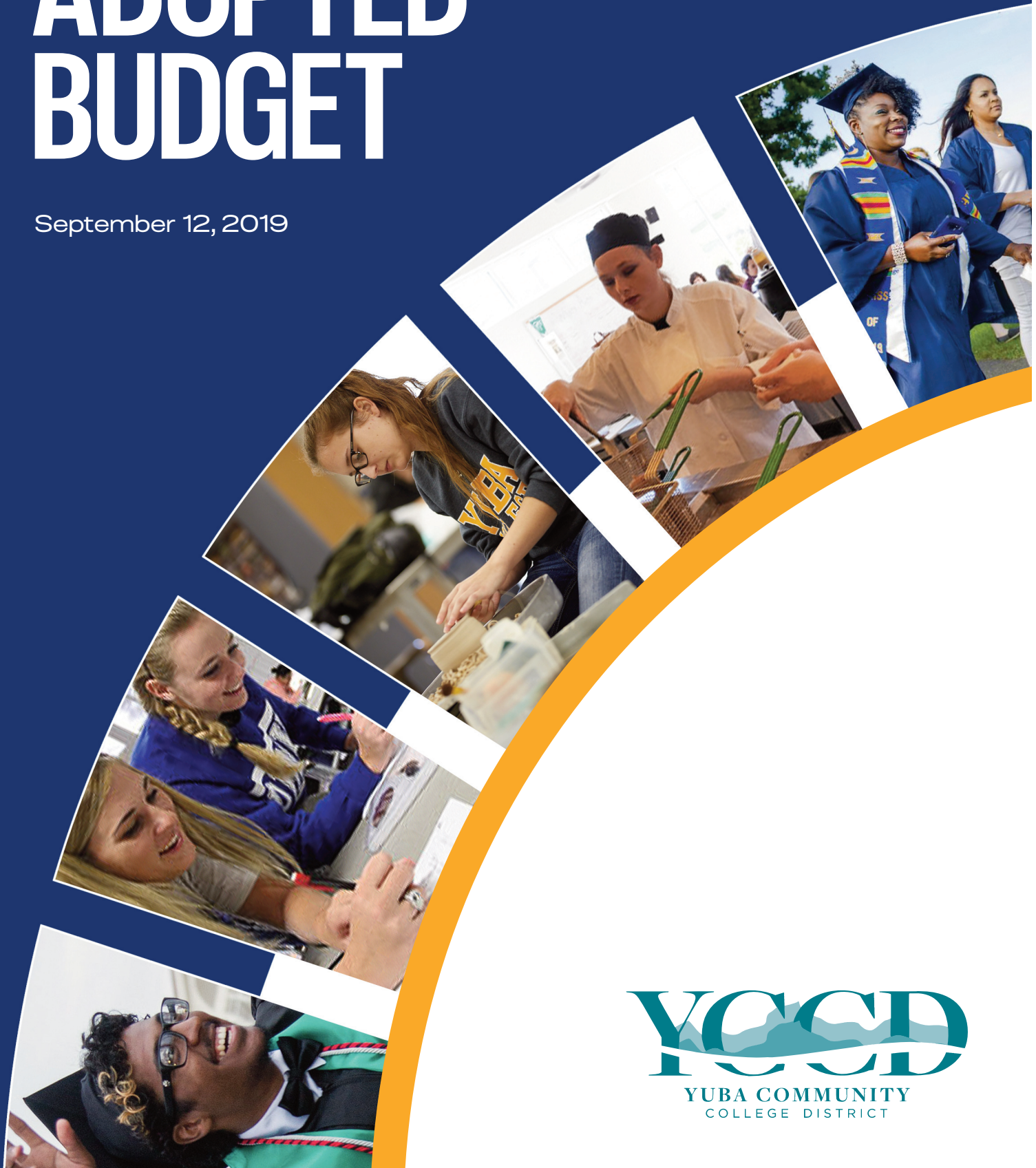


Fiscal Year 2019-2020

ADOPTED BUDGET

September 12, 2019



YCCCD
YUBA COMMUNITY
COLLEGE DISTRICT



Yuba Community College District

2019-2020

Governing Board

Richard Teagarden, President – Area 1
Brent Hastey – Area 2
David Wheeler, Vice President – Area 3
Michael K. Pasquale – Area 4
Jesse Ortiz – Area 5
Susan Alves, Clerk – Area 6
V. Richard Savarese – Area 7
Brianna Yanez, Student Trustee – Woodland Community College
Lizette Valdovinos, Student Trustee – Yuba College

Administration

Dr. Douglas B. Houston – Chancellor
Vacant – Vice Chancellor Education and Planning
Mazie L. Brewington – Vice Chancellor Administrative Services
Donald Grady – Chief Human Resources Officer
Dr. Artemio Pimentel – President Woodland Community College
Dr. G.H. Javaheripour – President Yuba College

This report is available from the district website at: yccd.edu

Chancellors Message

With the release of Governor Newsom's first budget, California Community Colleges appreciate the essential investment in students by the expansion of the California Promise Program to a second year, the increase and expansion of the Cal Grant Program Awards, and one-time funds to reduce districts sharing of rising CalSTRS and CalPERS pension costs. Yuba Community College District (YCCD) is also pleased that the State budget has approved matching funds for the construction of a new Performing Arts Center at Woodland Community College. This voter approved project is in direct alignment with the Colleges Educational Master Plan and will deliver a state-of-the-art facility in direct support of student educational programs.



As we embark on the second year of the Student-Centered Funding Formula we continue to proceed with caution and focus on our Board established financial principles and continue to adopt sound financial strategies that support the fiscal health of the District.

With several complexities around the new formula in the prior and current fiscal years, the Board was very prudent and forward thinking in year one by treating the increases as one-time. This has proven to be a smart strategy as the District has not benefited from receiving the Total Computational Revenue, instead our apportionment has been constrained with a loss of approximately \$1 million in revenue. More changes are expected on the horizon and our planning over the next year will be critical to address some specific priorities around the Vision for Success, stabilize the District budget, and address long-term liabilities.

I have spent the bulk of the year envisioning the direction of the District and through several planning meetings with Board members and District leadership, I have set some priorities for 2019-20. They are as follows:

- Guided Pathways
- Investment in Developmental Education Reform (i.e. AB 705)
- Strategic Enrollment Management
- Next Generation Strategic Plan

The 2019-20 final budget is balanced and in alignment with our mission and strategic plan. It allows the District to continue its commitment to support student access, success, while maintaining strong fiscal health.

With a potential recession looming in 2020, the District is well-positioned to weather the storm providing risk indicators are not ignored. This year, the work with the Board, District leadership and the wider community will focus heavily on the priorities I have established.

I look forward to the constructive dialogue and appreciate all the hard work of all employees. Let's have a good year together!

Dr. Douglas B. Houston

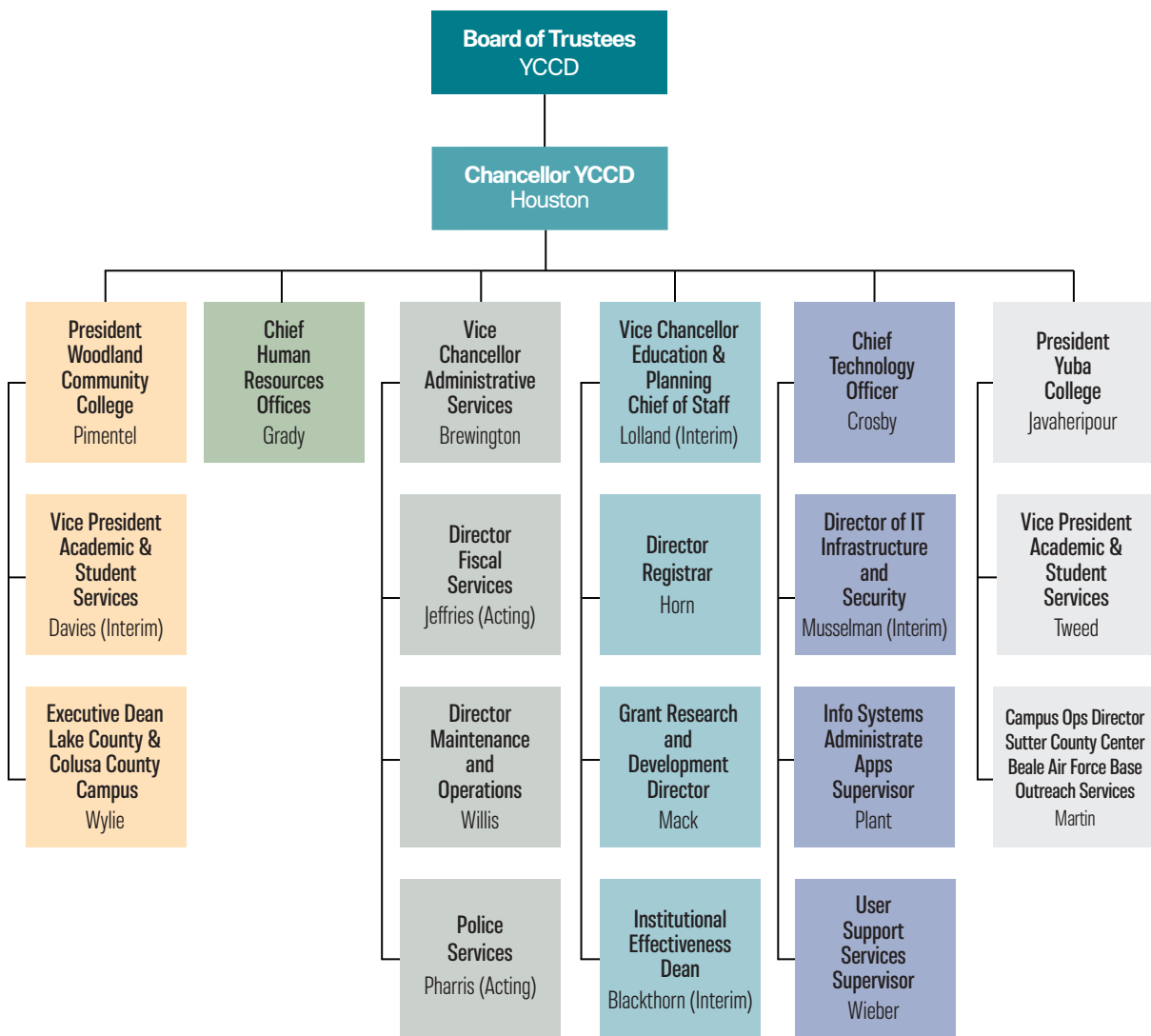
Table of Contents



District Organizational Chart	5
Our Campuses	8
Executive Summary	10
District Overview	14
Funding Methodology	15
Student Enrollment Trends	18
Budget Assumptions	19
Board Budget Planning Guideline	24
California Promise	26
Yuba Community College District Funds	27
General Fund – Fund 11 (Unrestricted)	28
Multi-Year Planning Scenarios	35
General Fund – Fund 12 (Restricted)	36
Capital Outlay Projects – Fund 41	43
Funds 42, 29, 21, 33	46
Measure J – Series D	52
Funds 69, 71, 74, 79	54
Adopted Budget Summary – All Funds	59
Gann Limit Financial	60
Fifty Percent Law Trends	61
Glossary	63



District Organizational Chart





Yuba Community College District (YCCD) spans eight counties and nearly 4,192 square miles of territory in rural, north-central California. Yuba College and Woodland Community College, offer degrees, certificates and transfer curricula at college campuses in Marysville and Woodland, educational centers in Clearlake and Yuba City, and through outreach operations in Williams and on Beale Air Force Base. The two colleges in Yolo County and Yuba County and the campuses in Clearlake, Colusa, and Sutter Counties, serve 13,000 students across the northern Sacramento Valley.

Mission Statement

The primary mission of the Yuba Community College District is to provide rigorous, high quality degree and certificate curricula in lower division arts and sciences and in vocational and occupational fields as well as business-focused training for economic development. An essential and important function of the District is to provide remedial instruction, English as a second language instruction, and support services which help students succeed at the post secondary level. Additionally, an essential function of the District is to provide adult non-credit educational curricula in areas defined by the State.

Strategic Goals

- Increase student success and maximize the student experience through andragogy, curriculum and well-aligned student services programs designed to enhance student learning and completion
- Integrate planning and institutional effectiveness processes within a culture of evidence
- Strengthen our CORE* as a 21st-century, learning-centered organization; employ, develop and sustain highly professional, qualified faculty and staff
- Complete multi-college district transition in structure, roles, responsibilities, and processes
- Assert regional educational, economic and workforce leadership; prioritize Economic and Workforce Development Programs based on regional, state and national imperatives
- Communication, Organization, Responsibility, Evaluation

Vision-Ensure Student Success By:

- Providing an innovative, world-class learning environment;
- Building and maintaining an atmosphere of trust within the college district and with our communities;
- Developing and maintaining programs and facilities that best meet the needs of our students and communities;
- Stewarding resources strategically to meet the diverse needs of our communities and region;
- Providing educational, economic, cultural, and civic leadership for our communities and region.

Values

- Knowledge
- Culture
- Respect/Mutual Trust
- Openness
- Stewardship
- Honesty
- Student Success
- Courage



Our Campuses

Woodland Community College

Woodland Community College (WCC), accredited in 2008 as the second community college in the Yuba Community College District and the 110th in the State of California, has provided educational opportunities for students in Yolo and Colusa Counties since 1975. WCC is the only Hispanic Serving Institution (HSI) in the Sacramento region, with 44% of its student population being of Latino descent. In addition to transfer programs, WCC offers Distributive Education (DE), Basic Skills courses, Career Technical Education (CTE) and other life-long learning opportunities. Students have access to an array of support services, financial aid, dedicated staff and a Child Development Center (CDC).



Colusa County Campus (CCC)

The Colusa County Campus opened its doors on January 18, 2011. The facility has four classrooms, which accommodates up to 120 students and also has office space for student services, counseling, faculty, and administrative support. The CCC also has conference rooms, break areas and vending machines. CCC was designed with sustainability principles in mind which will ultimately lead to a minimum LEED silver certification. A wide array of classes are offered at CCOF, including Administration of Justice, Biology, Early Childhood Education, Emergency Medical Technician, English, English as a Second Language, Ethnic Studies, Health, History, Math and Psychology.



Lake County Campus

Courses have been offered in this area since the fall semester of 1972. The Campus is located on Highway 53 in the city of Clearlake. Lake County students can complete two years of pre-transfer work at the Campus or satisfy their own needs in General Education. The Campus is growing and offers a full range of community college courses. In addition to transfer programs, the Campus offers career education in Business, construction trades, Food Services Management, health fields, and Mass Communications, as well as courses in many other areas. The Campus also provides a wide range of student services and remedial courses, and a Child Development Center.



Our Campuses Continued

Yuba College

The Yuba College campus is located in Marysville, California. Yuba College has been providing quality education to residents of the Yuba-Sutter area for over 91 years. The 160-acre Yuba College Marysville campus first opened its doors in 1962. The college offers classes in over 90 programs that prepare students for a certificate, Associate's Degree, or a transfer to a four-year university. In addition to the main campus, Yuba College operates two educational facilities: one at the Beale Air Force Base Outreach Services and another at the Sutter County Center.



Sutter County Center

The Sutter County Center allows students to complete nearly all associate and transfer requirements on-site and offers courses leading to an Associate Degree and Certificates. The Sutter County Center of Yuba College is located just off Highway 99 between Pease Road and Eager Road on East Onstott Road.



Beale A.F.B.

Classes have been offered on this site since the fall semester of 1960. The Base Education / Library Building is located at 17849 16th Street, Beale Air Force Base. A variety of general education and transfer courses are offered in late afternoon and evening, as well as some noon-hour classes. Two program formats are provided: Semester-length schedules and two nine-week terms each semester.



Executive Summary

Annual Budget 2019-20

This executive summary highlights significant components in the Governor's state adopted budget for fiscal year 2019-20, provides an overview of major budget decisions, addresses statewide challenges, identifies future opportunities for community colleges and specifically address the impact of these decisions for the Yuba Community College District.

State Budget Overview

On June 27, 2019, Governor Newsom signed the 2019-20 final state budget, his first. The budget is balanced and continues to set aside resources in the Rainy Day Fund. While the economy continues to expand, even a moderate recession could have a significant impact on state revenues for several years. Early predictions show an economic downturn in 2020. Governor Newsom continued to focus on budget resiliency by paying down liabilities, building reserves, and increasing spending for one-time initiatives. The budget also deposits an additional \$1.2 billion into the Rainy Day Fund, bringing the reserve to \$16.5 billion in 2019-20.

Major features of the Governor's budget with impacts to the California Community Colleges (CCC's) are summarized below:

- \$42.6 million to Expand California College Promise
- 230 million for COLA (3.26%)
- \$5 million to Augment Veterans Resource Centers
- \$24.7 million (0.55%) in enrollment growth
- \$18.4 Adjust Student Success Completion Grant Funding for Workload
- \$1.5 million Teacher Credentialing Partnerships
- \$13.5 million in Deferred Maintenance & Instructional Equipment (one-time)

A complete list of Appropriations for CCC's can be found at Table 2 on page 13.

The 2019-20 California State budget continues to demonstrate the Governor's Commitment to higher education. For community colleges, the Governor's 2019-20 budget provides approximately \$800 million in new Proposition 98 resources-of which approximately \$300 million are in one-time funds. The budget also honors the statutory split under Proposition 98 of 10.93%.

