



BUDGET COMMITTEE
MEETING

Wednesday, April 11, 2018

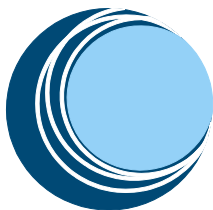
5:45 PM

Christiansen Board Room

Boyle Education Center

AGENDA

		<u>Exhibit</u>	<u>Action</u>	<u>Presenter</u>
I.	Call to Order			Krenowicz
II.	Introduction of Guests			Krenowicz
III.	Public Comment A.			
IV.	Minutes Approval			
	✓ Budget Meeting – March 15, 2018	4.a	X	Smith
V.	2018-19 Proposed General Fund Budget			Dona
	✓ General Fund Update			
VI.	2018-19 Proposed Non-General Funds Budget			
	• Non-General Funds PowerPoint	6		Dona
	• 2018-19 Non-General Funds Budgets	6.a		
	• 2018-19 Summary of Interfund Transfers	6.b		
VII.	Budget Calendar, Next Meeting – <u>Wednesday, May 9, 2018 5:45 PM</u> Christiansen Board Room, Boyle Education Center			
VIII.	Adjourn			



CENTRAL OREGON
community college

Central Oregon Community College
Board of Directors' Meeting
BUDGET COMMITTEE MEETING
MINUTES

Thursday, March 15, 2018- 6:00 pm
Wille Hall
Coats Campus Center

PRESENT: Joe Krenowicz, Bruce Abernethy, John Mundy, Erica Skatvold, Laura Craska Cooper, Alan Unger, Lester Friedman, Doug Ertner, Patricia Kearney, Gayle McConnell, Richard Hurd, Cory Misley, Dan Spencer-Board Attorney, Dr. Shirley Metcalf-President, Julie Smith-Executive Assistant

ABSENT: Mark Copeland, Vikki Ricks

CALL TO ORDER: Lester Friedman, Chair Budget Committee

INTRODUCTION OF GUESTS: Betsy Julian, Matt McCoy, Zak Boone, David Dona, Jerry Schulz, Alicia Moore, Jenni Newby, Michael Fisher, Lisa Bloyer, Eddie Johnson-faculty forum president, Ron Paradis, Dan Cecchini, Glenda Lantis, Kathy Smith, Ron Boldenow, Ralph Phillips, Emma Chaput, Seana Barry, Tom Barry, Amy Howell, Jason Lamb, Annemarie Hamlin, Jane Denison-Furness, Stacey Donahue, Liz Coleman, Murray Godfrey, Becky Plassman, and others

ELECTION OF CHAIR:

Ms. Patricia Kearney moved to elect Mr. Lester Friedman as Chair for the 2018-19 Budget Committee. Mr. Alan Unger seconded the motion. MCU. Approved. M03/18:1

2018-19 BUDGET MESSAGE (Exhibit: 4)

The 2017-18 budget year is projected to end with a positive general fund operating balance, spending within the legally adopted limits, and an ending fund balance above the Board's mandated 10% general fund reserve requirement.

Mr. David Dona, Chief Financial Officer reviewed the current year's general fund budget performance, including the main funding sources, expenditures, operating accomplishments, and the long-term financial outlook -

- Tuition and Fees
- Property Tax Revenue
- State Aid
- Operating Expenditures
- Notable 2017-18 Operating Accomplishments

The College's financial future will continue to be challenging with the anticipated continued student enrollment decline, increases in PERS and health insurance costs and flat or reduced State funding. However, the College has a long history of strong financial management, conservative budgeting practices and adequate levels of reserves, so the College will remain well positioned to manage through this environment of lean resources and rising costs.

GENERAL FUND BUDGET: (Exhibits: 5, 6.a, 6.b, 6.c)

Mr. David Dona, defined the General Fund Budget as the College’s primary operating budget. Using a PowerPoint presentation, he led the discussion by reviewing key budget development areas and assumptions:

- Fund Types & Attributes
- Current Year General Fund Update
- Revenue/Expenditure Forecast
- General Fund Revenue History
- Enrollment History and Trends
- Tuition and Fees Comparison
- Proposed 2018-19 General Fund Budget:
 - Key Revenue and Expenditure Assumptions:
 - ❖ State Aid of \$8.33 million
 - ❖ Current year property tax revenue growth rate of 5.5%
 - ❖ In-district tuition rate increase per credit of \$4.00
 - ❖ Student enrollment changes in annualized paid credits -3%
 - ❖ Salary increase of 3.0%
 - ❖ Increase in health insurance 5.0%
 - ❖ Interfund transfers-in of \$2.24 million
 - ❖ Interfund transfers-out of \$2.64 million.

BUDGET CALENDAR (Exhibit: 7)

The next Budget Committee Meeting is scheduled for Wednesday, April 11, 2018 at 5:45 PM in the Christiansen Board Room, Boyle Education Center – Central Oregon Community College.

Chair Friedman adjourned the Budget Committee Meeting.

ADJOURN: 7:10 PM

APPROVED;

ATTEST TO;

Mr. Lester Friedman, Chair Budget Committee

Dr. Shirley I. Metcalf, President



CENTRAL OREGON
community college

April 2018 Budget Committee Meeting

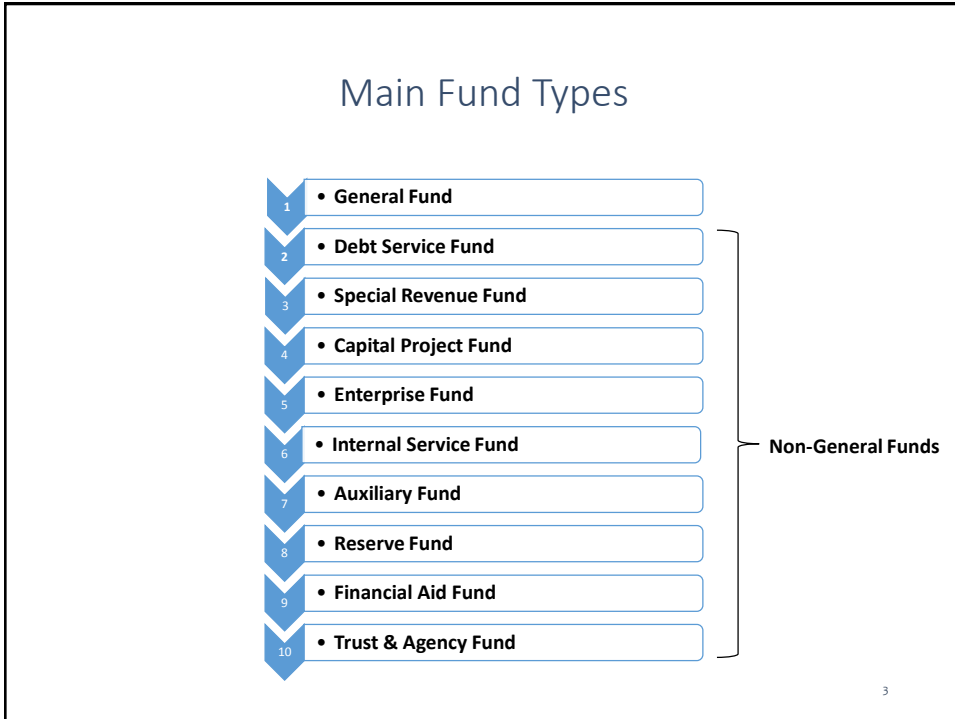
- General Fund Update
- Proposed 2018-19 Non-General Funds Budgets
- Summary of Interfund Transfers

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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.

