



CENTRAL OREGON
community college

BUDGET COMMITTEE
MEETING

Wednesday, April 13, 2016

6:00 PM

Christiansen Board Room

Boyle Education Center

AGENDA

	<u>Exhibit</u>	<u>Action</u>	<u>Presenter</u>
I.			Ertner
II.			Ertner
III.			
	A.	Student Scholars-All Oregon Academic Team	Moore <input type="checkbox"/>
	B.	Energy Trust of Oregon	Paradis <input type="checkbox"/>
IV.			
	✓	Budget Meeting – March 9, 2016	
	4.a	X	Smith
V.			
		2016-17 Proposed General Fund Budget	Dona
	✓	Update and Questions & Answers	
VI.			
		2016-17 Proposed Non-General Funds Budget	
	•	PowerPoint	6
	•	2016-17 Non-General Funds Budgets	6.a
	•	2016-17 Summary of Interfund Transfers	6.b
Dona			
VII.			
		Budget Calendar, Next Meeting –	
		<u>Wednesday, May 11, 2016 6:00 PM</u>	
		Christiansen Board Room, Boyle Education Center	
VIII.			
		Adjourn	



Central Oregon Community College
BUDGET COMMITTEE MEETING MINUTES
Wednesday, March 9, 2016 – 6:00 PM
Christiansen Board Room-Boyle Education Center

PRESENT: Lester Friedman, Doug Ertner, Gayle McConnell, Patricia Kearney, Anthony Dorsch, David Ford, Bruce Abernethy, Vikki Ricks, Joe Krenowicz, John Mundy, Lonn Johnston-Board Attorney, Shirley Metcalf-President, Julie Smith Executive Assistant

ABSENT: Mark Copeland, Steve Curran, Al Jamison and Laura Craska Cooper

CALL TO ORDER: Mr. Lester Friedman-Chair of the 2015-16 Budget Committee, called the meeting to order at 6:00pm.

INTRODUCTION OF GUESTS: Matt McCoy, Jim Jones, David Dona, Lisa Bloyer, Jenni Newby, Alicia Moore, Dan Cecchini, Joe Viola, Jim Ellis, Jerry Schulz, Glenda Lantis, Tony Russell, Sally Sorenson, Ron Paradis, Zak Boone, Carol Higginbotham-Faculty Forum President, Kathy Smith, Chad Harris, Michael Fisher, Stacey Donohue, Steve Curley, Brady Hickman, Cady-Mae Hunt, Abby Spelman-The Bulletin, and others.

ELECTION OF CHAIR:

Mr. Joe Krenowicz moved to elect Mr. Doug Ertner as Chair for the 2016-17 Budget Committee. Mr. Bruce Abernethy seconded the motion. MCU. Approved. 03/13:1

2016-17 BUDGET MESSAGE & PowerPoint Budget Presentation: (Exhibit: 4)

President Metcalf described the budget development period as an opportunity to evaluate and reflect on the current year while planning for the coming year and beyond. The College looks to the strategic plan, accreditation standards, and Board priorities to guide and shape the budget. The focus of the College's budget development is on student success, community enrichment and lifelong learning within a financial framework of long-term sustainability. The College integrates long-range financial forecasting to its budget development to identify financial trends and the long-term effects of budget decisions.

This year's budget effort began with a forecasted \$100 thousand deficit when all costs were held flat other than required scheduled salary increases according to the collective bargaining agreements, and inflationary adjustments to contract services and health insurance increases. In addition to the forecasted deficit, 37 general fund budget requests totaling \$1.4 million were submitted to the President. These budget requests were sent to the nine member Financial Internal Advisory Team (FIAT) to be evaluated, scored, and ranked according to a scoring rubric. FIAT provides the President a report that is the outcome of an intuitional vetting process that measures the impact, cost and benefit period. The FIAT scoring rubric also links all budget requests to the College's strategic plan by identifying the specific core themes affected. The President selected eight items totaling \$148 thousand from the FIAT report to include in the proposed budget. These eight items provided additional staff support to the Madras and

Prineville Campuses, a new Campus Safety Officer for the north campuses, additional faculty support, and foundation staff support.

Two significant changes affected the 2016-17 proposed general fund budget. The first change involves moving the Culinary Program from the auxiliary fund to the general fund. The Culinary Program had been historically accounted for in the general fund. When the new culinary facility opened fall of 2011, the program was moved to the auxiliary fund to discretely track the new facility and expanded program activities. Now that the Culinary Program is established, it is being moved back to the general fund to better align the Culinary Program with other credit classes and programs. This change moved \$820 thousand in revenue and \$1.1 million of expenditures from the auxiliary fund to the general fund. The second change was to re-establish the budgeted general fund transfer-out to the capital projects funds for capital equipment. The \$200 thousand transfer-out for capital equipment reflects the on-going capital equipment needs of the college.

The College is anticipating student enrollment to continue to decline -7 percent this budget year and -5 percent the year following. The proposed budget has a recommended \$2 per credit increase for in-district students and similar percentage increases to the other residency categories. Despite the additional revenue from increased rates, the College is projecting a decline in tuition and fee revenue from declining student enrollment. With the recommended tuition rate increases, preliminary information shows COCC remaining the third least expensive Oregon community college and significantly less costly than the Oregon Universities.

The long-term financial future will be challenging in light of the anticipated continued student enrollment declines and the resulting lower tuition and fee revenue. The College is also faced with increases in PERS rates the next biennium and rising health insurance costs. In addition, future impacts from of the expansion of Oregon State University's Cascades Campus in Bend will be monitored closely.

GENERAL FUND POWERPOINT: (Exhibit: 5)

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

- ✓ Fund Types & Attributes
- ✓ Current Year's General Fund Budget Update
- ✓ Revenue/Expenditure Forecast (REF: F.1)
- ✓ Proposed 2016-17 General Fund Budget:
Key General Fund Budget Assumptions:
 - State Aid of \$9.4 million
 - Current Year property tax growth rate +6.5%
 - In-district Tuition rate increase per credit : +\$2
 - Student enrollment decline of -7% for all residency categories
 - Salary increase: +2.75% classified/administrative and +3.0% faculty
 - Increase in health insurance +8%
 - Interfund Transfers-in of \$2.2M
 - Interfund Transfers-out of \$2.6M.

2016-17 PROPOSED GENERAL FUND BUDGET: (Exhibits: 6.a, 6.b & 6.c)

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

BUDGET CALENDAR (Exhibit: 7):

The next Budget Committee Meeting is scheduled for Wednesday, April 13, 2016 at 6:00 PM in the Christiansen Board Room, Boyle Education Center – Central Oregon Community College.

Chair Ertner adjourned the Budget Committee Meeting.

