	27,540		
Transfers In	2,923,114	2,544,338	1,249,051	1,350,051		
Total Resources	\$ 37,137,481	\$ 11,509,018	\$ 7,812,755	\$ 7,356,591	\$ -	\$ -
Requirements						
Personnel Services	\$ 169,090	\$	\$	\$ 85,416		
Materials and Services	2,020,796	836,656	1,803,000	1,967,122		
Capital Outlay	19,246,925	2,091,510	3,678,000	3,532,292		
Transfers Out	6,751,101	1,083,873	380,000	540,090		
Ending Fund Balance	8,949,569	7,496,979	1,951,755	1,231,671		
Total Requirements	\$ 37,137,481	\$ 11,509,018	\$ 7,812,755	\$ 7,356,591	\$ -	\$ -

**Central Oregon Community College
2017-18 Budget**

Capital Projects Fund - Resources and Requirements by Project

	<u>FTE</u>	<u>Campus Center Building</u>	<u>Bookstore Construction</u>	<u>New Construction & Renovation</u>	<u>Repair and Replacement</u>	<u>Cascades Hall</u>
Resources						
Beginning Fund Balance		\$ 443,000	\$ 800,000	\$ 1,500,000	\$ 169,000	\$ 1,400,000
Interest Income		2,430	5,300	8,625	845	
Transfers In				240,090	325,830	
Total Resources		<u>\$ 445,430</u>	<u>\$ 805,300</u>	<u>\$ 1,748,715</u>	<u>\$ 495,675</u>	<u>\$ 1,400,000</u>
Requirements						
Personnel Services	1.0	\$	\$	\$	\$	\$ 85,416
Materials and Services				515,000	494,830	657,292
Capital Outlay		400,000	300,000	1,000,000		657,292
Transfers Out			240,090			
Ending Fund Balance		45,430	265,210	233,715	845	
Total Requirements	<u>1.0</u>	<u>\$ 445,430</u>	<u>\$ 805,300</u>	<u>\$ 1,748,715</u>	<u>\$ 495,675</u>	<u>\$ 1,400,000</u>

**Central Oregon Community College
2017-18 Budget**

Capital Projects Fund - Resources and Requirements by Project

	<u>Residence Hall</u>	<u>Life Cycle Technology Replacement</u>	<u>Capital Equipment Fund</u>	<u>IT Server/ Infrastructure</u>	<u>Higher Ed Building Maintenance & Repair</u>	<u>Fiscal Year 2017-18 PROPOSED Budget</u>
Resources						
Beginning Fund Balance	\$ 449,000	\$ 115,000	\$ 70,000	\$ 758,000	\$ 275,000	\$ 5,979,000
Interest Income	2,990	870	450	6,030		27,540
Transfers In		344,030	250,000	190,101		1,350,051
Total Resources	<u>\$ 451,990</u>	<u>\$ 459,900</u>	<u>\$ 320,450</u>	<u>\$ 954,131</u>	<u>\$ 275,000</u>	<u>\$ 7,356,591</u>
Requirements						
Personnel Services	\$	\$	\$	\$	\$	\$ 85,416
Materials and Services			300,000			1,967,122
Capital Outlay		400,000		500,000	275,000	3,532,292
Transfers Out	300,000					540,090
Ending Fund Balance	151,990	59,900	20,450	454,131		1,231,671
Total Requirements	<u>\$ 451,990</u>	<u>\$ 459,900</u>	<u>\$ 320,450</u>	<u>\$ 954,131</u>	<u>\$ 275,000</u>	<u>\$ 7,356,591</u>

**Central Oregon Community College
2017-18 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Residence Hall							
Resources							
Beginning Net Working Capital		\$ 1,247,250	\$ 1,240,870	\$ 610,572	\$ 212,931		
Room Fee		453,052	1,609,023	1,695,166	2,115,800		
Interest Income		1,147	2,178	1,033	2,000		
Transfers In				300,000	300,000		
Total Resources		<u>\$ 1,701,449</u>	<u>\$ 2,852,071</u>	<u>\$ 2,606,771</u>	<u>\$ 2,630,731</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	5.7	\$ 216,447	\$ 334,229	\$ 404,744	\$ 412,439		
Materials and Services		77,837	450,798	583,008	544,933		
Capital Outlay		6,194	139				
Transfers Out			1,373,188	1,406,088	1,442,789		
Ending Net Working Capital		1,400,971	693,717	212,931	230,570		
Total Requirements	<u>5.7</u>	<u>\$ 1,701,449</u>	<u>\$ 2,852,071</u>	<u>\$ 2,606,771</u>	<u>\$ 2,630,731</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Residence Hall Building Reserve							
Resources							
Beginning Net Working Capital		\$	\$	\$ 80,000	\$ 193,000		
Interest Income			71		2,630		
Transfers In			80,000	112,500	150,000		
Total Resources		\$ -	\$ 80,071	\$ 192,500	\$ 345,630	\$ -	\$ -
Requirements							
Materials and Services		\$	\$	\$ 10,000	\$ 10,000		
Ending Net Working Capital			80,071	182,500	335,630		
Total Requirements	-	\$ -	\$ 80,071	\$ 192,500	\$ 345,630	\$ -	\$ -
Residence Hall Summer Programs							
Resources							
Beginning Net Working Capital		\$	\$	\$	\$ 75,000		
Investment Income			15		1,155		
Program Income			26,413	150,000	154,640		
Total Resources		\$ -	\$ 26,428	\$ 150,000	\$ 230,795	\$ -	\$ -
Requirements							
Personnel Services	0.1	\$	\$ 836	\$	\$ 2,376		
Materials and Services			10,870	50,000	71,250		
Ending Net Working Capital			14,722	100,000	157,169		
Total Requirements	0.1	\$ -	\$ 26,428	\$ 150,000	\$ 230,795	\$ -	\$ -