Major Policy Changes

Changes to California Community College funding includes routine adjustments using updated estimates of revenue, enrollment, and inflation. It includes a few major changes, including Student Centered Funding Formula (SCFF) adjustments and expansion of the California College Promise.

Proposition 2, approved by voters in November 2014, created the Public-School Stabilization Fund (PSSSA), a new reserve for schools and community colleges. The Budget Act makes the first transfers into the PSSSA, appropriating \$389.3 million for this purpose. The state has not yet established practices governing when funds are appropriated from the account and how those funds are distributed between schools and community colleges.

The Budget Act continues implementation of the SCFF, with adjustments to the formula's structure in 2018-19 and 2019-20. First, the budget recalculates funding rates as noted in Table 1 and beginning in 2020-21, those funding rates would simply be adjusted by COLA, and the distribution of funds across the three allocations would be determined by changes in the underlying factors.

Second, for the calculation of the student success allocation, it:

- (1) Counts only the highest of all awards a student earned in the same year. And, the student must be enrolled in the District in the year the award was granted.
- (2) Refines the definition of a transfer outcome as a student must have completed 12 or more units in the District in the year prior to the transfer.
- (3) Calculates the student success allocation based on three-year averages of each of the measures in the allocation.

Lastly, the budget extends the hold harmless provision until 2021-22, specifying that districts will receive at least 2017-18 total computational revenues, adjusted by COLA each year.

4 YEAR TRANSITION				
	Basic Allocation	Supplemental (Equity)	Student Success	
2018 - 2019	70%	20%	10%	Basic Allocation - Current factors (primarily credit FTES)
2019 - 2020	70%	20%	10%	Supplemental Allocation - Counts of Low Income Students
2020 - 2021	70%	20%	10%	Student Success Allocation - Counts of outcomes related to the Vision for Success, with "premiums" for outcomes of low-income students
2021 - 2022	70%	20%	10%	

Table 1 – Rates are stable, only adjusted by COLA

Expansion of California College Promise (AB19, 2017 Santiago)

The Budget Act expands the California College Promise with an additional \$43 million for a total of \$85 million. Districts can use funds to waive enrollment fees for first-time, full-time California students for up to one year. Trailer legislation amends the program to allow colleges to provide a second year of fee waivers for all first time, full-time students. The legislation also allows colleges to alter the definition of full-time for students with disabilities. Districts also can decide to use the funds for other purposes.

Relief on Pension Costs

The Budget Act includes a one-time, \$1.6 billion CALSTRS payment and a one-time, \$660 million CALPERS payment, both of which would reduce school and community colleges districts' of the unfunded liability for these pension funds. Additional funding is included to pay districts' statutory employer contributions to CalSTRS and CalPERS for 2019-20 and 2020-21. Specifically, for 2019-20, the budget includes a payment of \$356 million to CalSTRS, reducing districts' required contributions from 18.1% to 17.1% and a payment of \$144 million to CalPERS, reducing districts' contribution from 20.7% to 19.7%. For 2020-21, the budget includes a payment of \$250 million to CalSTRS, reducing districts' contributions from 19.1% to 18.4%, and a payment of \$100 million to CalPERS, reducing districts contributions from 23.6% to 22.7%. State fiscal experts caution that the budget relief is temporary and should be treated as one-time savings with no ongoing benefit.

Cal Grant Expansion

The budget expands the number of competitive Cal Grant awards by 15,250 and benefit students who ordinarily would not qualify for entitlement programs, primarily because of the amount of time they have been out of school. A supplemental award has also been created for Cal Grant recipients who are enrolled in one of the public higher education segments and who have dependent children. For students receiving the Cal Grant A, the proposal creates a new access award that could provide up to \$6,000 annually to cover nontuition cost. For students receiving Cal Grant B, the maximum access award would increase \$6,000 annually (from \$1,648). For students receiving the Cal Grant C, the maximum books and supplies award would increase to \$4,000 (from \$1,094).

The budget also creates the Cal Grant B Service Incentive Grant Program to provide students who are not eligible for federal work study program with non-tuition aid up to \$1,500 per semester for performing at least 150 hours of community or volunteer service per semester. The budget includes \$9 million General Fund ongoing for this purpose.

Longitudinal Data System

A new statewide longitudinal data system, the "Cradle-to-Career Data System," to connect information from education entities, employers, and other state and local agencies. The Office of Planning and Research will serve as fiscal agent for these funds. A workgroup comprised of state agencies and other parties are expected to provide data to the system. The legislation also requires a planning facilitator to convene one or more advisory groups of data system users to provide additional input. This workgroup will prioritize implementation of the data system in the following order: Phase 1 focusing on K-12 and higher education, Phase 2 focusing on workforce, Phase 3 focusing on early care and education, and Phase 4 focusing on health and human services and other data connections.

Capital Outlay

Governor Newsom took a bold step and demonstrated leadership by investing in many lingering locally approved capital projects not funded under the prior administration. His Budget Act includes \$535.3 million in capital outlay funding from proposition 51, approved by voters in 2016. This funding supported 20 continuing projects and 39 new projects. This is tremendous news for the District with the funding of the "Performing Arts Facility" for Woodland Community College.

2019-20 Appropriations to California Community Colleges

Table 2: Changes in CCC Proposition 98 Funding (In Millions)

2018-19 Revised Budget^a	\$8,483
Student Centered Funding Formula base adjustments	\$62.5
Remove one-time spending	-109.7
Other technical adjustments	-43.5
Subtotal	-\$90.7
Provide 3.26% COLA for Student Centered Funding Formula	\$230
Expand California College Promise	42.6
Fund 0.55% enrollment growth	24.7
Adjust Student Success Completion Grant funding for workload	18.4
Provide 3.26% COLA for certain categorical programs ^b	13
Fund student housing program	9
Use one-time funds for CCC Strong Workforce program	-6.7
Augment veteran resource centers	5
Backfill federal funds for Foster Parent Education Program	0.4
Augment Historically Black Colleges and Universities (HBCU) transfer program	0.1
Subtotal	\$336.5
Total Changes	\$245.7
2019-20 Budget^a	\$8,728.7

^a Amounts exclude Adult Education Program and K-12 Strong Workforce Program funding.

^b Applies to CalWORKS, Campus Childcare, DSPS, EOPS, apprenticeships, Mandates Block Grant, and Fund for Student Success programs.

COLA = Cost-of-living adjustment

Table 2

District Budget Overview

Impact-Yuba Community College District

Governor Newsroom signed a balanced, on-time state budget that builds a strong fiscal foundation that saves for challenging times and invest in the present day needs of working California's. He is quoted as saying, "The driving ideas behind this budget and my first year in office is to combat the cost crisis and maintain fiscal discipline".

More specifically with respect to California Community Colleges, Governor Newsom's investment in the expansion of the Promise Program, increase and expansion of Cal Grants, early payments to PERS and STRS pension obligations, locally approved capital projects and maintenance of the Proposition 98 statutory split is appreciated.

One of the significant highlights of the budget is the continued implementation of the Student-Centered Funding Formula (SCFF). The first year (2018-19) of the allocation placed the District in a very significant fiscal position to address strategic planning priorities in a meaningful way. The Board Finance Committee and the administration engaged in intensive ongoing dialogue to reaffirm budget principles and planning guidelines, establish goals for the Chancellor and the District and shape strategic recommendations for the adoption of the final 2018-19 budget during the first-year of the funding cycle. The Board of Trustees foresight and direction to adopt the first budget under the formula and proceed with great caution proved to be invaluable advice and direction for the administration.

As we enter year two; with predictably given the scale and magnitude of this change under SCFF, there has been many complexities about the funding elements and the fact that the state could not fully fund the new model for all 72 Districts. At the time of this writing there is still a lot of uncertainty about how Districts will be funded for the current fiscal year (2019-20). The unaffordability of the formulas has led to constrained Apportionment allocations due in part with conflicts in timing with the reporting of MIS data.

With all the current constraints, the Yuba Community College District has managed to be on good fiscal footing recognizing other possible changes to the new formula could create further reductions in resources. The anticipated changes will be watched closely, and adjustments made and communicated in a transparent participatory manner.

Under the leadership of the Chancellor the top priorities for 2019-20 are noted below:

- Guided Pathways
- Strategic Enrollment Management
- Investment in Developmental Education Reform (i.e. AB 705)
- Next Generation Strategic Plan

The Board has been conservative and forward thinking in its understanding to maintain access and support student success priorities while balancing economic stability for the District. The Board understands and accepts that the economics of the State are volatile and tremendous revenue fluctuations can occur between good and bad economic years, as seen most recently between 2008-09 and 2012-13.

The District is committed to the State Chancellor's Vision for Success, which requires adapting programs, policies and procedures to align with the goals, requirements, and regulations of the new program funding changes.

Funding Methodology

Introduction

Reference: Education Code Section 58870 - Financing of a Community College District

Since the inception of the community college system in 1907, there have been numerous changes in the method of distributing state and local funds for the support of community colleges. In 1988 California voters approved proposition 98, an initiative that amended Article XVI of the state constitution and provided specific procedures to determine a minimum guarantee for annual K-14 funding. The constitutional provision links K-14 funding formulas (which include community colleges) to growth factors, including state revenues and student population. These various factors determine the percent of state's budget dedicated to K-14 education.

In 2006-07, legislation (SB 361) was passed and signed into law that provides a basic allocation for each college or center, plus a per credit FTES funding amount of at least \$4,367 to bring all districts in the system to 90th percentile in funding per FTES. The 2018-19 funding model has changed to focus on student success.

New Funding Formula Model - Student Centered

For 2018-19, the Governor provided a new Student-Centered Funding Formula for community colleges. The 2018-19 revenue budget for apportionment under the new funding formula uses three calculations (1) a Base Allocation, which primarily factors Credit FTES; (2) a Supplemental Allocation, which counts low income students, and (3) a Student Success Allocation, which counts outcomes related to the Vision for Success, with premiums for outcomes of low-income students. In addition, Non-Credit and Special Admit FTES are funded at the current rates.

The sources used to support the new funding formula allocations remains the same and includes State General Apportionment with Full-Time Faculty Hiring dollars, Education Protection Act (EPA), Student Enrollment Fees (98%), and Property Taxes.

Yuba Community College District's 2019-20 Total Computational Revenue (TCR) for the Second Principal Apportionment (P2) is \$54,557,069. Under the new funding formula, the 2019-20 TCR is contronstrained at \$53,611,259. This represents a decrease in total apportionment of \$945,810 or 1.7 percent.

As noted in Table 1 of the executive summary, the new funding formula offers a 4-year transition period, adopts a hold harmless provision that guarantees that all colleges will at a minimum receive a cost-of-living increase for four years and provides a much-needed measure of stability.

Three Components of the Funding Model

The **Basic Allocation**, which is very similar to SB 361, now only represents 70% of the funding for this fiscal year. As with the prior model, FTES, College and Centers status are factors of this funding with COLA applied to each.

The **Supplemental Grant** is made up of the number of District students that are qualified recipients of the Pell Grant, AB 540 grant, and the California Promise Grant, AB 19 at a rate of \$919.

Many factors are given specific dollar values per student to get to the combined total for the Student Success Allocation. The greatest value is placed on Associate Degrees for Transfer, which is a rate of \$666 per student. Additional funds are provided if the student is a Pell Student (38% additional funding) or a Promise Grant Student (25% additional funding). The summary of the values is included on table 3 on page 17. Due to the new funding formula, the State Chancellor's Office has not been able to provide timely budget projections.

It is anticipated that the metrics will be updated using 2018-19 data and a recalculation of District entitlements will occur at P1. The FTES data from 2018-19 will be the actual final figures used in the calculation of the basic allocation.

As the new formula provided some new dollars in year one of funding, the 2019-2020 final budget is prepared using constrained apportionment revenue while additional work at the State level is completed to address funding gaps.

How It Works!

State General Apportionment

District's Total Computation Revenue (TCR)

Minus (-) Local Property Tax Revenue and 98% of the Enrollment Fees collected

= General Apportionment (by the state of California)

This means the actual amount of revenue provided to a community college to operate is not impacted by the wealth of the local areas property tax base or the amount of enrollment fees collected since they are deducted from the state's calculated apportionment for each district.



Summary of New Allocation Model

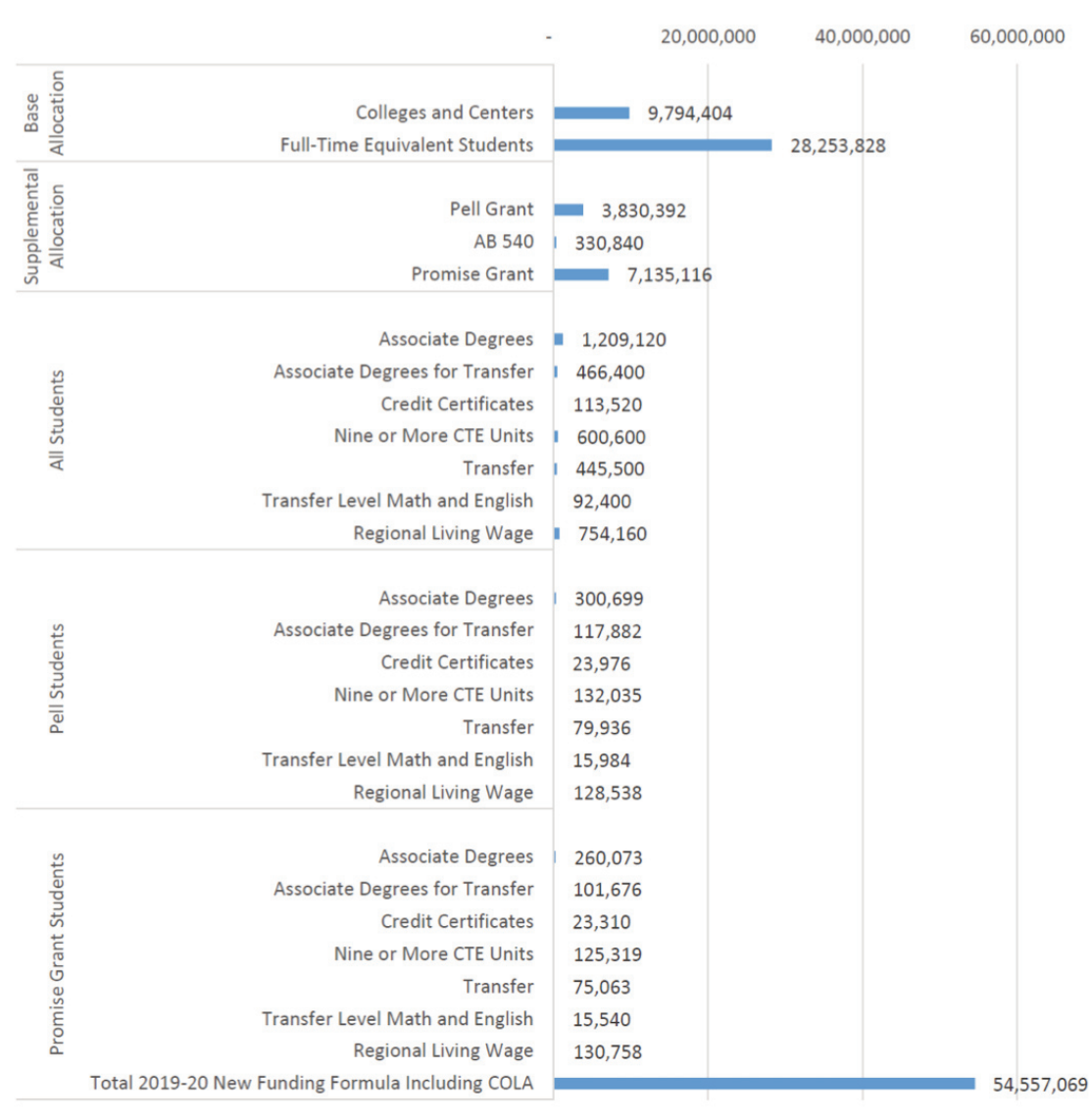


Table 3

Student Enrollment Trends

The California Community College system consists of 72 Districts, comprised of 115 colleges and 76 educational centers, and currently serves approximately 2.1 million students per year with another 80,000 transferring to the University of California (UC) and California State University (CSU).

The 2019-20 revenue budget for apportionment under the new funding formula uses three calculations (1) a Base Allocation, which primarily factors Credit FTES; (2) a Supplemental Allocation, which counts low income students, and (3) a Student Success Allocation, which counts outcomes related to the Vision for Success, with premiums for outcomes of low-income students. In addition, Non-Credit and Special Admit FTES are funded at the current rates.