ADJOURN: 7:05 PM

APPROVED;

ATTEST TO;

Mr. Doug Ertner, Chair Budget Committee

Dr. Shirley I. Metcalf, President



April 2016 Budget Committee Meeting

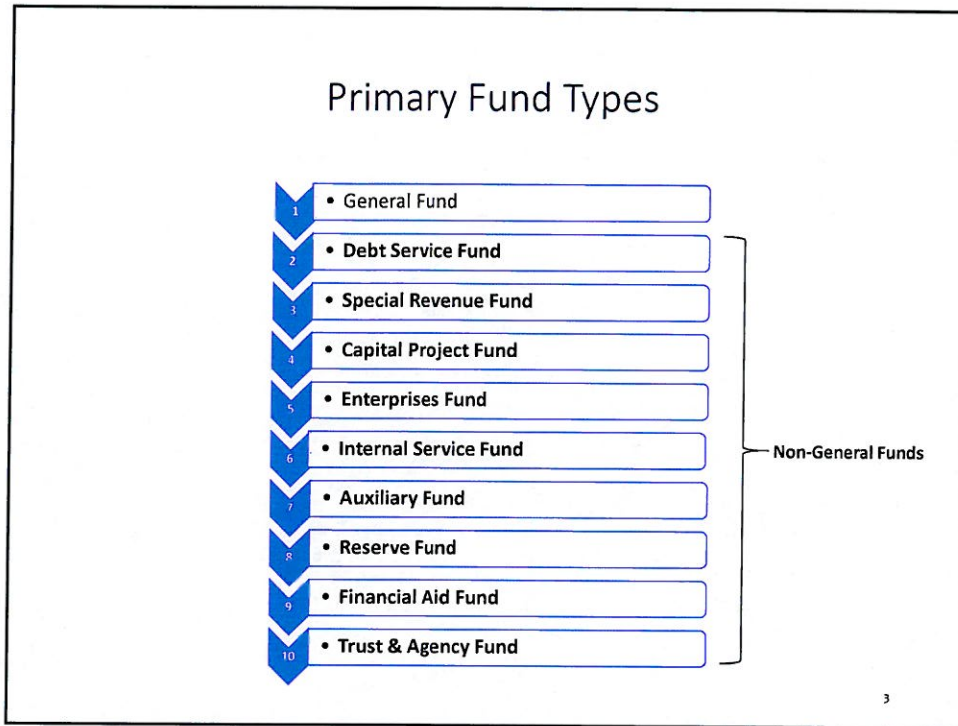
- General Fund Update
- Proposed 2016/17 Non-General Fund Budgets
- Summary of Interfund Transfers

1

Non-General Fund Attributes

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

2



Debt Service Fund

- **Statement of Purpose:**
The Debt Service Fund accounts for the retirement of all long-term debt of the College. Property taxes and transfers are principle sources of revenues. As of July 1, 2016 total District long-term indebtedness will total \$68.2 million.
- **Debt Types:**
 - Full Faith and Credit Obligations (1)
 - *Series 2014: New residence hall*
 - Pension Obligation Bonds (1)
 - *PERS refinance*
 - Capital Lease (1)
 - *Energy efficiency improvements (will be retired in 2016-17)*
 - General Obligation Bonds (1)
 - *Series 2010: New facilities in Bend, Redmond, Prineville and Madras.*
- ✓ The College is in full compliance with all debt restrictions, limitations and disclosures.

4

Capital Projects Fund

- **Statement of Purpose:**
The Capital Projects Fund accounts for major capital outlays for new buildings, building remodels, land improvements and equipment. Major sources of revenue are interfund transfers and bond proceeds.

- **Activities:**
 - New Construction & Campus Renovation
 - *New construction and renovations*
 - Bookstore Construction
 - *Future Bookstore building renovations and improvements*
 - Capital Equipment Fund
 - *Capital equipment reserve for operating equipment and tools*
 - Facilities Repair and Replacement
 - *Campus maintenance and repairs*
 - Life Cycle Technology Replacement (desktop, laptops, and multi-media classroom computers)
 - *4-5 year computer lifecycle*
 - *Computer inventory ~1,800*

5

Capital Projects Fund- continued

- **Activities:**
 - IT Server/Infrastructure
 - *Maintenance and upgrades of information technology and telecommunications systems*
 - Campus Center Building
 - *Remaining improvements to the building and grounds*
 - Residence Hall Construction
 - *Construction costs for new residence hall*
 - Cascades Hall
 - *Cascades Hall renovations*

6

Enterprise Fund

- **Statement of Purpose:**
Enterprise Funds are used by the College to account for services provided to students and the general public on a user charge basis, similar to a for-profit business. At a minimum, they are intended to cover costs.

- **Activities:**
 - Residence Hall
 - Residence Hall Building Reserve
 - Residence Hall Technology Reserve
 - Residence Hall Summer Programs
 - Juniper Hall Operations
 - Food Service Operations
 - Bookstore Operations

7

Internal Service Fund

- **Statement of Purpose:**
Funds that provide goods or services to other College departments on a cost recovery basis.

- **Activities:**
 - Centralized Services
 - *Copy Center located within the Bookstore*
 - Photocopy Machines (52)
 - *Leased*
 - *Networked with scanning capabilities*

8

Reserve Fund

- **Statement of Purpose:**
Reserve funds were established by the College to meet obligations associated with retiree benefit liabilities and the public employee retirement system (PERS).

- **Activities:**
 - Retiree Health Insurance Reserve
 - Annual expense \$71K
 - Benefits run through 2028
 - PERS Reserve
 - General Fund transfer of \$300K
 - Ending balance of \$1.2M

9

Special Revenue Fund

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

- **Activities:**
 - Federal Grants
 - ABE Special Projects
 - Carl Perkins
 - SBA Programs
 - NSF NEVTEX Grant
 - State Grants
 - OBDD
 - Grow Oregon Grant
 - Partners in Practice Grant
 - ABS Pathways
 - Oregon Developmental Education
 - Other Grants
 - Cascade Health Services
 - DRCI/ABS/Veteran – Partnership to End Poverty
 - Regional Promise Grant
 - FORD Family Foundation
 - Contracts
 - Deer Ridge Correctional Institution
 - OCF- GANAS
 - New Programs

10

Auxiliary Fund

- **Statement of Purpose:**
This fund accounts for a wide variety of ancillary activities in the College. Each program is expected to be self-balancing and expenditures cannot exceed available resources.
- **Self-Sustaining Activities: (examples)**
 - Vehicle Fleet – charge departments for college use of vans.
 - Revenues used to maintain fleet and van replacement
 - Club Sports
 - User fees pay for supplies, services, and equipment repairs & replacement
 - Computer Lab Printers – charge for printing in the labs.
 - Revenues used to supply paper and toner cartridges to the computer labs
 - Student Government
 - Funded by student fees
 - Mazama Lab Fees
 - User fees pay for supplies, services, and equipment repairs & replacement
 - Physiology Lab
 - Funded with program and fee income from users
 - Blue Sky
 - Funded by students fees

11

Auxiliary Fund– continued

- **Non-General Fund Instruction: (examples)**
 - Summer Term
 - Provides \$1.1M in support to general fund
 - Ending fund balance of \$1.3M
 - Community Learning & Small Business Development Center
 - Community Learning receives support from general fund of \$203K
 - Small Business Development Center receives support from general fund of \$52K
 - Adult Basic Skills
 - Receives support from general fund of \$552K
 - Licensed Massage Therapy
 - Revenues used to purchase supplies and equipment for the program
 - Aviation Program
 - Revenues used to maintain and upgrade the software and hardware for the fixed wing and helicopter simulators and provide program support
 - Provides \$105K in support to general fund
 - Culinary Program
 - Culinary program and facility costs (moved to general fund)
 - Veterinarian Technician Program
 - Revenues used to purchase supplies and materials
 - Contracted Credit Classes
 - Provides \$20K in support to general fund

12

Auxiliary Fund– continued

- Revolving Activities: (examples)
 - Foundation Billings
 - *Support to COCC Foundation for salaries*
 - OSU Partnership Collaborations
 - *Services provided to OSU Cascades*
- Contractual & Administrative Provisions: (examples)
 - Faculty Sabbatical
 - *Pays for salary of faculty while on sabbatical*
 - Faculty Professional Improvement
 - *Pays for faculty professional development activities*
 - Insurance Reserve Deductible
 - *Pays for deductible on property and casualty insurance claims*
 - Unemployment Reserve
 - *Pays for unemployment claims (self-insured)*
 - Keyes Education Fund
 - *Pays for approved expenditures from Keyes Trust*