**Central Oregon Community College
2017-18 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Residence Hall Technology Reserve							
Resources							
Beginning Net Working Capital		\$	\$	\$	\$ 61,000		
Investment Income			27		670		
Transfers In			30,000	31,000	32,000		
Total Resources		<u>\$ -</u>	<u>\$ 30,027</u>	<u>\$ 31,000</u>	<u>\$ 93,670</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Materials and Services		\$	\$	\$	\$ 20,000		
Ending Net Working Capital			30,027	31,000	73,670		
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ 30,027</u>	<u>\$ 31,000</u>	<u>\$ 93,670</u>	<u>\$ -</u>	<u>\$ -</u>
Juniper Hall Operations							
Resources							
Beginning Net Working Capital		\$	\$ 160,098	\$	\$ 250,000		
Investment Income					2,992		
Program Income				200,000	200,000		
Total Resources		<u>\$ -</u>	<u>\$ 160,098</u>	<u>\$ 200,000</u>	<u>\$ 452,992</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Materials and Services		\$	\$ 2,149	\$ 100,000	\$ 101,500		
Ending Net Working Capital			157,949	100,000	351,492		
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ 160,098</u>	<u>\$ 200,000</u>	<u>\$ 452,992</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Food Service Operations							
Resources							
Beginning Net Working Capital		\$ 52,000	\$ 18,144	\$ 175,000	\$ 187,900		
Food Services		370,110	979,671	1,405,500	1,500,000		
Transfers-In		30,417					
Interest Income		29	300		2,733		
Total Resources		<u>\$ 452,556</u>	<u>\$ 998,115</u>	<u>\$ 1,580,500</u>	<u>\$ 1,690,633</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	0.3	\$	\$ 30,389	\$ 30,345	\$ 31,213		
Materials and Services		434,412	779,825	1,391,055	1,403,055		
Capital Outlay				50,000	50,000		
Ending Net Working Capital		18,144	187,901	109,100	206,365		
Total Requirements	<u>0.3</u>	<u>\$ 452,556</u>	<u>\$ 998,115</u>	<u>\$ 1,580,500</u>	<u>\$ 1,690,633</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Bookstore							
Resources							
Beginning Net Working Capital		\$ 3,112,665	\$ 2,959,375	\$ 2,000,000	\$ 2,080,500		
Bookstore Sales		3,150,799	2,642,592	3,500,000	3,200,000		
Interest Income		1,930	4,810	5,018	17,220		
Total Resources		<u>\$ 6,265,394</u>	<u>\$ 5,606,777</u>	<u>\$ 5,505,018</u>	<u>\$ 5,297,720</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	10.2	\$ 574,429	\$ 584,737	\$ 638,192	\$ 665,481		
Materials and Services		2,277,233	1,938,414	2,784,950	2,289,450		
Capital Outlay		4,357	4,961	100,000	50,000		
Transfers Out		450,000	675,000	86,750	90,000		
Ending Net Working Capital		2,959,375	2,403,665	1,895,126	2,202,789		
Total Requirements	<u>10.2</u>	<u>\$ 6,265,394</u>	<u>\$ 5,606,777</u>	<u>\$ 5,505,018</u>	<u>\$ 5,297,720</u>	<u>\$ -</u>	<u>\$ -</u>
Enterprise Fund Total							
Beginning Net Working Capital		\$ 4,411,915	\$ 4,360,343	\$ 2,865,572	\$ 2,674,331		
Total Resources		4,007,484	5,233,146	7,400,217	8,067,840		
Total Requirements		4,040,909	6,025,437	7,635,132	7,184,486		
Ending Net Working Capital	<u>16.3</u>	<u>\$ 4,378,490</u>	<u>\$ 3,568,052</u>	<u>\$ 2,630,657</u>	<u>\$ 3,557,685</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Internal Service Fund - Resources and Requirements

	FTE	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Centralized Services							
Resources							
Beginning Fund Balance		\$ 425,296	\$ 410,294	\$ 300,000	\$ 296,740		
User Charges		138,492	156,709	180,000	170,000		
Interest Income		362	641	404	2,647		
Total Resources		<u>\$ 564,150</u>	<u>\$ 567,644</u>	<u>\$ 480,404</u>	<u>\$ 469,387</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	2.1	\$ 75,765	\$ 86,421	\$ 110,158	\$ 108,696		
Materials and Services		77,238	72,324	102,000	95,000		
Capital Outlay		853	2,807	32,500	32,500		
Transfers Out			50,000	8,050	10,000		
Ending Fund Balance		410,294	356,092	227,696	223,191		
Total Requirements	<u>2.1</u>	<u>\$ 564,150</u>	<u>\$ 567,644</u>	<u>\$ 480,404</u>	<u>\$ 469,387</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Internal Service Fund - Resources and Requirements

