

LASSEN COMMUNITY COLLEGE DISTRICT



**2014-15
Final BUDGET
October 14, 2014**

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TENTATIVE BUDGET

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BOARD OF TRUSTEES

Mr. Jeff Hemphill, President

Mr. Tim Purdy, Vice President

Mr. Shaun Giese, Trustee

Mr. Louis Hamilton, Jr., Trustee

Mr. Thomas Holybee, Trustee

Mr. Buck Parks, Trustee

Ms. Sophia Wages, Trustee

Mr. Jonathan Herring , Student Trustee

**LASSEN COMMUNITY COLLEGE DISTRICT BUDGET
PRINCIPLES, PRIORITIES, AND KEY POINTS
2014-15**

BUDGET PRINCIPLES

- Transparency
- Broad participation
- Balanced
- Conservative
- Complete/comprehensive

BUDGET GUIDELINES AND PRIORITIES

- Align with College's Strategic Plan (Vision/Mission/Values/Strategic Goals).
- Achieve Strategic Goals - ensuring student success and retention.
- Transfer resources from indirect (internal) services to prioritized services that directly support student success and retention.
- Mitigate future risk and avoid future cost increases by finding external (outsourced) solutions for high-risk administrative services.
- Align categorical/restricted programs with Strategic Goals; to the degree possible, use those funds to support on-going District expenditures even if on a one-time basis. Make maximum use of pro-offered "flexibility with Categorical funds."
- Maintains a minimum of 15% budget reserves (fund balance) consistent with BP 3120 to sustain operations during periods of cash-flow shortfalls and protect College's credit ratings.
- To accommodate cash flow short-falls, implement a disciplined spending plan tied to cash-flow projections with centralized spending control.
- Use inter-fund borrowing in preference to external borrowing, due to added costs and potential conflicts between scheduling of repayment and deferred apportionment.

KEY ASSUMPTIONS

- Projects a 8.3% increase in budgeted funding. Lassen Community College District Budgeted FTE for 2014-2015 Fiscal Year is 1650 which is a 10.03% decrease from the District Enrollment Cap of 1,834. The District will strive to restore Funded FTES for the 2014-2015 Fiscal Year to 1,650
- Restoration of FTES must be the District Goal.
- The District's budget is moderately conservative, anticipating volatility of the State Funding during the 2014-2015 Fiscal Year.
- The fund balance carried over from 2013-2014 Fiscal Year will include One-Time monies intended to complete the projects as described in the Comprehensive Institutional Master Plan.
- The 2014-2015 Tentative Budget includes improved technological infrastructure, program/staffing realignment and facility use adjustments.
- Any legislated increases or reductions to categorical programs will be included in the 2014-2015 Adopted Budget. The District will exercise Categorical Flexibility.
- Cash flow may dictate changes in expenditure timing; current deferrals will continue and there is a potential for a reduction of apportionment deferrals. For 2014-2015 there may not be deferrals. We are awaiting further information from the State.
- This budget does not include categorical carryovers as they have not been finalized.
- This budget includes the Education Protection Account (EPA) funds of \$1,846,558 that will continue to be expended for faculty wages and benefits.

**LASSEN COMMUNITY COLLEGE DISTRICT
2014/2015 FINAL BUDGET**

GENERAL FUND REVENUES	UNRESTRICTED REVENUE FUND 11	RESTRICTED REVENUE FUND 12	TENTATIVE BUDGET
HIGHER EDUCATION ACT		448,767	448,767
COLLEGE WORK STUDY		319,534	319,534
OTHER FEDERAL REVENUES	-	180,349	180,349
FEDERAL REVENUES	-	948,650	948,650
STATE GENERAL APPORTIONMENT	7,919,682		7,919,682
STATE GENERAL APPORTIONMENT EPA	1,846,558		1,846,558
ENROLLMENT ADMIN. FEE	26,391		26,391
BASIC SKILLS		100,832	100,832
CAL WORKS		140,054	140,054
EXTENDED OPPORTUNITY PROGRAMS & SERVICES (EOPS)		312,949	312,949
COOPERATIVE AGENCY RESOURCES & EDUCATION (CARE)		36,809	36,809
DISABLED STUDENT SERVICES & PROGRAMS (DSPS)		205,687	205,687
STUDENT SUCCESS		196,569	196,569
KINSHIP EDUCATION		61,878	61,878
STUDENT FINANCIAL AID ADMIN		140,003	140,003
FACULTY AND STAFF DIVERSITY		4,293	4,293
STATE PART-TIME FACULTY ALLOCATION	27,456		27,456
HOMEOWNERS' EXEMPTIONS TAXES	25,000		25,000
STATE LOTTERY PROCEEDS	255,000	15,000	270,000
OTHER STATE INCOME	-	693,858	693,858
STATE REVENUES	10,100,087	1,907,932	12,008,019
SECURED TAXES	1,333,322		1,333,322
SUPPLEMENTAL ROLL TAXES	15,250		15,250
UNSECURED TAXES	99,750		99,750
CONTRACT INSTRUCTIONAL SERVICES	6,200		6,200
COOPERVALE INCOME	15,000		15,000
RENTALS AND LEASES	8,664		8,664
INTEREST	25,000		25,000
COMMUNITY SERVICES	52,393		52,393
ENROLLMENT FEES	355,000		355,000
HEALTH SERVICE FEES	25,000		25,000
MATERIAL FEES	3,000		3,000
STUDENT RECORDS	5,000		5,000
NON-RESIDENT TUITION	392,807		392,807
OTHER STUDENT FEES & CHARGES	-		-
OFF-CAMPUS WORKSTUDY	3,000	2,300	5,300
LIBRARY FINES	250		250
OTHER LOCAL INCOME	156,316	89,000	245,316
LOCAL REVENUES	2,495,952	91,300	2,587,252
TOTAL REVENUE	12,596,039	2,947,882	15,543,921