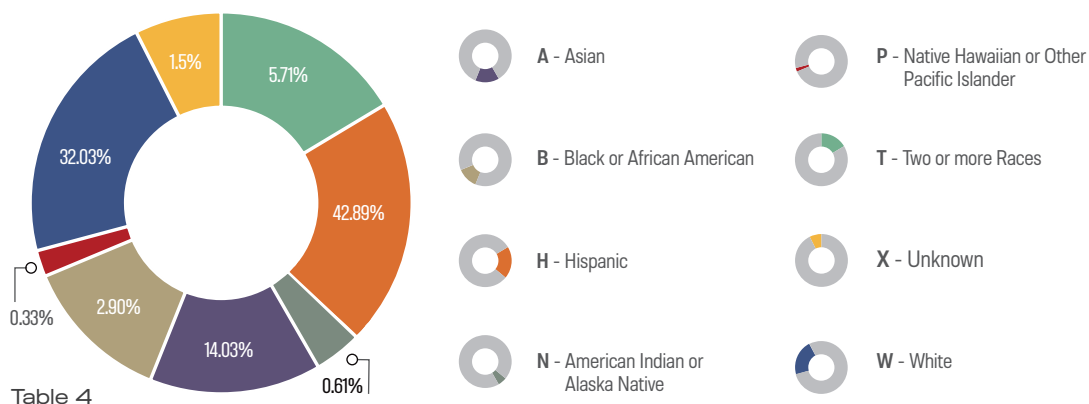
With the adoption of the new funding formula, FTES is no longer the single driver of apportionment resources. In year two of the new formula the District will receive 70% funding for Credit FTES, and full funding for Non-credit and Special Admit FTES generated. In three subsequent fiscal years, the District will receive the same funding rate adjusted by COLA. All other FTES generated will remain fully funded.

In the past two fiscal years, the Districts total FTES funding level has been flat at 7,626. This was accomplished with some borrowing from summer. However, in 2018-19, the District experienced a decline in enrollment bringing down the 3-year average (7,134.92) under the new formula and decreasing funding by approximately \$262,903. Growth funding has been provided in the state budget, but YCCD has not included growth revenue in the 2019-20 budget.

Through Guided Pathways and the California Promise Initiative, the District will focus on successful completion of degrees and certificates, increasing job skills and/or transferring to a four-year institution.

The geographic area served by Yuba Community College District represents a diverse population. Following is a graphic display of the makeup of the District's student population for fall 2018.

YCCD Student Ethnicity IPEDS - Fall 2018



Budget Assumptions

All California Community Colleges are in year two of a four-year transition to a new Student-Centered Funding Formula. The 2019-20 budget assumptions listed below include the new criteria used for the purposes of allocating and expending resources.

Revenues Unrestricted

- **Apportionment:** The 2019-20 revenue budget for apportionment under the new funding formula uses three calculations (1) a Base Allocation, which primarily factors Credit FTES; (2) a Supplemental Allocation, which counts low income students, and (3) a Student Success Allocation, which counts outcomes related to the Vision for Success, with premiums for outcomes of low-income students. In addition, Non-Credit and Special Admit FTES are funded at the current rates.

The sources used to support the new funding formula allocations remains the same and includes State General Apportionment with Full-Time Faculty Hiring dollars, Education Protection Act (EPA), Student Enrollment Fees (98%), and Property Taxes.

Yuba Community College District's 2019-20 Total Computational Revenue (TCR) for the Second Principal Apportionment (P2) is \$54,557,069. Under the new funding formula, the 2019-20 TCR is constrained at \$53,611,259. This represents a decrease to total apportionment of \$945,810 or 1.7 percent.

- **Cost of Living Adjustment (COLA):** The 2019-20 state budget provides a 3.26% Cost of Living Adjustment (COLA). The District's allocation is \$1,747,727 based on the constrained TCR. COLA in advanced apportionment for 2019-20 is not fully funded and based on 2017-18 TCR data. The First Principal apportionment (P1-February 2020) should adjust this figure, but may be constrained due to lack of resources to fund SCFF. This COLA, while helpful, still does not fully cover the increases to salaries or increases to STRS and PERS rates. The District is taking a prudent approach when adding on going costs to the budget. Previously negotiated obligations, such as step and column increases to salary and STRS and PERS contribution rate increases, are out pacing increases to revenue
- **Mandated Block Grant:** The Mandated Block Grant funding is being preserved by the Governor's budget. The funding formula will be the same as the past fiscal year (\$30 per FTES plus COLA at 3.26%). The per FTES is based on the prior year P2 (second principal apportionment-7,492 FTES). Based on this information, the District is expecting revenue of \$222,755.
- **Full Time Faculty Hiring (FTFH):** The 2019-20 state budget provides an ongoing unrestricted allocation of funds to the District of \$455,591(2015-16) as part of the apportionment base. In 2018-19, the Budget Act included resources of \$388,733 for full-time Faculty hiring. The District filled 4 new positions using these funds. This line item is in the 2019-20 budget as an ongoing source to support the funding of these positions.

- **Lottery:** The District will use a projected rate of \$151 per FTES unrestricted non-proposition 20 and \$53 restricted per FTES for Proposition 20. In FY 2019-20 the lottery proceeds are based on 7,545 FTES, which is a projection of resident plus nonresident FTES. Any reduction to funded FTES, or a reduction in the rate per FTES, will result in an adverse impact on lottery proceed for both unrestricted and restricted funds. Based on current information, the District is estimating total receipts of (\$1,400,000 unrestricted and \$450,000 restricted) in lottery funds for Fiscal Year 2019-20.
- **Part-Time Faculty Office Hours (On-going):** The 2019-20 State budget provides \$15 million On-going Funds for community colleges in support of Part-time Faculty Office Hours. The allocation of this funding occurs in June 2020. We have based our estimates on past receipts and included in the budget \$75,000. This is subject to change once the official distribution of funds is made.
- **Enrollment Growth:** The District has not identified any expected growth funds in the 2019-20 budget. The Colleges continue to work within their communities and market programs based on their Educational Master Plans. The area where some growth is anticipated is the Special Admits under the Dual Enrollment Program. The new Student-Centered Funding Formula per FTES for Credit is \$5,457 for Special Admits.

Revenues Restricted

California College Promise Program (Expanded):

The California College Promise, established by AB 19 (Santiago, 2017) and funded initially in the 2018-19 Budget Act, provides our system another important opportunity to implement evidence-based strategies to improve college access and success. Governor Newsom with the release of his first budget saw this as a priority and has funded the program for a second year in the 2019-20 Budget Act. Allocations to the District will be released at the First Principal Apportionment (P1) in February 2020. The District has certified for funding as required by September 1, 2019 and expects to receive \$208,063 (YC-\$146,377& WCC-\$61,686) in funding.

Deferred Maintenance and Instructional Support:

The 2019-20 Budget allocates approximately \$13.5 million to community colleges, which can be appropriated for deferred maintenance and instructional equipment. The District's portion is \$92,761. This amount is substantially lower than the prior two fiscal years and the District will need to address the most essential priorities when determining how to allocate these funds. A state match is not required for utilization of these funds.

CalSTRS On-Behalf Payments:

Governmental Accounting Standards Board (GASB) Statement 68 and Senate Bill 90, Accounting and Financial Reporting for Pensions, introduced new requirements for state and local governments to recognize employer costs and obligations for pensions. Included in the budget is \$2,571,072 in pass-through revenue for STRS on-behalf payments made by the state per a change in accounting methods. Historically, the state has made a portion of the payments to STRS on behalf of local employers. Based on a new accounting advisory released by the California Community Colleges Chancellor's Office on July 29, 2016, YCCD is now required to show the revenue and expenditures on its books without ever receiving the revenue or making the payments.

CalPERS On-Behalf Payments:

Senate Bill 90, Accounting and Financial Reporting for Pensions, introduced new requirements for state and local governments to recognize employer costs and obligations for pensions. Included in the budget is \$537,709 pass-through revenue for PERS on-behalf payments made by the state per a change in accounting methods. Historically, the state has made a portion of the payments to PERS on behalf of local employers. Based on a new accounting advisory released by the California Community Colleges Chancellor's Office on August 26, 2019, YCCD is now required to show the revenue and expenditures on its books without ever receiving the revenue or making the payments.

Expenditures Unrestricted

- **Step/Column Increase:**

The District will fund step and column increases. Historically salaries increase approximately 1% year-over-year.

- **COLA:**

The District is expected to receive some portion of the state funded by the First Principal Apportionment (February 2020). The estimated amount is \$1,747,000. Through negotiated settlements with the Police Officers Association (POA) a 100 percent of the state allocated COLA (3.26%) was applied based on negotiated settlement agreements. In the case of FAYCCD and YC-AFT both groups currently have an open contract and negotiations are currently underway. The 2019-20 COLA has not been awarded to these groups. CSEA and the District had a mutual re-opener on compensation for 2019-20. The Board is expected to take action on the re-opener at the Regular Board Meeting on September 12, 2019. Shortly thereafter, negotiations shall begin. The District Management Team received 80 Percent COLA for 2019-20, effective July 1st YC-AFT currently has an open contract and bargaining with the District is expected to begin in late September.

- **STRS/PERS:**

The employer portion of STRS and PERS increases is included in the 2019-20 expenditure budget. These costs increases are \$334,777 and \$230,136 respectively.



- **Health Care Costs:**

The 2019-20 budget is enjoying a third year of no cost increase through the Tri-County Schools Insurance group (TCSIG) Joint Powers Authority (JPA) for health benefits for active employees. Retiree health cost increased by \$79,400 and appropriate adjustments are included in the adopted budget.

- **Full Time Faculty Hiring (FTFH) Ongoing:**

The District 'through apportionment funding received \$455,591 in resources to support full-time faculty hiring. This is an ongoing figure since 2015-16 and represents part of the Districts base allocation. A new allocation was received by the District in fiscal year 2018-19 for \$388,000 and supported 4 new faculty position, split equally among both colleges.

- **Debt Service:**

The District has included \$208,185 in the budget for debt service to support the funding of energy projects as the utility rebates are decreasing.

- **Board Elections:**

In anticipation of the upcoming Board elections in November 2019, the District has allocated \$75,000 to support the requirements around this activity.

- **Vacation Liability:**

The District has funded an estimated \$150,000 vacation payout for the current year (2019-20). Prior years, the liability was booked at the end of the fiscal year and not truly capturing the cost of operations of the District and possibly creating a revenue short fall in the Unrestricted General Fund Budget. This approach is a Generally Accepted Accounting Practice (GAAP).

- **Long Term Liabilities:**

This is an area where the District has made progress by joining the California Public Employees' Retirement System (CALPERS) / California Employers' Retiree Benefit Trust (CERTB) establishing an irrevocable trust to address the unfunded liability for Other Post-Employment Benefits (OPEB). To begin addressing the requirements of the Governmental Accounting Standards Board (GASB) Statements 74/75, in 2018-19 the District invested 2 years of funding in the budget to support the liability for Other Post-Employment Benefits (OPEB). The current year funds account for \$2.9M in pay-as-you-go expenditures for current retirees and one additional year (\$3M) funded in 2018-19 has been placed in the Retiree Health Benefit Fund (Fund 69). It is anticipated that this amount will be invested in the irrevocable trust (CALPERS/CERTB) this fiscal year. All payments will be made from the trust and this approach would allow continual investments against the District's long-term liability. It is important to note that this investment amount does not fully fund what is considered the Annual Required Contribution as evidenced in the latest actuarial study (June 2018) and audited Financial Statement of Net Assets. A financial plan is scheduled to be completed during the Fall semester that will inform future investment decisions to address the full liability. Additional funds are reserved to support the adopted investment strategy.

- **CalSTRS On-Behalf Payments:**

Governmental Accounting Standards Board (GASB) Statement 68, Accounting and Financial Reporting for Pensions, introduced new requirements for state and local governments to recognize employer costs and obligations for pensions. Included in the budget is \$1,204,468 in pass-through revenue for STRS on-behalf payments made by the state per a change in accounting methods. Historically, the state has made a portion of the payments to STRS on behalf of local employers. Based on a new accounting advisory released by the California Community Colleges Chancellor's Office on July 29, 2016, YCCD is now required to show the revenue and expenditures on its books without ever receiving the revenue or making the payments.

- **CalPers On-Behalf Payments:**

Senate Bill 90, Accounting and Financial Reporting for Pensions, introduced new requirements for state and local governments to recognize employer costs and obligations for pensions. Included in the budget is \$537,709 pass-through revenue for PERS on-behalf payments made by the state per a change in accounting methods. Historically, the state has made a portion of the payments to PERS on behalf of local employers. Based on a new accounting advisory released by the California Community Colleges Chancellor's Office on August 26, 2019, YCCD is now required to show the revenue and expenditures on its books without ever receiving the revenue or making the payments.

Expenditures Restricted

Restricted expenditures are based on Federal, State and Local granting authority criteria. District Financial Analyst and College Program Managers oversee the use of this category of funding. In addition to the annual auditing of these funds, reporting requirements to granting agencies occur on a quarterly and annual basis and are certified by District Officials.

Reserves

Ending Fund Balance:

The Unrestricted ending fund balance is budgeted at \$8,865,509, which is 15.80% of budgeted appropriations in FY 2019–20. The ending fund balance includes:

- Per Board Policy, a minimum Ending Fund Balance of \$9,501,165 (15.80%) and reserves of 8% of expenditures \$4,811,489
- Contingency for Revenue Shortfall
 - Reserve for Contingency - \$400,000
 - STRS and PERS employer increases for fiscal years 2020-21 (\$380,808)
- Restricted Reserves
- Innovation Fund-21st Century Academy (2020-21) - \$200,000
- Other Post-Employment Benefits (OPEB) \$3,708,868

Board Budget Planning Guidelines

Principles of Fiscal Planning

(Reviewed April 3, May 1, June 4, July 31, and September 4, 2019 - Board Finance Committee) The Yuba Community College District Fiscal Plan incorporates the following principles of fiscal planning as reviewed and affirmed by the Board's Finance Committee on August 1, 2018: Principles are reviewed each year as part of the budget development process.

- Responsible stewardship of available resources will serve as the foundation for sound management and sustainability
- Resources are allocated to strategic priorities established by the Governing Board
- Ongoing expenditures will be funded by ongoing revenues and one-time expenditures will be funded by one-time revenues
- Total "cost of ownership" considered for new or continued commitments
- Maintain adequate fund balance to avoid short-term borrowing
- Revenue analysis is completed prior to making short or long-term commitments
- Minimize or altogether avoid "structural deficits"
- Develop college and District Services budgets through transparent and inclusive processes
- Ensure fiscal stability and viability by optimizing enrollments and integrating Strategic Enrollment Management (SEM) into the Districts Financial Planning, budgeting and allocation processes
- Ensure College student enrollment goals align with the mission and core elements of the Student- Centered Funding Formula (SCFF).
- Evaluate the Colleges Unrestricted General Fund budgets based on the elements of the SCFF, using the data to inform resource allocations.
- Ensure multi-year projections rely on trend analysis, incorporate industry standards and includes the funding elements of the SCFF.

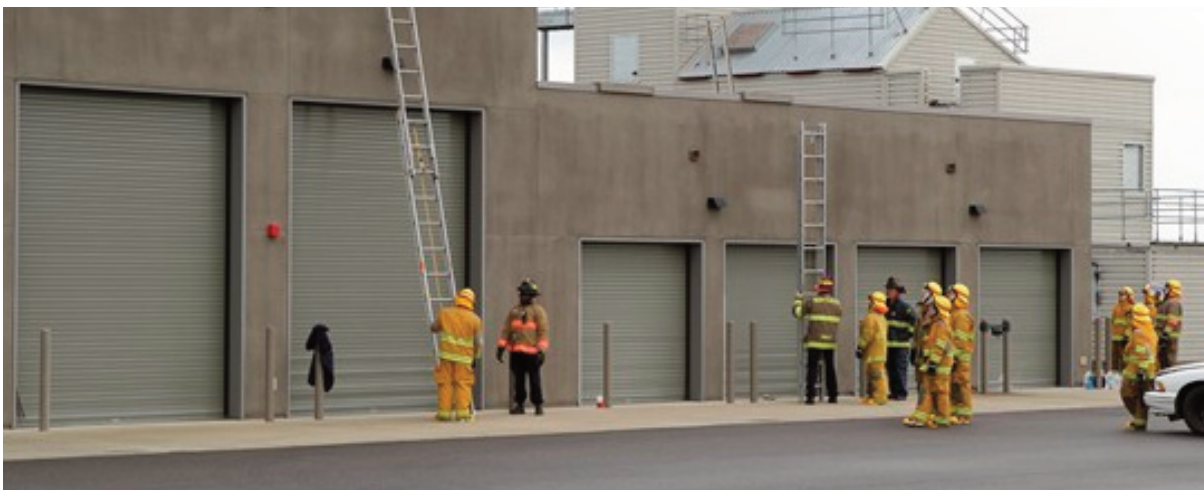
Chancellor/District Goals-Established July 2018

- Enrollment Management (faculty staffing that anticipates developmental educational reform), potential for District Growth, and strategies to drive facilities and staffing plans
- Invest in innovation and research-21st Century Academy
- Develop fiscal stability & sustainability strategies for the District and its programs and services

Principles of Fiscal Planning

(Reviewed July 18, 2018-Board Finance Committee)

- Develop annual budgets through a Multi-year Budget Modeling/Philosophy
- OPEB: Annual budget planning to retire debt liability and invest in trusty
- Plan and budget for other Long Term Debt Assumptions
- Salary obligations for health and retirement benefits
- Budget for increase in pension payments for PERS/STRS
- Collective Bargaining: strive for employment costs to not exceed 80% of expenditures
- Minimum reserve level = 8%
- Minimum total fund balance = 15%
- Optimize instructional expenses for same level of enrollment
- Plan for multi-year inflation and fixed costs increase
- Forecast the economic impact of improving student success
- Longitudinal study of the state budget and forecasted revenues multi-year



California Promise Grant

Yuba Community College District promotes the Promise Grant

CALIFORNIA COLLEGE
Promise Grant Formerly known as the Board of Governors Fee Waiver
 • Helping Students Succeed

What's New?
 The Board of Governors Fee Waiver program will be renamed the California College Promise Grant. The program, including the application process and eligibility requirements, will remain the same.