	FTE	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Copier Activities							
Resources							
Beginning Fund Balance		\$ 25,790	\$ 4,360	\$ 2,000	\$ 2,000		
User Charges		110,977	117,695	110,000	102,000		
Interest Income		20					
Total Resources		<u>\$ 136,787</u>	<u>\$ 122,055</u>	<u>\$ 112,000</u>	<u>\$ 104,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services		\$ 28,520	\$	\$	\$		
Materials and Services		101,558	110,006	106,500	103,000		
Capital Outlay		2,349		1,000	1,000		
Transfers Out			10,000				
Ending Fund Balance		4,360	2,049	4,500			
Total Requirements	<u>-</u>	<u>\$ 136,787</u>	<u>\$ 122,055</u>	<u>\$ 112,000</u>	<u>\$ 104,000</u>	<u>\$ -</u>	<u>\$ -</u>
Internal Service Fund Total							
Beginning Fund Balance		\$ 451,086	\$ 414,654	\$ 302,000	\$ 298,740		
Total Resources		249,851	275,045	290,404	274,647		
Total Requirements		286,283	331,558	360,208	350,196		
Ending Fund Balance	<u>2.1</u>	<u>\$ 414,654</u>	<u>\$ 358,141</u>	<u>\$ 232,196</u>	<u>\$ 223,191</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Reserve Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Retiree Benefit Reserve						
Resources						
Beginning Fund Balance	\$ 793,683	\$ 713,247	\$ 625,694	\$ 577,000		
Interest Income	643	1,193	1,475	5,470		
Total Resources	<u>\$ 794,326</u>	<u>\$ 714,440</u>	<u>\$ 627,169</u>	<u>\$ 582,470</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Materials and Services	\$ 81,079	\$ 84,101	\$ 71,500	\$ 60,000		
Ending Fund Balance	713,247	630,339	555,669	522,470		
Total Requirements	<u>\$ 794,326</u>	<u>\$ 714,440</u>	<u>\$ 627,169</u>	<u>\$ 582,470</u>	<u>\$ -</u>	<u>\$ -</u>
PERS Reserve						
Resources						
Beginning Fund Balance	\$ 1,724,316	\$ 1,625,661	\$ 1,229,225	\$ 1,229,225		
Interest Income	1,345	2,535	2,693	10,972		
Total Resources	<u>\$ 1,725,661</u>	<u>\$ 1,628,196</u>	<u>\$ 1,231,918</u>	<u>\$ 1,240,197</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Transfers Out	\$ 100,000	\$ 100,000	\$ 300,000	\$ 300,000		
Ending Fund Balance	1,625,661	1,528,196	931,918	940,197		
Total Requirements	<u>\$ 1,725,661</u>	<u>\$ 1,628,196</u>	<u>\$ 1,231,918</u>	<u>\$ 1,240,197</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Reserve Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Reserve Fund Total						
Beginning Fund Balance	\$ 2,517,999	\$ 2,338,908	\$ 1,854,919	\$ 1,806,225		
Total Resources	1,988	3,728	4,168	16,442		
Total Requirements	181,079	184,101	371,500	360,000		
Ending Fund Balance	<u>\$ 2,338,908</u>	<u>\$ 2,158,535</u>	<u>\$ 1,487,587</u>	<u>\$ 1,462,667</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Federal Grants						
Resources						
Beginning Fund Balance	\$ 83,911	\$ 64,017	\$ 60,000	\$ 15,000		
Federal Grants	328,699	381,806	477,505	1,089,268		
Tuition and Fees	20,412	17,400	15,000	15,000		
Transfers In	34,649	65,454	35,332	36,039		
Total Resources	<u>\$ 467,671</u>	<u>\$ 528,677</u>	<u>\$ 587,837</u>	<u>\$ 1,155,307</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 386,850	\$ 458,498	\$ 422,427	\$ 796,426		
Materials and Services	14,306	56,679	122,302	328,881		
Capital Outlay	2,498	13,500	13,500			
Ending Fund Balance	64,017		29,608	30,000		
Total Requirements	<u>\$ 467,671</u>	<u>\$ 528,677</u>	<u>\$ 587,837</u>	<u>\$ 1,155,307</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
State Grants						
Resources						
Beginning Fund Balance	\$ 74,329	\$ 40,748	\$ 7,000	\$ 30,000		
State Grants	330,305	144,559	112,304	139,304		
Other Income	1,750	810				
Total Resources	\$ 406,384	\$ 186,117	\$ 119,304	\$ 169,304	\$ -	\$ -
Requirements						
Personnel Services	\$ 170,198	\$ 97,768	\$ 78,504	\$ 100,879		
Materials and Services	185,438	37,955	40,800	48,425		
Transfers Out	10,000					
Ending Fund Balance	40,748	50,394		20,000		
Total Requirements	\$ 406,384	\$ 186,117	\$ 119,304	\$ 169,304	\$ -	\$ -
Other Grants						
Resources						
Beginning Fund Balance	\$ 112,723	\$ 56,053	\$ 42,000	\$ 64,995		
Grant Income	121,176	45,022	57,000	41,000		
Total Resources	\$ 233,899	\$ 101,075	\$ 99,000	\$ 105,995	\$ -	\$ -
Requirements						
Personnel Services	\$ 147,016	\$ 50,216	\$ 48,480	\$ 39,875		
Materials and Services	30,830	11,254	47,500	61,120		
Ending Fund Balance	56,053	39,605	3,020	5,000		
Total Requirements	\$ 233,899	\$ 101,075	\$ 99,000	\$ 105,995	\$ -	\$ -

