



West Valley - Mission

Community College District

**Board of Trustees
Audit and Budget Oversight Committee**

November 6, 2017

Board Room
West Valley College
14000 Fruitvale Avenue, Saratoga, CA 95070
5:30 p.m. Public Session

Bob Owens, Chair
Susan Fish, Member
Randi Kinman, Member

1.0 CALL TO ORDER – PUBLIC SESSION

- 1.1 Roll Call
- 1.2 Approval of the Order of the Agenda
- 1.3 Oral Communication

2.0 REGULAR ORDER OF THE AGENDA

2.1 Approval of August 28, 2017, meeting minutes (A) – Chair

2.2 FY 17/18 1st Qtr. Budget Adjustments and Financials (A)

This item will include review, consideration, and possible action to accept the FY 17/18 1st Qtr. budget adjustments and financials.

2.3 FY 17/18 1st Qtr. 311 Report (A)

This item will include review, consideration, and possible action to accept the FY 17/18 311 1st Qtr. Report.

2.4 Review of 2017 Actuarial Report (I)

This item will include a review of the 2017 Actuarial Report.

2.5 Review Investment Strategy for OPEB Trust Fund and possibly move from Strategy 1 to Strategy 3 (A)

This item will include review, consideration and possible action as described above.

3.0 STAFF MEMBERS COMMENTS

This item offers staff members the opportunity to report on issues not listed in the agenda to which no debate or votes are to be taken.

4.0 COMMITTEE MEMBERS COMMENTS

This item offers committee members the opportunity to report on issues not listed in the agenda to which no debate or votes are to be taken.

5.0 ADJOURNMENT

WEST VALLEY/MISSION COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
AUDIT AND BUDGET OVERSIGHT COMMITTEE

Date of meeting: August 28, 2017

UNAPPROVED MINUTES

Membership: Bob Owens, Chair; Susan Fish, Member; Randi Kinman, Member

1.0 CALL TO ORDER – PUBLIC SESSION

The meeting was called to order at 5:31pm by Mr. Owens.

1.1 Roll Call

	Present	Absent
Fish, Susan		X
Kinman, Randi	X	
Owens, Bob	X	

Others Present: Rick Bennett, Ngoc Chim, Pat Fenton, Ed Maduli, Patrick Schmitt

1.2 Approval of the Order of the Agenda

The order of the agenda was approved as presented. (Kinman/Owens, 2/0/0, with Fish absent and not voting.)

1.3 Oral Communication

None.

2.0 Regular Order of the Agenda

2.1 Approval of the June 12, 2017, meeting minutes (A)

The June 12, 2017, meeting minutes were approved as presented. (Kinman/Owens, 2/0/0, with Fish absent and not voting.)

2.2 4th Qtr. Budget Adjustments and Financials A)

Mr. Maduli reported that the budget adjustments and financials were reviewed by the Fiscal Workgroup and District Council. Ms. Chim reviewed the report.

Mr. Owens inquired about RDA funds. Mr. Maduli responded that the District will continue to receive one-time funds from the city of Santa Clara, that the activities for Campbell and Los Gatos are winding down, and that no funds are expected from the city of San Jose.

Mr. Owens then commented on funding for capital projects. He indicated that he did not want to always rely on bond monies to fund capital improvements. He stated that the administration should be planning and budgeting for known large projects using existing funds. The administration needs to identify realistic needs and make them known to the Board. Funds need to be spent wisely.

Mr. Owens also inquired about the actuarial study and indicated that he would like it presented at ABOC when it is complete. Mr. Maduli commented that the OPEB liability will decrease once faculty is moved to the PERS medical plan. He also indicated that changing investment strategies could offset the savings by increasing the liability. A discussion on investment strategies will take place at a future meeting.

There was a motion by Kinman, seconded by Owens, to “accept the FY 16/17 4th Qtr. Budget Adjustments and Financials and recommend them to the Board for approval.” (2/0/0, with Fish absent and not voting.)

2.3 4th Qtr. 311 Report (A)

Ms. Chim reviewed the 4th Qtr. 311 report and indicated that the numbers on this report match the unrestricted general fund numbers presented on the previous report. Other than a decline in FTES, the overall report is good.

Mr. Owens asked that a report on FTES targets and its impact on funding and basic aid status be presented at the February 2018 meeting.

There was a motion by Kinman, seconded by Owens, to “accept the FY 16/17 4th Qtr. 311 Report and recommend it to the Board for approval.” (2/0/0, with Fish absent and not voting.)

