



Sierra Joint Community College District
2017-18 Adopted Budget

September 12, 2017

Information presented in these exhibits include assumptions as of 8/17/17

Sierra Joint Community College District
2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017
Summary of New Major Revenues in 2017-18

Exhibit A

On-Going Unrestricted General Fund

COLA (1.56%)
 Increased Base Allocation Funding (2.78%)
 Increased Access/Growth (1%)¹

One-Time Restricted Funds

Guided Pathways
 Proposition 39
 Scheduled Maintenance/Instructional Equipment

Final Adopted Budget	
Statewide	Sierra
97,000,000	1,196,764
183,600,000	2,250,562
57,800,000	0
150,000,000	Unknown
46,500,000	480,934
76,800,000	948,723

¹ The District is not projecting growth in NEW students in 2017-18. Sierra College’s share of the 2017-18 system-wide growth rate is .67%. If Sierra College is able to achieve growth, the District would be entitled to state funding of \$529k to accommodate 110 new Full-Time Equivalent Students (FTES).

Sierra Joint Community College District
2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017
General Fund Unrestricted Budget Highlights

Exhibit B

Revenue Highlights

State Apportionment Base Funding for 2017-18	81,154,540
COLA @ 1.56%	1,196,764
Enrollment Growth	0
Increased Base Allocation Funding 2.78%	2,250,562 ¹
Total State Apportionment Funding for 2017-18	84,601,866
Projected District Enrollment in FTES	14,873
Deficit Factor on Total Computational Revenue @ .5%	(423,009)
Non-Resident Tuition (\$211 per unit)	2,050,000
Lottery Revenue	1,899,349
Enrollment Fee	\$46/unit

Expenditure Highlights

Estimated Step/Column/Longevity Increases	838,000
Salary Schedule Increase (Effective January 2017)	600,000
Estimated PERS Rate Increase	287,000
Estimated STRS Rate Increase	554,000
1% Projected Attrition Savings Adjustment	(720,000)
Operational Increases	237,000
District Operating Contingency	1,073,873
STRS Excess Sick Leave Payout	385,000 ²

¹ Funds are to pay for operational increases, including: facilities, STRS/PERS, technology, health care, training, etc.

² In accordance with the District-SCFA MOU 1415-05, the STRS overload (excess) sick leave balance is to be paid out no later than Fall 2017. The obligation relates to sick leave accrued by faculty prior to Fall 2013. The payout is scheduled for August 2017.

Sierra Joint Community College District

2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017

General Fund Narrative Summary

Exhibit C

- Growth:** The state is providing \$57.8 million in funding to add additional students system-wide. While Sierra College does not anticipate being able to achieve growth funding in 2017-18, the District's potential share of this growth funding would be \$529k which represents 110 Full-Time Equivalent Students (FTES).
- COLA and Base Allocation:** The state is providing a 1.56% COLA in 2017-18, which translates into just under \$1.2 million for Sierra College. The state is also providing a Base Allocation Increase of 2.78%, which translates into just over \$2.2 million for Sierra College. The Base Allocation funds are being provided to Districts to pay for future operational cost increases (PERS/STRS, health care, technology, facilities, professional development, etc.).
- 2017-18 Surplus.** The District is projecting a \$2.8 million structural surplus for the current year and considers this surplus to be "one-time" in nature. The District has experienced several years of enrollment declines in its main terms of fall and spring. It has weathered these declines by shifting the District's summer enrollment to move the District in and out of stability funding (Stability funding occurs when a District's enrollment declines in a given year, but the District's state funding is held constant during that year of decline). The goal is to reverse the downward trend of enrollment decline and restore enrollment over the next two fiscal years (2017-18 and 2018-19) through improved enrollment support and re-engineering efforts that are currently underway. If the District cannot improve enrollment over the next two fiscal years, then \$2.8 million in surplus funds in the current year will be needed to cover instructional and operating costs as the District settles into the lower enrollment level and funding base in 2019-20.
- Deficit Factor:** In 2016-17, the District lowered the deficit factor from 1% to .5%. Sierra College will continue to budget a statewide revenue deficit factor of .5% in 2017-18. For years, Sierra College budgeted a 1% revenue deficit at the beginning of the fiscal year to buffer against revenue shortfalls at the state level that can be passed along to the District. The 8-year history of deficits, shown below, supports adjusting the deficit from 1% to .5% on a temporary basis with staff recommending each subsequent year whether to retain the lower deficit level.