**Central Oregon Community College
2017-18 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Contracts						
Resources						
Beginning Fund Balance	\$ 56,140	\$ 1,618	\$	\$ 7,700		
Contract Income	422,940	514,507	602,303	679,069		
Total Resources	<u>\$ 479,080</u>	<u>\$ 516,125</u>	<u>\$ 602,303</u>	<u>\$ 686,769</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 418,680	\$ 458,675	\$ 496,058	\$ 515,546		
Materials and Services	58,539	57,014	106,245	163,523		
Capital Outlay	243			7,700		
Ending Fund Balance	1,618	436				
Total Requirements	<u>\$ 479,080</u>	<u>\$ 516,125</u>	<u>\$ 602,303</u>	<u>\$ 686,769</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
New Programs						
Resources						
Beginning Fund Balance	\$	\$	\$	\$		
Grants and Contracts Income			500,000	1,000,000		
Total Resources	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 1,000,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Materials and Services	\$	\$	\$ 500,000	\$ 1,000,000		
Ending Fund Balance						
Total Requirements	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 1,000,000</u>	<u>\$ -</u>	<u>\$ -</u>
Special Revenue Fund Total						
Beginning Fund Balance	\$ 327,103	\$ 162,436	\$ 109,000	\$ 117,695		
Total Resources	1,259,931	1,169,558	1,799,444	2,999,680		
Total Requirements	1,424,598	1,241,559	1,875,816	3,062,375		
Ending Fund Balance	<u>\$ 162,436</u>	<u>\$ 90,435</u>	<u>\$ 32,628</u>	<u>\$ 55,000</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Special Revenue Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2017-18 PROPOSED Budget
Federal Grants							
ABE - Special Projects	2.5	\$ 227,017	\$ 43,618	\$ -	\$ -	\$ -	\$ 270,635
Carl Perkins	2.7	86,293	35,450				121,743
SBA Grant	0.5	36,890					36,890
SBA Grant Match	0.5	36,039					36,039
SBA Portable Assistance Project	0.3	20,000					20,000
NSF - NEVTEX Grant	0.2	9,500	80,500				90,000
Strengthening Institutions Program	6.1	380,687	169,313				550,000
Ending Fund Balance							30,000
Total Expenditures	<u>12.8</u>	<u>\$ 796,426</u>	<u>\$ 328,881</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,155,307</u>
State Grants							
OBDD	0.6	\$ 42,304	\$ -	\$ -	\$ -	\$ -	\$ 42,304
Scale Oregon Grant (Grow Oregon)	0.8	42,000					42,000
ABS Pathways	0.3	16,575	18,425				35,000
Oregon Developmental Education			10,000				10,000
Partners in Practice			20,000				20,000
Ending Fund Balance							20,000
Total Expenditures	<u>1.7</u>	<u>\$ 100,879</u>	<u>\$ 48,425</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 169,304</u>

**Central Oregon Community College
2017-18 Budget**

Special Revenue Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2017-18 PROPOSED Budget
Other Grants							
Cascade Health Services Support	0.2	\$ 13,300	\$ 12,700	\$	\$	\$	\$ 26,000
ABS- Partnership to End Poverty			5,000				5,000
Veteran-Partnership to End Poverty	0.2	9,000	2,000				11,000
Regional Promise Grant			25,000				25,000
St. Charles-GANAS Program			500				500
Better Together			9,520				9,520
Ford Family Foundation PIP Funds			6,400				6,400
Deer Ridge Ford Family Foundation	0.1	7,075					7,075
Deer Ridge Entrepreneurship	0.2	10,500					10,500
Ending Fund Balance							5,000
Total Expenditures	<u>0.7</u>	<u>\$ 39,875</u>	<u>\$ 61,120</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 105,995</u>
Contracts							
Deer Ridge Correctional Institution	5.3	\$ 509,066	\$ 94,203	\$	\$	\$	\$ 603,269
OCF - GANAS			10,300				10,300
OCF - Advanced Electric Drive System				7,700			7,700
WEBCO-Partners in Practice	0.3	6,480	59,020				65,500
Ending Fund Balance							
Total Expenditures	<u>5.6</u>	<u>\$ 515,546</u>	<u>\$ 163,523</u>	<u>\$ 7,700</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 686,769</u>
New Programs							
New Programs		\$	\$ 1,000,000	\$	\$	\$	\$ 1,000,000
Ending Fund Balance							
Total Expenditures	<u>-</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>