LASSEN COMMUNITY COLLEGE DISTRICT

GENERAL FUND EXPENSES	UNRESTRICTED EXPENSE FUND 11	RESTRICTED EXPENSE FUND 12	TENTATIVE BUDGET
INSTRUCTIONAL SALARIES	\$2,399,417	\$48,191	2,447,608
NON-INSTRUCTIONAL SALARIES	546,954	299,107	846,061
HOURLY INSTRUCTIONAL	988,425	22,000	1,010,425
HOURLY NON-INSTRUCTIONAL	80,780	72,000	152,780
TOTAL ACADEMIC SALARIES	4,015,576	441,298	4,456,874
ADMIN/CLASSIFIED NON-INSTRUCTIONAL SALARY	\$2,294,381	\$551,711	2,846,092
ADMIN/CLASSIFIED INSTRUCTIONAL SALARIES	311,170	-	311,170
HOURLY ADMIN/CLASSIFIED NON-INSTRUCTIONAL	36,540	336,150	372,690
HOURLY ADMIN/CLASSIFIED INSTRUCTIONAL	8,100	20,031	28,131
TOTAL CLASSIFIED SALARIES	2,650,191	907,892	3,558,083
STATE TEACHERS RETIREMENT SYSTEM (STRS)	\$354,477	\$38,165	392,642
PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS)	303,496	69,823	373,319
OASDI	162,500	37,850	200,350
HEALTH BENEFITS	1,721,089	275,357	1,996,446
UNEMPLOYMENT INSURANCE	39,758	6,315	46,073
WORKMEN'S COMPENSATION	252,361	52,173	304,534
MEDICARE	96,625	15,262	111,887
TOTAL EMPLOYEE BENEFITS	2,930,306	494,945	3,425,251
PERIODICALS	\$4,000	-	4,000
SUPPLIES	240,651	56,580	297,231
DUPLICATING	54,918	1,991	56,909
VEHICLE EXPENSE	56,744	-	56,744
TOTAL SUPPLIES	356,313	58,571	414,884
CONTRACT SERVICES	\$350,857	\$472,917	823,774
TRAVEL	218,853	76,105	294,958
DUES & MEMBERSHIPS	68,195	-	68,195
INSURANCES	195,027	-	195,027
UTILITIES	607,740	-	607,740
LICENSES, REPAIRS & MAINTENANCE	581,274	42,633	623,907
LEGAL & AUDIT	138,000	-	138,000
POSTAGE	38,165	2,364	40,529
OTHER OPERATING	131,374	100,265	231,639
TOTAL OTHER OPERATING EXPENSES	2,329,485	694,284	3,023,769
TOTAL OPERATING EXPENSES	12,281,871	2,596,990	14,878,861
SITE & SITE IMPROVEMENTS	\$0	-	-
LIBRARY BOOKS	48,800	33,332	82,132
EQUIPMENT	28,118	232,061	260,179
TOTAL CAPITAL EXPENSES	76,918	265,393	342,311
TOTAL EXPENDITURES	12,358,789	2,862,383	15,221,172
Debt Retirement	232,250	\$0	232,250
OTHER STUDENT AID	5,000	78,786	83,786
Interfund Transfers		6,713	6,713
TOTAL OTHER OUTGO	237,250	85,499	322,749
TOTAL EXPECTED GENERAL FUND EXPENDITURES	12,596,039	2,947,882	15,543,921
TOTAL GENERAL FUND REVENUES	12,596,039	2,947,882	15,543,921
TOTAL GENERAL FUND EXPENSES	12,596,039	2,947,882	15,543,921
INCREASE (DECREASE) IN FUND BALANCE	(0)		(0)
BEGINNING UNRESTRICTED FUND BALANCE	3,460,755		3,460,755
ENDING GENERAL FUND BALANCE	3,460,755		3,460,755