2.4 FY 17/18 Final Budget (A)

Mr. Maduli reviewed some of the changes between the Tentative Budget and Final Budget and then highlighted some of the assumptions in developing the Final Budget. The review included:

- 2016/17 Projected Ending Fund Balance
- 2017/18 Major assumptions
 - Funded FTEF increased from 303 to 309
- Resource Allocation Model
 - Allocation between the colleges changed from what was allocation in the Tentative Budget
- 2017/18 FTES Target
- District Liabilities

- District Outstanding Debt
- 2017/18 Property Tax History and Projection
- Community Support Fund Reserve
- Community Support Fund Reserve: On-going vs. One-time funds
- Community Support Fund Reserve used to fund On-going expenditures
- Community Support Fund Reserve used to fund One-time expenditures
- Summary of cost for Banner implementation

Mr. Maduli added that bad debt from students failing to pay registration fees has significantly increased because de-registration was halted during the implementation of the Banner Student Module. Now that the Student Module is live, de-registration is being reinstated.

There was a motion by Kinman, seconded by Owens, to “accept the FY 17/18 Final Budget and recommend it to the Board for approval.” (2/0/0, with Fish absent and not voting.)

3.0 Staff Members Comments

Mr. Maduli informed members that he recently presented the bond rating report in San Francisco and that the District is in a class by itself. He anticipates another AAA rating.

4.0 Committee Members Comments

None.

5.0 Adjournment

The meeting adjourned at 6:41 PM.

PREPARED BY: SUSIE MCDONNELL

REVEIWD BY: NGOC CHIM AND ED MADULI

APPROVED BY: PATRICK SCHMITT

SUBJECT: FINANCIAL STATEMENTS AND BUDGET ADJUSTMENTS

CHANCELLOR'S RECOMMENDATION:

That the Board of Trustees approve the accompanying financial statements and budget adjustments as specified below for the period of July 1, 2017, through September 30, 2017 (First Quarter). The summary of significant changes lists the First Quarter's cumulative budget transactions.

Funding Source/Fiscal Impact

This activity reports the sources and uses of the various funds of the District. All budget transfers reflect either:

- (1) Increases/decreases in expenditures that correspond to associated revenue increases/decreases; or
- (2) Movement of equal budget amounts from one account to another; or
- (3) Increases/decreases in expenditures or revenues that directly impact Fund Balance.

Allocations of carry-overs result in a reduction of the beginning fund balances for FY 2017-18. Other budget adjustments are recommended to realign the budget with anticipated or actual expenditures or to make adjustments resulting from changes in revenue.

Reference(s)

Education Code Section 84040 provides that the governing board of a community college district, as required by regulations of the Board of Governors, shall periodically report information to the Board of Governors regarding the fiscal condition of the district. This assessment includes a comparison of budget to actual amounts. Once a budget is adopted, the total designated for each major expenditure classification is the maximum expenditure allowed. Pursuant to Title 5, California Code of Regulations Section 58307, any budget transfers between major classifications, or from reserves, must be authorized by the governing board.

Background/Alternatives

A summary of all funds is presented on the following pages. It should be noted that the Adopted Budget includes current year allocations and the allocations of carry-over balances that have been approved by the Board of Trustees on September 5, 2017. The Actual balances reported as of September 30, 2017 do not include any outstanding encumbrances.

Fund 110 - Unrestricted General Fund

The attached schedules indicate an increase of \$62,430 in expenses and a decrease in fund balance representing additional budget for the Classified Reclassification Retro Pay FY 17/18.

Fund 12x & 13x – Restricted General Fund (Grants)

The net increases totaling approximately \$315,108 in revenues and in expenses are primarily due to the following:

Revenues

- \$175,000 increase for MC Land Corp Student Assistance Program FY 17/18.
- \$100,084 increase for MC Student Equity Grant FY 16/17.
- \$50,000 increase for WVC Land Corp Special Project - Study Abroad Program.
- \$10,698 increase for WVC Strong Workforce – Biotech Program FY 16/17.
- \$10,337 decrease in State allocation for WVC Instructional Equipment Block Grant.
- \$10,337 decrease in State allocation for MC Instructional Equipment Block Grant.

Expenditures

- Offsetting expenditures for revenues listed above.

Fund 138 – Health Services Fund

The attached schedules indicate an increase of \$7,728 in revenues and in expenses. These changes are primarily due to the following:

Revenue

- \$6,405 increase for MC's participation in the Medi-Cal Administrative Activities (MAA) Program.
- \$1,323 increase for WVC's participation in the Medi-Cal Administrative Activities (MAA) Program.

Expenditures

- Offsetting expenditures for revenues listed above.

Fund 292 – Lease Revenue Bonds Debt Service Fund

The attached schedules indicate an increase of \$8,469 in revenue and fund balance representing dividend income received.

Fund 410 – Capital Projects Fund

The attached schedules indicate a decrease in State funding of \$62,025 for Physical Plant and Instructional Support Grant.