**Central Oregon Community College
2017-18 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Self-Sustaining Activities						
Resources						
Beginning Fund Balance	\$ 2,484,205	\$ 2,469,428	\$ 2,685,464	\$ 3,169,981		
Tuition and Fees	234,957	196,774	307,123	293,656		
Grants and Contracts	3,570	870	5,000	5,000		
Other Income	292,871	483,647	596,500	484,500		
Sales of Goods and Services	22,546	25,550	28,000	28,000		
Program and Fee Income	607,653	873,261	800,632	780,593		
Donations	35,858	37,552	53,772	53,772		
Interest Income	2,109	5,561	5,142	25,279		
Transfers In	351,052	743,171	165,642	222,687		
Total Resources	\$ 4,034,821	\$ 4,835,814	\$ 4,647,275	\$ 5,063,468	\$ -	\$ -
Requirements						
Personnel Services	\$ 314,200	\$ 402,415	\$ 623,457	\$ 524,004		
Materials and Services	674,922	813,482	1,293,302	1,376,123		
Capital Outlay	110,159	64,144	297,900	265,900		
Transfers Out	466,112	265,228	620,120	642,872		
Ending Fund Balance	2,469,428	3,290,545	1,812,496	2,254,569		
Total Requirements	\$ 4,034,821	\$ 4,835,814	\$ 4,647,275	\$ 5,063,468	\$ -	\$ -

**Central Oregon Community College
2017-18 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Non-General Fund Instruction						
Resources						
Beginning Fund Balance	\$ 4,423,497	\$ 4,091,113	\$ 3,087,893	\$ 3,041,000		
Tuition and Fees	3,845,802	3,634,917	3,686,498	3,408,934		
Grants and Contracts	7,238		30,000	40,000		
Other Income	13,387	8,535	20,000	20,000		
Sales of Goods and Services	2,215	1,965	13,000	13,000		
Program and Fee Income	537,266	627,673	495,168	522,000		
Donations	1,175	7,846	20,000	30,000		
Interest Income	6,523	12,134	6,685	14,593		
Transfers In	1,189,247	1,375,576	808,733	824,907		
Total resources	\$ 10,026,350	\$ 9,759,759	\$ 8,167,977	\$ 7,914,434	\$ -	\$ -
Requirements						
Personnel Services	\$ 3,674,465	\$ 3,512,522	\$ 3,769,691	\$ 3,853,643		
Materials and Services	936,915	1,209,362	862,569	865,526		
Capital Outlay	51,857	436,184	261,000	251,000		
Transfers Out	1,272,000	613,505	1,275,000	1,520,000		
Ending Fund Balance	4,091,113	3,988,186	1,999,717	1,424,265		
Total Requirements	\$ 10,026,350	\$ 9,759,759	\$ 8,167,977	\$ 7,914,434	\$ -	\$ -

**Central Oregon Community College
2017-18 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Revolving Activities						
Resources						
Beginning Fund Balance	\$ 1,388,473	\$ 578,872	\$ 950,000	\$ 1,121,961		
Grants and Contracts	416,974	334,446	488,633	272,625		
Other Income	201,943	698,816	100,000			
Interest Income	776		2,020	9,119		
Transfers In	129,958	132,513	137,413	194,756		
Total Resources	\$ 2,138,124	\$ 1,744,647	\$ 1,678,066	\$ 1,598,461	\$ -	\$ -
Requirements						
Personnel Services	\$ 518,675	\$ 475,852	\$ 585,324	\$ 467,381		
Materials and Services	64,327	12,258	274,060	220,000		
Transfers Out	976,250		150,000	200,000		
Ending Fund Balance	578,872	1,256,537	668,682	711,080		
Total Requirements	\$ 2,138,124	\$ 1,744,647	\$ 1,678,066	\$ 1,598,461	\$ -	\$ -

**Central Oregon Community College
2017-18 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Contractual & Administrative Provisions						
Resources						
Beginning Fund Balance	\$ 1,034,470	\$ 893,171	\$ 771,000	\$ 706,829		
Other Income	10,362	39,438	15,000	30,000		
Program and Fee Income	9,878	9,878	15,000	15,000		
Donations						
Interest Income	69,974	65,011	76,407	80,176		
Transfers In	307,000	287,000	282,000	267,000		
Total Resources	\$ 1,431,684	\$ 1,294,498	\$ 1,159,407	\$ 1,099,005	\$ -	\$ -
Requirements						
Personnel Services	\$ 286,100	\$ 304,678	\$ 268,502	\$ 264,178		
Materials and Services	72,537	39,834	251,000	227,290		
Capital Outlay	109,876	70,020	6,345	100,000		
Transfers Out	70,000	40,000	40,000	40,000		
Ending Fund Balance	893,171	839,966	593,560	467,537		
Total Requirements	\$ 1,431,684	\$ 1,294,498	\$ 1,159,407	\$ 1,099,005	\$ -	\$ -
Auxiliary Fund Total						
Beginning Fund Balance	\$ 9,330,645	\$ 8,032,584	\$ 7,494,357	\$ 8,039,771		
Total Resources	8,300,334	9,602,134	8,158,368	7,635,597		
Total Requirements	9,598,395	8,259,484	10,578,270	10,817,917		
Ending Fund Balance	\$ 8,032,584	\$ 9,375,234	\$ 5,074,455	\$ 4,857,451	\$ -	\$ -