LASSEN COMMUNITY COLLEGE DISTRICT
2014/2015 FINAL BUDGET

Year to Year Comparison FY 2011-2012 to FY 2014-2015

Description	Actual 2011-2012		Actual 2012-2013		Actual 2012-2013		Percent of Total		Percent of Total		Percent of Total		Percent of Total		Percent of Total		Percent of Total		
	2012	2013	2013	2014	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013	
Revenues - General Fund																			
Federal Revenues	821,286	827,169	5.4%	827,169	5.6%	827,169	0.7%	827,169	5.6%	827,169	0.7%	827,169	6.8%	827,169	24.9%	827,169	6.1%	827,169	-8.2%
State Revenues	11,789,200	11,354,934	77.2%	11,354,934	76.6%	11,354,934	-3.7%	11,354,934	76.6%	11,354,934	-3.7%	11,354,934	75.4%	11,354,934	0.8%	11,354,934	77.3%	11,354,934	4.9%
Local Revenues	2,328,162	2,600,310	15.2%	2,600,310	17.5%	2,600,310	11.7%	2,600,310	17.5%	2,600,310	11.7%	2,600,310	17.7%	2,600,310	3.1%	2,600,310	16.6%	2,600,310	-3.5%
Other Financing Source	329,523	48,454		48,454		48,454		48,454		48,454		48,454	0.1%	48,454	-53.2%	48,454		48,454	
Total Revenue	15,268,171	14,830,867	97.8%	14,830,867	99.7%	14,830,867	-2.9%	14,830,867	99.7%	14,830,867	-2.9%	14,830,867	99.9%	14,830,867	2.4%	14,830,867	100.0%	14,830,867	2.4%
Expenditures																			
Academic Salaries	4,661,938	4,781,354	31.5%	4,781,354	33.4%	4,781,354	2.6%	4,781,354	33.4%	4,781,354	2.6%	4,781,354	29.7%	4,781,354	-5.6%	4,781,354	28.7%	4,781,354	-1.3%
Classified Salaries	3,141,315	3,130,150	21.2%	3,130,150	21.8%	3,130,150	-0.4%	3,130,150	21.8%	3,130,150	-0.4%	3,130,150	22.9%	3,130,150	11.0%	3,130,150	22.9%	3,130,150	2.4%
Benefits	3,164,310	3,112,348	21.4%	3,112,348	21.7%	3,112,348	-1.6%	3,112,348	21.7%	3,112,348	-1.6%	3,112,348	21.5%	3,112,348	5.1%	3,112,348	22.0%	3,112,348	4.7%
Supplies	374,518	366,396	2.5%	366,396	2.6%	366,396	-2.2%	366,396	2.6%	366,396	-2.2%	366,396	2.9%	366,396	20.4%	366,396	2.7%	366,396	-5.9%
Other	2,646,433	2,175,157	17.9%	2,175,157	15.2%	2,175,157	-17.8%	2,175,157	15.2%	2,175,157	-17.8%	2,175,157	18.5%	2,175,157	29.4%	2,175,157	19.5%	2,175,157	7.4%
Total Operating Expense	13,988,514	13,565,405	94.6%	13,565,405	94.7%	13,565,405	-3.0%	13,565,405	94.7%	13,565,405	-3.0%	13,565,405	95.6%	13,565,405	7.0%	13,565,405	95.7%	13,565,405	2.5%
Capital Outlay	623,548	283,195	4.2%	283,195	2.0%	283,195	-54.6%	283,195	2.0%	283,195	-54.6%	283,195	2.3%	283,195	22.3%	283,195	2.2%	283,195	-1.1%
Other Outgo	172,579	477,798	1.2%	477,798	3.3%	477,798	176.9%	477,798	3.3%	477,798	176.9%	477,798	2.1%	477,798	-32.4%	477,798	2.1%	477,798	0.0%
Reserve for Contingencies	-	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-	100.0%	-	0.0%	-	0.0%
Total Expenditures	14,784,641	14,326,398	100.0%	14,326,398	100.0%	14,326,398	-3.1%	14,326,398	100.0%	14,326,398	-3.1%	14,326,398	100.0%	14,326,398	6.0%	14,326,398	100.0%	14,326,398	2.4%
Excess/(Deficiency)	483,530	504,469		504,469		504,469		504,469		504,469		504,469		504,469		504,469		504,469	