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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, 2018 the total long-term debt principal balance outstanding will total \$60.9 million.
- Debt Types:**

 - Full Faith and Credit Obligations
 - *Series 2014 [\$20.9M]: Construction of Wickiup Residence Hall*
 - Pension Bonds
 - *Series 2003 [\$11.5M]: Refinance PERS Obligation*
 - General Obligation Bonds
 - *Series 2010 [\$41.5M]: New facilities in Bend, Redmond, Prineville and Madras.*
- ✓ The College is in full compliance with all debt restrictions, limitations and disclosures.

✓ S&P Rating of AA [high quality]

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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 [\$398K, 23% increase]*
- Life Cycle Technology Replacement
 - Includes desktop computers, laptop computers, and multi-media classrooms
 - *4-5 year computer lifecycle*
 - *Computer inventory ~2300*

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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 [required match]*
- Higher ED. Building Maintenance
 - *Cascades Hall maintenance and repair [previously funded by OSU-C]*
- Miscellaneous Construction Projects
 - *Signage, Solar Project, Village Infrastructure*

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

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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 [planned phase-out of centralized printing due to lack of demand]*
- Photocopy Machines (51)
 - *Leased*
 - *Networked with scanning capabilities*

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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 \$40K, transfer to support general fund \$150K
 - Benefits run through 2028
- PERS Reserve
 - Provides General Fund transfer of \$350K

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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 & NEVTEX2 Grants)
 - Strengthening Institutions
 - OEM-CERT Training Grant
- State Grants
 - OBDD
 - Grow Oregon Grant
- Other Grants
 - Cascade Health Services
 - Veteran – Partnership to End Poverty
 - Meyer Memorial (Latino & Native American)
 - Deer Ridge Entrepreneurship
 - Ford Family Foundation Rural Outreach

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Special Revenue Fund - continued

- Contracts
 - *Deer Ridge Correctional Institution*
 - *OCF GANAS*
 - *WEBCO Partners in Practice*
 - *Deer Ridge WBE*
- New Programs
 - *Budget authority for new grants*

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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.*
- Facility Fees
 - *Facility rental revenue used to support college operations.*
- Student Government
 - *Funded by student fees*
- Mazama Lab Fees
 - *User fees pay for supplies, services, and equipment repairs & replacement*
- College Activities
 - *Vending revenue used to support college operations.*
- Special Programs Administration
 - *Funded by grant indirect charges for grant and financial aid staff*
- College Now
 - *Funded by students fees*
- Tutoring/Testing
 - *Funded by students tutoring fees*

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Auxiliary Fund– continued

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

- Summer Term
 - *Provides \$500K in support to general fund*
- Community Learning & Small Business Development Center
 - *Community Learning receives support from general fund of \$214K*
 - *Small Business Development Center receives support from general fund of \$55K*
- Adult Basic Skills
 - *Receives support from general fund of \$551K*
- 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 \$30K in support to general fund*

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Auxiliary Fund– continued

- **Revolving Activities:**

- Foundation Billings
 - *Support to COCC Foundation for salaries*
- OSU Partnership Collaborations
 - *Former 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*

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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*

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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 \$3,600 for scholarships*

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Central Oregon Community College
2018-19 Budget

Exhibit: 6.a
4-11-18
Budget Mtg.
Pages 1-37

Debt Service Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Resources						
Beginning Fund Balance	\$ 220,190	\$ 129,996	\$ 53,600	\$ 244,266	\$	\$
Tax Revenue - Current	2,759,940	3,026,940	3,072,065	3,004,828		
Tax Revenue - Prior	93,797	73,162	80,000	70,000		
PERS Reserve Charge	1,006,492	1,056,394	1,111,545	1,166,543		
Interest Income	279	900	664	1,719		
Transfers In	1,328,188	1,321,977	1,260,789	1,258,988		
Total Resources	\$ 5,408,886	\$ 5,609,369	\$ 5,578,663	\$ 5,746,344	\$ -	\$ -
Requirements						
Principal Payments	\$ 1,971,953	\$ 2,119,178	\$ 2,210,885	\$ 2,373,470	\$	\$
Interest Payments	3,306,337	3,298,374	3,286,099	3,269,711		
Materials and Services	600	600	1,200	600		
Ending Fund Balance	129,996	191,217	80,479	102,563		
Total Requirements	\$ 5,408,886	\$ 5,609,369	\$ 5,578,663	\$ 5,746,344	\$ -	\$ -

**Central Oregon Community College
2018-19 Budget**

Debt Service Fund - Resources and Requirements by Issue

	2010 General Obligation Bonds	2003 Pension Obligation Bonds	2014 FFC Bonds	Fiscal Year 2018-19 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 243,000	\$	\$ 1,266	\$ 244,266
Tax Revenue - Current	3,004,828			3,004,828
Tax Revenue - Prior	70,000			70,000
PERS Reserve Charge		1,166,543		1,166,543
Interest Income	1,713		6	1,719
Transfers In			1,258,988	1,258,988
Total Resources	\$ 3,319,541	\$ 1,166,543	\$ 1,260,260	\$ 5,746,344
Requirements				
Principal Payments	\$ 1,625,000	\$ 313,470	\$ 435,000	\$ 2,373,470
Interest Payments	1,593,250	853,073	823,388	3,269,711
Materials and Services			600	600
Ending Fund Balance	101,291		1,272	102,563
Total Requirements	\$ 3,319,541	\$ 1,166,543	\$ 1,260,260	\$ 5,746,344