**Central Oregon Community College
2017-18 Budget**

Auxiliary Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2017-18 PROPOSED Budget
Self-Sustaining Activities							
Medical Leave Assistance Program	1.10	\$ 35,750	\$	\$	\$	\$	\$ 35,750
Deer Ridge Foundation Support	0.10	7,772	1,000				8,772
Public Safety			35,000				35,000
Law Enforcement Testing	0.10	2,600					2,600
MATC Industry Training Account			1,545				1,545
Sustainability Fund			10,000	10,000			20,000
Dental Clinic			3,000				3,000
Pharmacy Tech			4,000				4,000
Dental Program			27,570				27,570
Medical Assisting Program			5,000				5,000
Teaching and Learning Center			20,000				20,000
General Testing	0.10	1,728	14,000				15,728
Art Cards			7,000				7,000
Auto and Industrial Fees			40,600				40,600
Facility Fees	0.50	32,091	20,300	50,000	5,000		107,391
Club Sports	0.70	16,605	18,737				35,342
College Activities			100,000		35,000		135,000
Classified Training			20,000				20,000
Performing Arts			1,545				1,545
Hybrid Vehicle Fleet			12,060				12,060
Special Programs - Admin	1.50	125,324	8,060		66,757		200,141
Vehicles			28,296	30,000			58,296
Physiology Lab Activities	0.30	5,535	6,000	15,000			26,535
Library Book Account			10,300	22,000			32,300

**Central Oregon Community College
2017-18 Budget**

Auxiliary Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2017-18 PROPOSED Budget
PCA Wellness	0.10	\$ 5,300	\$ 5,150	\$	\$	\$	\$ 10,450
Outdoor Recreation Program			7,060				7,060
Enrollment Services Support			23,000				23,000
Accreditation			10,000				10,000
College Now	1.60	111,751	12,500				124,251
Salvage Sales			10,000				10,000
CTE Accreditation			15,000				15,000
Media Activities			4,000	42,000			46,000
Tutor/Testing Activities	2.60	87,182	39,150	10,000			136,332
Institutional Advancement			15,000				15,000
Student Honors Recognition			3,340				3,340
Innovation Account			122,000		100,678		222,678
Mazama Lab Fees	0.10	8,039	50,450	30,000			88,489
Tool Room Deposits			3,000				3,000
Computer Lab Printers	0.20	3,688	11,090	13,000			27,778
Instructional Projects	0.20	15,960	50,000	5,000			70,960
Oregon Intl Education Consortium			5,000				5,000
Student Government	2.30	48,093	94,460	13,400	65,437		221,390
The Broadside	0.70	16,586	26,382	500			43,468
Blue Sky			35,000				35,000
Elevation Gratuity Fund			45,000				45,000
CIS Software				5,000			5,000
Cascades East Transit Program			65,880				65,880

Central Oregon Community College
2017-18 Budget

Auxiliary Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2017-18 PROPOSED Budget
Student Government Programs		\$	\$ 40,698	\$	\$	\$	\$ 40,698
Student Government Reserve			30,000				30,000
Redmond Campus Operations			126,950	10,000	100,000		236,950
Chandler Lab Operations			47,000	10,000	250,000		307,000
Prineville Campus Operations			5,000		20,000		25,000
ITS Services Support			40,000				40,000
Campus Services Support			40,000				40,000
Ending Fund Balance							2,254,569
Total Expenditures	<u>12.20</u>	<u>\$ 524,004</u>	<u>\$ 1,376,123</u>	<u>\$ 265,900</u>	<u>\$ 642,872</u>	<u>\$ -</u>	<u>\$ 5,063,468</u>

**Central Oregon Community College
2017-18 Budget**

Auxiliary Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2017-18 PROPOSED Budget
Non-General Fund Instruction							
Summer Session	16.50	\$ 955,000	\$ 6,000	\$	\$ 1,350,000	\$	\$ 2,311,000
International Programs	0.30	16,575	101,600				118,175
SBDC Program Activities	1.10	90,667	54,200	4,000			148,867
Business Development & Training Gen	0.60	60,677					60,677
ABE General Purpose	9.10	762,560	38,926				801,486
Outreach Centers			26,000		50,000		76,000
Veterinarian Tech Program			21,000				21,000
Culinary Foundation Fund			15,000	15,000			30,000
EMT Practical Exam	0.70	20,000					20,000
Contracted Credit Classes	0.70	43,880	46,000		20,000		109,880
Community & Professional Education	16.20	1,156,228	461,000	10,000			1,627,228
Licensed Massage Therapy			23,300	2,000			25,300
Aviation Program - Simulator Fees	12.20	748,056	46,000	200,000	100,000		1,094,056
Unmanned Aerial Systems Operations			26,500	20,000			46,500
Ending Fund Balance							1,424,265
Total Expenditures	<u>57.40</u>	<u>\$ 3,853,643</u>	<u>\$ 865,526</u>	<u>\$ 251,000</u>	<u>\$ 1,520,000</u>	<u>\$ -</u>	<u>\$ 7,914,434</u>

