

BUDGET COMMITTEE

MEETING AGENDA

June 7, 2023

3:00 p.m.



Location: Building 4, Conference Room # 2460

Time: 3:00 p.m. – 4:30 p.m.

Committee Members:

Morris Rodrigue, Chair
Phil Wolf, Co-Chair
Kelly Fowler
Delana Miller
Tom Mauch

Rosa Royce
Gary Nellesen
Shiloh Blacksher
Traci Ebue
Emily Woolery

Manny Marquez
Zack Gallegos
Lisa Romo
Jasmine Nguyen (Student)
Calvin Haroutonian (Student)

Guest:
Shannon Carter
George Bradshaw
Patricia Quinones
Vivian Ruiz (Notes)

AGENDA ITEMS:

- 1. Agenda Check**
- 2. Review the Budget Committee Meeting Summary of May 17, 2023**
- 3. Review 2023-2024 Tentative Budget**

FUTURE BUDGET COMMITTEE MEETINGS (3:00 p.m. – 4:30 p.m.):

The committee does not meet during Summer or Winter Intersessions, unless needed.

**Mt. San Antonio College
Budget Committee Summary of
June 7, 2023**

**Location: Building 4-2460
Time: 3:00 p.m. – 4:30 p.m.**

Committee Members[14]:		
<input checked="" type="checkbox"/> Morris Rodrigue- Co-Chair	<input type="checkbox"/> Gary Nellesen	<input type="checkbox"/> Lisa Romo
<input checked="" type="checkbox"/> Phil Wolf, Co-Chair	<input type="checkbox"/> Shiloh Blacksher	<input type="checkbox"/> Manny Marquez
<input type="checkbox"/> Kelly Fowler	<input checked="" type="checkbox"/> Traci Ebue	<input type="checkbox"/> Jasmine Nguyen (Student)
<input checked="" type="checkbox"/> Delana Miller	<input checked="" type="checkbox"/> Emily Woolery	<input type="checkbox"/> Calvin Haroutonian (Student)
<input checked="" type="checkbox"/> Rosa Royce	<input checked="" type="checkbox"/> Zak Gallegos	<input type="checkbox"/> Shannon Carter (Guest)
		<input checked="" type="checkbox"/> Patty Quinones (Guest)
		<input type="checkbox"/> George Bradshaw (Guest)
		<input checked="" type="checkbox"/> Caitlin Rodriguez (Notes)
ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Agenda check	Agenda checked.	Agenda approved.
2. Review the Budget Committee Meeting Summary of May 17, 2023	Item two was tabled due to the lack of quorum.	Tabled.
3. Review 2023-2024 Tentative Budget	<p>Rosa reviewed the 2023-24 Tentative Budget report with the Committee (reports attached). The following reports will be submitted to the Board of Trustees for approval on June 28, 2023.</p> <p>The following reports were thoroughly reviewed:</p> <ul style="list-style-type: none"> • 2023-24 Tentative Budget • 2023-24 Budget Comparison History • 2022-23 Changes to Fund Balance <p>The approved tentative budget will be submitted to the state chancellor's office in June 2023.</p>	

Accreditation Standard- IIID. Financial Resources- Plans and manages financial affairs with integrity and in support of all institutional planning.

FUTURE MEETING DATES

The committee does not meet during summer or winter Intersessions unless needed.

**UNRESTRICTED GENERAL FUND
CHANGES TO THE FUND BALANCE
2022-23 ADOPTED BUDGET VERSUS 2022-23 PROJECTED ACTUALS
(As of May 19, 2023)**