**Central Oregon Community College
2018-19 Budget**

Capital Projects Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Resources						
Beginning Fund Balance	\$ 8,949,569	\$ 7,496,979	\$ 5,979,000	\$ 4,523,771	\$	\$
Other Income		126,240		100,000		
Interest Income	15,111	50,352	27,540	25,009		
Transfers In	2,544,338	1,294,051	1,350,051	1,528,960		
Total Resources	<u>\$ 11,509,018</u>	<u>\$ 8,967,622</u>	<u>\$ 7,356,591</u>	<u>\$ 6,177,740</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$	\$	\$ 85,416	\$ 112,460	\$	\$
Materials and Services	836,656	664,331	1,967,122	1,848,000		
Capital Outlay	2,091,510	982,602	3,412,292	2,876,000		
Transfers Out	1,083,873	380,000	660,090	429,569		
Ending Fund Balance	7,496,979	6,940,689	1,231,671	911,711		
Total Requirements	<u>\$ 11,509,018</u>	<u>\$ 8,967,622</u>	<u>\$ 7,356,591</u>	<u>\$ 6,177,740</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 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>Miscellaneous Construction Projects</u>	<u>Cascades Hall</u>
Resources							
Beginning Fund Balance		\$ 448,722	\$ 481,175	\$ 1,887,394	\$ 76,000	\$ 215,097	\$ 300,000
Other Income							
Interest Income		2,487	3,811	9,536	749	2,717	
Transfers In				244,892	398,817	200,000	
Total Resources		<u>\$ 451,209</u>	<u>\$ 484,986</u>	<u>\$ 2,141,822</u>	<u>\$ 475,566</u>	<u>\$ 417,814</u>	<u>\$ 300,000</u>
Requirements							
Personnel Services	1.0	\$	\$	\$ 112,460	\$	\$	\$
Materials and Services				800,000	300,000	148,000	150,000
Capital Outlay		400,000		1,200,000	101,000		150,000
Transfers Out			200,000				
Ending Fund Balance		51,209	284,986	29,362	74,566	269,814	
Total Requirements	<u>1.0</u>	<u>\$ 451,209</u>	<u>\$ 484,986</u>	<u>\$ 2,141,822</u>	<u>\$ 475,566</u>	<u>\$ 417,814</u>	<u>\$ 300,000</u>

**Central Oregon Community College
2018-19 Budget**

Capital Projects Fund - Resources and Requirements by Project

	<u>FTE</u>	<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 2018-19 PROPOSED Budget</u>
Resources							
Beginning Fund Balance		\$ 129,569	\$ 92,988	\$ 115,000	\$ 497,580	\$ 280,246	\$ 4,523,771
Other Income				\$ 100,000			100,000
Interest Income			887	450	2,945	1,427	25,009
Transfers In			391,348	100,000	193,903		1,528,960
Total Resources		<u>\$ 129,569</u>	<u>\$ 485,223</u>	<u>\$ 315,450</u>	<u>\$ 694,428</u>	<u>\$ 281,673</u>	<u>\$ 6,177,740</u>
Requirements							
Personnel Services		\$	\$	\$	\$	\$	\$ 112,460
Materials and Services				50,000	400,000		1,848,000
Capital Outlay			400,000	250,000	100,000	275,000	2,876,000
Transfers Out		129,569			100,000		429,569
Ending Fund Balance			85,223	15,450	94,428	6,673	911,711
Total Requirements	<u>0.0</u>	<u>\$ 129,569</u>	<u>\$ 485,223</u>	<u>\$ 315,450</u>	<u>\$ 694,428</u>	<u>\$ 281,673</u>	<u>\$ 6,177,740</u>

**Central Oregon Community College
2018-19 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Residence Hall							
Resources							
Beginning Net Working Capital		\$ 1,240,870	\$ 693,717	\$ 212,931	\$ 240,000	\$	\$
Other Income					2,000		
Room Fee		1,609,023	1,889,928	2,115,800	2,126,720		
Interest Income		2,178	9,790	2,000	2,630		
Transfers In			300,000	300,000	300,000		
Total Resources		<u>\$ 2,852,071</u>	<u>\$ 2,893,435</u>	<u>\$ 2,630,731</u>	<u>\$ 2,671,350</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	6.1	\$ 334,229	\$ 381,103	\$ 412,439	\$ 444,619	\$	\$
Materials and Services		450,937	508,919	544,933	546,416		
Transfers Out		1,373,188	1,406,088	1,442,789	1,461,488		
Ending Net Working Capital		693,717	597,325	230,570	218,827		
Total Requirements	<u>6.1</u>	<u>\$ 2,852,071</u>	<u>\$ 2,893,435</u>	<u>\$ 2,630,731</u>	<u>\$ 2,671,350</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Residence Hall Building Reserve							
Resources							
Beginning Net Working Capital		\$	\$ 80,071	\$ 193,000	\$ 346,000	\$	\$
Interest Income		71	909	2,630	4,348		
Transfers In		80,000	112,500	150,000	187,500		
Total Resources		<u>\$ 80,071</u>	<u>\$ 193,480</u>	<u>\$ 345,630</u>	<u>\$ 537,848</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Materials and Services		\$	\$	\$ 10,000	\$ 10,000	\$	\$
Ending Net Working Capital		80,071	193,480	335,630	527,848		