LASSEN COLLEGE BOOKSTORE/CAFETERIA - FUND 31

	<u>2014-2015 Budget</u>
Revenue:	
New Book Sales	(292,064)
Used Book Sales	(200,000)
Supplies Sales	(60,000)
Food Sales	(152,864)
Emblematic Sales	(10,000)
Miscellaneous Income	(5,000)
<u> Total Revenue</u>	<u>(719,928)</u>
Cost of Sales	462,148
<u>Gross Profit (Loss)</u>	<u>(257,780)</u>
Expenditures:	
Classified Staff and Student Workers	110,224
Staff Benefits	74,707
Utilities and Overhead	8,000
Bank Fees	5,500
Contract Services	8,610
Postage	6,500
Supplies and Duplicating	13,576
Cash Over and Short	1,000
Equipment	7,500
Other Operating Expenses	22,163
<u> Total Expenditures</u>	<u>257,780</u>
<u>Net Profit (Loss)</u>	<u>-</u>

CHILD DEVELOPMENT CENTER - FUND 33

	2014-2015 Budgeted	
<hr/>		
Revenue:		
General Child Care	\$	(97,093)
State Preschool and Food Program		(94,017)
Child Development Services		(6,000)
Federal Revenue		(15,000)
Child Development Consortium Grant		(3,750)
<hr/>		
Total Income:		(215,860)
<hr/>		
Expenditures:		
Staff Salaries and Wages	\$	118,144
Staff Benefits		73,403
Meals		17,522
Supplies		4,000
Capital Outlay		-
Other Operating Expenses		2,791
Utility Overhead		0
Total Expenditures:	\$	215,860
<hr/>		
Net Profit/Loss	\$	-
<hr/>		

LASSEN COLLEGE DORMITORY - FUND 35

2014/2015
Budgeted

Revenue:		
Room Fees	\$	(217,569)
Interest Income		(500)
Miscellaneous Income		(1,000)
Total Revenue:	\$	(219,069)
Expenditures:		
Classified and Student Worker Salaries	\$	54,756
Staff Benefits		28,851
Utilities		48,358
Capital Outlay		16,000
Current Year Bond Payments		31,800
Supplies, Postage and Duplicating		10,700
Contract Services		7,604
Other Operating		21,000
Total Expenditures:	\$	219,069
Net Profit/Loss	\$	-

Associated Student Body - Fund 71

	2014/2015 <u>Budgeted</u>	
Revenue:		
ASB Cards and Vending Sales	\$	(1,000)
Interest Income		(5)
Activity Fee		(5,000)
Contributions	\$	(190)
<u>Total Revenue:</u>	<u>\$</u>	<u>(6,195)</u>
Expenditures:		
Supplies, Postage and Duplicating	\$	1,100
Travel		95
Other		5,000
<u>Total Expenditures:</u>	<u>\$</u>	<u>6,195</u>
<u>Net Profit/Loss</u>	<u>\$</u>	<u>-</u>

GOVERNMENT AID TO STUDENTS - FUND 74

	<u>2014-2015</u> <u>Budgeted</u>
Revenue:	
PELL Grants	\$ (1,200,000)
SEOG Grants	(68,942)
CAL Grants	(75,000)
Loan Batches	(565,000)
<hr/> Total Revenue:	<hr/> \$ (1,908,942)
Expenditures:	
PELL Grants	\$ 1,200,000
SEOG Grants	68,942
CAL Grants	75,000
Loan Batches	565,000
<hr/> Total Expenditures:	<hr/> \$ 1,908,942
<hr/> Net Profit/Loss	<hr/> \$ -

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2014-2015

DISTRICT NAME: Lassen Community College
DATE: October 14, 2014

I. 2013-14 APPROPRIATIONS LIMIT:

A. 2013-14 Appropriations Limit		\$ <u>9,374,821</u>
B. 2014-15 Price Factor:	0.9977	
C. Population Factor:		
1. 2012-13 Second Period Actual FTES	1703.79	
2. 2013-14 Second Period Actual FTES	1627.04	
3. 2014-15 Population change factor (line C.2 divided by line C.1)	0.954953	
D. 2013-14 Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3)		\$ 8,931,926
E. Adjustments to increase limit:		
1. Transfers in of financial responsibility	0	
2. Temporary voter approved increases	0	
3. Total adjustments - increase	0	
Sub-Total		0
F. Adjustments to decrease limit:		
1. Transfers out of financial responsibility	0	
2. Lapses of voter approved increases	0	
3. Total adjustments - decrease	0	
Sub-Total		0
G. 2014-15 Appropriations Limit		\$ <u>8,931,926</u>

II. 2014-15 APPROPRIATIONS SUBJECT TO LIMIT:

A. State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)		\$ 9,811,811
B. State Subventions (Home Owners Property Tax Relief, Timber Yield Tax, etc.)		51,396
C. Local Property Taxes		1,291,822
D. Estimated excess Debt Service taxes		0
E. Estimated Parcel taxes, Square Foot taxes, etc.		0
F. Interest on proceeds of taxes		0
G. Local appropriations from taxes for unreimbursed State, court, and federal mandates		0
H. 2014-15 Appropriations Subject to Limit		\$ <u>11,155,029</u>