	Changes to the Fund Balance
UNRESTRICTED GENERAL FUND	
2022-23 ADOPTED BUDGET - FUND BALANCE - AT 19.88%	\$ 54,067,909
Plus: 2022-23 Unbudgeted Revenues	
2019-20 SCFF - Statewide Deficit - Recovered	674,740
2022-23 SCFF - Adjustment per P1 Decrease (Mainly supplemental counts)	(1,149,362)
2022-23 SCFF - Growth (FTES were 33,205.99 in 2019-20)	906,590
Lottery	132,224
Interest	2,274,926
Investment Income at Fair Market Value (Est. Cash at 6/30/22)	(4,323,557)
Nonresident Tuition International	(179,546)
Nonresident Tuition Out-of-State	123,291
Part-time Faculty Compensation/Health/Office Hours (PY Adj)	210,194
Miscellaneous Revenue	(176,403)
Revenue Generated Accounts, College Restricted	939,377
Changes in 2022-23 Revenues	(567,526)
Plus: 2022-23 Unexpended Line Item Budgets	
Full-time and Part-time Salaries due to vacancies (Includes NRAs)	6,043,368
Benefits	5,749,329
Salary increases of 6.56% for all employee groups, net of 2% included in the Adopted Budget	(8,822,895)
Utilities not budgeted	(1,574,344)
Departmental Discretionary Operating Budgets (Includes NRAs)	7,679,019
Parking Support due to Decrease in Students Face to Face Classes	(1,800,000)
Revenue Generated Accounts, College Restricted	(2,139,691)
Changes in 2022-23 Expenditures	5,134,786
VARIANCE - Unrestricted General Fund	4,567,260
2022-23 Estimated Ending Fund Balance - Unrestricted General Fund - 21.98%	\$ 58,635,169

**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
2023-24 TENTATIVE BUDGET
UNRESTRICTED GENERAL FUND
DRAFT**

UNRESTRICTED GENERAL FUND 11:

ONGOING REVENUE BUDGET ASSUMPTIONS

Ongoing Revenue Increases/(Decreases)		Fund 11	Fund 13	Total
Base Ongoing Revenue Budget	Balance as of the 2022-23 Adopted Budget	\$ 257,722,950	\$ -	\$ 257,722,950
2022-23 SCFF - SCFF Adjustment	Mainly decrease in Supplemental counts	(209,731)	-	(209,731)
2023-24 SCFF - Increase	Includes an increase of SCFF rates of 8.22%	20,054,137	-	20,054,137
FON Penalty	To be recalculated with in the Adopted Budget	(1,342,125)	-	(1,342,125)
Interest	Due to an increase in interest rates	900,000	-	900,000
Nonresident Tuition - International	Based on projected 2022-23 Revenues	(179,000)	-	(179,000)
Nonresident Tuition - Out-of-State	Based on projected 2022-23 Revenues	125,000	-	125,000
Lottery	Due to increase in 245 FTEs	41,650	-	41,650
Part-time Faculty Compensation and Office Hours	TBD	-	-	-
Part-time Faculty Health Insurance	Adding an estimated \$107,865 to the \$350,635 already included in the 2022-23 Adopted Budget, which makes a total of \$\$458,500	107,865	-	107,865
Other Miscellaneous Revenue	Interest, Mandated Cost and Other Miscellaneous Revenues	54,163	-	54,163
Total Revenue Increases/(Decreases)		\$ 19,551,959	\$ -	\$ 19,551,959
Total Ongoing Revenue Budget		\$ 277,274,909	\$ -	\$ 277,274,909