What's Changed?
 Just the name! The fee waiver program, including the application process, and eligibility requirements, will remain the same. The California College Promise Grant, available to eligible students, will waive your per unit enrollment fee at any California community college throughout the state.

Eligibility Requirements
 Once you've qualified, it's important to ensure you're meeting the academic and progress standards in order to avoid losing it.

- Sustain a GPA of 2.0 or higher
- Complete more than 50% of your coursework

What to expect

Fall 2017
 California College Promise Grant is officially introduced to public

Fall 2018
 Integration of California College Promise Grant begins

Fall 2019
 Board of Governors Fee Waiver officially becomes a thing of the past

*You will hear both names used interchangeably until Fall 2019.

For more information, visit icanaffordcollege.com or contact the financial aid office or registrar at your college.



Woodland Campus • Colusa County Campus

Schedule of Classes

"WCC Promise" FREE TUITION FOR FIRST-TIME STUDENTS

SUMMER/FALL 2018

"WCC Promise" Program for First-time Students

WCC First Year Experience "FYE" Program

Yuba College
Two Year
College Promise

- 1 First-time, full-time college students are eligible for FREE tuition up to a max of 15 units per term.
- 2 CA residents receive FREE tuition after enrolling in a minimum of 12 units each semester & maintaining a cumulative 2.0 GPA.
- 3 Contact Financial Aid at (530) 749.7999 for more information!

Yuba College
 We Believe in Your Future!

"YC Promise" Program for First-Time Students

Yuba Community College District Funds

Governmental Fund Accounting

The primary purpose of fund accounting is to segregate financial information. This is accomplished by accounting for financial transactions related to specific activities or objectives within separate funds.

A fund is defined as a "fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equity or fund balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions and/or limitations." (GASB Codification Section 1300, NCGA-1.)



General Fund-Unrestricted Fund 11

Summary Revenues Expenditures and Fund Balance

The Unrestricted General Fund is used to account for resources available for the general purposes of the district's operations and support of its educational program. This fund is budgeted according to the designations imposed by the board of trustees.

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Beginning Fund Balance	\$ 7,703,099	\$ 7,703,099	\$ 9,400,728
Adjustment to prior year	—	782,848	—
Adjusted Fund Balance	\$ 7,703,099	\$ 8,485,947	\$ 9,400,728
Revenues			
Federal	4,000	6,072	5,900
State	28,088,469	26,127,701	25,938,372
State - STRS On Behalf	1,204,468	2,571,073	2,571,073
State - PERS On Behalf	—	537,709	537,709
Local	30,685,881	30,577,994	31,190,992
Total Revenue	\$ 59,982,818	59,820,548	60,244,046
Expenditures			
Academic Salaries	21,923,620	21,628,362	23,015,610
Classified Salaries	9,473,054	9,014,142	9,757,684
Benefits	11,952,745	11,414,159	12,304,909
Benefits - STRS On Behalf	1,204,468	2,571,073	2,571,073
Benefits - PERS On Behalf	—	537,709	537,709
Supplies and Materials	453,082	349,279	454,048
Other Operating Expenses & Services Capital Outlay	5,914,023	5,643,689	6,343,760
Capital Outlay	305,643	129,303	277,458
Other Outgo	7,593,773	7,618,052	4,881,358
Total Expenditures	\$ 58,820,408	\$ 58,905,767	\$ 60,143,609
Net Increase (Decrease) in Fund Balance	1,162,410	914,781	100,437
Ending Fund Balance	\$ 8,865,509	\$ 9,400,728	\$ 9,501,165
Fund Balance %	15.07%	15.96%	15.80%
Less Designated Fund Balance			
Minimum Reserve Balance (8%)	4,705,632	—	4,811,489
Contingency for Revenue Shortfall	1,305,168	—	780,808
Restricted	2,854,709	—	3,908,868
Undesignated Fund Balance	\$ —	\$ 9,400,728	\$ —
Undesignated Fund Balance %	0.00%	15.96%	0.00%

* Unaudited actual revenue and expenses plus adjusted beginning balance.

General Fund – Board Designated

Detail

Designated Fund Balance

Minimum Reserve Balance

Board Policy – 8%

4,811,489

\$ 4,811,489

Contingency for Revenue Shortfall

Reserve for Contingency

400,000

Strs and Pers FY20-21 rate increase

380,808

\$ 708,808

Restricted

*Innovation Fund

200,000

Other Post-Employment Benefits (OPEB)

3,708,868

\$ 3,908,868

Total Designated Fund Balance

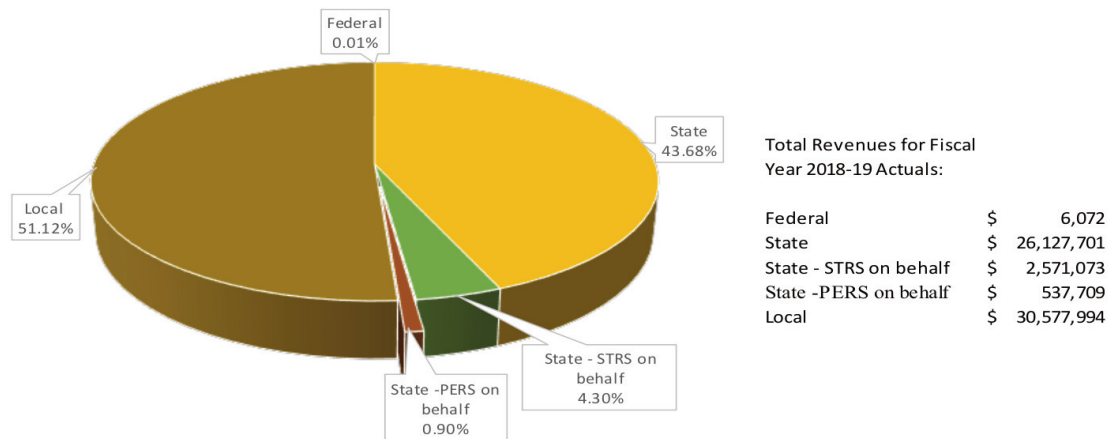
\$ 9,501,165

* FY 2020-2021 = 200K

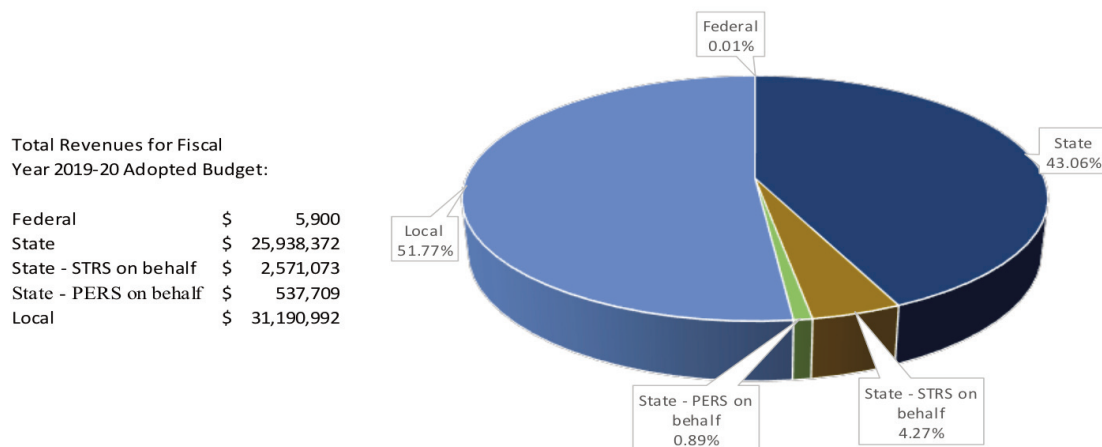
General Fund-Unrestricted Fund 11

FUND 11 "Where the Money Comes From" continued

Fiscal Year 2018-2019 Actuals



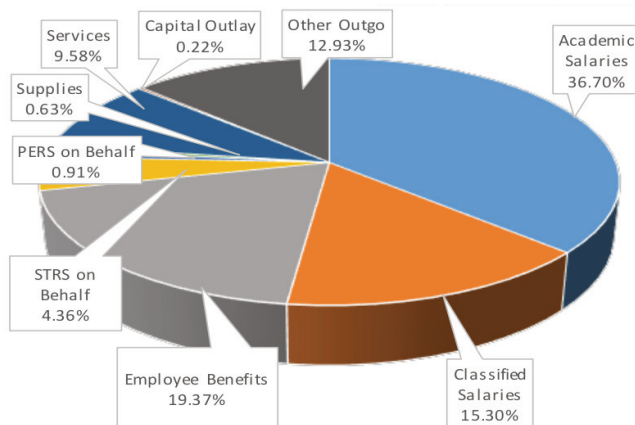
Fiscal Year 2019-2020 Adopted Budget



General Fund-Unrestricted Revenues Fund 11

FUND 11 "How the Money is Spent"

Fiscal Year 2018-2019 Actuals



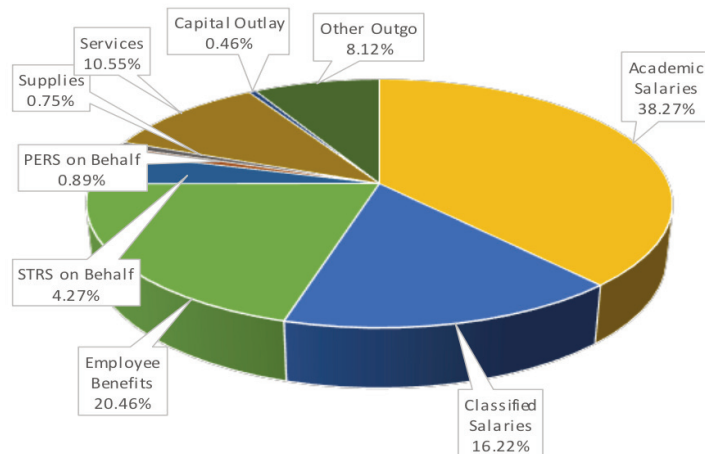
Major Object Summary for the Fiscal Year 2018-19 Actuals:

Academic Salaries	\$	21,628,362
Classified Salaries	\$	9,014,142
Employee Benefits	\$	11,414,159
STRS on Behalf	\$	2,571,073
PERS on Behalf	\$	537,709
Supplies	\$	369,279
Services	\$	5,643,689
Capital Outlay	\$	129,303
Other Outgo	\$	7,618,052

Fiscal Year 2019-2020 Adopted Budget

Major Object Summary for the Fiscal Year 2019-20 Adopted Budget:

Academic Salaries	\$	23,015,610
Classified Salaries	\$	9,757,684
Employee Benefits	\$	12,304,909
STRS on Behalf	\$	2,571,073
PERS on Behalf	\$	537,709
Supplies	\$	454,048
Services	\$	6,343,760
Capital Outlay	\$	277,458
Other Outgo	\$	4,881,358



General Fund-Unrestricted Fund 11

Revenues Detail

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Federal Revenue:			
8110 Forest Reserve	3,000	3,835	1,100
8160 Veterans	1,000	2,237	2,600
8190 Other Federal Revenue	—	—	2,200
Total Federal Revenue	\$ 4,000	\$ 6,072	\$ 5,900
State Revenue:			
8611 General Apportionment	18,764,203	16,318,920	16,103,898
8613 2% Enroll Fee	125,126	122,625	125,126
8614 FT Faculty Hiring	455,591	338,733	338,733
8617 PT Faculty Compensation/Office Hour	215,112	372,752	284,591
8630 EPA	6,888,964	7,143,632	7,143,632
8671 HOPTER	200,000	274,764	247,760
8672 Timber Tax	25,000	49,708	50,877
8681 Lottery	1,197,590	1,261,244	1,400,000
8682 Mandated Costs	216,883	222,755	222,755
8683 Non Tax State Revenue	—	1,000	1,000
8694 STRS On-Behalf	1,204,468	2,571,072	2,571,072
8695 PERS On-Behalf	—	537,709	537,709
8699 Other State	—	24,567	20,000
Total State Revenue:	\$ 29,292,937	\$ 29,239,482	\$ 29,047,153
Local / Other Revenue:			
8810 Property Taxes	28,148,767	27,934,153	28,666,453
8832 Other Contract Services	150,000	154,803	135,000
8840 Sales and Commissions	86,000	78,731	76,000
8844 Publications	—	—	—
8851 Rentals and Leases	28,200	17,085	18,000
8852 Use of Facilities	5,200	4,143	4,000
8860 Interest and Investment Income	100,000	259,651	200,000
8872 Community Service Classes	66,179	23,375	23,000
8874 Enrollment	1,646,960	1,655,755	1,622,639
8877 Instructional Materials Fees	9,575	3,155	3,200
8879 Student Records	46,000	44,476	42,000
8880 Nonresident Tuition	280,000	310,698	310,000
8885 Other Student Fees	15,500	11,487	11,000
8897 Student Receivables Pass Thru	—	85	—
8898 Over / Short	—	(575)	—
8899 Other Local	103,500	79,616	78,400
8912 Sale of Equipment	—	1,355	1,300
Total Local / Other Revenue:	\$ 30,685,881	\$ 30,577,994	\$ 31,190,992
Total Unrestricted Revenue	\$ 59,982,818	\$ 59,823,548	\$ 60,244,045

General Fund-Unrestricted Fund 11

Expenditures Detail

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Certificated Salaries:			
1100 Instructional Salaries, Contract or Regular Status	9,133,674	8,753,050	9,691,822
1200 Noninstructional Salaries, Contract or Regular Status	4,784,255	4,332,103	4,898,974
1300 Instructional Salaries, Non–Regular	7,745,256	8,221,636	8,104,379
1400 Noninstructional Salaries, Non–Regular	260,435	321,574	320,435
Total Certificated Salaries	\$ 21,923,620	\$ 21,628,362	\$ 23,015,610
Classified Salaries:			
2100 Noninstructional Salaries, Regular Status	8,199,003	7,361,498	8,317,510
2200 Instructional Aides, Regular Status	631,061	558,786	622,409
2300 Noninstructional Salaries, Other	460,010	833,487	479,185
2400 Instructional Aides's Salaries, Other	182,980	260,371	338,580
Total Classified Salaries	\$ 9,473,054	\$ 9,014,142	\$ 9,757,684
Benefits:			
3100 STRS	2,699,344	2,731,997	3,066,774
3100 STRS On–Behalf	1,204,468	2,571,073	2,571,073
3200 PERS	1,767,734	1,604,860	1,997,870
3200 PERS - On Behalf	—	537,709	537,709
3300 Social Security and Medicare	1,069,712	965,309	1,048,189
3400 Health and Welfare	5,681,819	5,368,188	5,388,536
3500 State Unemployment Insurance	56,410	53,229	64,120
3600 Workers Compensation	570,240	569,110	618,156
3700 Alternative Retirement	137,486	119,467	121,264
3900 Other Benefits	—	2,000	—
Total Benefits	\$ 13,187,213	\$ 14,522,941	\$ 15,413,691
Supplies and Materials:			
4100 Duplicating and Copy Machine Usage	4,500	5,162	4,500
4200 Operating Supplies – Duplicating	(66,044)	(52,237)	(66,044)
4300 Instructional Supplies	18,124	4,163	32,174
4400 Software (less than \$200)	13,600	120	10,300
4500 Non–instructional Supplies	449,368	365,046	439,484
4600 Fuel	21,2000	21,745	21,200
4700 Books, Magazines/Subscriptions	12,334	5,281	12,434
Total Supplies and Materials	\$ 453,082	\$ 349,279	\$ 454,0481
Operating Expenses:			
5100 Personal and Consultant Services	899,933	762,231	1,836,030
5200 Travel and conferences	431,836	429,325	427,803
5300 Due and Membership	131,222	116,258	128,127
5400 Insurance	579,325	454,866	657,910
5500 Utilities and Housekeeping Services	1,170,461	1,272,388	1,176,461

General Fund-Unrestricted Fund 11

Expenditures Detail Continued

	Adopted Budget 2018—19	*Unaudited Actuals 2018—19	Adopted Budget 2019—20
5600 Rents, Leases, and Repairs	1,949,464	1,885,980	1,088,095
5700 Postage	66,262	39,027	66,262
5800 Legal, Election, and Audit Expenses	346,700	412,310	346,700
5900 Advertising, Print, Others	338,820	271,303	616,372
Total Operating Expenses	\$ 5,914,023	\$ 5,643,689	\$ 6,343,760
Capital Outlay:			
6100 Building	—	6,002	—
6300 Library Books	157,525	—	128,325
6400 Equipment	148,118	123,301	149,133
Total Capital Outlay	\$ 305,643	\$ 129,303	\$ 277,458
Other Outgo:			
7300 Interfund Transfer	7,593,773	7,618,052	4,881,358
7900 Reserve for Contingencies	—	—	—
Total Other Outgo	\$ 7,593,773	\$ 7,618,052	\$ 4,881,358
Total Unrestricted Expenditures	\$ 58,850,480	\$ 58,905,768	\$ 60,413,609