Fiscal Year	Final Deficit
2009-10	0%
2010-11	0.30%
2011-12	1.90%
2012-13	0.02%
2013-14	0.45%
2014-15	0%
2015-16	0%
2016-17	0%

- One-Time Guided Pathways Funds:** The state budget includes \$150 million for districts to support guided pathways frameworks on their campuses. At this time, the state has not provided districts with their allocation of these funds. The Guided Pathways funding amount for Sierra College will be reported at the first budget revision in February of 2018.

Sierra Joint Community College District
2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017
General Fund Unrestricted & General Fund Restricted Budget Summary

Exhibit D

	Adopted Budget		
	General Fund Unrestricted	General Fund Restricted	General Fund Total
Revenues			
8000 Revenues	90,612,688	42,109,255	132,721,943
Total Revenues	\$ 90,612,688	\$ 42,109,255	\$ 132,721,943
Expenses, Debt, Transfers & Other			
1000 Certificated Salaries	36,778,149	5,040,457	41,818,606
2000 Classified Salaries	17,917,125	4,917,059	22,834,183
3000 Benefits	19,147,000	2,668,136	21,815,136
4000 Supplies and Materials	1,356,810	971,824	2,328,634
5000 Other Operating Expenses and Services	9,419,254	23,964,008	33,383,262
6000 Capital Outlay	256,260	1,659,347	1,915,607
7000 Debt Payments, Transfers, Other	4,419,067	2,888,425	7,307,492
Total Expenses, Debt, Transfers & Other	\$ 89,293,665	\$ 42,109,255	\$ 131,402,920
One-Time Revenue and Expense Adjustments:			
One-Time STRS Excess Sick Leave Payout	(385,000)	-	(385,000)
One-Time Contributions from Committed Reserves for H&W Costs	(1,160,000)	-	(1,160,000)
Total Expenses, Debt Transfers, Other and One-Time Adjustments	\$ 87,748,665	\$ 42,109,255	\$ 129,857,920
Structural Surplus			\$ 2,864,023

Fund Balance Summary

Beginning Fund Balance (as of 2016-17 Unaudited Actuals at 8/15/17)	\$ 15,151,276
Change in Fund Balance (Total Revenues Less Total Expenses, Debt, Transfers & Other)	1,319,023
Total Estimated Unrestricted Fund Balance	<u>16,470,299</u>
Less: Nonspendable - Prepaid Expenses & Inventory	(450,000)
Less: Committed Reserve ¹	<u>(4,956,665) ¹</u>
Total Estimated Unrestricted/Uncommitted Fund Balance	\$ 11,063,634
Estimated Unrestricted/Uncommitted Fund Balance as a Percent of Expenses	8.4%

¹ Committed Reserve includes projected District obligations and commitments as of June 30, 2018 as follows:

Health & Welfare Reserve (Remainder of 2017-18 Plan Year: July 2018 - Sept 2018)	325,000
Unspent Portion of 2015-16 Full-Time Faculty Revenue	420,031
Preliminary 2016-17 Allocation Formula Surplus	1,297,611
2017-18 Adopted Budget Structural Surplus - Committed to 1X Purposes (See Exhibit C)	2,864,023
Staff Training on Interest Based Bargaining	50,000
Estimated Committed Reserve as of June 30, 2018	<u>\$ 4,956,665</u>