**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
2023-24 TENTATIVE BUDGET
UNRESTRICTED GENERAL FUND
DRAFT**

ONGOING EXPENDITURE BUDGET ASSUMPTIONS

Ongoing Expenditure Increases/(Decreases)		Fund 11	Fund 13	Total
Base Ongoing Expenditure Budget	Balance as of the 2022-23 Adopted Budget	\$ 253,792,709	\$ -	\$ 253,792,709
2023-24 Salary Schedule Progression	Estimated step/column and longevity changes	1,912,711	-	1,912,711
2023-24 Adjunct Faculty Step/Column	Estimated step/column increases for credit and noncredit	233,000	-	233,000
2023-24 Health and Welfare	Increase in health and welfare tier rates for all employee groups including maintaining family plan coverage (Based on estimated 8.19% SISC rate increases).	1,408,913	-	1,408,913
Misc. Personnel and Benefit Changes	Mainly changes in step and column due to filled vacancies	(1,775,527)	-	(1,775,527)
2022-23 Salary Schedule Adjustment - 6.56%	Reflects the ongoing cost of 6.56% (Net of the 2% compensation adjustment budgeted in the 2022-23 Adopted Budget) effective July 1, 2022, for all employee groups. Also, includes a Part-time Faculty Office Hour Rate Increase from \$30 to \$35 approved by the Board of Trustees on October 12, 2022. Faculty salary increase not settled.	9,501,820	-	9,501,820
2023-24 Compensation Adjustment	Compensation adjustment pending negotiations. The Cost of a one percent increase for the Unrestricted General Fund is estimated at \$ 2,182,841.	-	-	-
STRS Employer Rate Increase	No increase rate remains at 19.10%	-	-	-
PERS Employer Rate Increase	Rate increase from 25.37% to 26.68%	787,685	-	787,685
2023-24 SUI Employer Rate Increase	Rate decrease from 0.50% to 0.05	(760,463)	-	(760,463)
New Positions and Reclassifications for Classified and Management	Includes new positions and reclassifications funded through the New Resources Allocation Phase 14, Immediate Needs, and Institutionalized as approved by President's Cabinet (Refer to pages ___ to ___ for details)	643,017	-	643,017
New Resources Allocation Phase 14 - Ongoing	As approved by President's Cabinet during 2022-23	566,672	-	566,672
2023-24 Immediate Needs - Ongoing	As approved by President's Cabinet (Refer to page ___ for details)	218,744	-	218,744
Increase in Supplies Budgets	Per May 2023 Budget Review and Development Guide, which includes a New Process to Increase Supply Accounts due to inflationary adjustments, as approved by President's Cabinet.	270,723	-	270,723
2023-24 Rate Driven Increase	For increases in maintenance agreements, institutional memberships, insurance, WCUSD, and utilities. \$1,500,000 is an estimated increase for utilities.	2,000,000	-	2,000,000
Total Net Increase to Ongoing Expenditure Budget		\$ 15,007,295	\$ -	\$ 15,007,295
Total Ongoing Expenditure Budget		\$ 268,800,004	\$ -	\$ 268,800,004
Total Ongoing Budget Surplus/(Deficit)		\$ 8,474,905	\$ -	\$ 8,474,905

**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
2023-24 TENTATIVE BUDGET
UNRESTRICTED GENERAL FUND
DRAFT**

ONE-TIME REVENUE AND EXPENDITURE BUDGET ASSUMPTIONS

Beginning Fund Balance and One-Time Revenue Budget Increases/(Decreases)		Fund 11	Fund 13	Total
2023-24 Growth	\$26.4 million statewide for a 0.5% Growth	\$ -	\$ -	\$ -
Cash in County Treasury at Fair Market Value	As mandated by GASB No. 31 and GASB No. 72 - Based on cash position as of June 30, 2022	4,558,700	-	4,558,700
Total One-Time Revenue Budget		\$ 4,558,700	\$ -	\$ 4,558,700

One-Time Expenditure Budget Increases/(Decreases)		Fund 11	Fund 13	Total
Purchases In Progress	Estimated based on 2021-22	\$ 628,461	\$ -	\$ 628,461
Carryover Budgets	Estimated based on 2021-22	2,094,848	-	2,094,848
New Resources Allocation Phases 1 to 14 - Operating Expenses	Estimated Committed carryovers as approved by President's Cabinet	3,360,544	-	3,360,544
Immediate Needs Requests - One-Time	As approved by President's Cabinet (Refer to page __ for details)	577,096	-	577,096
Positions Funded with One-time Funds	Includes positions funded with New Resources Allocation Phase 13, Immediate Needs, and Other as approved by President's Cabinet (Refer to page __ for details).	665,387	-	665,387
Pilot Program for Adjunct Faculty Office Hours	Per article 10.B.6 of the Faculty contract approved by the Board of Trustees on October 12, 2022	296,167	-	296,167
Retirees Health Premiums	Will be approved by the Board of Trustees on June 28, 2023	3,000,000	-	3,000,000
Auxiliary Services Unfunded PERS Retirement Liability	Set aside a budget for 2023-24 to be approved by the Board of Trustees on June 28, 2023	334,625	-	334,625
Computer Replacement Program	For faculty and staff	250,000	-	250,000
Election Cost	No election cost. Elections will be on November 2024 which belongs to fiscal year 2024-25.	-	-	-
2022-23 Projections of Unexpended Budgets	Estimated based on 2021-22	(3,016,231)	-	(3,016,231)
Total One-Time Expenditure Budget Increases/(Decreases)		\$ 8,190,897	\$ -	\$ 8,190,897