Fund 597 – Entrepreneurial Fund

The attached schedules indicate an increase of \$17,143 in revenues and in expenses. These changes are primarily due to the following:

Revenues

- \$8,000 increase for MC new Vending Machine in the Gillmor Center.
- \$6,143 increase for MC Hospitality Management Catering Services.
- \$3,000 increase for WVC Career Program – Career Fair.

Expenditures

Offsetting expenditures for revenues listed above.

Fund 751/752 – Scholarship Fund

The attached schedules indicate an increase of \$81,304 in revenue and \$23,446 in expenses. These changes are primarily due to the following:

Revenues

- \$133,000 increase for MC Land Corp. Endowment Fund – Financial Aid.
- \$116,750 decrease for MC Land Corp. Scholarship Grant from FY 16/17 carryover.
- \$68,500 increase for WVC miscellaneous Scholarship.
- \$23,446 decrease for WVC Land Corp. Endowment Fund – Financial Aid.
- \$20,000 increase for MC miscellaneous Scholarships.

Expenditures

Offsetting expenditures for revenues listed above.

Fund 791 – OPEB Trust Fund

The attached schedules indicate an increase in revenues and expenses of \$1,404,715 representing 1st Quarter FY 17/18 investment gain.

Coordination

The Executive Director of Financial Services will coordinate changes to the budget with the College Vice Presidents of Administrative Services.

Follow-up/Outcome

Upon Board approval, budget adjustments will be incorporated in the Second Quarter Financial Report.

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 110 - Unrestricted General Fund

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ 8,354	0.00%	\$ -
860 State	7,630,233	7,630,233	668,558	8.76%	-
880 Local	118,932,187	118,932,187	10,383,156	8.73%	-
898 Transfers In	-	-	-	0.00%	-
Total Revenues	\$ 126,562,420	\$ 126,562,420	\$ 11,060,068	8.74%	\$ -
Expenditures					
100 Academic Salaries	\$ 48,561,664	\$ 48,552,404	\$ 11,282,576	23.24%	\$ (9,260)
200 Non-Instructional Salaries	22,102,647	22,162,384	5,793,886	26.14%	59,737
300 Employee Benefits	27,016,972	27,029,228	5,073,854	18.77%	12,256
400 Supplies / Materials	841,840	848,814	117,875	13.89%	6,974
500 Operating Expenses	10,381,613	10,385,260	3,468,731	33.40%	3,647
600 Capital Outlay	221,463	210,464	20,178	9.59%	(10,999)
700 Other Student Aid/Other Outgo	121,853	121,853	4,708	3.86%	-
730 Transfers Out	16,969,154	16,969,229	3,997,999	23.56%	75
Total Expenditures	\$ 126,217,206	\$ 126,279,636	\$ 29,759,807	23.57%	\$ 62,430
Net Change to Fund Balance	\$ 345,214	\$ 282,784	\$ (18,699,739)		\$ (62,430)
Beginning Fund Balance	\$ 51,303,875	\$ 51,303,875	\$ 51,303,875		
Estimated Ending Fund Balance	\$ 51,649,089	\$ 51,586,659	\$ 32,604,136		

Fund 12x & 13x - Restricted General Fund (Grants)

	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ 7,009,075	\$ 7,009,075	\$ 312,366	4.46%	\$ -
860 State	22,547,827	22,637,935	12,541,057	55.40%	90,108
880 Local	3,752,725	3,977,725	933,438	23.47%	225,000
898 Transfers In	54,001	54,001	-	0.00%	-
Total Revenues	\$ 33,363,628	\$ 33,678,736	\$ 13,786,861	40.94%	\$ 315,108
Expenditures					
100 Academic Salaries	\$ 5,036,429	\$ 5,051,528	\$ 719,623	14.25%	\$ 15,099
200 Non-Instructional Salaries	7,139,848	7,251,085	1,184,366	16.33%	111,237
300 Employee Benefits	3,324,896	3,466,210	661,352	19.08%	141,314
400 Supplies / Materials	2,995,029	3,015,195	168,000	5.57%	20,166
500 Operating Expenses	10,716,403	10,616,365	765,953	7.21%	(100,038)
600 Capital Outlay	2,801,994	2,725,614	331,161	12.15%	(76,380)
730 Transfers Out	66,940	68,440	1,500	2.19%	1,500
750 Student Financial Aid	-	-	-	0.00%	-
760 Other Student Aid	1,529,756	1,731,966	124,164	7.17%	202,210
Total Expenditures	\$ 33,611,295	\$ 33,926,403	\$ 3,956,121	11.66%	\$ 315,108
Net Change to Fund Balance	\$ (247,667)	\$ (247,667)	\$ 9,830,740		\$ -
Beginning Fund Balance	\$ 269,524	\$ 269,524	\$ 269,524		
Estimated Ending Fund Balance	\$ 21,857	\$ 21,857	\$ 10,100,264		

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 137 - Other Restricted General Fund (Eco Pass)