Sierra Joint Community College District
2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017
General Fund Unrestricted Budget Detail

Exhibit E

	General Fund Unrestricted
	Adopted Budget
Revenues	
8000 State Apportionment (Includes EPA Funds)	2,453,050
8000 Property Taxes	75,092,816
8000 Enrollment Fees	7,056,000
8000 Total State Revenues	84,601,866
8000 Less: .5% Assumed Deficit Factor	(423,009)
8000 Total State Apportionment with Deficit	84,178,857
8000 Federal Revenues	13,500
8000 Other State Program Revenues	2,783,131
8000 Local/Other Revenues	3,637,200
8000 One-Time Prior Year Apportionment Adjustment	-
Total Revenues	\$ 90,612,688
Expenses	
1000 Certificated Salaries - Instructional	15,323,190
1000 Certificated Salaries - Non-Instructional	1,988,152
1000 Certificated Salaries - Ed Admin	3,484,906
1000 Certificated PT - Instructional	10,268,000
1000 Certificated Salaries - PT Non-Instructional	916,000
1000 Reassigned Time	1,024,580
1000 Stipends	790,000
1000 Staff Development Flex Hours	308,000
1000 Overload Pay - Instructional	2,579,000
1000 Overload Pay - Non-Instructional	56,000
1000 Board Member	40,320
2000 Classified Supervisory & Confidential	2,818,282
2000 Classified Instructional Aides	1,991,540
2000 Classified Salaries - FT & PT	11,169,603
2000 Classified Salaries - Overtime & Standby	270,000
2000 Classified Salaries - Temporary	730,000
2000 Student Help and Tutors	937,700
3000 Benefits	16,108,000
3000 Retiree Benefits	3,039,000
4000 Supplies and Materials	1,356,810
5000 Other Operating Expenses and Services	9,419,254
6000 Capital Outlay	256,260
Total Expenses	\$ 84,874,598
Debt, Transfers & Other	
7000 Debt Payment Transfers	1,392,058
7000 Inter-Fund Transfers (Including Match)	1,333,141
7000 Other	-
7000 Contingency	1,693,868
Total Debt, Transfers & Other	\$ 4,419,067
Total Expenses, Debt, Transfers & Other	\$ 89,293,665
Beginning Fund Balance (as of 2016-17 Unaudited Actuals at 8/15/17)	15,151,276
Change in Fund Balance (Total Revenues Less Total Expenses, Debt, Transfers & Other)	1,319,023
Total Estimated Unrestricted Fund Balance	16,470,299
Less: Nonspendable - Prepaid Expenses & Inventory	(450,000)
Less: Committed Reserve	(4,956,665)
Total Estimated Unrestricted/Uncommitted Fund Balance	\$ 11,063,634

Sierra Joint Community College District
2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017
General Fund Unrestricted Revenue Detail

Exhibit F

	General Fund Unrestricted
	Adopted Budget
State Apportionment	
State Apportionment (Includes EPA Funds)	2,453,050
Property Taxes	75,092,816
Enrollment Fees	7,056,000
Total State Revenues	84,601,866
Less: .5% Statewide Deficit Factor	(423,009)
Total State Apportionment with Deficit	84,178,857
Federal Revenues	
Forest Reserve Revenue	10,000
Veterans	3,500
Other Federal Revenue	-
Total Federal Revenues	13,500
Other State Program Revenues	
PT Faculty Office Hours	18,000
PT Faculty Compensation	290,163
BOG Fee Waiver Adm.2%	183,423
Lottery	1,899,349
Mandated Costs	392,196
Other General Categorical	-
Total Other State Program Revenues	2,783,131
Local/Other Revenues	
Contributions, Gifts, Grants	15,000
2% Enrollment Fee	144,000
Sales, Commission	700,000
Rentals & Leases	35,000
Interest Income	220,000
Student Records	32,000
Non-Resident Tuition	2,050,000
Audit Fee	7,000
Other Student Fees	2,000
Other Local Revenue	221,000
Indirect Costs	360,000
Bad Debt Collection	20,000
Uncollectible Res/Non-Res Tuition	(179,000)
Transfers In	-
Unrealized Gain (Loss) on Investment & Gain (Loss) on sale of Assets	-
Other Contract Services	-
Misc (Surplus, Returned Item)	10,200
Total Local/Other Revenues	3,637,200
One-Time Revenues	
One-Time Prior Year Apportionment Adjustment	-
Total Revenues	\$ 90,612,688