Total Requirements	<u>-</u>	<u>\$ 80,071</u>	<u>\$ 193,480</u>	<u>\$ 345,630</u>	<u>\$ 537,848</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Residence Hall Summer Programs							
Resources							
Beginning Net Working Capital		\$	\$ 14,722	\$ 75,000	\$ 110,000	\$	\$
Program Income		26,413	156,626	154,640	154,640		
Interest Income		15	283	1,155	1,312		
Total Resources		<u>\$ 26,428</u>	<u>\$ 171,631</u>	<u>\$ 230,795</u>	<u>\$ 265,952</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	0.1	\$ 836	\$ 2,979	\$ 2,376	\$ 2,376	\$	\$
Materials and Services		10,870	100,548	71,250	71,250		
Transfers Out					40,000		
Ending Net Working Capital		14,722	68,104	157,169	152,326		
Total Requirements	<u>0.1</u>	<u>\$ 26,428</u>	<u>\$ 171,631</u>	<u>\$ 230,795</u>	<u>\$ 265,952</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Residence Hall Technology Reserve							
Resources							
Beginning Net Working Capital		\$	\$ 30,027	\$ 61,000	\$ 94,000	\$	\$
Interest Income		27	304	670	915		
Transfers In		30,000	31,000	32,000	15,000		
Total Resources		<u>\$ 30,027</u>	<u>\$ 61,331</u>	<u>\$ 93,670</u>	<u>\$ 109,915</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Materials and Services		\$	\$	\$ 20,000	\$ 20,000	\$	\$
Ending Net Working Capital		30,027	61,331	73,670	89,915		
Total Requirements	<u>-</u>	<u>\$ 30,027</u>	<u>\$ 61,331</u>	<u>\$ 93,670</u>	<u>\$ 109,915</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Juniper Hall Operations							
Resources							
Beginning Net Working Capital		\$ 160,098	\$ 157,949	\$ 250,000	\$ 256,000	\$	\$
Program Income			160,000	200,000			
Interest Income			1,375	2,992	2,258		
Total Resources		<u>\$ 160,098</u>	<u>\$ 319,324</u>	<u>\$ 452,992</u>	<u>\$ 258,258</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services		\$	\$ 10,000	\$	\$	\$	\$
Materials and Services		2,149	53,697	101,500			
Transfers Out					60,431		
Ending Net Working Capital		157,949	255,627	351,492	197,827		
Total Requirements	<u>-</u>	<u>\$ 160,098</u>	<u>\$ 319,324</u>	<u>\$ 452,992</u>	<u>\$ 258,258</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Food Service Operations							
Resources							
Beginning Net Working Capital		\$ 18,144	\$ 187,901	\$ 187,900	\$ 732,746	\$	\$
Food Services		979,671	1,362,842	1,500,000	1,700,000		
Interest Income		300	3,213	2,733	7,747		
Total Resources		<u>\$ 998,115</u>	<u>\$ 1,553,956</u>	<u>\$ 1,690,633</u>	<u>\$ 2,440,493</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	0.6	\$ 30,389	\$ 74,054	\$ 31,213	\$ 77,403	\$	\$
Materials and Services		779,825	1,013,658	1,403,055	1,426,555		
Capital Outlay			10,070	50,000	50,000		
Transfers Out					70,000		
Ending Net Working Capital		187,901	456,174	206,365	816,535		
Total Requirements	<u>0.6</u>	<u>\$ 998,115</u>	<u>\$ 1,553,956</u>	<u>\$ 1,690,633</u>	<u>\$ 2,440,493</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Bookstore							
Resources							
Beginning Net Working Capital		\$ 2,959,375	\$ 2,403,665	\$ 2,080,500	\$ 2,394,800	\$	\$
Bookstore Sales		2,642,592	2,235,756	3,200,000	2,650,000		
Interest Income		4,810	11,836	17,220	22,415		
Total Resources		<u>\$ 5,606,777</u>	<u>\$ 4,651,257</u>	<u>\$ 5,297,720</u>	<u>\$ 5,067,215</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	9.6	\$ 584,737	\$ 556,056	\$ 665,481	\$ 604,655	\$	\$
Materials and Services		1,938,414	1,647,347	2,289,450	2,026,950		
Capital Outlay		4,961	1,221	50,000	25,000		
Transfers Out		675,000		90,000	300,000		
Ending Net Working Capital		2,403,665	2,446,633	2,202,789	2,110,610		
Total Requirements	<u>9.6</u>	<u>\$ 5,606,777</u>	<u>\$ 4,651,257</u>	<u>\$ 5,297,720</u>	<u>\$ 5,067,215</u>	<u>\$ -</u>	<u>\$ -</u>
Enterprise Fund Total							
Beginning Net Working Capital		\$ 4,378,487	\$ 3,568,052	\$ 3,060,331	\$ 4,173,546	\$	\$
Total Resources		5,375,100	6,276,362	7,681,840	7,177,485		
Total Requirements		6,185,535	5,765,740	7,184,486	7,237,143		
Ending Net Working Capital	<u>16.4</u>	<u>\$ 3,568,052</u>	<u>\$ 4,078,674</u>	<u>\$ 3,557,685</u>	<u>\$ 4,113,888</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Internal Service Fund - Resources and Requirements