**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
2023-24 TENTATIVE BUDGET
UNRESTRICTED GENERAL FUND
DRAFT**

UNRESTRICTED GENERAL FUND 13 - REVENUE-GENERATED ACCOUNTS:

REVENUE AND EXPENDITURE ASSUMPTIONS

One-Time Revenue Budget Increases/(Decreases)		Fund 11	Fund 13	Total
2023-24 Revenue Budgets	Estimated Revenues	\$ -	\$ 2,664,427	\$ 2,664,427
Total Revenue Budget		\$ -	\$ 2,664,427	\$ 2,664,427

One-Time Expenditure Budget Increases/(Decreases)		Fund 11	Fund 13	Total
2023-24 Expenditure Budgets	Estimated Expenditures	\$ -	\$ 3,703,353	\$ 3,703,353
Total Expenditure Budget		\$ -	\$ 3,703,353	\$ 3,703,353

Total Unrestricted General Fund Revenue Budget - Ongoing, One-Time, and Revenue Gen. Accounts	\$ 281,833,609	\$ 2,664,427	\$ 284,498,036
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Total Unrestricted General Fund Expenditure Budget - Ongoing, One-Time, and Revenue Gen. Accounts	\$ 276,990,901	\$ 3,703,353	\$ 280,694,254
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**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
BUDGET AND ACTUALS COMPARISON HISTORY
Unrestricted General Fund**