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	147,000	147,000	100,327	68.25%	-
898 Transfers In	3,000	3,000	-	0.00%	-
Total Revenues	\$ 150,000	\$ 150,000	\$ 100,327	66.88%	\$ -
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	2,000	2,000	4,438	221.88%	-
300 Employee Benefits	1,000	1,000	307	30.65%	-
400 Supplies / Materials	-	-	-	0.00%	-
500 Operating Expenses	147,000	147,000	5,669	3.86%	-
600 Capital Outlay	-	-	-	0.00%	-
730 Transfers Out	-	-	-	0.00%	-
760 Other Student Aid	-	-	-	0.00%	-
Total Expenditures	\$ 150,000	\$ 150,000	\$ 10,413	6.94%	\$ -
Net Change to Fund Balance	\$ -	\$ -	\$ 89,914		\$ -
Beginning Fund Balance	\$ -	\$ -	\$ -		
Estimated Ending Fund Balance	\$ -	\$ -	\$ 89,914		

Fund 138 - Health Services Fund

	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ 69,946	\$ 77,674	\$ 77,674	100.00%	\$ 7,728
860 State	-	-	-	0.00%	-
880 Local	799,645	799,645	419,841	52.50%	-
898 Transfers In	3,500	3,500	-	0.00%	-
Total Revenues	\$ 873,091	\$ 880,819	\$ 497,515	56.48%	\$ 7,728
Expenditures					
100 Academic Salaries	\$ 261,953	\$ 261,953	\$ 33,957	12.96%	\$ -
200 Non-Instructional Salaries	409,314	409,314	73,662	18.00%	-
300 Employee Benefits	215,623	215,623	31,556	14.63%	-
400 Supplies / Materials	15,790	17,113	3,984	23.28%	1,323
500 Operating Expenses	88,056	94,461	9,663	10.23%	6,405
600 Capital Outlay	-	-	-	0.00%	-
730 Transfers Out	-	-	-	0.00%	-
760 Other Student Aid	-	-	-	0.00%	-
Total Expenditures	\$ 990,736	\$ 998,464	\$ 152,822	15.31%	\$ 7,728
Net Change to Fund Balance	\$ (117,645)	\$ (117,645)	\$ 344,693		\$ -
Beginning Fund Balance	\$ 526,144	\$ 526,144	\$ 526,144		
Estimated Ending Fund Balance	\$ 408,499	\$ 408,499	\$ 870,837		

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 139 - Parking Fund

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	1,525,000	1,525,000	469,250	30.77%	-
898 Transfers In	-	-	1,500	0.00%	-
Total Revenues	\$ 1,525,000	\$ 1,525,000	\$ 470,750	30.87%	\$ -
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	1,206,446	1,206,446	290,168	24.05%	-
300 Employee Benefits	520,763	520,763	117,908	22.64%	-
400 Supplies / Materials	30,500	30,500	4,900	16.07%	-
500 Operating Expenses	171,734	171,734	48,735	28.38%	-
600 Capital Outlay	69,682	69,682	5,886	8.45%	-
730 Transfers Out	-	-	-	0.00%	-
760 Other Student Aid	-	-	-	0.00%	-
Total Expenditures	\$ 1,999,125	\$ 1,999,125	\$ 467,598	23.39%	\$ -
Net Change to Fund Balance	\$ (474,125)	\$ (474,125)	\$ 3,152		\$ -
Beginning Fund Balance	\$ 607,053	\$ 607,053	\$ 607,053		
Estimated Ending Fund Balance	\$ 132,928	\$ 132,928	\$ 610,206		

Fund 212 - General Obligation Bonds Debt Service Fund

	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ -	0.00%	\$ -
860 State	-	-	226	0.00%	-
880 Local	26,156,405	26,156,405	156,258	0.60%	-
898 Transfers In	-	-	-	0.00%	-
Total Revenues	\$ 26,156,405	\$ 26,156,405	\$ 156,484	0.60%	\$ -
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	-	-	-	0.00%	-
300 Employee Benefits	-	-	-	0.00%	-
400 Supplies / Materials	-	-	-	0.00%	-
500 Operating Expenses	-	-	-	0.00%	-
600 Capital Outlay	-	-	-	0.00%	-
710 Other Outgo	31,056,360	31,056,360	22,341,764	71.94%	-
730 Transfers Out	-	-	-	0.00%	-
Total Expenditures	\$ 31,056,360	\$ 31,056,360	\$ 22,341,764	71.94%	\$ -
Net Change to Fund Balance	\$ (4,899,955)	\$ (4,899,955)	\$ (22,185,279)		\$ -
Beginning Fund Balance	\$ 24,104,991	\$ 24,104,991	\$ 24,104,991		
Estimated Ending Fund Balance	\$ 19,205,036	\$ 19,205,036	\$ 1,919,712		