13

Financial Aid Fund

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

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

14

Trust & Agency Fund

- **Statement of Purpose:**
Accounts for permanent funds that are legally restricted, permitting only the earnings to be used in support of College programs.
- **Activities:**
 - Robert Clark Trust Fund
 - *Principal to be kept in perpetuity*
 - *Earnings to fund scholarships*
 - *Provides \$3,000 for scholarships*

**Central Oregon Community College
2016-17 Budget**

Debt Service Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Resources						
Beginning Fund Balance	\$ 358,699	\$ 326,808	\$ 246,242	\$ 85,400	\$ -	\$ -
Tax Revenue - Current	2,644,077	2,661,609	2,917,063	2,949,615		
Tax Revenue - Prior	97,768	98,815	80,000	80,000		
PERS Reserve Charge	911,497	961,484	1,006,543	1,056,543		
Rental Income	491,224	486,409				
Interest Income	1,981	1,493	667	185		
Transfers In	310,113	6,137,288	1,328,188	1,322,588		
Total Resources	\$ 4,815,359	\$ 10,673,906	\$ 5,578,703	\$ 5,494,331	\$ -	\$ -
Requirements						
Principal Payments	\$ 1,754,162	\$ 7,740,157	\$ 1,971,954	\$ 2,119,179	\$ -	\$ -
Interest Payments	2,730,989	2,712,559	3,306,351	3,298,376		
Materials and Services	3,400	1,000	1,200	1,200		
Ending Fund Balance	326,808	220,190	299,198	75,576		
Total Requirements	\$ 4,815,359	\$ 10,673,906	\$ 5,578,703	\$ 5,494,331	\$ -	\$ -

Exhibit: 6.a
Budget Committee
4-13-16
Pgs. 1-34

**Central Oregon Community College
2016-17 Budget**

Debt Service Fund - Resources and Requirements by Issue

	2010 General Obligation Bonds	2003 Pension Obligation Bonds	2014 FFC Bonds	2005 Capital Lease	Fiscal Year 2016-17 PROPOSED Budget
Resources					
Beginning Fund Balance	\$ 80,000	\$	\$	\$ 5,400	\$ 85,400
Tax Revenue - Current	2,949,615				2,949,615
Tax Revenue - Prior	80,000				80,000
PERS Reserve Charge		1,056,543			1,056,543
Interest Income	185				185
Transfers In			1,262,588	60,000	1,322,588
Total Resources	\$ 3,109,800	\$ 1,056,543	\$ 1,262,588	\$ 65,400	\$ 5,494,331
Requirements					
Principal Payments	\$ 1,335,000	\$ 315,936	\$ 405,000	\$ 63,243	\$ 2,119,179
Interest Payments	1,699,800	740,607	856,388	1,581	3,298,376
Materials and Services			1,200		1,200
Ending Fund Balance	75,000			576	75,576
Total Requirements	\$ 3,109,800	\$ 1,056,543	\$ 1,262,588	\$ 65,400	\$ 5,494,331

**Central Oregon Community College
2016-17 Budget**

Capital Projects Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Resources						
Beginning Fund Balance	\$ 14,956,803	\$ 24,826,452	\$ 8,562,000	\$ 6,553,000	\$ -	\$ -
Grants and Contracts	2,313,073	8,907,343				
Other Income	279,594	408,413				
Donations	26,300	9,050				
Bond Sale Proceeds	21,419,656					
Interest Income	41,416	63,109	12,347	10,704		
Transfers In	2,522,023	2,923,114	2,025,051	1,249,051		
Total Resources	\$ 41,558,865	\$ 37,137,481	\$ 10,599,398	\$ 7,812,755	\$ -	\$ -
Requirements						
Personnel Services	\$ 380,074	\$ 169,090	\$	\$	\$ -	\$ -
Materials and Services	1,810,152	2,020,796	1,600,000	1,803,000		
Capital Outlay	13,653,610	19,246,925	4,965,300	3,678,000		
Transfers Out	888,577	6,751,101	650,000	380,000		
Ending Fund Balance	24,826,452	8,949,569	3,384,098	1,951,755		
Total Requirements	\$ 41,558,865	\$ 37,137,481	\$ 10,599,398	\$ 7,812,755	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Capital Projects Fund - Resources and Requirements by Project

	<u>FTE</u>	<u>Campus Center Building</u>	<u>Bookstore Construction</u>	<u>New Construction & Renovation</u>	<u>Repair and Replacement</u>	<u>Cascades Hall</u>
Resources						
Beginning Fund Balance		\$ 425,000	\$ 908,000	\$ 1,500,000	\$ 200,000	\$ 1,556,000
Interest Income		562	1,795	2,115	251	1,944
Transfers In				192,090	325,830	
Total Resources		<u>\$ 425,562</u>	<u>\$ 909,795</u>	<u>\$ 1,694,205</u>	<u>\$ 526,081</u>	<u>\$ 1,557,944</u>
Requirements						
Materials and Services		\$	\$	\$ 500,000	\$ 525,000	\$ 778,000
Capital Outlay		400,000	300,000	1,000,000		778,000
Transfers Out			80,000			
Ending Fund Balance		25,562	529,795	194,205	1,081	1,944
Total Requirements	<u>0.00</u>	<u>\$ 425,562</u>	<u>\$ 909,795</u>	<u>\$ 1,694,205</u>	<u>\$ 526,081</u>	<u>\$ 1,557,944</u>

**Central Oregon Community College
2016-17 Budget**

Capital Projects Fund - Resources and Requirements by Project

	<u>Residence Hall</u>	<u>Life Cycle Technology Replacement</u>	<u>Capital Equipment Fund</u>	<u>IT Server/ Infrastructure</u>	<u>Fiscal Year 2016-17 PROPOSED Budget</u>
Resources					
Beginning Fund Balance	\$ 700,000	\$ 364,000	\$ 100,000	\$ 800,000	\$ 6,553,000
Interest Income	1,375	887	187	1,588	10,704
Transfers In		310,030	250,000	171,101	1,249,051
Total Resources	<u>\$ 701,375</u>	<u>\$ 674,917</u>	<u>\$ 350,187</u>	<u>\$ 972,689</u>	<u>\$ 7,812,755</u>
Requirements					
Materials and Services	\$	\$	\$	\$	\$ 1,803,000
Capital Outlay		400,000	300,000	500,000	3,678,000
Transfers Out	300,000				380,000
Ending Fund Balance	401,375	274,917	50,187	472,689	1,951,755
Total Requirements	<u>\$ 701,375</u>	<u>\$ 674,917</u>	<u>\$ 350,187</u>	<u>\$ 972,689</u>	<u>\$ 7,812,755</u>