DRAFT

	2020-21 Actuals	2021-22 Actuals	2022-23 Adopted Budget	2022-23 Projected Actuals	No COLA Rev and Exp 2023-24 Tentative Budget	\$503 One-Time With 4.11% COLA Only in Rev 2023-24 Tentative Budget	With 8.22 % COLA Only in Rev 2023-24 Tentative Budget
UNRESTRICTED GENERAL							
Base Allocation	\$ 148,528,359	\$ 156,058,747	\$ 181,098,916	\$ 181,110,265	\$ 182,049,896	\$ 189,498,237	\$ 197,005,733
Supplemental Allocation	34,975,512	32,401,949	37,248,919	35,611,403	35,611,403	37,085,490	38,547,754
Student Success Allocation	16,088,792	18,235,962	20,948,944	21,425,749	21,425,749	22,708,307	23,587,698
Total per Student Centered Funding Formula (SCFF)	199,592,663	206,696,658	239,296,779	238,147,417	239,087,048	249,292,034	259,141,185
Stability Protection Adjustment	-	3,015,353	-	-	-	-	-
Growth	-	-	-	906,590	-	-	-
Total Computational Revenue (TCR)	199,592,663	209,712,011	239,296,779	239,054,007	239,087,048	249,292,034	259,141,185
Revenue Deficit/SCFF Reduction	(1,211,138)	-	-	-	-	-	-
SCFF - Received/Projected	\$ 198,381,525	\$ 209,712,011 (1)	\$ 239,296,779 (19)	\$ 239,054,007 (1)	\$ 239,087,048	\$ 249,292,034	\$ 259,141,185
Less: FON Penalty	-	-	-	-	(1,342,125)	(1,342,125)	(1,342,125)
SCFF	\$ 198,381,525	\$ 209,712,011	\$ 239,296,779	\$ 239,054,007	\$ 237,744,923	\$ 247,949,909	\$ 257,799,060
Full-Time Faculty Hiring	1,453,372	4,086,028 (2)	4,086,028 (2)	4,086,028 (2)	4,086,028	4,086,028	4,086,028
Lottery - Current Year	5,775,911	6,006,051 (3)	5,743,790 (20)	5,876,014 (3)	5,785,440	5,785,440	5,785,440
Miscellaneous Revenues	7,921,505	9,190,764 (4)	8,596,353 (21)	10,848,815 (4)	9,604,381	9,604,381	9,604,381
TOTAL ONGOING REVENUES	\$ 213,532,313	\$ 228,994,854	\$ 257,722,950	\$ 259,864,864	\$ 257,220,772	\$ 267,425,758	\$ 277,274,909
Salaries, Benefits, and Operating Expenditures	\$ (209,801,908)	\$ (220,965,764) (5)	\$ (251,292,709) (22)	\$ (250,684,289) (5)	\$ (266,300,004)	\$ (266,300,004)	\$ (266,300,004)
OPEB - Contribution	-	(2,500,000) (6)	(2,500,000) (6)	(2,500,000) (6)	(2,500,000)	(2,500,000)	(2,500,000)
TOTAL ONGOING EXPENDITURES	\$ (209,801,908)	\$ (223,465,764)	\$ (253,792,709)	\$ (253,184,289)	\$ (268,800,004)	\$ (268,800,004)	\$ (268,800,004)
ONGOING/SURPLUS (DEFICIT)	\$ 3,730,405	\$ 5,529,090	\$ 3,930,241 (23)	\$ 6,680,575	\$ (11,579,232)	\$ (1,374,246)	\$ 8,474,905
ONE-TIME REVENUE - INCREASES/(DECREASES):							
Prior Year Apportionment Adjustment	\$ 1,033,541	\$ 1,211,138 (7)	\$ -	\$ 674,740 (7)	\$ -	\$ -	\$ -
CalSTRS On-Behalf Payments	8,361,441	9,088,792 (8)	-	- (8)	-	-	-
STRS/PERS - Reimbursement	-	-	879,140 (24)	879,140	-	-	-
Cash in County at Fair Market Value Loss	-	(4,323,557) (9)	4,323,557 (9)	- (9)	4,558,700	4,558,700	4,558,700
TOTAL ONE-TIME REVENUES	\$ 9,394,982	\$ 5,976,373	\$ 5,202,697	\$ 1,553,880	\$ 4,558,700	\$ 4,558,700	\$ 4,558,700