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 291 - Retiree Health Benefit Fund

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ 100,000	\$ 100,000	\$ 18,726	18.73%	\$ -
860 State	-	-	-	0.00%	-
880 Local	-	-	-	0.00%	-
898 Transfers In	7,822,000	7,822,000	1,955,500	25.00%	-
Total Revenues	\$ 7,922,000	\$ 7,922,000	\$ 1,974,226	24.92%	\$ -
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	-	-	-	0.00%	-
300 Employee Benefits	8,063,395	8,063,395	1,869,715	23.19%	-
400 Supplies / Materials	-	-	-	0.00%	-
500 Operating Expenses	104,000	104,000	11,539	11.10%	-
600 Capital Outlay	-	-	-	0.00%	-
710 Debt Services	-	-	-	0.00%	-
730 Transfers Out	-	-	-	0.00%	-
Total Expenditures	\$ 8,167,395	\$ 8,167,395	\$ 1,881,255	23.03%	\$ -
Net Change to Fund Balance	\$ (245,395)	\$ (245,395)	\$ 92,971		\$ -
Beginning Fund Balance	\$ 11,161,395	\$ 11,161,395	\$ 11,161,395		
Estimated Ending Fund Balance	\$ 10,916,000	\$ 10,916,000	\$ 11,254,366		

Fund 292 - Lease Revenue Bonds Debt Service Fund

	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ 1,530,864	\$ 1,530,864	\$ 765,679	50.02%	\$ -
860 State	-	-	-	0.00%	-
880 Local	4,000	12,469	11,439	91.74%	8,469
898 Transfers In	4,257,009	\$ 4,257,009	\$ 2,097,352	49.27%	-
Total Revenues	\$ 5,791,873	\$ 5,800,342	\$ 2,874,470	49.56%	\$ 8,469
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	-	-	-	0.00%	-
300 Employee Benefits	-	-	-	0.00%	-
400 Supplies / Materials	-	-	-	0.00%	-
500 Operating Expenses	-	-	-	0.00%	-
600 Capital Outlay	-	-	-	0.00%	-
710 Other Outgo	5,493,755	5,493,755	2,830,664	51.53%	-
730 Transfers Out	-	-	-	0.00%	-
Total Expenditures	\$ 5,493,755	\$ 5,493,755	\$ 2,830,664	51.53%	\$ -
Net Change to Fund Balance	\$ 298,118	\$ 306,587	\$ 43,806		\$ 8,469
Beginning Fund Balance	\$ 8,671,290	\$ 8,671,290	\$ 8,671,290		
Estimated Ending Fund Balance	\$ 8,969,408	\$ 8,977,877	\$ 8,715,095		

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 330 - Child Development Fund

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ 43,000	\$ 43,000	\$ 2,947	6.85%	\$ -
860 State	354,250	354,250	153,738	43.40%	-
880 Local	1,690,000	1,669,893	374,066	22.40%	(20,107)
898 Transfers In	37,000	57,107	45,107	78.99%	20,107
Total Revenues	\$ 2,124,250	\$ 2,124,250	\$ 575,858	27.11%	\$ -
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ 1,470	0.00%	\$ -
200 Non-Instructional Salaries	1,398,682	1,398,682	333,161	23.82%	-
300 Employee Benefits	653,826	653,826	138,500	21.18%	-
400 Supplies / Materials	100,253	99,233	7,608	7.67%	(1,020)
500 Operating Expenses	18,410	19,430	6,860	35.31%	1,020
600 Capital Outlay	2,000	2,000	-	0.00%	-
730 Transfers Out	12,000	12,000	-	0.00%	-
760 Other Student Aid	21,500	21,500	-	0.00%	-
Total Expenditures	\$ 2,206,671	\$ 2,206,671	\$ 487,600	22.10%	\$ -
Net Change to Fund Balance	\$ (82,421)	\$ (82,421)	\$ 88,258		\$ -
Beginning Fund Balance	\$ 488,529	\$ 488,529	\$ 488,529		
Estimated Ending Fund Balance	\$ 406,108	\$ 406,108	\$ 576,787		

Fund 410 - Capital Projects Fund

	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ -	0.00%	\$ -
860 State	4,375,117	4,313,092	3,490,768	80.93%	(62,025)
880 Local	4,479,659	4,479,659	-	0.00%	-
898 Transfers In	-	-	-	0.00%	-
Total Revenues	\$ 8,854,776	\$ 8,792,751	\$ 3,490,768	39.70%	\$ (62,025)
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	32,500	32,500	2,912	8.96%	-
300 Employee Benefits	2,702	2,702	201	7.44%	-
400 Supplies / Materials	73,714	88,914	21,658	24.36%	15,200
500 Operating Expenses	292,228	321,950	35,566	11.05%	29,722
600 Capital Outlay	7,972,162	7,865,215	357,809	4.55%	(106,947)
710 Other Outgo	-	-	-	0.00%	-
730 Transfers Out	-	-	-	0.00%	-
Total Expenditures	\$ 8,373,306	\$ 8,311,281	\$ 418,147	5.03%	\$ (62,025)
Net Change to Fund Balance	\$ 481,470	\$ 481,470	\$ 3,072,621		\$ -
Beginning Fund Balance	\$ 4,052,539	\$ 4,052,539	\$ 4,052,539		
Estimated Ending Fund Balance	\$ 4,534,009	\$ 4,534,009	\$ 7,125,160		