**Central Oregon Community College
2016-17 Budget**

Enterprise Fund - Resources and Requirements

	<u>FTE</u>	<u>Fiscal Year 2013-14 ACTUAL Amounts</u>	<u>Fiscal Year 2014-15 ACTUAL Amounts</u>	<u>Fiscal Year 2015-16 CURRENT Budget</u>	<u>Fiscal Year 2016-17 PROPOSED Budget</u>	<u>Fiscal Year 2016-17 APPROVED Budget</u>	<u>Fiscal Year 2016-17 ADOPTED Budget</u>
Residence Hall							
Resources							
Beginning Net Working Capital		\$ 713,407	\$ 1,247,250	\$ 1,000,000	\$ 610,572	\$ -	\$ -
Room Fee		829,386	453,052	2,272,000	1,695,166		
Interest Income		1,236	1,147	2,067	1,033		
Transfers In		319,517			300,000		
Total Resources		<u>\$ 1,863,546</u>	<u>\$ 1,701,449</u>	<u>\$ 3,274,067</u>	<u>\$ 2,606,771</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	5.6	\$ 187,667	\$ 216,447	\$ 382,718	\$ 404,744	\$ -	\$ -
Materials and Services		368,396	77,837	877,050	583,008		
Capital Outlay		8,233	6,194	15,000			
Transfers Out		52,000		1,343,188	1,406,088		
Ending Net Working Capital		1,247,250	1,400,971	656,111	212,931		
Total Requirements	<u>5.6</u>	<u>\$ 1,863,546</u>	<u>\$ 1,701,449</u>	<u>\$ 3,274,067</u>	<u>\$ 2,606,771</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2016-17 Budget**

Enterprise Fund - Resources and Requirements

	<u>FTE</u>	<u>Fiscal Year 2013-14 ACTUAL Amounts</u>	<u>Fiscal Year 2014-15 ACTUAL Amounts</u>	<u>Fiscal Year 2015-16 CURRENT Budget</u>	<u>Fiscal Year 2016-17 PROPOSED Budget</u>	<u>Fiscal Year 2016-17 APPROVED Budget</u>	<u>Fiscal Year 2016-17 ADOPTED Budget</u>
Residence Hall Building Reserve							
Resources							
Beginning Net Working Capital		\$	\$	\$	\$ 80,000	\$ -	\$ -
Transfers In				80,000	112,500		
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 80,000</u>	<u>\$ 192,500</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Materials and Services		\$	\$	\$ 80,000	\$ 10,000	\$ -	\$ -
Ending Net Working Capital					182,500		
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 80,000</u>	<u>\$ 192,500</u>	<u>\$ -</u>	<u>\$ -</u>
Residence Hall Summer Programs							
Resources							
Beginning Net Working Capital		\$	\$	\$	\$	\$ -	\$ -
Program Income				20,000	150,000		
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Materials and Services		\$	\$	\$ 20,000	\$ 50,000	\$ -	\$ -
Ending Net Working Capital					100,000		
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2016-17 Budget**

Enterprise Fund - Resources and Requirements

	<u>FTE</u>	<u>Fiscal Year 2013-14 ACTUAL Amounts</u>	<u>Fiscal Year 2014-15 ACTUAL Amounts</u>	<u>Fiscal Year 2015-16 CURRENT Budget</u>	<u>Fiscal Year 2016-17 PROPOSED Budget</u>	<u>Fiscal Year 2016-17 APPROVED Budget</u>	<u>Fiscal Year 2016-17 ADOPTED Budget</u>
Residence Hall Technology Reserve							
Resources							
Beginning Net Working Capital		\$	\$	\$	\$	\$ -	\$ -
Transfers In					31,000		
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 31,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Materials and Services		\$	\$	\$	\$ -	\$ -	\$ -
Ending Net Working Capital					31,000		
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 31,000</u>	<u>\$ -</u>	<u>\$ -</u>
Juniper Hall Operations							
Resources							
Beginning Net Working Capital		\$	\$	\$	\$	\$ -	\$ -
Program Income					200,000		
Total Resources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Materials and Services		\$	\$	\$	\$ 100,000	\$ -	\$ -
Ending Net Working Capital					100,000		
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2016-17 Budget**

Enterprise Fund - Resources and Requirements

	<u>FTE</u>	<u>Fiscal Year 2013-14 ACTUAL Amounts</u>	<u>Fiscal Year 2014-15 ACTUAL Amounts</u>	<u>Fiscal Year 2015-16 CURRENT Budget</u>	<u>Fiscal Year 2016-17 PROPOSED Budget</u>	<u>Fiscal Year 2016-17 APPROVED Budget</u>	<u>Fiscal Year 2016-17 ADOPTED Budget</u>
Food Service Operations							
Resources							
Beginning Net Working Capital		\$	\$ 52,000	\$	\$ 175,000	\$ -	\$ -
Food Services			370,110	1,403,055	1,405,500		
Transfers-In		52,000	30,417				
Interest Income			29				
Total Resources		<u>\$ 52,000</u>	<u>\$ 452,556</u>	<u>\$ 1,403,055</u>	<u>\$ 1,580,500</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	0.3	\$	\$	\$	\$ 30,345	\$ -	\$ -
Materials and Services			434,412	1,353,055	1,391,055		
Capital Outlay				20,000	50,000		
Ending Net Working Capital		52,000	18,144	30,000	109,100		
Total Requirements	<u>0.3</u>	<u>\$ 52,000</u>	<u>\$ 452,556</u>	<u>\$ 1,403,055</u>	<u>\$ 1,580,500</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2016-17 Budget**

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Bookstore							
Resources							
Beginning Net Working Capital		\$ 3,333,232	\$ 3,112,577	\$ 2,500,000	\$ 2,000,000	\$ -	\$ -
Bookstore Sales		3,589,918	3,150,799	4,829,800	3,500,000		
Interest Income		3,449	1,930	5,404	5,018		
Total Resources		\$ 6,926,599	\$ 6,265,306	\$ 7,335,204	\$ 5,505,018	\$ -	\$ -
Requirements							
Personnel Services	10.2	\$ 551,959	\$ 574,429	\$ 631,798	\$ 638,192	\$ -	\$ -
Materials and Services		2,695,208	2,277,233	3,989,950	2,784,950		
Capital Outlay		16,855	63,000	100,000	100,000		
Transfers Out		550,000	450,000	785,000	86,750		
Ending Net Working Capital		3,112,577	2,900,643	1,828,456	1,895,126		
Total Requirements	10.2	\$ 6,926,599	\$ 6,265,306	\$ 7,335,204	\$ 5,505,018	\$ -	\$ -
Enterprise Fund Total							
Beginning Net Working Capital		\$ 4,046,639	\$ 4,411,827	\$ 3,500,000	\$ 2,865,572	\$ -	\$ -
Total Resources		4,795,506	4,007,484	8,612,326	7,400,217		
Total Requirements		4,430,318	4,117,697	9,627,759	7,635,132		
Ending Net Working Capital	15.8	\$ 4,411,827	\$ 4,301,614	\$ 2,484,567	\$ 2,630,657	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Internal Service Fund - Resources and Requirements

	FTE	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 PROPOSED Budget
Centralized Services							
Resources							
Beginning Fund Balance		\$ 407,772	\$ 425,296	\$ 330,000	\$ 300,000	\$ -	\$ -
User Charges		200,875	138,492	265,000	180,000		
Interest Income		572	362	715	404		
Total Resources		<u>\$ 609,219</u>	<u>\$ 564,150</u>	<u>\$ 595,715</u>	<u>\$ 480,404</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services	2.1	\$ 96,468	\$ 75,765	\$ 112,356	\$ 110,158	\$ -	\$ -
Materials and Services		86,625	77,238	125,900	102,000		
Capital Outlay		830	853	10,000	32,500		
Transfers Out				105,000	8,050		
Ending Fund Balance		425,296	410,294	242,459	227,696		
Total Requirements	<u>2.1</u>	<u>\$ 609,219</u>	<u>\$ 564,150</u>	<u>\$ 595,715</u>	<u>\$ 480,404</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2016-17 Budget**