Sierra Joint Community College District
2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017
CalSTRS & CalPERS Unrestricted General Fund Employer Obligation - Actuals & Projections

Exhibit G

	ACTUALS				PROJECTIONS								
	2013-14 Actuals	2014-15 Actuals	2015-16 Actuals	2016-17 Unaudited Actuals	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Total Remaining Increase
CalSTRS Employer Defined Benefit Rates	8.25%	8.88%	10.73%	12.58%	14.43%	16.28%	18.13%	19.10%	19.10%	19.10%	19.10%	19.10%	
CalSTRS Actual & Projected Employer Obligation													
Estimated Unrestricted GF Obligation ¹	2,284,258	2,472,690	3,113,426	3,769,910	4,323,910	4,877,910	5,431,910	5,721,910	5,721,910	5,721,910	5,721,910	5,721,910	
Estimated Unrestricted GF Annual Increase					554,000	554,000	554,000	290,000					1,952,000
CalPERS Employer Rates	11.44%	11.77%	11.847%	13.888%	15.53%	18.10%	20.80%	23.80%	25.20%	26.10%	26.80%	27.30%	
CalPERS Actual & Projected Employer Obligation													
Estimated Unrestricted GF Obligation ²	1,922,739	1,946,572	2,033,307	2,428,793	2,715,793	2,770,307	3,242,307	3,767,307	4,012,307	4,169,307	4,291,307	4,378,307	
Estimated Unrestricted GF Annual Increase					287,000	450,000	472,000	525,000	245,000	157,000	122,000	87,000	2,345,000
Projected CalSTRS & CalPERS Remaining Increases													\$4,297,000

¹ It should be noted that this summary does not include the District's CalSTRS obligation for the Cash Benefit program. At this time, there are no known rate increases for the Cash Benefit program. Additionally, this summary excludes the employer CalSTRS obligation for employees funded from Restricted/Other funding sources.

² This summary excludes the employer CalPERS obligation for employees funded from Restricted/Other funding sources.

Sierra Joint Community College District
 2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017
 General Fund Restricted Revenue By Fund