General Fund-Restricted Fund 11

Summary revenues, Expenditures and Fund Balance

Multi-Year Planning Scenarios					
	Unaudited Actuals 2018-19	Adopted Budget 2019-20	* Projected Budget 2020-21	* Projected Budget 2021-22	* Projected Budget 2022-23
Base Allocation Assumptions					
FTES		70%	70%	70%	70%
Supplemental		20%	20%	20%	20%
Student Success		10%	10%	10%	10%
Beginning Fund Balance	\$ 8,485,947	\$ 9,400,728	\$ 9,501,165	\$ 9,221,546	\$ 8,544,175
Revenues					
Federal	6,072	5,900	5,959	6,019	6,079
State	26,127,701	25,639,735	25,876,530	25,876,530	25,876,530
State - STRS On Behalf	2,571,073	2,571,073	2,596,784	2,625,348	2,654,227
State - PERS On Behalf	537,709	537,709	543,086	549,059	555,100
Local	30,577,994	31,489,629	32,119,422	32,119,422	32,119,422
Total Revenue	\$ 59,820,548	\$ 60,244,046	\$ 61,141,780	\$ 61,176,378	\$ 61,211,357
Expenditures					
Academic Salaries	21,628,362	23,015,610	23,475,922	23,475,922	23,475,922
Classified Salaries	9,014,142	9,757,684	9,952,838	9,952,838	9,952,838
Benefits	11,414,159	12,304,909	12,797,105	13,181,019	13,576,449
Benefits - STRS On behalf	2,571,073	2,571,073	2,596,784	2,625,348	2,654,227
Benefits - PERS On Behalf	537,709	537,709	543,086	549,060	555,100
Supplies and Materials	349,279	454,048	458,588	463,174	467,806
Other Operating Expenses & Services	5,643,689	6,343,760	6,407,198	6,196,111	6,258,072
Capital Outlay	129,303	277,458	280,233	311,786	314,904
Other Outgo	7,618,052	4,881,358	4,909,645	5,098,491	5,158,491
Total Expenditures	\$ 58,905,768	\$ 60,143,609	\$ 61,421,399	\$ 61,853,749	\$ 62,413,809
Net Increase (Decrease) in Fund Balance	\$ 914,781	\$ 100,437	\$ (279,618)	\$ (677,371)	\$ (1,202,452)
Ending Fund Balance	\$ 9,400,728	\$ 9,501,165	\$ 9,221,546	\$ 8,544,175	\$ 7,341,724
	15.96%	15.80%	15.01%	13.81%	3.76%
Projected Fund Balance Activity					
Net Ending Fund Balance	\$ —	\$ 9,501,165	\$ 9,221,546	\$ 8,544,175	\$ 7,341,724
Less Designated Fund Balance					
Minimum Reserve Balance (8%)	—	4,811,489	4,913,712	4,948,300	4,993,105
Contingency for Revenue Shortfall	—	780,808	—	—	—
Restricted	—	3,908,868	—	—	—
Undesignated Fund Balance	\$ 9,400,728	\$ —	\$ 4,307,835	\$ 3,595,875	\$ 2,348,619
Undesignated Fund Balance %	15.96%	0.00%	7.01%	5.81%	3.76%

* Assumptions:

2 % COLA on Total Computational Revenue 20-21

2 % COLA on Salaries 20-21

4% Increase on Benefits FY 20-21

3% Increase on Benefits FY 21-22 and 22-23

1% Increase on Supplies, Operating and Capital Outlay

General Fund-Restricted Fund 12

Summary Revenues, Expenditures and Fund Balance

The Restricted General Fund is used to account for resources available for the operation and support of the educational programs that are specifically restricted by laws, regulations, donors, or other outside agencies as to their expenditure. Restricted monies are generally from an external source that requires the monies be used for specific purposes, such as grants and state categorical funding.

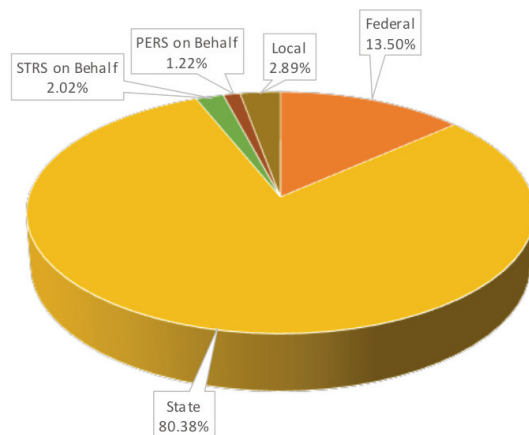
	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Beginning Fund Balance	\$ —	\$ —	\$ —
Revenues			
Federal	3,225,181	2,863,358	2,929,862
State	18,755,041	17,051,705	21,695,199
State-STRS On Behalf	232,516	427,632	427,632
State-STRS On Behalf	-	258,279	258,279
Local	1,156,598	613,871	1,393,086
Total Revenue	\$ 23,369,336	\$ 21,214,845	\$ 26,704,058
Expenditures			
Academic Salaries	4,394,753	4,152,899	3,906,243
Classified Salaries	5,935,956	4,730,573	4,683,010
Benefits	3,636,484	3,174,969	2,831,998
State - STRS On Behalf	232,516	427,632	427,632
State - PERS On-Behalf	-	258,279	258,279
Supplies and Materials	1,409,458	749,910	1,211,601
Other Operating Expenses & Services	5,170,756	2,174,642	8,042,874
Capital Outlay	2,000,341	1,327,807	861,705
Other Outgo	589,072	4,218,134	4,480,716
Total Expenditures	\$ 23,369,336	\$ 21,214,845	\$ 26,704,058
Net Increase (Decrease) in Fund Balance	\$ —	\$ —	\$ —
Ending Fund Balance	\$ —	\$ —	\$ —
Estimated Ending Fund Balance	—	—	—

* Unaudited actual revenue and expenses 08 / 29 / 19

General Fund-Restricted Revenues Fund 12

FUND 12 "How the Money is Spent"

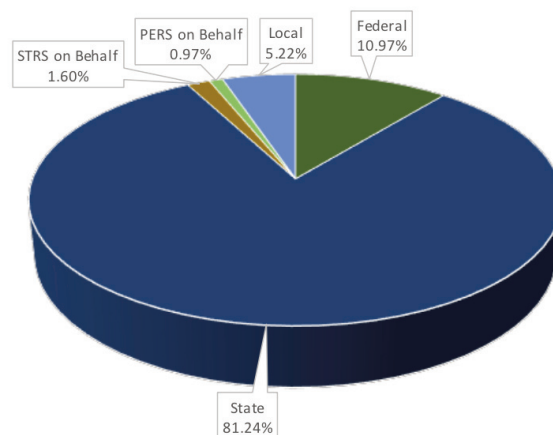
Fiscal Year 2018-2019 Actuals



Total Revenues for Fiscal Year 2018-19 Actuals:

Federal	\$ 2,863,358
State	\$ 17,051,705
STRS on Behalf	\$ 427,632
PERS on Behalf	\$ 258,279
Local	\$ 613,871

Fiscal Year 2019-2020 Adopted Budget



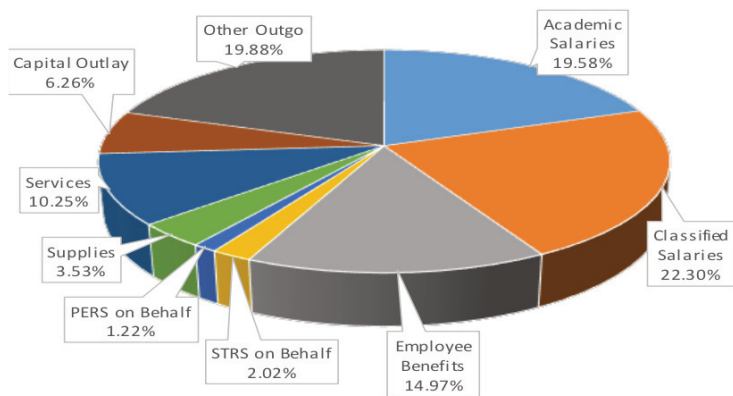
Total Revenues for Fiscal Year 2019-20 Adopted Budget:

Federal	\$ 2,929,862
State	\$ 21,695,199
STRS on Behalf	\$ 427,632
PERS on Behalf	\$ 258,279
Local	\$ 1,393,086

General Fund-Restricted Revenues Fund 12

FUND 12 "How the Money is Spent"

Fiscal Year 2018-2019 Actuals



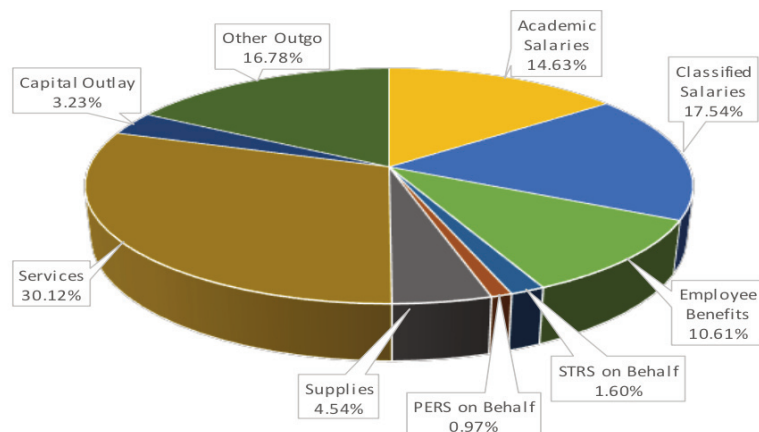
Major Object Summary for the Fiscal Year 2018-19 Actuals:

Academic Salaries	\$	4,152,899
Classified Salaries	\$	4,730,573
Employee Benefits	\$	3,174,969
STRS on Behalf	\$	427,632
PERS on Behalf	\$	258,279
Supplies	\$	749,910
Services	\$	2,174,642
Capital Outlay	\$	1,327,807
Other Outgo	\$	4,218,134

Fiscal Year 2019-2020 Adopted Budget

Major Object Summary for the Fiscal Year 2019-2020 Adopted Budget:

Academic Salaries	\$	3,906,243
Classified Salaries	\$	4,683,010
Employee Benefits	\$	2,831,998
STRS on Behalf	\$	427,632
PERS on Behalf	\$	258,279
Supplies	\$	1,211,601
Services	\$	8,042,874
Capital Outlay	\$	861,705
Other Outgo	\$	4,480,716



General Fund-Restricted Fund 12

Revenues Detail

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Federal Revenue:			
8120 Higher Ed Act	1,910,000	1,409,903	1,787,901
8120 Federal Work Study	385,328	350,450	327,548
8140 TANF	135,300	98,817	95,190
8170 VTEA	407,511	383,105	419,974
8190 WIOA	338,715	619,395	252,612
8190 MAA Medi-Cal	48,327	1,688	46,637
Total Federal Revenue	\$ 3,225,181	\$ 2,863,358	\$ 2,929,862
State Revenue:			
8615 Basic Skills	273,549	285,638	233,899
8621 EOPS/CARE	1,916,486	2,011,457	1,927,513
8622 DSPS	1,038,469	1,042,571	1,102,075
8625 CalWORKs	579,908	530,777	520,185
8623 College Completion Grant	20,752	—	—
8623 Dreamer Students Funding	—	462	—
8623 Hunger Free Campus	10,257	9,144	67,239
8623 Mental Health	—	885	66,939
8623 Veteran Resource Center	—	60,2136	187,223
8623 Staff Diversity	—	19,572	110,899
8623 CCC Broadband	75,000	—	—
8623 BFAP	499,470	430,470	412,486
8623 Full-Time Supplemental Grant	1,293,037	1,488,224	1,589,924
8623 Promise	—	192,648	375,640
8623 Financial Aid Technology	—	74,924	226,710
8623 Restricted Lottery	450,000	445,600	490,000
8623 SSSP	393,550	393,550	71,755
8623 SEP	633,890	633,890	890,815
8623 MESA	160,000	181,196	134,127
8623 Nursing Program	235,000	205,878	205,878
8623 Foster Youths	575,000	529,946	466,056
8623 Nor Cal STREAM	345,222	309,127	—
8623 Strong Workforce	1,968,500	1,607,636	3,113,121
8623 Student Equity and Achievement	3,657,828	2,461,359	3,657,828
8623 Instructional Equipment	450,198	302,840	192,915
8623 DSN Ag/Small Business/Global Trade	167,484	306,374	263,626
8623 Adult Education	1,307,865	683,503	427,003
8623 Guided Pathways	842,161	325,473	809,394
8623 Technical Apprenticeship	1,155,106	500,142	807,160

General Fund-Restricted Fund 12

Revenues Detail continued

	Adopted Budget 2018—19	*Unaudited Actuals 2018—19	Adopted Budget 2019—20
8623 Rad Technology	250,000	125,840	—
8623 Innovation and Effectiveness	206,309	106,310	—
8623 Maker Space	250,000	105,178	—
8623 Child Development Training	—	20,430	2,391
8623 Staff Development	—	—	9,434
8623 Classified Professional Development	—	—	27,175
8623 Campus Safety	—	—	28,887
8654 Adelante	—	11,756	12,000
8654 CalFresh	—	12,865	111,060
8654 CTE Data Unlock	—	19,774	30,226
8854 CVC - Online Ed Initiative	—	9,075	703,200
8854 IEPI	—	17,067	400,000
8854 ISPIC	—	33,000	10,000
8854 Konocti Middle College	—	100,000	100,000
8854 STEM Pathways	—	—	438,596
8954 WCC Textbook Program	—	7,9171	12,320
8694 STRS On-Behalf	232,516	427,632	427,632
8695 PERS On-Behalf	-	258,279	258,279
8699 Puente	-	13,337	1,500
8699 Umoja	-	—	16,000
8899 Cal Grant	-	1,435,657	1,440,000
Total State Revenue	\$ 18,987,557	\$ 17,737,616	\$ 22,381,110
Local/Other Revenue:			
8831 Contract Instructional Services	115,000	5,316	106,337
8881 Parking Services	572,663	352,069	522,547
8876 Health Fees	100,000	99,070	110,000
8899 Brandman University Lease	55,000	62,871	59,221
8899 LCC MPIC Lease	23,639	7,380	32,833
8899 IEPI	5,000	—	205,000
8899 Yocha Dehe Nation	50,500	32,635	22,859
8899 Prometric Testing Funds	77,677	8,399	131,369
8899 Sutter/Yuba County Testing	73,000	43,382	110,222
8899 FRHG Nursing/Local Nursing	84,119	2,749	92,698
8981 Interfund Transfer (Parking/Health Fees)	—	—	—
Total Local/Other Revenue	\$ 1,156,598	\$ 613,871	\$ 1,393,086
Total Restricted Revenue	\$ 23,369,336	\$ 21,214,845	\$ 26,704,058

General Fund-Restricted Fund 12

Expenditures Detail

	Adopted Budget 2018—19	*Unaudited Actuals 2018—19	Adopted Budget 2019—20
Certificated Salaries:			
1100 Instructional Salaries, Contract or Regular Status	970,508	787,462	1,017,528
1200 Noninstructional Salaries, Contract or Regular Status	2,351,402	2,661,849	2,002,989
1300 Instructional Salaries, Non-Regular	287,286	179,078	119,874
1400 Noninstructional Salaries, Non-Regular	785,557	524,510	765,852
Total Certificated Salaries	\$ 4,394,753	\$ 4,152,899	\$ 3,906,243
Classified Salaries:			
2100 Noninstructional Salaries, Regular Status	3,244,342	2,515,272	2,636,902
2200 Instructional Aides, Regular Status	224,659	271,974	247,708
2300 Noninstructional Salaries, Other	1,796,240	1,320,893	1,154,215
2400 Instructional Aides's Salaries, Other	670,715	622,434	644,185
Total Classified Salaries	\$ 5,935,956	\$ 4,730,573	\$ 4,683,010
Benefits:			
3100 STRS	494,838	456,623	395,061
3100 STRS On-Behalf	232,516	427,632	427,632
3200 PERS	691,250	654,455	516,154
3200 PERS On-Behalf	—	258,279	258,279
3300 Social Security and Medicare	389,014	302,813	262,719
3400 Health and Welfare	1,845,481	1,613,547	1,503,526
3500 State Unemployment Insurance	22,395	3,952	18,912
3600 Workers Compensation	186,936	140,225	130,996
3700 Alternative Retirement	6,570	3,354	4,630
3900 Other Benefits	—	—	—
Total Benefits	\$ 3,869,000	\$ 3,860,880	\$ 3,517,9091
Supplies and Materials:			
4100 Duplicating and Copy Machine Usage	56,801	30,382	75,225
4200 Operating Supplies – Duplicating	—	—	—
4300 Instructional Supplies	608,914	393,749	737,689
4400 Software (less than \$200)	33,251	4,174	42,321
4500 Non-instructional Supplies	650,593	262,697	326,626
4600 Fuel	2,250	3,670	4,250
4700 Books, Magazines/Subscriptions	57,649	55,238	25,490
Total Supplies and Materials	\$ 1,409,458	\$ 749,910	\$ 1,211,601
Operating Expenses:			
5100 Personal and Consultant Services	2,042,421	818,263	1,817,928
5200 Travel and conferences	1,050,078	657,460	956,516
5300 Due and Membership	25,000	9,227	16,168
5400 Insurance	5,000	—	—

General Fund-Restricted Fund 12

Expenditures Detail continued

	Adopted Budget 2018—19	*Unaudited Actuals 2018—19	Adopted Budget 2019—20
5500 Utilities and Housekeeping Services	500	—	—
5600 Rents, Leases, and Repairs	558,402	286,429	426,310
5700 Postage	20,000	1,881	6,669
5800 Legal, Election, and Audit Expenses	5,000	1,100	—
5900 Other Services and Expenses	1,464,355	400,282	4,819,283
Total Operating Expenses	\$ 5,170,756	\$ 2,174,642	\$ 8,042,874
Capital Outlay:			
6100 Sites and Improvement of Sites	25,000	28,929	6,730
6200 Buildings	—	36,654	1,549
6300 Library Books	200,000	145,537	10,000
6400 Equipment	1,775,341	1,116,686	843,426
Total Capital Outlay	\$ 2,000,341	\$ 1,327,806	\$ 861,705
Other Outgo:			
7300 Interfund Transfers	—	3,677,067	3,822,592
7400 Other Payments	211,500	183,788	77,232
7500 Student Financial Aid	—	192,648	375,640
7600 Other Payments to Students	377,572	164,632	205,252
Total Other Outgo	\$ 589,072	\$ 4,218,135	\$ 4,480,716
Total Unrestricted Expenditures	\$ 23,369,336	\$ 21,214,845	\$ 26,704,058

Capital Outlay Projects

Fund 41

The Capital Outlay Projects Fund is used to account for the accumulation and expenditure of monies for the construction of Scheduled Maintenance and Special Repairs (SMSR) projects, California Clean Energy Jobs Act of 2012 (Proposition 39) projects, and other significant capital outlay projects. Monies in this fund come from state categorical funding, redevelopment agency fees, utility rebates, parking fines, and interfund transfers, and can only be used for capital outlay expenses.