Internal Service Fund - Resources and Requirements

	FTE	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 PROPOSED Budget
Copier Activities							
Resources							
Beginning Fund Balance		\$ 46,701	\$ 25,790	\$ 40,000	\$ 2,000	\$ -	\$ -
User Charges		119,089	110,977	125,000	110,000		
Interest Income		50	20	52			
Total Resources		<u>\$ 165,840</u>	<u>\$ 136,787</u>	<u>\$ 165,052</u>	<u>\$ 112,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements							
Personnel Services		\$ 27,370	\$ 28,520	\$ 29,233	\$ -	\$ -	\$ -
Materials and Services		112,680	101,558	123,500	106,500		
Capital Outlay			2,349	1,000	1,000		
Transfers Out				10,000			
Ending Fund Balance		25,790	4,360	1,319	4,500		
Total Requirements	<u>-</u>	<u>\$ 165,840</u>	<u>\$ 136,787</u>	<u>\$ 165,052</u>	<u>\$ 112,000</u>	<u>\$ -</u>	<u>\$ -</u>
Internal Service Fund Total							
Beginning Fund Balance		\$ 454,473	\$ 451,086	\$ 370,000	\$ 302,000	\$ -	\$ -
Total Resources		320,586	249,851	390,767	290,404		
Total Requirements		323,973	286,283	516,989	360,208		
Ending Fund Balance	<u>2.1</u>	<u>\$ 451,086</u>	<u>\$ 414,654</u>	<u>\$ 243,778</u>	<u>\$ 232,196</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2016-17 Budget**

Reserve Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Retiree Benefit Reserve						
Resources						
Beginning Fund Balance	\$ 891,685	\$ 793,683	\$ 698,000	\$ 625,694	\$ -	\$ -
Interest Income	1,143	643	3,215	1,475		
Total Resources	\$ 892,828	\$ 794,326	\$ 701,215	\$ 627,169	\$ -	\$ -
Requirements						
Materials and Services	\$ 99,145	\$ 81,079	\$ 110,000	\$ 71,500	\$ -	\$ -
Ending Fund Balance	793,683	713,247	591,215	555,669		
Total Requirements	\$ 892,828	\$ 794,326	\$ 701,215	\$ 627,169	\$ -	\$ -
PERS Reserve						
Resources						
Beginning Fund Balance	\$ 2,021,774	\$ 1,724,316	\$ 1,424,316	\$ 1,229,225	\$ -	\$ -
Interest Income	2,542	1,345	6,121	2,693		
Total Resources	\$ 2,024,316	\$ 1,725,661	\$ 1,430,437	\$ 1,231,918	\$ -	\$ -
Requirements						
Transfers Out	\$ 300,000	\$ 100,000	\$ 400,000	\$ 300,000	\$ -	\$ -
Ending Fund Balance	1,724,316	1,625,661	1,030,437	931,918		
Total Requirements	\$ 2,024,316	\$ 1,725,661	\$ 1,430,437	\$ 1,231,918	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Reserve Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Reserve Fund Total						
Beginning Fund Balance	\$ 2,913,459	\$ 2,517,999	\$ 2,122,316	\$ 1,854,919	\$ -	\$ -
Total Resources	3,685	1,988	9,336	4,168		
Total Requirements	399,145	181,079	510,000	371,500		
Ending Fund Balance	<u>\$ 2,517,999</u>	<u>\$ 2,338,908</u>	<u>\$ 1,621,652</u>	<u>\$ 1,487,587</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2016-17 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Federal Grants						
Resources						
Beginning Fund Balance	\$ 61,873	\$ 83,911	\$ 30,000	\$ 60,000	\$ -	\$ -
Federal Grants	527,945	328,699	465,697	477,505		
Tuition and Fees	22,976	20,412	15,000	15,000		
Transfers In	34,680	34,649	34,639	35,332		
Total Resources	\$ 647,474	\$ 467,671	\$ 545,336	\$ 587,837	\$ -	\$ -
Requirements						
Personnel Services	\$ 483,635	\$ 386,850	\$ 409,534	\$ 422,427	\$ -	\$ -
Materials and Services	72,900	14,306	122,302	122,302		
Capital Outlay	7,028	2,498	13,500	13,500		
Ending Fund Balance	83,911	64,017		29,608		
Total Requirements	\$ 647,474	\$ 467,671	\$ 545,336	\$ 587,837	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
State Grants						
Resources						
Beginning Fund Balance	\$ 40,834	\$ 74,329	\$ 37,000	\$ 7,000	\$ -	\$ -
State Grants	109,645	330,305	203,724	112,304		
Other Income	500	1,750				
Total Resources	\$ 150,979	\$ 406,384	\$ 240,724	\$ 119,304	\$ -	\$ -
Requirements						
Personnel Services	\$ 47,469	\$ 170,198	\$ 120,642	\$ 78,504	\$ -	\$ -
Materials and Services	29,181	185,438	90,082	40,800		
Transfers Out		10,000				
Ending Fund Balance	74,329	40,748	30,000	-		
Total Requirements	\$ 150,979	\$ 406,384	\$ 240,724	\$ 119,304	\$ -	\$ -
Other Grants						
Resources						
Beginning Fund Balance	\$ 149,615	\$ 112,724	\$ 65,000	\$ 42,000	\$ -	\$ -
Grant Income	58,917	121,176	84,500	57,000		
Transfers In	13,000					
Total Resources	\$ 221,532	\$ 233,900	\$ 149,500	\$ 99,000	\$ -	\$ -
Requirements						
Personnel Services	\$ 66,189	\$ 147,016	\$ 84,868	\$ 48,480	\$ -	\$ -
Materials and Services	26,373	30,830	16,750	47,500		
Capital Outlay	16,246					
Ending Fund Balance	112,724	56,054	47,882	3,020		
Total Requirements	\$ 221,532	\$ 233,900	\$ 149,500	\$ 99,000	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Contracts						
Resources						
Beginning Fund Balance	\$ 15,058	\$ 56,140	\$	\$	\$ -	\$ -
Contract Income	475,851	422,940	546,809	602,303		
Total Resources	<u>\$ 490,909</u>	<u>\$ 479,080</u>	<u>\$ 546,809</u>	<u>\$ 602,303</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Personnel Services	\$ 376,427	\$ 416,680	\$ 450,564	\$ 496,058	\$ -	\$ -
Materials and Services	58,342	58,539	96,245	106,245		
Ending Fund Balance	56,140	1,861				
Total Requirements	<u>\$ 490,909</u>	<u>\$ 477,080</u>	<u>\$ 546,809</u>	<u>\$ 602,303</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2016-17 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
New Programs						
Resources						
Beginning Fund Balance	\$	\$	\$	\$	\$ -	\$ -
Grants and Contracts Income			500,000	500,000		
Total Resources	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements						
Materials and Services	\$	\$	\$ 500,000	\$ 500,000	\$ -	\$ -
Ending Fund Balance						
Total Requirements	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>
Special Revenue Fund Total						
Beginning Fund Balance	\$ 267,380	\$ 327,104	\$ 132,000	\$ 109,000	\$ -	\$ -
Total Resources	1,243,514	1,259,931	1,850,369	1,799,444		
Total Requirements	1,183,790	1,422,355	1,904,487	1,875,816		
Ending Fund Balance	<u>\$ 327,104</u>	<u>\$ 162,680</u>	<u>\$ 77,882</u>	<u>\$ 32,628</u>	<u>\$ -</u>	<u>\$ -</u>