	FTE	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Centralized Services							
Resources							
Beginning Fund Balance		\$ 410,294	\$ 356,092	\$ 296,740	\$ 289,434	\$	\$
User Charges		156,709	126,288	170,000	125,000		
Interest Income		641	2,190	2,647	2,305		
Total Resources		<u>\$ 567,644</u>	<u>\$ 484,570</u>	<u>\$ 469,387</u>	<u>\$ 416,739</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	2.1	\$ 86,421	\$ 101,242	\$ 108,696	\$ 124,771	\$	\$
Materials and Services		72,324	66,458	95,000	83,000		
Capital Outlay		2,807	22,436	32,500	5,000		
Transfers Out		50,000		10,000	30,000		
Ending Fund Balance		356,092	294,434	223,191	173,968		
Total Requirements	<u>2.1</u>	<u>\$ 567,644</u>	<u>\$ 484,570</u>	<u>\$ 469,387</u>	<u>\$ 416,739</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Internal Service Fund - Resources and Requirements

	FTE	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Copier Activities							
Resources							
Beginning Fund Balance		\$ 4,360	\$ 2,049	\$ 2,000	\$ 6,200	\$	\$
User Charges		117,695	108,549	102,000	112,000		
Interest Income			56		72		
Total Resources		<u>\$ 122,055</u>	<u>\$ 110,654</u>	<u>\$ 104,000</u>	<u>\$ 118,272</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Materials and Services		\$ 110,006	\$ 106,437	\$ 103,000	\$ 109,000	\$	\$
Capital Outlay				1,000	1,000		
Transfers Out		10,000					
Ending Fund Balance		2,049	4,217		8,272		
Total Requirements	<u>-</u>	<u>\$ 122,055</u>	<u>\$ 110,654</u>	<u>\$ 104,000</u>	<u>\$ 118,272</u>	<u>\$ -</u>	<u>\$ -</u>
Internal Service Fund Total							
Beginning Fund Balance		\$ 414,654	\$ 358,141	\$ 298,740	\$ 295,634	\$	\$
Total Resources		275,045	237,083	274,647	239,377		
Total Requirements		331,558	296,573	350,196	352,771		
Ending Fund Balance	<u>2.1</u>	<u>\$ 358,141</u>	<u>\$ 298,651</u>	<u>\$ 223,191</u>	<u>\$ 182,240</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Reserve Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Retiree Benefit Reserve						
Resources						
Beginning Fund Balance	\$ 713,247	\$ 630,339	\$ 577,000	\$ 568,000	\$	\$
Interest Income	1,193	4,061	5,470	4,730		
Total Resources	<u>\$ 714,440</u>	<u>\$ 634,400</u>	<u>\$ 582,470</u>	<u>\$ 572,730</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Materials and Services	\$ 84,101	\$ 42,684	\$ 60,000	\$ 40,000	\$	\$
Transfers Out				150,000		
Ending Fund Balance	630,339	591,716	522,470	382,730		
Total Requirements	<u>\$ 714,440</u>	<u>\$ 634,400</u>	<u>\$ 582,470</u>	<u>\$ 572,730</u>	<u>\$ -</u>	<u>\$ -</u>
PERS Reserve						
Resources						
Beginning Fund Balance	\$ 1,625,661	\$ 1,528,196	\$ 1,229,225	\$ 1,252,269	\$	\$
Interest Income	2,535	10,190	10,972	10,772		
Total Resources	<u>\$ 1,628,196</u>	<u>\$ 1,538,386</u>	<u>\$ 1,240,197</u>	<u>\$ 1,263,041</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Transfers Out	\$ 100,000	\$	\$ 300,000	\$ 350,000	\$	\$
Ending Fund Balance	1,528,196	1,538,386	940,197	913,041		
Total Requirements	<u>\$ 1,628,196</u>	<u>\$ 1,538,386</u>	<u>\$ 1,240,197</u>	<u>\$ 1,263,041</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Reserve Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Reserve Fund Total						
Beginning Fund Balance	\$ 2,338,908	\$ 2,158,535	\$ 1,806,225	\$ 1,820,269	\$	\$
Total Resources	3,728	14,251	16,442	15,502		
Total Requirements	184,101	42,684	360,000	540,000		
Ending Fund Balance	<u>\$ 2,158,535</u>	<u>\$ 2,130,102</u>	<u>\$ 1,462,667</u>	<u>\$ 1,295,771</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Federal Grants						
Resources						
Beginning Fund Balance	\$ 64,017	\$	\$ 15,000	\$	\$	\$
Federal Grants	381,806	597,689	1,089,268	1,356,395		
Tuition and Fees	17,400	17,150	15,000	18,000		
Transfers In	65,454	35,332	36,039	36,760		
Total Resources	<u>\$ 528,677</u>	<u>\$ 650,171</u>	<u>\$ 1,155,307</u>	<u>\$ 1,411,155</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 458,498	\$ 471,283	\$ 796,426	\$ 849,390	\$	\$
Materials and Services	56,679	118,833	328,881	549,084		
Capital Outlay	13,500	42,905				
Ending Fund Balance		17,150	30,000	12,681		
Total Requirements	<u>\$ 528,677</u>	<u>\$ 650,171</u>	<u>\$ 1,155,307</u>	<u>\$ 1,411,155</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
State Grants						
Resources						
Beginning Fund Balance	\$ 40,748	\$ 50,394	\$ 30,000	\$ 8,000	\$	\$
State Grants	144,559	494,974	139,304	102,000		
Other Income	810	1,000				
Transfers In		15,832				
Total Resources	<u>\$ 186,117</u>	<u>\$ 562,200</u>	<u>\$ 169,304</u>	<u>\$ 110,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 97,768	\$ 358,148	\$ 100,879	\$ 72,000	\$	\$
Materials and Services	37,955	162,166	48,425	30,000		
Capital Outlay		26,938				
Ending Fund Balance	50,394	14,948	20,000	8,000		
Total Requirements	<u>\$ 186,117</u>	<u>\$ 562,200</u>	<u>\$ 169,304</u>	<u>\$ 110,000</u>	<u>\$ -</u>	<u>\$ -</u>
Other Grants						
Resources						
Beginning Fund Balance	\$ 56,053	\$ 39,605	\$ 64,995	\$ 42,000	\$	\$
Grant Income	45,022	105,603	41,000	164,915		
Total Resources	<u>\$ 101,075</u>	<u>\$ 145,208</u>	<u>\$ 105,995</u>	<u>\$ 206,915</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 50,216	\$ 55,304	\$ 39,875	\$ 105,543	\$	\$
Materials and Services	11,254	12,959	61,120	84,800		
Transfers Out		5,453				

**Central Oregon Community College
2018-19 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Ending Fund Balance	39,605	71,492	5,000	16,572		
Total Requirements	\$ 101,075	\$ 145,208	\$ 105,995	\$ 206,915	\$ -	\$ -
Contracts						
Resources						
Beginning Fund Balance	\$ 1,618	\$ 436	\$ 7,700	\$ 2,500	\$	\$
Contract Income	514,507	631,171	679,069	723,496		
Total Resources	\$ 516,125	\$ 631,607	\$ 686,769	\$ 725,996	\$ -	\$ -
Requirements						
Personnel Services	\$ 458,675	\$ 478,279	\$ 515,546	\$ 560,056	\$	\$
Materials and Services	57,014	139,870	163,523	165,940		
Capital Outlay		12,219	7,700			
Ending Fund Balance	436	1,239				
Total Requirements	\$ 516,125	\$ 631,607	\$ 686,769	\$ 725,996	\$ -	\$ -

**Central Oregon Community College
2018-19 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
New Programs						
Resources						
Beginning Fund Balance	\$	\$	\$	\$	\$	\$
Grants and Contracts Income			1,000,000	1,000,000		
Total Resources	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Materials and Services	\$	\$	\$ 1,000,000	\$ 1,000,000	\$	\$
Ending Fund Balance						
Total Requirements	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ -</u>	<u>\$ -</u>
Special Revenue Fund Total						
Beginning Fund Balance	\$ 162,436	\$ 90,435	\$ 117,695	\$ 52,500	\$	\$
Total Resources	1,169,558	1,898,751	2,999,680	3,401,566		
Total Requirements	1,241,559	1,884,357	3,062,375	3,416,813		
Ending Fund Balance	<u>\$ 90,435</u>	<u>\$ 104,829</u>	<u>\$ 55,000</u>	<u>\$ 37,253</u>	<u>\$ -</u>	<u>\$ -</u>

Central Oregon Community College
2018-19 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 2018-19 PROPOSED Budget
Federal Grants							
ABE - Special Projects	1.7	\$ 136,406	\$ 31,148	\$	\$	\$	\$ 167,554
Carl Perkins	2.4	81,648	35,450				117,098
SBA Grant	0.4	33,000					33,000
SBA Grant Match	0.5	40,000					40,000
SBA Portable Assistance Project	2.0	28,151	1,849				30,000
NSF - NEVTEX Grant			20,000				20,000
Strengthening Institutions Program	6.9	460,500	89,500				550,000
NSF - NEVTX2 Grant	0.3	69,685	335,192				404,877
OEM-CERT Training Grant			35,945				35,945
Ending Fund Balance							12,681
Total Expenditures	<u>14.2</u>	<u>\$ 849,390</u>	<u>\$ 549,084</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,411,155</u>
State Grants							
OBDD	0.9	\$ 72,000	\$	\$	\$	\$	\$ 72,000
Scale Oregon Grant (Grow Oregon)			30,000				30,000
Ending Fund Balance							8,000
Total Expenditures	<u>0.9</u>	<u>\$ 72,000</u>	<u>\$ 30,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 110,000</u>