Capital Outlay – Fund 41

Summary Revenues, Expenditures and Fund Balance

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Beginning Fund Balance	\$ 6,182,597	\$ 6,182,597	\$ 3,620,750
Revenues			
Federal	—	—	—
State	443,880	615,187	1,427,000
Local	114,937	207,271	80,629
Other	—	—	—
Total Revenue	\$ 558,817	\$ 822,458	\$ 1,507,629
Expenditures			
Academic Salaries	—	—	—
Classified Salaries	—	—	—
Benefits	—	—	—
Supplies and Materials	—	—	—
Other Operating Expenses & Services	—	167,324	35,000
Capital Outlay	4,879,999	3,216,981	3,480,075
Other Outgo	—	—	—
Total Expenditures	\$ 4,879,999	\$ 3,384,305	\$ 3,515,075
Net Increase (Decrease) in Fund Balance	\$ (4,321,182)	\$ (2,561,847)	\$ (2,007,446)
Estimated Ending Fund Balance	\$ 1,861,415	\$ 3,620,750	\$ 1,613,304

Capital Outlay – Fund 41

Detail Revenues, Expenditures, and Fund Balance

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Beginning Fund Balance	\$ 6,182,597	\$ 6,182,597	\$ 3,620,751
State Revenue:			
8651 Community College Construction	—	—	1,427,000
8699 Prop 39	85,299	85,299	—
8652 Scheduled Maintenance	358,581	529,888	—
Total State Revenue	\$ 443,880	\$ 615,187	\$ 1,427,000
Local/Other Revenue:			
8860 Interest	—	92,333	80,629
8899 PGE Rebate	39,937	39,937	—
8899 Virginia School Project	—	—	—
8899 Portable Relocation	75,000	75,000	—
8899 Advanced Manufacturing	—	—	—
8941 Sale of Bonds	—	—	—
8981 Interfund Transfer	123,072	—	—
Total Local/Other Revenue	\$ 238,009	\$ 207,271	\$ 80,629
Total Revenue	\$ 681,889	\$ 822,458	\$ 1,507,629
Supplies and Materials:			
4500 Non-instructional Supplies	—	—	—
4700 Books, magazines/subscriptions	—	—	—
Total Supplies and Materials	\$ —	—	—
Operating Expenses:			
5600 Rents, Leases, and Repairs	—	145,822	—
5800 Legal, Election, and Audit Expenses	—	—	—
5900 Other Services and Expenses	—	21,502	35,000
Total Operating Expenses	\$ —	\$ 167,324	\$ 35,000
Capital Outlay:			
6100 Sites and Improvement of Sites	1,745,971	2,647,919	3,480,075
6200 Buildings	—	532,555	—
6400 Equipment	—	36,506	—
Total Capital Outlay	\$ 1,745,971	\$ 3,216,980	\$ 3,480,075
Total Expenditures	\$ 1,745,971	\$ 3,384,304	3,515,075
Net Increase (Decrease) in Fund Balance	\$ (1,064,082)	\$ (2,561,846)	\$ (2,007,446)
Estimated Ending Fund Balance	\$ 7,246,679	\$ 3,620,751	\$ 1,613,305

General Obligation Bond Fund 42

The General Obligation Bond Fund is designated to account for the proceeds from the sale of bonds under the Strict Accountability in Local School Construction Bonds Act of 2000 (Proposition 39), and the expenditures related to construction of projects voted and approved by local property owners. This district uses this fund to account for the Measure F bond revenue and expenditures

Debt Service Fund 29

The Debt Service Fund is used to account for the accumulation of resources and the payment of general long-term debt principal and interest. Although Fund 21 and Fund 22 are both used for debt service payment, they differ in that the resources for Fund 22 are derived from interfund transfers.

Bond Interest And Redemption – Fund 21

The Bond Interest and Redemption Fund is referred to in Education Code as the interest and sinking fund. This fund is only used to record transactions related to the receipt and expenditure of local revenues derived from the property tax levied for the payment of principal and interest on outstanding bonds of the district. The district currently uses this fund for the debt service payments on the Measure G General Obligation Bond, passed in November 2006. Revenues for this fund come from premiums paid on the bond sale and property tax levied specifically for the debt service payments.

Child Development Center Fund – Fund 33

The Child Development Center Fund is used to account for all revenues for, or from the operation of, the Child Development Center (CDC). This includes student fees for child development services. Costs incurred in the operation and maintenance of the CDC are paid from this fund.

General Obligation Bond – Fund 42, Debt Service – Fund 29, Bond Interest & Redemption – Fund 21, Child Development Center – Fund 33

Summary Revenues, Expenditures and Fund Balance
Fiscal Year 2019–20

	Governmental Funds			Special Revenue
	General Obligation Bond Fund	Debt Service Other Debt Service	Bond Interest and Redemption	Child Development
*Beginning Fund Balance	\$ 23,534,088	\$ —	\$ 17,753,614	\$ 183,763
Revenues				
Federal	—	521,744	—	312,881
State	—	—	—	1,258,334
Local	625,000	1,951,446	8,553,193	16,237
Total Revenue	\$ 625,000	\$ 2,473,190	\$ 8,553,193	\$ 1,587,452
Expenditures				
Classified Salaries	—	—	—	1,043,277
Benefits	—	—	—	296,676
Supplies and Materials	—	—	—	134,367
Other Operating Expenses & Services	—	—	—	94,837
Capital Outlay	1,575,000	—	—	18,295
Scholarships	—	—	—	—
Debt Retirement	—	2,473,190	8,553,193	—
Other Outgo	—	—	—	—
Total Expenditures	\$ 1,575,000	\$ 2,473,190	\$ 8,553,193	\$ 1,587,452
Net Increase (Decrease) in Fund Balance	\$ (950,000)	\$ —	\$ —	\$ —
Estimated Ending Fund Balance	\$ 22,584,088	\$ —	\$ 17,753,614	\$ 183,763

* Unaudited beginning fund balance

General Obligation Bond – Fund 42

Detail Revenues, Expenditures and Fund Balance

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Beginning Fund Balance	\$ 24,619,547	\$ 24,619,547	\$ 23,534,088
Local/Other Revenue:			
8860 Interest	\$ —	\$ 654,069	\$ 625,000
Total Local/Other Revenue	\$ —	\$ 654,069	\$ 625,000
Total Revenue	\$ —	\$ 654,069	\$ 625,000
Supplies and Materials:			
4500 Non-instructional Supplies	—	—	—
4700 Books, magazines/subscriptions	—	—	—
Total Supplies and Materials	\$ —	\$ —	\$ —
Supplies and Materials:			
5600 Rents, Leases, and Repairs	—	—	—
5800 Legal, Election, and Audit Expenses	—	—	—
5900 Other Services and Expenses	—	—	—
Total Operating Expenses	\$ —	\$ —	\$ —
Capital Outlay:			
6100 Sites and Improvement of Sites	24,619,547	1,465,122	1,575,000
6200 Buildings	—	274,406	—
6300 Library Books	—	—	—
6400 Equipment	—	—	—
Total Capital Outlay	\$ 24,619,547	\$ 1,739,528	\$ 1,575,000
Total Expenditures	\$ 24,619,547	\$ 1,739,528	\$ 1,575,000
Net Increase (Decrease) in Fund Balance	\$ (24,619,547)	\$ (1,085,459)	\$ (950,000)
Estimated Ending Fund Balance	\$ —	\$ 23,534,088	\$ 23,584,088

Debt Service – Fund 29

Detail Revenues, Expenditures and Fund Balance

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Beginning Fund Balance	\$ 9,733	\$ 9,733	\$ (0)
Federal Revenue:			
8190 Federal Subsidy	573,008	432,754	521,744
Total Federal Revenue	\$ 573,008	432,754	521,744
Local/Other Revenue:			
8899 PGE Rebates	—	6,107	
8981 Interfund Transfer	1,718,773	1,843,185	1,951,446
Total Local/Other Revenue	\$ 1,718,773	\$ 1,849,293	\$ 1,951,446
Total Revenue	\$ 2,291,781	\$ 2,282,046	\$ 2,473,190
Other Outgo:			
7100 Debt Retirement	2,291,781	2,291,780	2,473,190
Total Other Outgo	\$ 2,291,781	\$ 2,291,780	\$ 2,473,190
Total Expenditures	2,291,781	2,291,780	2,473,190
Net Increase (Decrease) in Fund Balance	\$	\$ (9,733)	\$ —
Estimated Ending Fund Balance	\$ 9,733	\$ (0)	\$ (0)

Bond Interest And Redemption – Fund 21

Detail Revenues, Expenditures and Fund Balance

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Beginning Fund Balance	\$ 14,276,081	\$ 14,276,081	\$ 17,753,614
Local / Other Revenue:			
8814 Voted Indebtedness	5,986,444	12,112,551	8,553,193
8860 Interest	—	226,526	—
Total Local / Other Revenue	\$ 5,986,444	12,339,077	8,553,193
Total Revenue	<u>\$ 5,986,444</u>	<u>\$ 12,339,077</u>	<u>\$ 8,553,193</u>
Other Outgo:			
7100 Debt Retirement	5,986,444	8,861,544	8,553,193
Total Other Outgo	\$ 5,986,444	\$ 8,861,544	\$ 8,553,193
Total Expenditures	<u>\$ 5,986,444</u>	<u>\$ 8,861,544</u>	<u>\$ 8,553,193</u>
Net Increase (Decrease) in Fund Balance	<u>\$ —</u>	<u>\$ 3,477,533</u>	<u>\$ —</u>
Estimated Ending Fund Balance	\$ 14,276,081	\$ 17,753,614	\$ 17,753,614

Child Development Center – Fund 33

Detail Revenues, Expenditures and Fund Balance

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Beginning Fund Balance	\$ 141,794	\$ 141,794	\$ 183,763
Revenue			
8190 Other Federal Revenue	115,300	292,001	312,881
8623 Other Categorical State Revenue	1,181,239	1,125,932	1,258,334
8871 Local – Child Development Services	30,611	41,969	16,237
Total Revenue	\$ 1,327,150	\$ 1,459,902	\$ 1,587,452
Classified Salaries:			
2100 Noninstructional Salaries, Regular Status	595,449	586,115	643,277
2300 Instructional Aides, Regular Status	250,876	318,209	400,000
Total Classified Salaries	\$ 846,325	\$ 904,324	\$ 1,043,277
Benefits:			
3200 PERS	87,467	122,184	115,000
3300 Social Security and Medicare	41,175	52,219	48,000
3400 Health and Welfare	119,662	123,527	118,000
3500 State Unemployment Insurance	1,350	343	576
3600 Workers Compensation	15,750	23,377	15,100
Total Benefits	\$ 265,404	\$ 321,648	\$ 296,676
Supplies and Materials:			
4100 Duplicating and Copy Machine Usage	4,500	3,527	9,234
4300 Instructional Supplies	500	—	500
4500 Non-instructional Supplies	120,500	96,776	124,633
Total Supplies and Materials	\$ 125,500	\$ 100,303	\$ 134,367
Operating Expenses:			
5100 Personal and Consultant Services	4,950	6,258	4,950
5200 Travel and conferences	7,317	4,252	7,317
5500 Utilities and Housekeeping Services	450	900	450
5600 Rents, Leases, and Repairs	15,866	8,995	10,866
5700 Postage	1,575	177	1,575
5800 Legal, Election, and Audit Expenses	3,300	2,057	3,300
5900 Other Services and Expenses	28,542	69,018	66,379
Total Operating Expenses	\$ 62,000	\$ 91,657	\$ 94,837
Capital Outlay:			
6400 Equipment	20,000	—	18,295
Total Equipment	\$ 20,000	—	\$ 18,295
Total Expenditures	1,319,229	1,417,933	1,587,452
Net Increase (Decrease) in Fund Balance	\$ 7,921	\$ 41,969	\$ —
Estimated Ending Fund Balance	\$ 149,715	\$ 183,763	\$ 183,763

Measure J – Series D

The Measure J projects were historically approved by the Board of Trustees in 2007 (Series A and B Issuance) and 2011 (Series C Issuance) and were all completed / closed-out by the end of the first quarter of 2014. Due to local economic conditions that precipitated a decrease in property values, future bond projects were postponed pending improved fiscal conditions. As the economy recovered from 2014 through 2016, the District considered options to renew the bond project work.

In March 2016, the District issued Series D, Measure J bond funds in the amount of \$26.5 million in order to leverage state dollars and meet matching funds requirements for the Woodland Community College Performing Arts project. In November 2016, local voters passed Measure Q, which re-authorized the District to issue the remaining balance of Measure J bond funds of \$33,565 million. To date, the District has not drawn down any Measure Q Bond Funds.

The 2006 Facilities Master Plan (FMP) was updated in 2014 to reflect the completed Measure J projects. The 2014 Facilities Master Plan is now being updated and will provide project information for the next 4 to 6 years. The 2018 FMP will focus on short-term project work. A second-phase of the 2018 FMP updates will follow and focus on longer-term capital projects strategies, initiatives, trending, resource leveraging, and community partnership opportunities that support and align with the Colleges and District Educational Master Plans, Accreditation ISERS, Board of Trustees Adopted Goals, and instructional mission of the District.

There are three projects funded by Measure J currently in process at this time:

1. Energy Storage Systems:

On December 14, 2017, the Board of Trustees authorized the District to award an Energy Storage (Battery) project for both Yuba College and Woodland Community College. This project was awarded to Borrego Solar. The design was completed and submitted to the "Division of the State Architect" (DSA) for review in January 2017 and was approved April 12, 2017. Construction work began in May 2018 and will be completed in December 2019. The purchase of the TESLA Motors Energy Storage system was delayed by approximately 8 months due to a change in manufacturing from PowerPack 2.0 to PowerPack 2.5 models. A thorough review of alternative systems to determine "Best Value" still resulted in the TESLA Motors PowerPack 2.5 Energy Storage system being the desired choice.

2. Roof Replacements Project:

On March 14, 2019, the Board of Trustees authorized the District to award the Architectural Design services for the following projects:

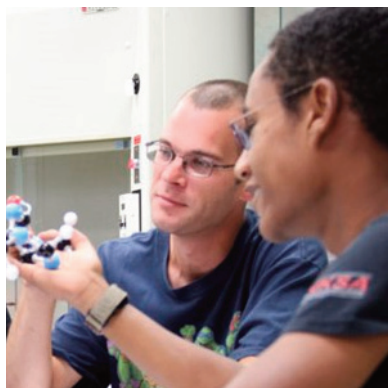
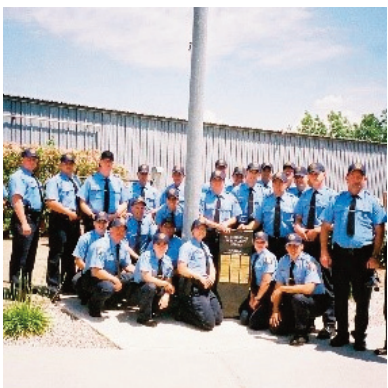
- a. Woodland Community College, Building 600 Roof
- b. Lake County Campus, Building 400 Roof and Retaining Wall
- c. Yuba College Campus, Building 600 and 1000 Structural Roof Repairs
- d. Yuba College Campus, Building 900 Concrete Stair Replacement

On April 25, 2019, STRATA Architects, Inc., was awarded this project for \$173,989. Schematic design of all of the projects is scheduled for completion by early August. Design documents will be completed late October and submitted to the Division of the State Architect (DSA) for review and approval. Once approved, these projects will go out for contractor proposals using a formal procurement process. The successful proposer's proposal are scheduled then to be submitted to the District's Board of Trustees in early spring, 2020. Construction is planned to occur during the late spring and summer of 2020.