**Central Oregon Community College
2016-17 Budget**

Special Revenue Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2016-17 PROPOSED Budget
Federal Grants							
ABE - Special Projects	2.5	\$ 250,000	\$ 13,618	\$	\$	\$	\$ 263,618
Carl Perkins	2.6	84,493	35,000				119,493
SBA Grant	0.5	30,250					30,250
SBA Grant Match	0.5	35,332					35,332
NSF - NEVTEX Grant	0.4	22,352	73,684	13,500			109,536
Ending Fund Balance							29,608
Total Expenditures	<u>6.5</u>	<u>\$ 422,427</u>	<u>\$ 122,302</u>	<u>\$ 13,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 587,837</u>
State Grants							
OBDD	0.6	\$ 42,304	\$	\$	\$	\$	\$ 42,304
Grow Oregon Grant	0.3	20,000					20,000
ABS Pathways	0.3	16,200	13,800				30,000
Oregon Developmental Education			7,000				7,000
Partners in Practice			20,000				20,000
Ending Fund Balance							-
Total Expenditures	<u>1.2</u>	<u>\$ 78,504</u>	<u>\$ 40,800</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 119,304</u>

**Central Oregon Community College
2016-17 Budget**

Special Revenue Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2016-17 PROPOSED Budget
Other Grants							
Cascade Health Services Support	0.5	\$ 29,000	\$	\$	\$	\$	\$ 29,000
ABS- Partnership to End Poverty			5,000				5,000
DRCI-Partnership to End Poverty	0.2	6,500	500				7,000
Veteran-Partnership to End Poverty	0.5	12,980	2,000				14,980
Regional Promise Grant			25,000				25,000
Ford Family Foundation PIP Funds			15,000				15,000
Ending Fund Balance							3,020
Total Expenditures	<u>1.2</u>	<u>\$ 48,480</u>	<u>\$ 47,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 99,000</u>
Contracts							
Deer Ridge Correctional Institution	5.4	\$ 496,058	\$ 96,245	\$	\$	\$	\$ 592,303
OCF - GANAS			10,000				10,000
Ending Fund Balance							
Total Expenditures	<u>5.4</u>	<u>\$ 496,058</u>	<u>\$ 106,245</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 602,303</u>
New Programs							
New Programs		\$	\$ 500,000	\$	\$	\$	\$ 500,000
Ending Fund Balance							
Total Expenditures	<u>-</u>	<u>\$ -</u>	<u>\$ 500,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500,000</u>

**Central Oregon Community College
2016-17 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Self-Sustaining Activities						
Resources						
Beginning Fund Balance	\$ 2,272,174	\$ 2,484,208	\$ 2,195,000	\$ 2,685,464	\$ -	\$ -
Tuition and Fees	209,588	234,956	326,123	307,123		
Grants and Contracts	15,360	3,570	11,000	5,000		
Other Income	337,713	292,871	875,100	596,500		
Sales of Goods and Services	27,451	22,546	28,000	28,000		
Program and Fee Income	698,354	607,653	597,312	800,632		
Donations	33,884	35,858	53,772	53,772		
Interest Income	3,144	2,108	10,683	5,142		
Transfers In	472,333	351,052	686,977	165,642		
Total Resources	\$ 4,070,001	\$ 4,034,822	\$ 4,783,967	\$ 4,647,275	\$ -	\$ -
Requirements						
Personnel Services	\$ 463,940	\$ 314,201	\$ 540,227	\$ 623,457	\$ -	\$ -
Materials and Services	730,894	674,924	1,382,852	1,293,302		
Capital Outlay	130,711	110,159	277,900	297,900		
Transfers Out	260,248	466,112	308,120	620,120		
Ending Fund Balance	2,484,208	2,469,426	2,274,868	1,812,496		
Total Requirements	\$ 4,070,001	\$ 4,034,822	\$ 4,783,967	\$ 4,647,275	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Non-General Fund Instruction						
Resources						
Beginning Fund Balance	\$ 4,174,318	\$ 4,423,497	\$ 3,865,000	\$ 3,087,893	\$ -	\$ -
Tuition and Fees	4,323,321	3,845,802	3,825,779	3,686,498		
Grants and Contracts	27,470	7,238	30,000	30,000		
Other Income	12,690	13,387	20,000	20,000		
Sales of Goods and Services	955	2,215	13,000	13,000		
Program and Fee Income	473,642	537,266	783,888	495,168		
Donations	21,330	1,175	20,000	20,000		
Interest Income	10,127	6,523	10,144	6,685		
Transfers In	1,104,560	1,189,247	792,876	808,733		
Total resources	\$ 10,148,413	\$ 10,026,350	\$ 9,360,687	\$ 8,167,977	\$ -	\$ -
Requirements						
Personnel Services	\$ 3,803,524	\$ 3,674,465	\$ 3,926,023	\$ 3,769,691	\$ -	\$ -
Materials and Services	1,058,975	936,915	1,072,896	862,549		
Capital Outlay	102,417	51,857	283,550	261,000		
Transfers Out	760,000	1,272,000	1,075,000	1,275,000		
Ending Fund Balance	4,423,497	4,091,113	3,003,218	1,999,737		
Total Requirements	\$ 10,148,413	\$ 10,026,350	\$ 9,360,687	\$ 8,167,977	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Revolving Activities						
Resources						
Beginning Fund Balance	\$ 1,346,174	\$ 1,388,473	\$ 1,427,000	\$ 950,000	\$ -	\$ -
Grants and Contracts	376,344	416,975	726,199	488,633		
Other Income	235,005	201,943	162,000	100,000		
Interest Income	1,746	776	3,568	2,020		
Transfers In	126,626	129,958	132,513	137,413		
Total Resources	\$ 2,085,895	\$ 2,138,125	\$ 2,451,280	\$ 1,678,066	\$ -	\$ -
Requirements						
Personnel Services	\$ 520,097	\$ 518,675	\$ 584,080	\$ 585,324	\$ -	\$ -
Materials and Services	27,325	64,327	286,060	274,060		
Transfers Out	150,000	976,250	150,000	150,000		
Ending Fund Balance	1,388,473	578,873	1,431,140	668,682		
Total Requirements	\$ 2,085,895	\$ 2,138,125	\$ 2,451,280	\$ 1,678,066	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Contractual & Administrative Provisions						
Resources						
Beginning Fund Balance	\$ 1,035,113	\$ 1,034,467	\$ 808,000	\$ 771,000	\$ -	\$ -
Other Income	35,834	10,362	15,000	15,000		
Program and Fee Income	11,951	9,878	15,000	15,000		
Donations	5,126					
Interest Income	178,832	69,974	76,448	76,407		
Transfers In	232,000	307,000	287,000	282,000		
Total Resources	\$ 1,498,856	\$ 1,431,681	\$ 1,201,448	\$ 1,159,407	\$ -	\$ -
Requirements						
Personnel Services	\$ 286,462	\$ 286,100	\$ 382,641	\$ 268,502	\$ -	\$ -
Materials and Services	58,535	72,537	244,000	251,000		
Capital Outlay	49,392	109,876		6,345		
Transfers Out	70,000	70,000	40,000	40,000		
Ending Fund Balance	1,034,467	893,168	534,807	593,560		
Total Requirements	\$ 1,498,856	\$ 1,431,681	\$ 1,201,448	\$ 1,159,407	\$ -	\$ -
Auxiliary Fund Total						
Beginning Fund Balance	\$ 8,827,779	\$ 9,330,645	\$ 8,295,000	\$ 7,494,357	\$ -	\$ -
Total Resources	8,975,386	8,300,333	9,502,382	8,158,368		
Total Requirements	10,031,169	9,598,398	10,553,349	10,578,250		
Ending Fund Balance	\$ 7,771,996	\$ 8,032,580	\$ 7,244,033	\$ 5,074,475	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Auxiliary Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2016-17 PROPOSED Budget
Self-Sustaining Activities							
Medical Leave Assistance Program	1.10	\$ 35,200	\$	\$	\$	\$	\$ 35,200
Deer Ridge Foundation Support	0.10	7,772	1,000				8,772
Public Safety			30,000				30,000
Law Enforcement Testing	0.10	2,400					2,400
MATC Industry Training Account			1,500				1,500
Sustainability Fund			1,500				1,500
Dental Clinic			2,000				2,000
Pharmacy Tech			14,000				14,000
Dental Program			27,000				27,000
Medical Assisting Program			5,000				5,000
General Testing	0.10	1,652	13,000				14,652
Art Cards			7,000				7,000
Auto and Industrial Fees			40,000				40,000
Facility Fees	0.50	30,620	20,000	50,000	2,500		103,120
Club Sports	0.70	16,200	13,800				30,000
College Activities			35,000		50,000		85,000
Classified Training			15,000				15,000
Performing Arts			1,500				1,500
Box Office Activity			5,000				5,000
Hybrid Vehicle Fleet			12,000				12,000
Special Programs - Admin Vehicles	1.50	128,743	8,000	30,000	66,228		202,971
Physiology Lab Activities	0.20	6,486	6,000	15,000			58,200
							27,486