**Central Oregon Community College
2018-19 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 2018-19 PROPOSED Budget
Other Grants							
Cascade Health Services Support		\$	\$ 32,000	\$	\$	\$	\$ 32,000
Veteran-Partnership to End Poverty	0.1	378	800				1,178
Meyer Memorial-Latino & Native Amer.	0.8	77,165	51,750				128,915
Deer Ridge Entrepreneurship	0.1	8,000	250				8,250
Ford Family OSBDCN-Rural Outreach	0.3	20,000					20,000
Ending Fund Balance							16,572
Total Expenditures	<u>1.3</u>	<u>\$ 105,543</u>	<u>\$ 84,800</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 206,915</u>
Contracts							
Deer Ridge Correctional Institution	4.3	\$ 429,428	\$ 60,927	\$	\$	\$	\$ 490,355
OCF - GANAS			5,000				5,000
WEBCO-Partners in Practice	0.1	6,480	12,000				18,480
Deer Ridge WBE Contract	1.2	124,148	88,013				212,161
Ending Fund Balance							
Total Expenditures	<u>5.6</u>	<u>\$ 560,056</u>	<u>\$ 165,940</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 725,996</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
2018-19 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Self-Sustaining Activities						
Resources						
Beginning Fund Balance	\$ 2,469,428	\$ 3,290,545	\$ 3,219,981	\$ 3,402,529	\$	\$
Tuition and Fees	196,774	178,252	293,656	349,769		
Grants and Contracts	870		5,000			
Other Income	483,647	355,435	484,500	447,605		
Sales of Goods and Services	25,550	23,285	28,000	19,000		
Program and Fee Income	873,261	795,787	780,593	730,600		
Donations	37,552	47,461	53,772	53,772		
Interest Income	5,561	22,997	25,279	23,227		
Transfers In	743,171	548,469	172,687	121,125		
Total Resources	<u>\$ 4,835,814</u>	<u>\$ 5,262,231</u>	<u>\$ 5,063,468</u>	<u>\$ 5,147,627</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 402,415	\$ 503,297	\$ 524,004	\$ 714,836	\$	\$
Materials and Services	813,482	850,798	1,376,123	1,230,513		
Capital Outlay	64,144	128,777	265,900	209,000		
Transfers Out	265,228	195,179	642,872	458,000		
Ending Fund Balance	3,290,545	3,584,180	2,254,569	2,535,278		
Total Requirements	<u>\$ 4,835,814</u>	<u>\$ 5,262,231</u>	<u>\$ 5,063,468</u>	<u>\$ 5,147,627</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Non-General Fund Instruction						
Resources						
Beginning Fund Balance	\$ 4,091,113	\$ 3,988,186	\$ 3,041,000	\$ 2,529,953	\$	\$
Tuition and Fees	3,634,917	3,253,634	3,408,934	3,286,084		
Grants and Contracts			40,000	40,000		
Other Income	8,535	26,990	20,000	65,000		
Sales of Goods and Services	1,965	2,053	13,000	4,000		
Program and Fee Income	627,673	431,094	522,000	505,000		
Donations	7,846	21,860	30,000	30,000		
Interest Income	12,134	42,751	14,593	21,836		
Transfers In	1,375,576	821,186	824,907	849,654		
Total resources	<u>\$ 9,759,759</u>	<u>\$ 8,587,754</u>	<u>\$ 7,914,434</u>	<u>\$ 7,331,527</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 3,512,522	\$ 3,326,848	\$ 3,853,643	\$ 3,761,135	\$	\$
Materials and Services	1,209,362	730,015	865,526	796,700		
Capital Outlay	436,184	77,374	251,000	279,500		
Transfers Out	613,505	478,100	1,520,000	660,000		
Ending Fund Balance	3,988,186	3,975,417	1,424,265	1,834,192		
Total Requirements	<u>\$ 9,759,759</u>	<u>\$ 8,587,754</u>	<u>\$ 7,914,434</u>	<u>\$ 7,331,527</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Revolving Activities						
Resources						
Beginning Fund Balance	\$ 578,872	\$ 1,256,537	\$ 1,121,961	\$ 1,047,784	\$	\$
Grants and Contracts	334,446	185,124	272,625	334,734		
Other Income	698,816	115,651				
Interest Income		8,057	9,119	8,377		
Transfers In	132,513	137,413	194,756	75,521		
Total Resources	\$ 1,744,647	\$ 1,702,782	\$ 1,598,461	\$ 1,466,416	\$ -	\$ -
Requirements						
Personnel Services	\$ 475,852	\$ 383,387	\$ 467,381	\$ 475,269	\$	\$
Materials and Services	12,258	1,292	220,000	220,000		
Transfers Out		150,000	200,000	250,000		
Ending Fund Balance	1,256,537	1,168,103	711,080	521,147		
Total Requirements	\$ 1,744,647	\$ 1,702,782	\$ 1,598,461	\$ 1,466,416	\$ -	\$ -

**Central Oregon Community College
2018-19 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Contractual & Administrative Provisions						
Resources						
Beginning Fund Balance	\$ 893,171	\$ 839,966	\$ 706,829	\$ 921,083	\$	\$
Other Income	39,438	30,227	30,000	30,000		
Program and Fee Income	9,878	11,030	15,000	15,000		
Interest Income	65,011	68,780	80,176	81,316		
Transfers In	287,000	282,000	267,000	247,000		
Total Resources	\$ 1,294,498	\$ 1,232,003	\$ 1,099,005	\$ 1,294,399	\$ -	\$ -
Requirements						
Personnel Services	\$ 304,678	\$ 181,121	\$ 264,178	\$ 287,748	\$	\$
Materials and Services	39,834	47,168	227,290	212,140		
Capital Outlay	70,020	42,158	100,000	50,000		
Transfers Out	40,000	40,000	40,000	140,000		
Ending Fund Balance	839,966	921,556	467,537	604,511		
Total Requirements	\$ 1,294,498	\$ 1,232,003	\$ 1,099,005	\$ 1,294,399	\$ -	\$ -
Auxiliary Fund Total						
Beginning Fund Balance	\$ 8,032,584	\$ 9,375,234	\$ 8,089,771	\$ 7,901,349	\$	\$
Total Resources	9,602,134	7,409,536	7,585,597	7,338,620		
Total Requirements	8,259,484	7,135,514	10,817,917	9,744,841		
Ending Fund Balance	\$ 9,375,234	\$ 9,649,256	\$ 4,857,451	\$ 5,495,128	\$ -	\$ -

**Central Oregon Community College
2018-19 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 2018-19 PROPOSED Budget
Self-Sustaining Activities							
Medical Leave Assistance Program	1.0	\$ 35,750	\$	\$	\$	\$	\$ 35,750
Deer Ridge Foundation Support	0.2	7,772	1,000				8,772
Public Safety			49,796	3,000			52,796
Law Enforcement Testing	0.1	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			17,000				17,000
Medical Assisting Program			5,000				5,000
Teaching and Learning Center	0.3	16,200	8,800				25,000
General Testing	0.1	1,728	14,000				15,728
Art Cards			7,000				7,000
Auto and Industrial Fees			20,000				20,000
Facility Fees	0.8	49,653	10,000	20,000	5,000		84,653
Club Sports	0.7	16,200	14,500	5,000			35,700
College Activities			100,000		50,000		150,000
Classified Training			30,000				30,000
Performing Arts			1,545				1,545
Hybrid Vehicle Fleet			12,060				12,060
Special Programs - Admin	1.5	129,939	8,060				137,999
Vehicles			25,300	35,000			60,300
Physiology Lab Activities	0.2	5,535	6,000	15,000			26,535
Library Book Account			10,300	22,000			32,300