Continue

3. Yuba College Building 700 Transformer and Switchgear

Replacement: On March 14, 2019, the Board of Trustees authorized the District to award Engineering Design Services to replace the Building 700 transformer and switchgear. On March 26, 2019, Sacramento Engineering Consultants was awarded this project for \$46,260. Design work is underway and will be completed by early September. The design documents will then be submitted to DSA for review and approval. A formal procurement process will then occur. The proposal of the successful firm will then be submitted to the Board of Trustees for authorization to award in early 2020. Construction will occur during 2020 during times that are least disruptive to College Operations.



Other Capital Improvement Projects – Non Measure J Or Q

Solar Photovoltaic Panel Carport Structure Project Woodland Community College and Yuba College

The Board of Trustees authorized the District to award a Solar Photovoltaic System project for both Yuba College and Woodland Community College at the December 14, 2017 Board meeting. This project was awarded to Borrego Solar. The design was completed and submitted to the "Division of the State Architect" (DSA) for review in January 2017 and was approved April 12, 2017. Construction work began May 2018 and will be completed May 2019. The work is on schedule and within budget. The Yuba College campus solar systems are substantially completed. A "permission to operate" (PTO) form was submitted to PG&E, approved and processed at the end of January 2019. The Woodland Community College solar systems are expected to be completed by August, 2019. This project is funded using Clean Renewable Energy Bond funding (CREBS).

Retiree Benefits Fund 69

The Retiree Benefits Fund is used to account for "pay as you go" retiree benefits. This includes health benefits for current retirees as well as retiree incentives.

Associate Students Trust – Fund 71

The Student Representative Fee Trust Fund is a trust fund used to account for assets held on behalf of the student body. The District has some discretionary authority for decision-making or responsibility for approving expenditures from this fund. The fund is used to account for monies collected as student representation fees. The fee is to be expended to provide for the support of governmental affairs representatives who may be stating their positions and viewpoints before city, county, and district governments, and before offices and agencies of the state government.

Student Financial Aid Trust Fund 74

The Student Financial Aid Trust Fund is a trust fund used to account for the deposit and direct payment of government-funded student financial aid, including grants and loans.

Student Trust Fund 79

The Student Trust Fund is a trust fund used to account for the deposit and direct payment of private-funded student loans.



Retiree Benefits – Fund 69 Associated Students Trust – Fund 71, Student Financial Aid Trust – Fund 74, Student Trust – Fund 79

	Fiscal Year 2019-20 Proprietary Funds	Fiscal Year 2019-2020 Fiduciary Funds		
	Internal Service Retiree Benefits	Trust Fund Associated Students	Trust Fund Financial Aid	Trust Fund Student Trust
*Beginning Fund Balance	\$ 3,195,861	\$ 86,295	\$ —	\$ —
Revenues				
Federal	—	—	14,000,000	—
State	—	—	1,450,000	—
Local	3,034,400	50,000	2,260,000	—
Total Revenue	3,034,400	50,000	17,710,000	—
Expenditures				
Classified Salaries	—	—	—	—
Benefits	2,954,400	—	—	—
Supplies and Materials	—	25,000	—	—
Other Operating Expenses & Services	—	25,000	—	—
Capital Outlay	—	—	—	—
Scholarships	—	—	17,710,000	—
Debt Retirement	—	—	—	—
Other Outgo	—	—	—	—
Total Expenditures	\$ 2,954,400	\$ 50,000	\$ 17,710,000	\$ —
Net Increase (Decrease) in Fund Balance	\$ 80,000	\$ —	\$ —	\$ —
Estimated Ending Fund Balance	\$ 3,275,861	\$ 86,259	\$ —	\$ —

* Unaudited beginning fund balance

Associated Students Trust – Fund 71

Detail Revenues, Expenditures and Fund Balance

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Beginning Fund Balance	\$ 80,786	\$ 80,786	\$ 86,529
Local/Other Revenue:			
8821 Donations	—	10,250	21,000
8822 Commissions	—	10,723	—
8823 Contributions and Gifts	42,000	8,183	21,000
8840 Sales and Commissions	—	6,144	—
8899 Other local Revenue	—	36,549	—
Total Local/Other Revenue	\$ 42,000	71,849	42,000
Total Revenue	\$ 42,000	\$ 71,849	\$ 42,000
Supplies and Materials:			
4100 Duplicating Supplies	\$ —	\$ 98	\$ —
4500 Non-instructional Supplies	\$ 21,000	28,189	21,000
Total Supplies and Materials	\$ 21,000	\$ 28,287	\$ 21,000
Operating Expenses:			
5100 Rents, Leases, and Repairs	\$ —	\$ 1,400	\$ —
5200 Conferences and Travel	—	9,182	—
5900 Other Services and Expenses	21,000	14,162	21,000
Total Operating Expenses	\$ 21,000	\$ 24,744	\$ 21,000
Equipment			
6410 Additional Equipment over \$1,000	\$ —	11,975	\$ —
Total Equipment	\$ —	\$ 11,975	\$ —
Other Outgo:			
7500 Student Financial Aid	—	1,100	—
Total Other Outgo	—	1,100	—
Total Expenditures	\$ 42,000	\$ 66,106	\$ 42,000
Net Increase (Decrease) in Fund Balance	—	\$ 5,743	—
Estimated Ending Fund Balance	\$ 80,786	\$ 86,529	\$ 86,529

Fund 74 – Student Financial Aid Trust

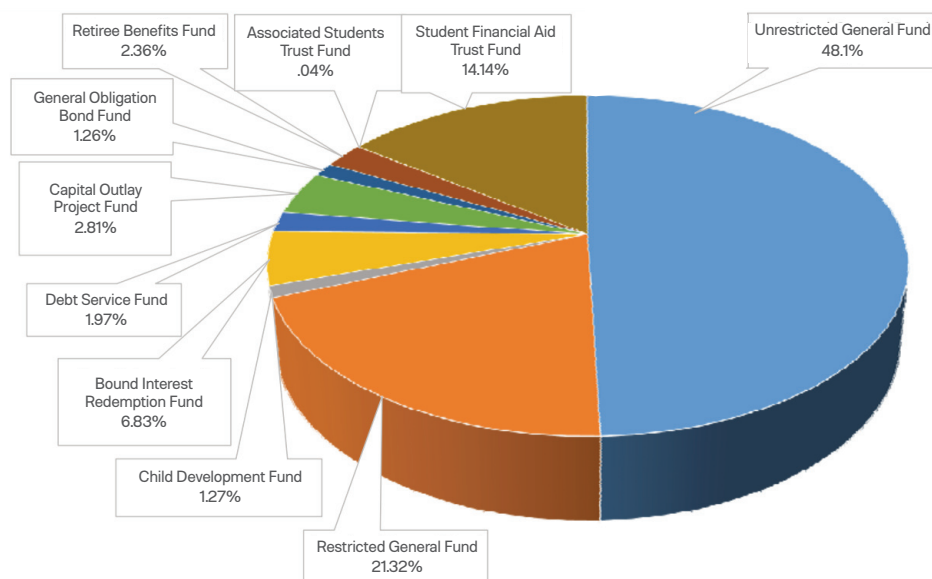
Detail Revenues, Expenditures and Fund Balance

	Adopted Budget 2018–19	*Unaudited Actuals 2018–19	Adopted Budget 2019–20
Federal Revenue:			
8150 Pell Grant	14,500,000	13,866,180	13,650,000
8150 Support Ed Opportunity	—	273,550	250,00
8150 Direct Student Loans	—	100,147	100,00
Total Federal Revenue	\$ 14,500,000	\$ 14,239,877	\$ 14,000,000
State Revenue:			
8621 EOPS	780,000	—	—
8623 College Completion	—	750	—
8623 Dreamer Students	—	—	—
8623 CARE	220,000	—	—
8699 COGB	2,000,000	1,448,824	1,450,000
Total State Revenue	\$ 3,000,000	\$ 1,449,574	\$ 1,450,000
Local/Other Revenue:			
8820 Transfer Scholar	15,0000	18,850	15,000
8820 Financial Aid Foundation	45,000	71,242	45,000
8820 AmeriCorp	30,000	21,382	20,000
8820 Sawtell	25,000	28,131	25,000
8820 Hayter Scholarship	40,000	—	—
8820 Other Scholarships	45,000	76,635	—
8981 Transfers In - Dreamer Acts	—	462	—
8981 Transfers In - EOPS/CARE	—	752,624	705,000
8981 Transfers In - Student Success	—	1,495,224	1,450,000
Total Local/Other Revenue	\$ 200,000	\$ 2,464,550	\$ 2,260,000
Total Revenue	\$ 17,700,000	\$ 18,154,001	\$ 17,710,000
Other Outgo:			
7500 Student Financial Aid	17,200,000	18,154,001	17,710,000
Total Other Outgo	\$ 17,200,000	18,154,001	17,710,000
Total Expenditures	\$ 17,200,000	\$ 18,154,001	\$ 17,710,000

Adopted Budget Summary – All Funds

FUND	2019-2020 BUDGET	% OF TOTAL
Unrestricted General Fund	\$60,143,609.00	48.1%
Restricted General Fund	\$26,704,058.00	21.32%
Child Development Fund	\$1,587,452.00	1.27%
Bond Interest and Redemption Fund	\$8,553,193.00	6.83%
Debt Service Fund	\$2,473,190.00	1.97%
Capital Outlay Projects Fund	\$3,515,075.00	2.81%
General Obligation Bond Fund	\$1,575,000.00	1.26%
Retiree Benefits Fund	\$2,954,400.00	2.36%
Associated Students Trust Fund	\$50,000.000	.04%
Student Financial Aid Trust Fund	\$17,710,000.00	14.14%
TOTAL	\$125,265,977.00	100.00%

The 2019-20 budgets for each fund include, for the most part, expenditure budgets. For fund balance information, please refer to the summary page. The relationship of each fund to the total Adopted Budget is illustrated in the table above.



Gann Report

CALIFORNIA COMMUNITY COLLEGES GANN LIMIT WORKSHEET Fiscal Year 2019-20

DISTRICT NAME: Yuba Community College District
DATE: August 26, 2019

I. 2019-20 Appropriations Limit:

A. 2018-19 Appropriations Limit		<u>\$ 99,493,666</u>
B. 2019-20 Price Factor:	<u>1.0385</u>	
C. Population factor:		
1. 2017-18 Second Period Actual FTES	<u>7,626,000</u>	
2. 2018-19 Second Period Actual FTES	<u>7,626,000</u>	
3. 2019-20 Population change factor	<u>1.0000</u>	
	(C.3 = C.2/C.1)	
D. 2018-19 Limit adjusted by inflation and population factors		<u>\$ 103,324,172</u>
	(D = A x 8 x C.3)	
E. Adjustments to increase limit:		
1. Transfers in of financial responsibility	0	
2. Temporary voter approved increases	0	
3. Total adjustments - increase		<u>0</u>
F. Adjustments to decrease limit:		
1. Transfers out of financial responsibility	0	
2. Temporary voter approved increases	0	
3. Less: Total adjustments - decrease		<u>0</u>
G. 2019-20 Appropriations Limit		<u>\$ 103,324,172</u>

11. 2019-20 Appropriations Subject to Limit:

A. State Aid ¹	<u>\$21,942,983</u>
B. State Subventions ²	<u>225,000</u>
C. Local Property Taxes	<u>29,815,538</u>
D. Estimated excess Debt Service taxes	<u>0</u>
E. Estimated Parcel taxes, Square Foot taxes, etc.	<u>0</u>
F. Interest on proceeds of taxes	<u>100,000</u>
G. Less: Costs for Unreimbursed Mandates ³	
H. 2019-20 Appropriations Subject to Limit	<u>\$52,083,521</u>

¹ General Apportionment, Apprenticeship Allowance, Education Protection Account tax revenue

² Home Owners Property Tax Relief, Timber Yield Tax, etc...

³ Local Appropriations for Unreimbursed State, Court, and Federal Mandates

Yuba Community College District 2019-20 General Fund Budget Fifty Percent (50%) Law Trends

	FY16-17 Actuals	FY17-18 Actuals	FY18-19 Actuals*
Total Instructional Costs	\$22,997,983	\$23,821,425	25,058,728
Total Current Expense of Education (CEE)	\$44,804,163	\$46,547,488	\$47,974,332
Percent of CEE	51.33%	51.21%	52.23%

*FY18-19 actuals are pending final CCFS-311 certification

The contracted district audit manual contains the following definitions:

- Education Code Section 84362, commonly known as the 50 percent law (50% Law), requires that a minimum of 50% of the district's current expense of education (CEE) be expended during each fiscal year for "salaries of classroom instructors."
- Salaries of classroom instructors, as prescribed in California Code of Regulations (CCR), Title 5, Section 59204, means (1) "that portion of salaries paid for purposes of instruction of students by full-time and part-time instructors employed by a district; and (2) all salaries paid to classified district employees who are (a) assigned the basic title of "Instructional Aide" or other appropriate title designated by the governing board that denotes that the employees' duties include instructional tasks, and (b) employed to assist instructors in the performance of their duties, in the supervision of students, and in the performance of instructional tasks."

Yuba Community College District has remained compliant with the 50% law from FY15-16 through FY18-19. This is in part due to a consistent consideration of the 50% law during budgeting practices, expense allocation, and before making ongoing resource commitments. The FY19-20 budget is projected to maintain compliance with the 50% law.



Glossary

A

ACADEMIC EMPLOYEE: A district employee who is required to meet minimum academic standards as a condition of employment. Also referred to as Certificated employee.

ACCOUNT CODE: A sequence of numbers and/or letters assigned to ledger accounts for ease of reference (see section on Chart of Accounts).

ACCOUNTING: The process of identifying, measuring, and communicating financial information to permit informed judgments and decisions by users of the information.

ACCOUNTS PAYABLE: Amounts due and owed to private persons, business firms, governmental units, or others for goods received and services rendered prior to the end of the fiscal year. Includes amounts billed but not paid.

ACCOUNTS RECEIVABLE: Amounts due and owed to district from private persons, business firms, governmental units, or others for goods received and services provided by the district prior to the end of the fiscal year. Includes amounts invoiced but not received.

ACCRUAL BASIS: The basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows. That is, income is recorded when earned, even though not collected, and expenses are recorded when a liability is incurred, even though not paid. This contrasts with the Cash Basis.

ACTIVITY: A set of institutional functions or operations related to an academic discipline or a grouping of services. Academic disciplines are classified by controlling accounts 0100 _ _ through 4900 _ _; Support Service, administrative, and other expense categories are classified by controlling accounts 6000 _ _, 7000 _ -. These are also known as TOPS numbers as they are determined by the Taxonomy of Programs manual. Examples of TOPS codes are: 040110 = biology; 677000 = campus security. (See Chart of Accounts.)

ACTUALS: (See Unaudited Actuals)

ACTUARIAL BASIS: The basis used in computing the amount of contributions to be made periodically to a fund or account so that the total contributions, plus the compounded earnings, will equal the required payments to be made out of the fund. Factors include length of time over which contributions are held and rate of return on that contribution over its life. Example— Pension trust funds (retirement system) would use actuarial data.

ADMINISTRATOR: Any employee in a position having significant responsibilities for formulating district policies or administering district programs.

ALLOCATION: The distribution or division of resources according to a predetermined plan.

APPORTIONMENT: Allocation of state or federal aid, district taxes, or other moneys among community college districts or other governmental units.

APPROPRIATION: Funds set aside or budgeted by the state or local school districts for a specific time period and specific purpose.

APPROPRIATION FOR CONTINGENCY: An official budget category established by the state for schools to budget contingency funds. Expenditures are not be made from this category. Rather, transfers are made as required to the appropriate expenditure categories.

ASSESSED VALUATION: A value of land, residential or business property set by the county assessor for property tax purposes. The value is the cost of any newly built or purchased property, or the value on March 1, 1975 of continuously owned property plus an annual increase of 2% (see Proposition 13). The assessed value is not equivalent to the market value due to limitations of annual increase.

ASSETS: Anything owned that has value -- tangible or intangible (see also Current Assets and Fixed Assets).

ASSOCIATED STUDENTS FUNDS: These funds are designated to account for monies held in trust by the district for organized student body associations established pursuant to Chapter 1, Division 7, Part 47, of the Education Code (commencing with section 76060).

AUDIT: An examination of records and accounts for the purpose of (1) determining the propriety of transactions; (2) ascertaining whether all transactions are recorded properly; and (3) determining whether statements drawn from accounts reflect an accurate picture of financial operations and financial status.

B

BALANCE SHEET: A basic financial statement that shows assets, liabilities, and fund balance by fund of an as of a specific date.

BFAP / BOARD FINANCIAL ASSISTANCE PROGRAM: A categorical allowance to assist with the administration of financial aid programs.

BLOCK GRANT: A state-funded "one-time" budget allocation with specific expenditure guidelines restricted for instructional equipment, technology, library materials, and scheduled maintenance. "One-time" means the funding level is determined annually and is not part of the budget funding base.