**Central Oregon Community College
2016-17 Budget**

Auxiliary Fund - Expenditures by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2016-17 PROPOSED Budget
Library Book Account		\$	\$ 10,000	\$ 22,000	\$	\$	\$ 32,000
PCA Wellness	0.10	5,200	5,000				10,200
Outdoor Recreation Program			7,000				7,000
Enrollment Services Support			20,000				20,000
Accreditation			2,000				2,000
College Now	1.60	104,302	12,500		25,000		141,802
Salvage Sales			5,000				5,000
CTE Accreditation			25,000				25,000
Media Activities			4,000	42,000			46,000
Tutor/Testing Activities	2.50	88,223	39,000	10,000			137,223
Institutional Advancement			29,000				29,000
Student Honors Recognition			3,250				3,250
Allied Health Lab Fees			5,400				5,400
Innovation Account	1.70	98,047	120,000	20,000			238,047
Mazama Lab Fees	0.10	7,904	50,000	30,000			87,904
Tool Room Deposits			3,000				3,000
Computer Lab Printers	0.20	3,610	11,000	13,000			27,610
Instructional Projects	0.20	10,800	45,000	2,000			57,800
Oregon Intl Education Consortium			5,000				5,000
Student Government	2.40	50,000	92,000	13,400	74,392		229,792
The Broadside	1.20	26,298	25,782	500			52,580
Blue Sky			30,000				30,000

**Central Oregon Community College
2016-17 Budget**

Auxiliary Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2016-17 PROPOSED Budget
Elevation Gratuity Fund		\$	\$ 45,000	\$	\$	\$	\$ 45,000
CIS Software				5,000			5,000
Bend Area Transit Program			63,965				63,965
Student Government Clubs			8,955				8,955
Student Government Programs			39,950				39,950
Student Government Reserve			35,000				35,000
Redmond Campus Operations			125,000	10,000	82,000		217,000
Chandler Lab Operations			45,000	10,000	300,000		355,000
Prineville Campus Operations			15,000	25,000	20,000		60,000
ITS Services Support			40,000				40,000
Campus Services Support			40,000				40,000
Ending Fund Balance							1,812,496
Total Expenditures	<u>14.30</u>	<u>\$ 623,457</u>	<u>\$ 1,293,302</u>	<u>\$ 297,900</u>	<u>\$ 620,120</u>	<u>\$ -</u>	<u>\$ 4,647,275</u>

Non-General Fund Instruction

Summer Session	18.30	\$ 1,178,574	\$ 54,637	\$	\$ 1,100,000	\$	\$ 2,333,211
International Programs	0.30	16,200	101,000				117,200
SBDC Program Activities	1.20	86,891	53,000	4,000			143,891
Business Development & Training Gen	0.60	52,262					52,262
ABE General Purpose	6.00	520,481	38,926				559,407
Outreach Centers					50,000		50,000
Veterinarian Tech Program			21,600				21,600

**Central Oregon Community College
2016-17 Budget**

Auxiliary Fund - Expenditures by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2016-17 PROPOSED Budget
Culinary Foundation Fund		\$	\$ 5,000	\$ 15,000	\$	\$	\$ 20,000
EMT Practical Exam	0.80	17,340	1,386				18,726
Contracted Credit Classes	0.80	41,306	46,000		20,000		107,306
Community & Professional Education	16.40	1,148,052	447,000	10,000			1,605,052
Licensed Massage Therapy			23,000	2,000			25,000
Aviation Program - Simulator Fees	30.00	708,585	41,000	200,000	105,000		1,054,585
Unmanned Aerial Systems Operations			30,000	30,000			60,000
Ending Fund Balance							1,999,737
Total Expenditures	74.40	\$ 3,769,691	\$ 862,549	\$ 261,000	\$ 1,275,000	\$ -	\$ 8,167,977
Revolving							
Foundation Billings	3.80	\$ 350,682	\$	\$	\$	\$	\$ 350,682
Partnership Collaborations	4.50	234,642	274,060		150,000		658,702
Ending Fund Balance							668,682
Total Expenditures	8.30	\$ 585,324	\$ 274,060	\$ -	\$ 150,000	\$ -	\$ 1,678,066

**Central Oregon Community College
2016-17 Budget**

Auxiliary Fund - Expenditures by Category

	<u>FTE</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital Outlay</u>	<u>Interfund Transfers-Out</u>	<u>Contingency</u>	Fiscal Year 2016-17 PROPOSED Budget
Contractual and Administrative Provisions							
Faculty Professional Improvement		\$	\$ 65,000	\$	\$ 35,000	\$	\$ 100,000
Adjunct Faculty Professional Improvement			16,000		5,000		21,000
ABE Professional Development Funds			5,000				5,000
Admin. Prof. Dev. & Sabbatical			10,000				10,000
Sabbatical - Faculty	1.00	118,502					118,502
Unemployment Reserve	n/a	150,000					150,000
Insurance Reserve Deductible			30,000				30,000
Keyes Education Fund			125,000	6,345			131,345
Ending Fund Balance							593,560
Total Expenditures	<u>1.00</u>	<u>\$ 268,502</u>	<u>\$ 251,000</u>	<u>\$ 6,345</u>	<u>\$ 40,000</u>	<u>\$ -</u>	<u>\$ 1,159,407</u>