Central Oregon Community College
2017-18 Budget

Auxiliary Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2017-18 PROPOSED Budget
Revolving							
Foundation Billings	4.80	\$ 467,381	\$	\$	\$	\$	\$ 467,381
Partnership Collaborations			220,000		200,000		420,000
Ending Fund Balance							711,080
Total Expenditures	<u>4.80</u>	<u>\$ 467,381</u>	<u>\$ 220,000</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ 1,598,461</u>

Central Oregon Community College
2017-18 Budget

Auxiliary Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2017-18 PROPOSED Budget
Contractual and Administrative Provisions							
Faculty Professional Improvement		\$	\$ 65,900	\$	\$ 35,000	\$	\$ 100,900
Adjunct Faculty Professional Improvement			16,240		5,000		21,240
ABE Professional Development Funds			10,000				10,000
Admin. Prof. Dev. & Sabbatical			10,150				10,150
Sabbatical - Faculty	1.00	114,178					114,178
Unemployment Reserve	n/a	150,000					150,000
Insurance Reserve Deductible			50,000				50,000
Keyes Education Fund			75,000	100,000			175,000
Ending Fund Balance							467,537
Total Expenditures	<u>1.00</u>	<u>\$ 264,178</u>	<u>\$ 227,290</u>	<u>\$ 100,000</u>	<u>\$ 40,000</u>	<u>\$ -</u>	<u>\$ 1,099,005</u>

**Central Oregon Community College
2017-18 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Federal Grants						
Resources						
Beginning Fund Balance	\$ 11,736	\$ 12,301	\$ 11,000	\$		
Grants	11,737,220	9,411,607	15,470,000	11,470,000		
Other Income	45,436	41,162	47,800	51,000		
Transfers In	47,580	50,770	50,000	50,000		
Total Resources	<u>\$ 11,841,972</u>	<u>\$ 9,515,840</u>	<u>\$ 15,578,800</u>	<u>\$ 11,571,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 184,238	\$ 196,263	\$ 220,000	\$ 220,000		
Materials and Services	11,645,433	9,307,887	15,347,800	11,351,000		
Ending Fund Balance	12,301	11,690	11,000			
Total Requirements	<u>\$ 11,841,972</u>	<u>\$ 9,515,840</u>	<u>\$ 15,578,800</u>	<u>\$ 11,571,000</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
State Grants						
Resources						
Beginning Fund Balance	\$	\$	\$	\$		
Grants	1,483,922	1,761,700	2,950,000	4,700,000		
Total Resources	<u>\$ 1,483,922</u>	<u>\$ 1,761,700</u>	<u>\$ 2,950,000</u>	<u>\$ 4,700,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Materials and Services	\$ 1,483,922	\$ 1,761,700	\$ 2,950,000	\$ 4,700,000		
Ending Fund Balance						
Total Requirements	<u>\$ 1,483,922</u>	<u>\$ 1,761,700</u>	<u>\$ 2,950,000</u>	<u>\$ 4,700,000</u>	<u>\$ -</u>	<u>\$ -</u>
Financial Aid - Institutional						
Resources						
Beginning Fund Balance	\$ 319,491	\$ 310,409	\$ 295,000	\$ 314,000		
Foundation Contributions	1,117,997	1,220,445	1,167,818	1,317,818		
Interest Income	272	622	638	2,740		
Transfers In	83,009	176,412	182,182	182,182		
Total Resources	<u>\$ 1,520,769</u>	<u>\$ 1,707,888</u>	<u>\$ 1,645,638</u>	<u>\$ 1,816,740</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Materials and Services	\$ 1,210,360	\$ 1,317,423	\$ 1,380,000	\$ 1,530,000		
Transfers Out			50,000	50,000		
Ending Fund Balance	310,409	390,465	215,638	236,740		
Total Requirements	<u>\$ 1,520,769</u>	<u>\$ 1,707,888</u>	<u>\$ 1,645,638</u>	<u>\$ 1,816,740</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Financial Aid - Other						
Resources						
Beginning Fund Balance	\$ 105,754	\$ 109,619	\$ 110,000	\$ 106,036		
Other Income	4,734		5,000	5,000		
Trust and Interest Income	26,133	31,720	27,430	26,891		
Transfers In	3,000					
Total Resources	<u>\$ 139,621</u>	<u>\$ 141,339</u>	<u>\$ 142,430</u>	<u>\$ 137,927</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 760	\$ 270	\$ 3,371	\$ 3,455		
Materials and Services	29,242	21,844	25,435	25,735		
Ending Fund Balance	109,619	119,225	113,624	108,737		
Total Requirements	<u>\$ 139,621</u>	<u>\$ 141,339</u>	<u>\$ 142,430</u>	<u>\$ 137,927</u>	<u>\$ -</u>	<u>\$ -</u>
Financial Aid Fund Total						
Beginning Fund Balance	\$ 436,981	\$ 432,329	\$ 416,000	\$ 420,036		
Total Resources	14,549,303	12,694,438	19,900,868	17,805,631		
Total Requirements	14,553,955	12,605,387	19,976,606	17,880,190		
Ending Fund Balance	<u>\$ 432,329</u>	<u>\$ 521,380</u>	<u>\$ 340,262</u>	<u>\$ 345,477</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2017-18 Budget**