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 430 - General Obligation Bonds Construction Fund

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	-	-	-	0.00%	-
886 Interest	803,283	803,283	-	0.00%	-
898 Transfers In	-	-	-	0.00%	-
Total Revenues	\$ 803,283	\$ 803,283	\$ -	0.00%	\$ -
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	882,172	882,172	212,619	24.10%	-
300 Employee Benefits	324,021	324,021	80,806	24.94%	-
400 Supplies / Materials	-	-	-	0.00%	-
500 Operating Expenses	1,769,273	1,769,273	260,788	14.74%	-
600 Capital Outlay	105,412,075	105,412,075	8,476,075	8.04%	-
710 Bond Administrative Fees	5,000	5,000	500	10.00%	-
730 Transfers Out	-	-	-	0.00%	-
Total Expenditures	\$ 108,392,541	\$ 108,392,541	\$ 9,030,788	8.33%	\$ -
Net Change to Fund Balance	\$ (107,589,258)	\$ (107,589,258)	\$ (9,030,788)		\$ -
Beginning Fund Balance	\$ 107,589,258	\$ 107,589,258	\$ 107,589,258		
Estimated Ending Fund Balance	\$ -	\$ -	\$ 98,558,470		

Fund 591 - Community Ed Workforce and Economic Development Fund

	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	-	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	4,286,337	4,286,337	860,217	20.07%	-
898 Transfers In	42,000	42,000	-	0.00%	-
Total Revenues	\$ 4,328,337	\$ 4,328,337	\$ 860,217	19.87%	\$ -
Expenditures					
100 Academic Salaries	\$ 98,853	\$ 98,853	\$ 12,158	12.30%	\$ -
200 Non-Instructional Salaries	1,890,270	1,890,270	472,053	24.97%	-
300 Employee Benefits	399,647	399,647	106,999	26.77%	-
400 Supplies / Materials	124,953	124,953	13,872	11.10%	-
500 Operating Expenses	2,414,368	2,414,368	185,939	7.70%	-
600 Capital Outlay	21,900	21,900	-	0.00%	-
730 Transfers Out	48,690	48,690	1,240	2.55%	-
760 Other Student Aid	12,500	12,500	3,500	28.00%	-
Total Expenditures	\$ 5,011,181	\$ 5,011,181	\$ 795,761	15.88%	\$ -
Net Change to Fund Balance	\$ (682,844)	\$ (682,844)	\$ 64,455		\$ -
Beginning Fund Balance	\$ 2,522,669	\$ 2,522,669	\$ 2,522,669		
Estimated Ending Fund Balance	\$ 1,839,825	\$ 1,839,825	\$ 2,587,125		

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 597 - Entrepreneurial Fund

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	-	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	1,445,419	1,456,119	653,868	44.90%	10,700
898 Transfers In	1,240	7,683	7,758	100.97%	6,443
Total Revenues	\$ 1,446,659	\$ 1,463,802	\$ 661,626	45.20%	\$ 17,143
Expenditures					
100 Academic Salaries	\$ 222,458	\$ 222,458	\$ 52,198	23.46%	\$ -
200 Non-Instructional Salaries	466,308	467,308	79,654	17.05%	1,000
300 Employee Benefits	202,018	202,266	37,449	18.51%	248
400 Supplies / Materials	804,172	808,479	22,190	2.74%	4,307
500 Operating Expenses	1,127,251	1,130,730	130,104	11.51%	3,479
600 Capital Outlay	701,755	703,721	29,724	4.22%	1,966
730 Transfers Out	-	-	-	0.00%	-
760 Other Student Aid	5,000	11,143	6,143	55.12%	6,143
Total Expenditures	\$ 3,528,962	\$ 3,546,105	\$ 357,462	10.08%	\$ 17,143
Net Change to Fund Balance	\$ (2,082,303)	\$ (2,082,303)	\$ 304,164		\$ -
Beginning Fund Balance	\$ 2,871,527	\$ 2,871,527	\$ 2,871,527		
Estimated Ending Fund Balance	\$ 789,224	\$ 789,224	\$ 3,175,691		