**Central Oregon Community College
2016-17 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Federal Grants						
Resources						
Beginning Fund Balance	\$ 11,430	\$ 11,736	\$ 6,000	\$ 11,000	\$ -	\$ -
Grants	13,848,312	11,737,220	15,470,000	15,470,000		
Other Income	48,751	45,436	48,500	47,800		
Transfers In	49,326	47,580	45,000	50,000		
Total Resources	\$ 13,957,819	\$ 11,841,972	\$ 15,569,500	\$ 15,578,800	\$ -	\$ -
Requirements						
Personnel Services	\$ 192,502	\$ 184,238	\$ 215,000	\$ 220,000	\$ -	\$ -
Materials and Services	13,753,581	11,645,433	15,348,500	15,347,800		
Ending Fund Balance	11,736	12,301	6,000	11,000		
Total Requirements	\$ 13,957,819	\$ 11,841,972	\$ 15,569,500	\$ 15,578,800	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
State Grants						
Resources						
Beginning Fund Balance	\$	\$	\$	\$	\$ -	\$ -
Grants	1,258,954	1,483,922	1,650,000	2,950,000		
Total Resources	\$ 1,258,954	\$ 1,483,922	\$ 1,650,000	\$ 2,950,000	\$ -	\$ -
Requirements						
Materials and Services	\$ 1,258,954	\$ 1,483,922	\$ 1,650,000	\$ 2,950,000	\$ -	\$ -
Ending Fund Balance						
Total Requirements	\$ 1,258,954	\$ 1,483,922	\$ 1,650,000	\$ 2,950,000	\$ -	\$ -
Financial Aid - Institutional						
Resources						
Beginning Fund Balance	\$ 260,271	\$ 319,491	\$ 300,000	\$ 295,000	\$ -	\$ -
Foundation Contributions	946,291	1,117,997	1,017,818	1,167,818		
Interest Income	352	272	712	638		
Transfers In	174,283	83,009	182,182	182,182		
Total Resources	\$ 1,381,197	\$ 1,520,769	\$ 1,500,712	\$ 1,645,638	\$ -	\$ -
Requirements						
Materials and Services	\$ 1,061,706	\$ 1,210,360	\$ 1,230,000	\$ 1,380,000	\$ -	\$ -
Transfers Out				50,000		
Ending Fund Balance	319,491	310,409	270,712	215,638		
Total Requirements	\$ 1,381,197	\$ 1,520,769	\$ 1,500,712	\$ 1,645,638	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Financial Aid - Other						
Resources						
Beginning Fund Balance	\$ 95,472	\$ 105,754	\$ 98,000	\$ 110,000	\$ -	\$ -
Other Income	7,264	4,734	5,000	5,000		
Trust and Interest Income	25,779	26,040	26,363	27,430		
Transfers In		3,000				
Total Resources	\$ 128,515	\$ 139,528	\$ 129,363	\$ 142,430	\$ -	\$ -
Requirements						
Personnel Services	\$ 2,860	\$ 760	\$ 3,371	\$ 3,371	\$ -	\$ -
Materials and Services	19,901	29,242	25,435	25,435		
Ending Fund Balance	105,754	109,526	100,557	113,624		
Total Requirements	\$ 128,515	\$ 139,528	\$ 129,363	\$ 142,430	\$ -	\$ -
Financial Aid Fund Total						
Beginning Fund Balance	\$ 367,173	\$ 436,981	\$ 404,000	\$ 416,000	\$ -	\$ -
Total Resources	16,359,312	14,549,210	18,445,575	19,900,868		
Total Requirements	16,289,504	14,553,955	18,472,306	19,976,606		
Ending Fund Balance	\$ 436,981	\$ 432,236	\$ 377,269	\$ 340,262	\$ -	\$ -

**Central Oregon Community College
2016-17 Budget**

Financial Aid Fund - Expenditures by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2016-17 PROPOSED Budget
Federal Grants							
Perkins		\$	\$ 2,800	\$	\$	\$	\$ 2,800
College Work Study	10.4	220,000	20,000				240,000
SEOG			300,000				300,000
PELL			15,025,000				15,025,000
Ending Fund Balance							11,000
Total Expenditures	10.4	\$ 220,000	\$ 15,347,800	\$ -	\$ -	\$ -	\$ 15,578,800
State Grants							
State Need		\$	\$ 1,800,000	\$	\$	\$	\$ 1,800,000
Private Scholarship Awards - State			150,000				150,000
Oregon Promise Grant			1,000,000				1,000,000
Ending Fund Balance							
Total Expenditures	-	\$ -	\$ 2,950,000	\$ -	\$ -	\$ -	\$ 2,950,000
Financial Aid - Institutional							
Foundation		\$	\$ 1,350,000	\$	\$	\$	\$ 1,350,000
COCC Financial Aid Fund			30,000		50,000		80,000
Ending Fund Balance							215,638
Total Expenditures	-	\$ -	\$ 1,380,000	\$ -	\$ 50,000	\$ -	\$ 1,645,638
Financial Aid - Other							
Native American Program	0.2	\$ 3,371	\$ 20,435	\$	\$	\$	\$ 23,806
Veteran's Fund			5,000				5,000
Ending Fund Balance							113,624
Total Expenditures	0.2	\$ 3,371	\$ 25,435	\$ -	\$ -	\$ -	\$ 142,430

**Central Oregon Community College
2016-17 Budget**

Trust and Agency Fund - Resources and Requirements

	Fiscal Year 2013-14 ACTUAL Amounts	Fiscal Year 2014-15 ACTUAL Amounts	Fiscal Year 2015-16 CURRENT Budget	Fiscal Year 2016-17 PROPOSED Budget	Fiscal Year 2016-17 APPROVED Budget	Fiscal Year 2016-17 ADOPTED Budget
Robert R. Clark Trust						
Resources						
Beginning Fund Balance	\$ 372,630	\$ 372,026	\$ 371,618	\$ 371,725	\$ -	\$ -
Interest Income	1,896	1,807	1,809	2,665		
Total Resources	\$ 374,526	\$ 373,833	\$ 373,427	\$ 374,390	\$ -	\$ -
Requirements						
Materials and Services	\$ 2,500	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ -
Ending Fund Balance	372,026	370,833	370,427	371,390		
Total Requirements	\$ 374,526	\$ 373,833	\$ 373,427	\$ 374,390	\$ -	\$ -

Central Oregon Community College
 Summary of Interfund Transfers
 2016/17 Budget

Transfers-out			Transfers-in							
Department	General Fund	Purpose of Transfers	Auxiliary Fund	Capital Projects Fund	Debt Service Fund	Enterprise Fund	Financial Aid Fund	Special Revenue Fund	General Fund	Total Transfers-in
Instruction	(\$849,065)	ABS and Community Learning support	\$813,733					\$35,332		\$849,065
Instructional Support	(\$202,000)	Faculty professional improvement, sabbatical and accreditation.	\$202,000							\$202,000
Student Services	(\$1,250)	Student honors and BAT transit program.	\$1,250							\$1,250
College Support Services	(\$366,185)	Unemployment reserve, administrative & classified training, innovation, and student scholarships.	\$166,185	\$200,000						\$366,185
Campus Services	(\$577,920)	New construction, debt service, and repair & replacement.		\$517,920	\$60,000					\$577,920
Information Technology	(\$481,131)	Computer life cycle replacement and IT server infrastructure.		\$481,131						\$481,131
Financial Aid	(\$182,182)	College work study and scholarship match.					\$182,182			\$182,182
Total General Fund Transfers	(\$2,659,733)									\$2,659,733
Fund	Non-General Funds	Purpose of Transfers								
Reserve Fund	(\$300,000)	General fund support.							\$300,000	\$300,000
Enterprise Fund	(\$1,492,838)	Bookstore and residence hall construction, and general fund support.			\$1,262,588	\$143,500			\$86,750	\$1,492,838
Auxiliary Fund	(\$2,085,120)	Faculty professional improvement, student government clubs and programs, and general fund support.	\$180,620						\$1,904,500	\$2,085,120
Internal Service Fund	(\$8,050)	General fund support.							\$8,050	\$8,050
Financial Aid Fund	(\$50,000)	College match on work study					\$50,000			\$50,000
Capital Projects Fund	(\$380,000)	Facilities support and debt service.	\$30,000	\$50,000		\$300,000				\$380,000
Total Non-General Fund Transfers	(\$4,316,008)									\$4,316,008
Total Interfund Transfers	(\$6,975,741)		\$1,393,788	\$1,249,051	\$1,322,588	\$443,500	\$232,182	\$35,332	\$2,299,300	\$6,975,741