Financial Aid Fund - Expenditures by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2017-18 PROPOSED Budget
Federal Grants							
College Work Study	10.4	\$ 220,000	\$ 26,000	\$	\$	\$	246,000
SEOG			300,000				300,000
PELL			11,025,000				11,025,000
Ending Fund Balance							
Total Expenditures	<u>10.4</u>	<u>\$ 220,000</u>	<u>\$ 11,351,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 11,571,000</u>
State Grants							
State Need		\$	\$ 2,500,000	\$	\$	\$	\$ 2,500,000
Private Scholarship Awards - State			200,000				200,000
Oregon Promise Grant			2,000,000				2,000,000
Ending Fund Balance							
Total Expenditures	<u>-</u>	<u>\$ -</u>	<u>\$ 4,700,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,700,000</u>
Financial Aid - Institutional							
Foundation		\$	\$ 1,500,000	\$		\$	\$ 1,500,000
COCC Financial Aid Fund			30,000		50,000		80,000
Ending Fund Balance							236,740
Total Expenditures	<u>-</u>	<u>\$ -</u>	<u>\$ 1,530,000</u>	<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ 1,816,740</u>
Financial Aid - Other							
Native American Program	0.2	\$ 3,455	\$ 20,735	\$	\$	\$	\$ 24,190
Veteran's Fund			5,000				5,000
Ending Fund Balance							108,737
Total Expenditures	<u>0.2</u>	<u>\$ 3,455</u>	<u>\$ 25,735</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 137,927</u>

**Central Oregon Community College
2017-18 Budget**

Trust and Agency Fund - Resources and Requirements

	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 CURRENT Budget	Fiscal Year 2017-18 PROPOSED Budget	Fiscal Year 2017-18 APPROVED Budget	Fiscal Year 2017-18 ADOPTED Budget
Robert R. Clark Trust						
Resources						
Beginning Fund Balance	\$ 372,026	\$ 370,833	\$ 371,725	\$ 373,652		
Interest Income	1,807	2,288	2,665	3,736		
Total Resources	<u>\$ 373,833</u>	<u>\$ 373,121</u>	<u>\$ 374,390</u>	<u>\$ 377,388</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Materials and Services	\$ 3,000	\$ 750	\$ 3,000	\$ 7,000		
Ending Fund Balance	370,833	372,371	371,390	370,388		
Total Requirements	<u>\$ 373,833</u>	<u>\$ 373,121</u>	<u>\$ 374,390</u>	<u>\$ 377,388</u>	<u>\$ -</u>	<u>\$ -</u>

Central Oregon Community College
Summary of Interfund Transfers
2017/18 Budget

Department	Transfers-out		Transfers-in							Total Transfers-in
	General Fund	Purpose of Transfers	Auxiliary Fund	Capital Projects Fund	Debt Service Fund	Enterprise Fund	Financial Aid Fund	Special Revenue Fund	General Fund	
Instruction	(\$865,946)	ABS and Community Learning support	\$829,907						\$36,039	\$865,946
Instructional Support	(\$202,000)	Faculty professional improvement, sabbatical, and accreditation.	\$202,000							\$202,000
Student Services	(\$1,250)	Student honors program	\$1,250							\$1,250
College Support Services	(\$203,321)	Unemployment reserve, administrative & classified training, innovation, and foundation staff support.	\$203,321							\$203,321
Campus Services	(\$325,830)	New construction and repair & replacement.		\$325,830						\$325,830
Information Technology	(\$534,131)	Computer life cycle replacement and IT server infrastructure.		\$534,131						\$534,131
Financial Aid	(\$182,182)	Scholarship match					\$182,182			\$182,182
Total General Fund Transfers	(\$2,314,660)									\$2,314,660
Fund	Non-General Funds	Purpose of Transfers								
Reserve Fund	(\$300,000)	General fund support.							\$300,000	\$300,000
Enterprise Fund	(\$1,532,789)	Bookstore general fund support, residence hall debt service and reserves			\$1,260,789	\$182,000			\$90,000	\$1,532,789
Auxiliary Fund	(\$2,402,872)	Faculty professional improvement, student government programs, capital equipment fund, and general fund support.	\$272,872	\$250,000					\$1,880,000	\$2,402,872
Internal Service Fund	(\$10,000)	General fund support.							\$10,000	\$10,000
Financial Aid Fund	(\$50,000)	College match on work study					\$50,000			\$50,000
Capital Projects Fund	(\$540,090)	Facilities support and enterprise fund.		\$240,090		\$300,000				\$540,090
Total Non-General Fund Transfers	(\$4,835,751)		\$1,509,350	\$1,350,051	\$1,260,789	\$482,000	\$232,182	\$36,039	\$2,280,000	\$4,835,751
Total Interfund Transfers	(\$7,150,411)									\$7,150,411