Fund 711 - Associated Students Trust Fund

	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	-	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	170,000	170,000	946	0.56%	-
898 Transfers In	-	-	-	0.00%	-
Total Revenues	\$ 170,000	\$ 170,000	\$ 946	0.56%	\$ -
Expenditures					
100 Academic Salaries	\$ -	-	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	21,811	21,811	-	0.00%	-
300 Employee Benefits	15,489	15,489	-	0.00%	-
400 Supplies / Materials	20,000	20,000	1,047	5.23%	-
500 Operating Expenses	109,700	109,700	29,447	26.84%	-
600 Capital Outlay	3,000	3,000	-	0.00%	-
730 Transfers Out	-	-	-	0.00%	-
760 Other Student Aid	-	-	-	0.00%	-
Total Expenditures	\$ 170,000	\$ 170,000	\$ 30,494	17.94%	\$ -
Net Change to Fund Balance	\$ -	\$ -	\$ (29,547)		\$ -
Beginning Fund Balance	\$ 523,383	\$ 523,383	\$ 523,383		
Estimated Ending Fund Balance	\$ 523,383	\$ 523,383	\$ 493,836		

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 722 - Student Representative Fee Trust Fund

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	16,500	16,500	6,819	41.33%	-
898 Transfers In	-	-	-	0.00%	-
Total Revenues	\$ 16,500	\$ 16,500	\$ 6,819	41.33%	\$ -
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	-	-	-	0.00%	-
300 Employee Benefits	-	-	-	0.00%	-
400 Supplies / Materials	14,000	14,000	891	6.36%	-
500 Operating Expenses	32,500	32,500	-	0.00%	-
600 Capital Outlay	8,096	8,096	-	0.00%	-
730 Transfers Out	-	-	-	0.00%	-
760 Other Student Aid	-	-	-	0.00%	-
Total Expenditures	\$ 54,596	\$ 54,596	\$ 891	1.63%	\$ -
Net Change to Fund Balance	\$ (38,096)	\$ (38,096)	\$ 5,928		\$ -
Beginning Fund Balance	\$ 38,096	\$ 38,096	\$ 38,096		
Estimated Ending Fund Balance	\$ -	\$ -	\$ 44,024		

Fund 731 - Student Body Center Fee Fund

	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	1,041,300	1,041,300	217,540	20.89%	-
898 Transfers In	-	-	-	0.00%	-
Total Revenues	\$ 1,041,300	\$ 1,041,300	\$ 217,540	20.89%	\$ -
Expenditures					
100 Academic Salaries	\$ 267,632	\$ 267,632	\$ 66,908	25.00%	\$ -
200 Non-Instructional Salaries	432,828	432,828	128,649	29.72%	-
300 Employee Benefits	323,346	323,346	82,441	25.50%	-
400 Supplies / Materials	36,041	36,041	7,517	20.86%	-
500 Operating Expenses	90,825	90,825	17,298	19.04%	-
600 Capital Outlay	32,000	32,000	-	0.00%	-
730 Transfers Out	109,855	109,855	54,927	50.00%	-
760 Other Student Aid	40,000	40,000	-	0.00%	-
Total Expenditures	\$ 1,332,527	\$ 1,332,527	\$ 357,740	26.85%	\$ -
Net Change to Fund Balance	\$ (291,227)	\$ (291,227)	\$ (140,200)		\$ -
Beginning Fund Balance	\$ 374,590	\$ 374,590	\$ 374,590		
Estimated Ending Fund Balance	\$ 83,363	\$ 83,363	\$ 234,391		

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 741 - Student Financial Aid Trust Fund

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ 19,406,245	\$ 19,406,245	\$ 1,721,600	8.87%	\$ -
860 State	590,000	590,000	379,932	64.40%	-
880 Local	-	-	-	0.00%	-
898 Transfers In	-	-	-	0.00%	-
Total Revenues	\$ 19,996,245	\$ 19,996,245	\$ 2,101,532	10.51%	\$ -
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	150,124	150,124	1,695	1.13%	-
300 Employee Benefits	-	-	94	0.00%	-
400 Supplies / Materials	-	-	-	0.00%	-
500 Operating Expenses	-	-	-	0.00%	-
600 Capital Outlay	-	-	-	0.00%	-
730 Transfers Out	43,051	43,051	-	0.00%	-
760 Other Student Aid	19,803,070	19,803,070	1,963,466	9.91%	-
Total Expenditures	\$ 19,996,245	\$ 19,996,245	\$ 1,965,255	9.83%	\$ -
Net Change to Fund Balance	\$ -	\$ -	\$ 136,277		\$ -
Beginning Fund Balance	\$ 44,142	\$ 44,142	\$ 44,142		
Estimated Ending Fund Balance	\$ 44,142	\$ 44,142	\$ 180,419		