BOND: A written promise to pay a specified sum of money (called the face value) at a fixed time in the future (date of maturity) and specified interest at a fix rate (usually payable periodically).

BUDGET: A plan of financial operation consisting of an estimate of proposed revenue and expenditures for a given period and purpose. The term usually indicates a financial plan for a single fiscal year.

BUDGET ASSUMPTIONS: A summary of the major revenue and expenditure variables affecting the adopted budget.

BUDGET DOCUMENT: The instrument used by the budget-making authority to present a comprehensive financial program. It includes a balanced statement of revenues and expenditures, as well as other exhibits to report (1) the financial condition of the several funds of the district at the end of the preceding, completed fiscal period; (2) the estimated condition of the funds at the end of the fiscal period in progress; and (3) the estimated condition of the funds at the close of the ensuing fiscal period based on the financial proposals contained in the budget document. (For California community colleges this is the CCFS-311.)

BUDGETING: The process of allocating the available resources of an organization among potential activities to achieve the objectives of the organization; planning for the use of resources.

C

CAFETERIA PLAN: Denotes an individual's choice in selecting among various health plans and options. Not currently available through Yuba College's TCSIG insurance.

CalWORKS / CALIFORNIA WORK OPPORTUNITIES AND RESPONSIBILITIES TO KIDS: State funded program to meet federal welfare reform guidelines effective January 1998.

CAPITAL OUTLAY: The acquisition of fixed assets or additions to fixed assets, including land, buildings, improvements of grounds, construction of buildings, additions or remodeling of buildings, or equipment.

CAPITAL PROJECT FUNDS: Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of capital outlay items.

C.A.R.E. / COOPERATIVE AGENCY RESOURCES FOR EDUCATION: Grant program available for eligible students through financial aid package.

CARRY-OVER: Unspent budget allocations from one year that are reallocated to budgets in the subsequent year.

CASH BASIS: Method of accounting in which income and expenditures are recorded only when cash is actually received or disbursed.

CASH IN COUNTY TREASURY: Cash balances on deposit in the county treasury for the various funds of the college district.

CATEGORICAL REVENUES AND EXPENDITURE: A variety of funds are allocated at state, federal and local levels for particular categories of students and programs. These are restricted funds and must be used for the particular category or program for which they were apportioned. Federal and state laws and regulations govern the methods of delivery of restricted programs and the general allocation of funds.

CERTIFICATED PERSONNEL: (See Academic Employee)

CERTIFICATE OF PARTICIPATION (COP): A lease-purchase agreement to finance public facilities. Debt is sold in the conventional municipal bond market, allowing a lower interest rate and longer-term borrowing. The leasing agency holds title to the project, the district/lessee makes annual payments and at the end of the lease term, the leasing company transfers title to the district/lessee.

CHART OF ACCOUNTS: A list of accounts, systematically arranged, applicable to a specific purpose. Components are funds, sub-funds, revenue sources, locations, programs, activity classifications, and objects/expenditure categories.

CLASSIFIED PERSONNEL: A district employee who is not required to meet minimum academic standards as a condition of employment; although some positions may have degree requirements established by the district. Some management personnel may be included.

CLEARING ACCOUNTS: Accounts used to accumulate total receipts or expenditures for later distribution among the accounts to which such receipts or expenditures are properly allocable or for recording the net differences under the proper account.

CLOSED BOOKS: A series of fiscal year-end financial accounting procedures resulting in the final unaudited actual revenue and expenditure account totals.

COLLEAGUE: An integrated administrative software system used by the district for Student Services, Instruction/Scheduling, Personnel/Payroll, and Accounting.

COMMUNITY SERVICES/EDUCATION: Educational, cultural, and recreational services that an educational institution may provide for its community in addition to regularly scheduled classes. Community college districts receive no direct state apportionment for community services.

CONSUMER PRICE INDEX (CPI): A measure of the cost-of-living inflation index compiled by the United States Bureau of Labor Statistics.

CONTRACT EDUCATION: Contract Education is when a community college district contracts with a public or private entity for the purposes of providing instruction or services or both with no financial support from general apportionment funds.

CONTRACTED SERVICES: An expense of services rendered under contract/agreement by personnel who are not on the payroll system of the district, including all related expenses covered by the contract (e.g., travel, supplies).

COP: (see Certificate of Participation)

COST OF LIVING ALLOWANCE (COLA): An annual adjustment to the revenue limit and designated categorical programs. Current law ties COLAs to various economic indicators.

CREDIT: The right side of a double-entry accounting entry. A credit reduces assets or expenditures and increases liabilities, income, or fund balance.

CURRENT ASSETS: Assets that are available or can be made readily available to pay for the cost of operations or to pay current liabilities.

CURRENT EXPENSE OF EDUCATION: Usually regarded as expenses rather than capital outlay, community services, and selected categorical funds.

CURRENT LIABILITIES: Amounts due and payable for goods and services received prior to the end of the fiscal year.

D

DEBIT: The left side of a double-entry accounting entry. A debit increases assets or expenditures and reduces liabilities, income, or fund balance.

DEBT SERVICE FUNDS: Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt, principal and interest.

DEFERRED REVENUE: Revenue received in a given period, but unearned, which is set up as a liability to be included as revenue in subsequent periods.

DEFICIT: Excess of liabilities over assets.

DEFICIT SPENDING: The excess of actual expenditures over actual revenues (also referred to as an operating deficit).

DIRECT EXPENSES: Expenses that can be separately identified and charged as a part of the cost of an activity, department, service or a product.

DISBURSEMENTS: Payments by currency, check, or warrant (not synonymous with expenditures).

DSPS / DISABLED STUDENTS PROGRAMS AND SERVICES: State funded program providing educational support services for disabled students.

DUE FROM . . . FUND: An asset account used to reflect amounts owed to a particular fund by another fund. This account is used by the lender fund to reflect short-term obligations due.

DUE TO . . . FUND: A liability account used by the borrowing fund to reflect short-term amounts owed to another fund.

E

EDUCATION CODE: The body of law that regulates education in California. Additional requirements are contained in the California Administrative Code, Titles 5 and 8, the Government Code, and general statutes.

EDUCATION PROTECTION ACCOUNT (EPA): The Education Protection Account (EPA) provides local educational agencies (LEAs) with general purpose state aid funding pursuant to Proposition 30, the Schools and Local Public Safety Protection Act of 2012, approved by the voters on November 6, 2012. The EPA funding is a component of an LEA's total revenue limit or charter school general purpose entitlement.

EMPLOYEE BENEFITS: Employers' contributions to retirement plans, statutory benefits, and health and welfare benefits (see also Statutory Benefits).

ENCROACHMENT: Occurs when a program costs more to operate than the income received.

ENCUMBRANCES: Obligations in the form of purchase orders, contracts, salaries, and other commitments chargeable to an appropriation for which part of the appropriation is reserved.

ENTITLEMENT: The amount of payment to which a state or local government is entitled as determined by the federal government according to an allocation formula contained in applicable statutes.

EOPS / EXTENDED OPPORTUNITY PROGRAM AND SERVICES: State funded program providing financial assistance and educational support services for eligible students.

EQUALIZATION: Funds allocated by the state legislature to raise districts with lower revenue limits toward the statewide average.

EXPENDITURES: Amounts paid or liabilities incurred for all purposes. Accounts kept on an accrual basis include all charges whether paid or not. Accounts kept on a cash basis will include only actual cash disbursements.

F

FIFTY PERCENT (50%) LAW: Education Code Section 84362, commonly known as the 50% Law, requires that a minimum of 50 percent of the district's Current Expense of Education (CEE) be expended during each fiscal year for "Salaries of Classroom Instructors."

FISCAL YEAR: A period of one year, the beginning and ending dates of which are fixed by statute. In California, the period beginning on July 1 and ending on June 30 constitutes the fiscal year.

FIXED ASSETS: Assets of a permanent character having continuing value, such as land, buildings, machinery, furniture, and equipment; also known as capital assets.

FTEF: (see Full-time Equivalent Faculty)

FTES TARGET: The established goal on which apportionment revenue estimates are based. The district receives approximately \$4,564.83 for each credit FTES and \$2,744.96 for each non-credit FTES. (see also Full-Time Equivalent Students)

FULL-TIME EQUIVALENT EMPLOYEES (FTE): Ratio of the hours worked based upon the standard work hours of one full-time employee. For example, classified employees may have a standard work load of 40 hours per week. If several classified employees worked 380 hours in one week, the FTE conversion is 380/40 or 9.5 FTE.

FULL-TIME EQUIVALENT FACULTY (FTEF): See definition for full-time employee above. An FTEF is based on a 15-unit load per semester.

FULL-TIME EQUIVALENT STUDENTS (FTES): An FTES represents 525 class (contact) hours of student instruction/activity in credit and non- credit courses. Full-time equivalent students (FTES) is one of the workload measures used in the computation of state support for California Community Colleges (form CCFS-320, Apportionment Attendance Report).

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts. These accounts record all assets and financial resources together with related encumbrances, reserves, and equities that are segregated for the purpose of carrying on specific activities or obtaining certain objectives in accordance with special regulations, restrictions or limitations. (See the section on Other Funds

for a summary of the Yuba Community College District funds and Chart of Accounts.

FUND BALANCE: The fund equity of governmental funds and Trust Funds.

G

GANN LIMITATION: A ceiling on each year's appropriations supported by tax dollars. The limit applies to all governmental entities, including school districts. The base year was 1978/79. The amount is adjusted each year, based on a price index and the growth of the student population.

GENERAL FUND: The General Fund is the general operating fund of the district and accounts for all revenues and expenditures of the district not encompassed within other funds.

GENERAL LEDGER: A book, file, or other device which contains the accounts needed to reflect the financial position and the results of operations of an entity. In double entry bookkeeping, the debits and credits in the general ledger are equal and, therefore, debit balances and credit balances are equal.

GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB): The authoritative accounting and financial reporting standard-setting body for governmental entities.

GOVERNMENTAL FUNDS: Grouping of funds used to account for activities directly related to an institution's educational objectives.

GRANTS: Contributions or gifts of cash or other assets from another government agency/entity to be used or expended for a specified purpose, activity, or facility.

I

INCOME: Revenue and non-revenue receipts. Revenue receipts are additions to assets for which no obligations are incurred. Non-revenue receipts are receipts of money in exchange for property of the district or for which the district incurs an obligation.

INDIRECT EXPENSES OR COSTS: Those elements of cost necessary in the production of an article or the performance of a service which are of such a nature that the amount applicable to the product or service cannot be determined accurately or readily (e.g., utilities, supplies, management costs).

INTER-FUND TRANSFER: Money that is taken from one fund under the control of the Governing Board and added to another fund under the Board's control. Such transfers are not receipts or expenditures.

INTRABUDGET TRANSFERS: Amounts transferred from one appropriation account to another within the same fund.

INTRAFUND TRANSFER: The transfer of monies within a fund of the district.

INTERNAL CONTROL: A plan of organization under which employees' duties are so arranged and records and procedures so designed as to make it possible to exercise effective accounting control over assets, liabilities, revenues, and expenditures. Under such a system, the work of employees is subdivided so that no single employee performs a complete cycle of operations. For example, an employee handling cash would not also post the accounts receivable records. Under such a system, the procedures to be

followed are defined and require proper authorizations by designated officials for all actions to be taken.

J

JPA: Joint powers agreement.

L

LEDGER: A group of accounts in which the financial transactions of an entity are recorded.

LIABILITIES: Legal obligations that are unpaid. Debt or other legal obligation (exclusive of encumbrances) arising out of transactions in the past that must be liquidated, renewed, or re-funded at some future date.

M

MANDATED COSTS: District expenditures that occur as a result of federal or state law, court decisions, administrative regulations, or initiative measures.

N

NON-RESIDENT TUTITION: A student who is not a resident of California is required, under the uniform student residency requirements, to pay a tuition fee as prescribed by ECS 76140.

O

OBJECT (CODE): An expenditure classification or category - - this term applies to the type of article purchased or the service obtained (e.g., consultant services, materials, and supplies). Examples of Object codes are: librarian's salary expense = 1240; instructional supplies = 4300; telephone = 5530. See Chart of Accounts.

P

P1: First principal apportionment.

P2: Second principal apportionment.

PROCUREMENT CARD: Credit card issued to use in lieu of a blanket/open purchase order for incidental purchases.

PROGRAM: A group of related activities consisting of a unique combination of objects which operate together for common outputs and objectives. Academic divisions, Maintenance and Operations, and specific Student Service functions (e.g., Testing, Records, Job Placement) are examples of programs.

PROGRAM BUDGET: A budget under which expenditures are based primarily on programs of work and secondarily on Object or character type.

PROPERTY TAX DEFICIT: Funding short falls which occur whenever the state appropriations are insufficient to fund local district and county entitlements.

PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS): State law requires that classified employees, their district, and the state contribute to this retirement fund.

PURCHASE ORDER: A document issued to a vendor that authorizes the delivery of specified merchandise or the performance of certain services and authorizing the related cost/charge.

R

REGISTERS: A listing of transactions of like kind that may be totaled and summarized for convenience in posting (e.g., payroll registers, warrant registers).

REQUISITION: A document submitted initiating a purchase order to secure specified articles or services.

RESERVE: Funds set aside in a district budget to provide operating cash in the succeeding fiscal year until taxes and state funds become available; funds set aside to provide for future expenditures, to offset future losses of working capital; or other legally segregated or designated set-aside funds for specific future use.

RESTRICTED FUNDS: Funds to be spent for a specific purpose and cannot be expended for any general purpose.

REVENUE: Addition to assets not accompanied by an obligation to perform a service or deliver a product.

REVENUE SOURCE CODES: Assigned numbers in the Account Code string that represent whether monies are from federal, state, or local sources. See Chart of Accounts

REVOLVING CASH ACCOUNT: A stated amount of money authorized by the district governing board to be used primarily for emergency or small sundry disbursements. The fund is reimbursed periodically through properly documented expenditures, which are summarized and charged to proper account classifications.

S

SALES AND USE TAX: A tax imposed on the sale of goods and services. The use tax is paid in lieu of the sales tax on goods purchased outside the state, but intended for use in the state. Sales tax applies to goods and services purchased within the state.

SCHEDULED MAINTENANCE: The scheduled maintenance program is used for major repairs of buildings and equipment within the district. Some matching state funds have historically been available to districts with an established scheduled maintenance program approved by the state.

SECURED ROLL: Assessed value of real property, such as land, buildings, secured personal property,

or anything permanently attached to land as determined by each county assessor, plus the value of the property of public utilities as determined by the State Board of Equalization.

SHORTFALL: An insufficient allocation of money, requiring an additional appropriation or resulting in deficits.

STATE TEACHERS' RETIREMENT SYSTEM (STRS): State law requires certificated/academic employees, districts, and the state to contribute to this retirement fund.

STATUTORY BENEFITS: District-paid premiums for mandatory benefits which are part of an employee's total compensation, including unemployment insurance, workers compensation insurance, social security, retirement systems (STRS, PERS), and Medicare coverage. Benefits vary based upon employment status and start date

SUPPLANTING: To use one type of funds to provide goods or services previously paid with another type of fund. Generally, this practice is prohibited when state or federal funds are used to replace local funds.

SUPPLY: A material item of an expendable nature that is consumed, wears out, or deteriorates with use.

T

TANF / TEMPORARY ASSISTANCE FOR NEEDY FAMILIES: Block grant for state welfare-to-work program.

TAX REVENUE ANTICIPATION NOTE (TRANS): Notes issued in anticipation of collection of taxes, usually retireable only from tax collections, and frequently only from the proceeds of the tax levy whose collection they anticipate.

TCSIG/TRI-COUNTY SCHOOLS INSURANCE GROUP: Approximately 40 school districts that joined together to form a non-profit, self-insured group for health coverage. Yuba College is one of the founding school districts.

TOPS: Taxonomy of Programs -- refers to account codes for specific instructional or other activities as specified in the Taxonomy of Programs manual (see ACTIVITY).

TOTAL COMPUTATIONAL REVENUE (TCR): Describes the calculation of a district's total entitlement base on full-time equivalent students (FTES), infrastructure factors, and the number of colleges and centers a district operates. The TCR provides the basis for general apportionment funding to be distributed throughout the community college system. It is from this number that the California Community Colleges Chancellor's Office distributes apportionment as per the allocation process described in Title 5 Section 58770.

TRANSFER: Interdistrict or interfund payments or receipts not chargeable to expenditures or credited to income. Certain budget revisions are often referred to as transfers (e.g., moving allocated budget or expenditures from one line item budget account to another).

TRUST FUND: A fund consisting of resources received and held by an entity as trustee to be expended or invested in accordance with the conditions of the trust.

U

UNAUDITED ACTUALS: Revenue and expenditure totals by category for the prior fiscal year. These totals are final, subject to review of the financial statements by the district auditors.

UNENCUMBERED BALANCE: That portion of an appropriation or allotment not yet expended or obligated.

UNRESTRICTED FUNDS: Funds which may be expended for any general purpose within guidelines established for the fund.

UNSECURED ROLL: Assessed value of personal property other than secured property.

W

WARRANT: A written order drawn to pay a specified amount to a designated payee.

WIA (WORKFORCE INVESTMENT ACT): (formerly JTPA) Program offering assistance to eligible students for vocational training.



Providing world-class learning in an innovative and trusting atmosphere within our communities.



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