**MT. SAN ANTONIO COMMUNITY COLLEGE DISTRICT
BUDGET AND ACTUALS COMPARISON HISTORY
Unrestricted General Fund**

DRAFT

	2020-21 Actuals	2021-22 Actuals	2022-23 Adopted Budget	2022-23 Projected Actuals	No COLA Rev and Exp 2023-24 Tentative Budget	\$503 One-Time With 4.11% COLA Only in Rev 2023-24 Tentative Budget	With 8.22 % COLA Only in Rev 2023-24 Tentative Budget
ONE-TIME EXPENDITURES - INCREASES/(DECREASES):							
One-Time Expenditures	\$ (3,560,582)	\$ (3,111,315) (10)	\$ (4,436,818) (25)	\$ (3,461,392) (10)	\$ (4,846,584)	\$ (4,846,584)	\$ (4,846,584)
New Resources Allocations Phases 1 to 14	(1,373,516)	(269,157) (11)	(4,932,392) (11)	(1,654,795) (11)	(3,360,544)	(3,360,544)	(3,360,544)
2021-22 Salary Schedule Adjustment	-	-	(5,068,615) (26)	(5,068,615)	-	-	-
CalSTRS On-Behalf Payments	(8,361,441)	(9,088,792) (8)	-	- (8)	-	-	-
Call-Back Time for Essential Workers	2,420,294	-	-	-	-	-	-
OPEB - Contribution	(6,500,000)	(7,000,000) (6)	-	- (6)	-	-	-
Capital Outlay Projects	-	(5,000,000) (12)	-	- (12)	-	-	-
Retiree Benefits Health Premiums	(1,500,000)	(2,000,000) (13)	(3,000,000) (27)	(3,000,000) (13)	(3,000,000)	(3,000,000)	(3,000,000)
Parking Support				(1,800,000)			
Projection of Unexpended Budgets	5,924,084	4,311,111	3,016,231 (28)	7,229,265	3,016,231	3,016,231	3,016,231
TOTAL ONE-TIME EXPENDITURES	\$ (12,951,161)	\$ (22,158,153)	\$ (14,421,594)	\$ (7,755,537)	\$ (8,190,897)	\$ (8,190,897)	\$ (8,190,897)
TOTAL ONE-TIME REVENUES NET OF EXPENDITURES	\$ (3,556,179)	\$ (16,181,780)	\$ (9,218,897)	\$ (6,201,657)	\$ (3,632,197)	\$ (3,632,197)	\$ (3,632,197)
UNRESTR. GENERAL FUND - REV. GENERATED ACCOUNTS							
TOTAL REVENUES	\$ 5,592,020	\$ 10,364,388 (14)	\$ 2,664,427 (14)	\$ 3,603,804 (14)	\$ 1,990,366	\$ 1,990,366	\$ 1,990,366
TOTAL EXPENDITURES	(2,545,795)	(4,496,874) (14)	(3,703,353) (14)	(5,843,044) (14)	(3,720,085)	(3,720,085)	(3,720,085)
TOTAL REVENUE GENERATED INCREASES/(DECREASES)	\$ 3,046,225	\$ 5,867,514	\$ (1,038,926)	\$ (2,239,240)	\$ (1,729,719)	\$ (1,729,719)	\$ (1,729,719)
SUMMARY OF FUND BALANCE:							
Assigned Fund Balance - New Resources Allocation Requests	\$ 1,942,588	\$ 4,932,392 (15)	\$ -	\$ 3,360,544 (15)	\$ -	\$ -	\$ -
Assigned Fund Balance - Carryovers/Purchases in Progress	2,986,322	2,723,309 (16)	-	2,723,309 (16)	-	-	-
Assigned Fund Balance - 2023-24 One-Time Expenditures	7,354,424	6,765,893 (17)	-	8,190,897 (17)	-	-	-
Assigned Fund Balance	\$ 12,283,334	\$ 14,421,594	\$ -	\$ 14,274,750	\$ -	\$ -	\$ -
10% - Board Policy	\$ 22,529,886	\$ 25,012,079	\$ 27,191,766	\$ 26,678,287	\$ 27,567,408	\$ 28,071,099	\$ 28,071,099
Unassigned Fund Balance	18,139,389	2,866,246	9,819,497	1,825,800	-	9,701,295	19,550,446
Unassigned Fund Balance	\$ 40,669,275	\$ 27,878,325	\$ 37,011,263	\$ 28,504,087	\$ 27,567,408	\$ 37,772,394	\$ 47,621,545
Fund Balance - Unrestricted General Fund	\$ 52,952,609	\$ 42,299,919	\$ 37,011,263	\$ 42,778,837	\$ 27,567,408	\$ 37,772,394	\$ 47,621,545
Fund Balance College Restricted - Revenue Generated Accounts	\$ 12,228,058	\$ 18,095,572 (14)	\$ 17,056,646 (14)	\$ 15,856,332 (14)	\$ 14,126,613	\$ 14,126,613	\$ 14,126,613
Fund Balance Unrestr. General Fund and Rev. Generated Accounts	\$ 65,180,667	\$ 60,395,491 (18)	\$ 54,067,909	\$ 58,635,169 (18)	\$ 41,694,021	\$ 51,899,007	\$ 61,748,158
Total Fund Balance Percentage Unrestricted General Fund	28.93%	24.15%	19.88%	21.98%	14.85%	18.49%	22.00%
			10% Board Policy 18.5 % New Board Policy	YES 21.98%	NO 14.85%	YES 18.49%	YES 22.00%
Note:							
OPEB (Other Post-Employment Benefits) Retirees Health Premiums: Funded from Unrestricted Gen. Fund & OPEB Trust Interest Earned	\$ 5,142,800	\$ 4,984,717	\$ 4,984,717	\$ 5,160,000	\$ 5,160,000	\$ 5,160,000	\$ 5,160,000