Exhibit H

Restricted Revenue By Fund		General Fund Restricted	
		Adopted Budget	
123210	CCC Maker 14-203-001		8,305,691
123211	CCC Maker 15-203-001		7,000,000
123040	Student Success and Services Prgrm		3,740,652
123350	Innovation in Higher Education		2,000,000
125120	Community Education		1,895,000
123151	Basic Skills Pilot Program 15-069		1,792,296
123041	Student Equity		1,459,404
123244	Strong Workforce Development 201718		1,267,413
122010	Lottery		1,229,963
125160	Parking		1,097,500
125140	Health Services		1,068,000
123050	DSPS - General		866,013
123060	EOPS		802,718
123240	Strong Workforce Development		757,271
123010	CA College Promise Innovation Grant		739,230
123180	BFAP		593,000
120020	VTEA 1 Part C Basic Grant		540,578
123030	Instructional Equip Library Matrls		527,700
123270	State Preschool		473,058
120050	Work Study		455,369
123102	Full Time Student Success Grant		407,742
123090	CalWORKS		369,544
123231	CA Conservation Corp C6328AAA		367,970
123166	IEPI Conservation Corp Career Dev		358,964
123230	CCCCO Agreement C15-0076		337,201
123242	Regional Strong Workforce		336,799
123103	CAFYES CARE Foster Youth		324,000
120120	TRIO Grant		294,126
120100	American Apprenticeship Initiative		220,382
123201	DSN Advanced Manufact 17-152-001		200,000
123202	DSN ICT Digital Media 17-158-012		200,000
123150	Basic Skills		177,433
123290	Family Childcare Homes		175,736
123100	CARE		168,957
125130	Student Fees		162,300
125050	Osher Lifelong Learning Grant		160,019
124035	Economic Development Client Svcs		156,652
123120	Faculty and Staff Diversity		112,387
120090	Foster Parent		106,428
123246	Competitive Reg Strg Wkfc 201718		98,442
123243	Competitive Regional Strong Wrkfrc		94,215
123217	DSN Advanced Mfg 16-152-001		80,761
123250	Nursing Enrollment Growth		79,900
123218	DSN ICT 16-158-012 Calendar Yr Alcn		64,060
125170	Athletic Fundraising		58,810
120110	CA Mathematics Readiness Challenge		50,000
125192	United Auburn Indian Community		50,000
123241	Strong Workforce CTE Data Unlock		49,911
120040	CTE Transitions		41,939
121010	TANF - Federal		35,000
123110	TANF - State		35,000
123105	CA Textbook Affordability Act		28,411
123121	IEPI Leadership Development		26,530
123222	Adult Education Block Grant		21,269
120080	MHS Suicide Prevention Grant		20,369
123104	FKCE-CSEC		7,860
120010	Perkins Marketing		7,500
123280	State Preschool Reserve		5,903
123112	SJCCD CCC Maker		1,807
122017	Puente Project		1,601
122016	CA Early Childhood Mentor Program		1,454
123300	Family Childcare Homes Reserve		1,017
Total Revenue		\$	42,109,255
Expenses by Account Type			
1000	Certificated Salaries		5,040,457
2000	Classified Salaries		4,917,059
3000	Benefits		2,668,136
4000	Supplies and Materials		971,824
5000	Other Operating Expenses and Services		23,964,008
6000	Capital Outlay		1,659,347
7000	Debt Payments, Transfers, Other		2,888,425
Total Expenses		\$	42,109,255

Sierra Joint Community College District
2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017
Fact Sheet

Exhibit J

Sierra College is a medium-sized, multi-campus, single college district serving over 14,000 Full-Time Equivalent Students (FTES) throughout Placer, Nevada and parts of El Dorado and Sacramento Counties. The main campus is located in Rocklin with additional campuses in Grass Valley, Truckee, and Roseville.

	Staffing FTE's by Funding Source		
	General Fund Unrestricted	General Fund Restricted/Other	Total
Position Classification			
Classified	206	46	252
Classified Supervisory	21	5	26
Confidential	6	0	6
Educational Administrator	17	5	22
Executive	5	0	5
Full-Time Faculty	207	24	231
Total FTE's	462	80	542

	General Fund Unrestricted Benefits Summary	
	Amount	Percentage
Payroll Taxes		
Permanent Employees	8,056,763	
Other Employees	2,525,811	
Total Payroll Taxes	10,582,574	55.3%
Health & Welfare		
Permanent Employees	5,292,426	
Other Employees	130,000	
Retirees (453) ¹	3,039,000	
Total Health & Welfare	8,461,426	44.2%
Total Other Benefits	103,000	0.5%
Total Benefits	\$ 19,147,000	100.0%

¹ Comprised of 296 Retirees and 157 Retiree Dependents totaling 453.
As of the August 2017 payroll, Pre-94 active employees covered by post-retirement healthcare benefits total 40.