**Central Oregon Community College
2018-19 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 2018-19 PROPOSED Budget
PCA Wellness		\$	\$ 3,000	\$	\$	\$	\$ 3,000
Outdoor Recreation Program			7,060				7,060
Enrollment Services Support			23,000				23,000
Accreditation	0.3	16,100	13,000				29,100
College Now	2.7	200,083	18,000				218,083
Salvage Sales			10,000				10,000
CTE Accreditation			20,875				20,875
Media Activities			21,000	25,000			46,000
Tutor/Testing Activities	2.4	90,157	39,150	10,000	100,000		239,307
Student Honors Recognition			3,500				3,500
Innovation Account	1.3	32,400	167,600				200,000
Mazama Lab Fees	0.1	8,039	50,450	30,000			88,489
Tool Room Deposits			3,000				3,000
Computer Lab Printers	0.1	1,080	11,000	13,000			25,080
Instructional Projects	0.5	26,510	40,000	5,000			71,510
Oregon Intl Education Consortium			5,000				5,000
Student Government	2.0	48,090	100,472		57,000		205,562
The Broadside	1.1	27,000	18,000	1,000			46,000
Blue Sky			35,000				35,000
Elevation Gratuity Fund			45,000				45,000
CIS Software				5,000			5,000
Cascades East Transit Program			65,000				65,000

Central Oregon Community College
2018-19 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 2018-19 PROPOSED Budget
Student Government Programs		\$	\$ 40,000	\$	\$	\$	\$ 40,000
Student Government Reserve			30,000				30,000
Math Contest			2,500				2,500
Redmond Campus Operations			45,000		150,000		195,000
Chandler Lab Operations			25,000	10,000	20,000		55,000
Prineville Campus Operations					10,000		10,000
ITS Services Support					31,000		31,000
Campus Services Support			30,000		35,000		65,000
Ending Fund Balance							2,535,278
Total Expenditures	<u>15.4</u>	<u>\$ 714,836</u>	<u>\$ 1,230,513</u>	<u>\$ 209,000</u>	<u>\$ 458,000</u>	<u>\$ -</u>	<u>\$ 5,147,627</u>

**Central Oregon Community College
2018-19 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 2018-19 PROPOSED Budget
Non-General Fund Instruction							
Summer Session	16.0	\$ 962,000	\$ 5,500	\$	\$ 500,000	\$	\$ 1,467,500
International Programs	0.3	16,650	30,000				46,650
SBDC Program Activities	2.1	106,300	44,500				150,800
Business Development & Training Gen	0.6	63,100					63,100
ABE General Purpose	6.8	638,557	26,500				665,057
Outreach Centers			26,000		30,000		56,000
Veterinarian Tech Program			15,000				15,000
Culinary Foundation Fund			15,000	15,000			30,000
EMT Practical Exam	0.2	15,000					15,000
Contracted Credit Classes	0.4	21,600	26,000		30,000		77,600
Community & Professional Education	16.0	1,168,065	505,200	10,000			1,683,265
Licensed Massage Therapy			15,000	2,000			17,000
Aviation Program - Simulator Fees	11.1	768,243	61,500	250,000	100,000		1,179,743
Unmanned Aerial Systems Operations	0.1	1,620	26,500	2,500			30,620
Ending Fund Balance							1,834,192
Total Expenditures	<u>53.6</u>	<u>\$ 3,761,135</u>	<u>\$ 796,700</u>	<u>\$ 279,500</u>	<u>\$ 660,000</u>	<u>\$ -</u>	<u>\$ 7,331,527</u>

Central Oregon Community College
2018-19 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 2018-19 PROPOSED Budget
Revolving							
Foundation Billings	4.8	\$ 475,269	\$	\$	\$	\$	\$ 475,269
Partnership Collaborations			220,000		250,000		470,000
Ending Fund Balance							521,147
Total Expenditures	<u>4.8</u>	<u>\$ 475,269</u>	<u>\$ 220,000</u>	<u>\$ -</u>	<u>\$ 250,000</u>	<u>\$ -</u>	<u>\$ 1,466,416</u>

Central Oregon Community College
2018-19 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 2018-19 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			10,000				10,000
Sabbatical - Faculty	1.0	137,748					137,748
Unemployment Reserve	n/a	150,000					150,000
Insurance Reserve Deductible			50,000				50,000
Keyes Education Fund			60,000	50,000	100,000		210,000
Ending Fund Balance							604,511
Total Expenditures	<u>1.0</u>	<u>\$ 287,748</u>	<u>\$ 212,140</u>	<u>\$ 50,000</u>	<u>\$ 140,000</u>	<u>\$ -</u>	<u>\$ 1,294,399</u>

**Central Oregon Community College
2018-19 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Federal Grants						
Resources						
Beginning Fund Balance	\$ 12,301	\$ 11,690	\$	\$	\$	\$
Grants	9,411,607	8,515,105	11,470,000	11,352,000		
Other Income	41,162	35,607	51,000	24,000		
Transfers In	50,770	43,157	50,000	50,000		
Total Resources	\$ 9,515,840	\$ 8,605,559	\$ 11,571,000	\$ 11,426,000	\$ -	\$ -
Requirements						
Personnel Services	\$ 196,263	\$ 166,753	\$ 220,000	\$ 202,000	\$	\$
Materials and Services	9,307,887	8,438,806	11,351,000	11,224,000		
Ending Fund Balance	11,690					
Total Requirements	\$ 9,515,840	\$ 8,605,559	\$ 11,571,000	\$ 11,426,000	\$ -	\$ -
State Grants						
Resources						
Beginning Fund Balance	\$	\$	\$	\$	\$	\$
Grants	1,761,700	3,442,224	4,700,000	4,700,000		
Total Resources	\$ 1,761,700	\$ 3,442,224	\$ 4,700,000	\$ 4,700,000	\$ -	\$ -
Requirements						
Materials and Services	\$ 1,761,700	\$ 3,442,224	\$ 4,700,000	\$ 4,700,000	\$	\$
Ending Fund Balance						
Total Requirements	\$ 1,761,700	\$ 3,442,224	\$ 4,700,000	\$ 4,700,000	\$ -	\$ -

**Central Oregon Community College
2018-19 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Financial Aid - Institutional						
Resources						
Beginning Fund Balance	\$ 310,409	\$ 390,465	\$ 314,000	\$ 358,000	\$	\$
Foundation Contributions	1,220,445	1,243,440	1,317,818	1,317,818		
Other Income		1,202				
Interest Income	622	2,680	2,740	2,175		
Transfers In	176,412	182,182	182,182	182,182		
Total Resources	\$ 1,707,888	\$ 1,819,969	\$ 1,816,740	\$ 1,860,175	\$ -	\$ -
Requirements						
Materials and Services	\$ 1,317,423	\$ 1,360,858	\$ 1,530,000	\$ 1,530,000	\$	\$
Transfers Out		43,157	50,000	50,000		
Ending Fund Balance	390,465	415,954	236,740	280,175		
Total Requirements	\$ 1,707,888	\$ 1,819,969	\$ 1,816,740	\$ 1,860,175	\$ -	\$ -

**Central Oregon Community College
2018-19 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Financial Aid - Other						
Resources						
Beginning Fund Balance	\$ 109,619	\$ 119,225	\$ 106,036	\$ 143,278	\$	\$
Other Income		3,456	5,000	5,000		
Trust and Interest Income	31,720	25,999	26,891	26,436		
Total Resources	<u>\$ 141,339</u>	<u>\$ 148,680</u>	<u>\$ 137,927</u>	<u>\$ 174,714</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 270	\$ 251	\$ 3,455	\$ 3,455	\$	\$
Materials and Services	21,844	19,440	25,735	25,735		
Ending Fund Balance	119,225	128,989	108,737	145,524		
Total Requirements	<u>\$ 141,339</u>	<u>\$ 148,680</u>	<u>\$ 137,927</u>	<u>\$ 174,714</u>	<u>\$ -</u>	<u>\$ -</u>
Financial Aid Fund Total						
Beginning Fund Balance	\$ 432,329	\$ 521,380	\$ 420,036	\$ 501,278	\$	\$
Total Resources	12,694,438	13,495,052	17,805,631	17,659,611		
Total Requirements	12,605,387	13,471,489	17,880,190	17,735,190		
Ending Fund Balance	<u>\$ 521,380</u>	<u>\$ 544,943</u>	<u>\$ 345,477</u>	<u>\$ 425,699</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2018-19 Budget**

Financial Aid 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 2018-19 PROPOSED Budget
Federal Grants							
College Work Study	8.7	\$ 202,000	\$ 24,000	\$	\$	\$	226,000
SEOG			200,000				200,000
PELL			11,000,000				11,000,000
Ending Fund Balance							
Total Expenditures	<u>8.7</u>	<u>\$ 202,000</u>	<u>\$ 11,224,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 11,426,000</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							280,175
Total Expenditures	<u>-</u>	<u>\$ -</u>	<u>\$ 1,530,000</u>	<u>\$ -</u>	<u>\$ 50,000</u>	<u>\$ -</u>	<u>\$ 1,860,175</u>
Financial Aid - Other							
Native American Program	0.1	\$ 3,455	\$ 20,735	\$	\$	\$	\$ 24,190
Veteran's Fund			5,000				5,000
Ending Fund Balance							145,524
Total Expenditures	<u>0.1</u>	<u>\$ 3,455</u>	<u>\$ 25,735</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 174,714</u>

Central Oregon Community College
2018-19 Budget

Trust and Agency Fund - Resources and Requirements

	Fiscal Year 2015-16 ACTUAL Amounts	Fiscal Year 2016-17 ACTUAL Amounts	Fiscal Year 2017-18 CURRENT Budget	Fiscal Year 2018-19 PROPOSED Budget	Fiscal Year 2018-19 APPROVED Budget	Fiscal Year 2018-19 ADOPTED Budget
Robert R. Clark Trust						
Resources						
Beginning Fund Balance	\$ 370,833	\$ 372,371	\$ 373,652	\$ 372,505	\$	\$
Interest Income	2,288	4,002	3,736	3,726		
Total Resources	<u>\$ 373,121</u>	<u>\$ 376,373</u>	<u>\$ 377,388</u>	<u>\$ 376,231</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Materials and Services	\$ 750	\$	\$ 7,000	\$ 3,600	\$	\$
Ending Fund Balance	372,371	376,373	370,388	372,631		
Total Requirements	<u>\$ 373,121</u>	<u>\$ 376,373</u>	<u>\$ 377,388</u>	<u>\$ 376,231</u>	<u>\$ -</u>	<u>\$ -</u>

Central Oregon Community College
Summary of Interfund Transfers
2018/19 Budget

Transfers-out			Transfers-in							
Department	General Fund	Purpose of Transfers	Auxiliary Fund	Capital Projects Fund	Debt Service Fund	Enterprise Fund	Financial Aid Fund	Special Revenue Fund	General Fund	Total Transfers-in
Instruction	(\$891,414)	ABS and Community Learning support	\$854,654					\$36,760		\$891,414
Instructional Support	(\$204,875)	Faculty professional improvement, sabbatical, and accreditation.	\$204,875							\$204,875
Student Services	(\$1,250)	Student honors	\$1,250							\$1,250
College Support Services	(\$235,521)	Unemployment reserve, administrative & classified training, capital equipment fund, and foundation staff support	\$135,521	\$100,000						\$235,521
Campus Services	(\$643,709)	New construction, and repair & replacement.		\$643,709						\$643,709
Information Technology	(\$485,251)	Computer life cycle replacement and IT server infrastructure.		\$485,251						\$485,251
Financial Aid	(\$182,182)	College work study and scholarship match.					\$182,182			\$182,182
Total General Fund Transfers	(\$2,644,202)									\$2,644,202
Fund	Non-General Funds	Purpose of Transfers								
Reserve Fund	(\$500,000)	General fund support.							\$500,000	\$500,000
Enterprise Fund	(\$1,931,919)	Bookstore general fund support, residence hall debt service, and reserves			\$1,258,988	\$372,931			\$300,000	\$1,931,919
Auxiliary Fund	(\$1,508,000)	Faculty professional improvement, student government clubs programs, and general fund support.	\$97,000						\$1,411,000	\$1,508,000
Internal Service Fund	(\$30,000)	General fund support.							\$30,000	\$30,000
Financial Aid Fund	(\$50,000)	College match on work study					\$50,000			\$50,000
Capital Projects Fund	(\$429,569)	Facilities and technology support and enterprise fund		\$300,000		\$129,569				\$429,569
Total Non-General Fund Transfers	(\$4,449,488)									\$4,449,488
Total Interfund Transfers	(\$7,093,690)		\$1,293,300	\$1,528,960	\$1,258,988	\$502,500	\$232,182	\$36,760	\$2,241,000	\$7,093,690