Sierra Joint Community College District
2017-18 Adopted Budget - Board of Trustees Meeting: September 12, 2017
Fund Type Descriptions

Exhibit K

Governmental Fund Accounting *(Per the California Community Colleges Budget and Accounting Manual, 2012 Edition)*

Due to the varied sources of revenue, some with restrictions and some without, governmental accounting systems should be organized and operated on a fund basis. Fund accounting is used as a control device to separate financial resources and ensure that they are used for their intended purposes with the fund as the basic recording entity for reporting specified assets and liabilities and related transactional movements of its resources.

The District maintains the following Fund Types:

Governmental Fund Types	General Fund
	The General Fund is the primary operating fund of the District. It is used to account for those transactions that, in general, cover the full scope of operations of the District (instruction, administration, student services, maintenance and operations, etc.). All financial resources, and transactions except those required to be accounted for in another fund, shall be accounted for in the General Fund.
	General Fund - Unrestricted Subfund
	The Unrestricted Subfund is used to account for resources available for the general purposes of District operations and support of its educational programs. This subfund includes board-designated moneys which represent a commitment of unrestricted resources that are stipulated by the governing board to be used for a specific purpose. Such resources are not truly restricted since such designations can be changed at the board's discretion. Because the governing board retains discretionary authority to redesignate these resources for some other purpose (assuming no legal obligation has been entered into), board designated moneys are to be accounted for in the General Fund, Unrestricted Subfund.
	General Fund - Restricted Subfund
	The Restricted Subfund 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. Such externally imposed restrictions are to be contrasted with internally created designations imposed by the governing board on unrestricted moneys.
Fiduciary Fund Types	Capital Projects Fund
	The Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities and other capital outlay projects. Resources accumulated for future acquisition or construction of capital projects are recorded in this fund. The following are examples of expenditures that may be recorded in Capital Projects Funds.
	<ul style="list-style-type: none"> • Acquisition or construction of new capital facilities (e.g., land, buildings, site improvements) • Improvements or extensions to the life of existing capital facilities, including major repair and remodeling projects such as Scheduled Maintenance and Special Repair (SMSR) as defined in EC §84660 • Initial equipping of buildings (library books, furniture, fixtures, classroom supplies, etc.) • Significant capital equipment purchases
	Debt Service Funds
	The Debt Service Funds are used to account for the accumulation of resources for, and the payment of general long-term debt principal and interest. Revenues in Debt Service funds are primarily from special property tax levies, such as SFID's, interest, or may receive interfund transfers from other funds, such as the Unrestricted General Fund and the Residence Hall, which have benefited by the projects financed with the debt.
	Residence Hall Fund
This fund is used to account for revenues from the operations of the Residence Hall and to record expenses chargeable to that fund for staffing and direct costs. The Residence Hall is self-supporting and does not receive assistance from other funds.	
Fiduciary Fund Types	Post-Employment Medical Trust Fund
	Employees hired before July 1, 1994 are eligible for post-employment healthcare benefits. The employer's share of health and welfare benefit costs for these retired employees and their eligible dependents are recorded in this fund. Revenues of this fund include employee and employer contributions and investment earnings. Charges for required actuarial valuations and investment expenses to administer the trust are also recorded in this fund.
	Student Center Fee Fund
	The Student Center Fee Fund is used to account for moneys collected by the District pursuant to EC §76375 for the purpose of establishing an annual building and operating fee to finance, construct, enlarge, remodel, refurbish, and operate a student center. The fee may not exceed \$1 per credit hour and may not exceed \$10 per student per fiscal year. These funds shall be expended by the chief fiscal officer upon submission and approval of the appropriate claim schedule by the student body government or its designee. The appropriate uses of the fee income and the student body center facility shall be the responsibility of the student government for whom the fee was collected.
Fiduciary Fund Types	Associated Students of Sierra College Fund (ASSC)
	This fund is used to account for revenue and expenditures of student clubs formed under EC §76062.
	Student Financial Aid
The Student Financial Aid Trust Fund is used to account for the deposit and direct payment of government-funded student financial aid, including grants and loans or other moneys intended for similar purposes and the required District matching share of payments to students.	