Fund 751/752 - Scholarship Fund

	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual 1st Qtr. Working Budget (C/B)	Difference Adopted to 1st Qtr. Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	243,446	324,750	266,502	82.06%	81,304
898 Transfers In	-	-	-	0.00%	-
Total Revenues	\$ 243,446	\$ 324,750	\$ 266,502	82.06%	\$ 81,304
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	-	-	-	0.00%	-
300 Employee Benefits	-	-	-	0.00%	-
400 Supplies / Materials	-	-	-	0.00%	-
500 Operating Expenses	-	-	-	0.00%	-
600 Capital Outlay	-	-	-	0.00%	-
730 Transfers Out	-	-	-	0.00%	-
760 Other Student Aid	243,446	348,196	159,888	45.92%	104,750
Total Expenditures	\$ 243,446	\$ 348,196	\$ 159,888	45.92%	\$ 104,750
Net Change to Fund Balance	\$ -	\$ (23,446)	\$ 106,614		\$ (23,446)
Beginning Fund Balance	\$ 185,565	\$ 185,565	\$ 185,565		
Estimated Ending Fund Balance	\$ 185,565	\$ 162,119	\$ 292,179		

West Valley-Mission Community College
First Quarter Financial Statements
FY 2017-2018

Fund 791 - OPEB Trust Fund

	A	B	C	D	E
	Adopted Budget	1st Qtr. Working Budget	Actual as of 09/30/17	% of Actual (C/B) Working Budget (C/B)	Difference (B-A) Budget Adjust. (B-A)
Revenues					
810 Federal	\$ -	\$ -	\$ -	0.00%	\$ -
860 State	-	-	-	0.00%	-
880 Local	1,000,000	2,404,715	2,404,715	100.00%	1,404,715
898 Transfers In	5,000,000	5,000,000	-	0.00%	-
Total Revenues	\$ 6,000,000	\$ 7,404,715	\$ 2,404,715	32.48%	\$ 1,404,715
Expenditures					
100 Academic Salaries	\$ -	\$ -	\$ -	0.00%	\$ -
200 Non-Instructional Salaries	-	-	-	0.00%	-
300 Employee Benefits	-	-	-	0.00%	-
400 Supplies / Materials	-	-	-	0.00%	-
500 Operating Expenses	-	-	-	0.00%	-
600 Capital Outlay	-	-	-	0.00%	-
710 Other Outgo	36,000	36,000	13,881	38.56%	-
730 Transfer Out	-	-	-	0.00%	-
Total Expenditures	\$ 36,000	\$ 36,000	\$ 13,881	38.56%	\$ -
Net Change to Fund Balance	\$ 5,964,000	\$ 7,368,715	\$ 2,390,834		\$ 1,404,715
Beginning Fund Balance	\$ 63,552,076	\$ 63,552,076	\$ 63,552,076		
Estimated Ending Fund Balance	\$ 69,516,076	\$ 70,920,791	\$ 65,942,910		

PREPARED BY: NGOC CHIM

REVIEWED BY: ED MADULI

APPROVED BY: PATRICK SCHMITT

SUBJECT: 2017-18 CCFS 311 FIRST QUARTER FINANCIAL REPORT

CHANCELLOR'S RECOMMENDATION:

That the Board of Trustees accept the 2017-18 First Quarter Financial Report and authorize Fiscal Services staff to forward the CCFS-311Q Report to the California Community Colleges Chancellor's Office (CCCCO).

Funding Source/Fiscal Impact

The projected ending fund balance of \$57.5 million includes the estimated 5% reserve of \$6.2 million, assigned fund balance of \$5.7 million for banked leave liability, projected \$30.8 million in community support fund reserve, estimated \$3.8 million (3%) in contingency reserve, estimated \$10.2 million for PERS and STRS future payments, and a projected \$800,000 set aside for prepaids, student transcript/material fees, faculty travel and conference, and future board elections.

Reference(s)

Title 5 of the California Code of Regulations, Section 58310, requires that the chief executive officer, or other designee of the governing board of each district, regularly report to the governing board of the district, the financial and budgetary conditions of the district on a quarterly basis. This report is referred to as the CCFS-311Q and must be delivered to the California Community Colleges System Office no later than forty-five days following the completion of each quarter.

Background/Alternatives

The CCFS-311Q reports only the Unrestricted General Fund.

The report is set up in seven sections:

- Section I. Unrestricted General Fund Revenue, Expenditure, and Fund Balance (Comparison of Actuals for three prior years)
- Section II. Annualized Attendance FTES
- Section III. Total General Fund Cash Balance (Unrestricted and Restricted)

- Section IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance (Comparison of Adopted Budget, Working Budget to Actuals)
- Section V. Employee Contract Settlements
- Section VI. Significant District fiscal events that impact the current quarter
- Section VII. Significant District fiscal problems for the year or next fiscal year

A copy of the CCFS-311Q for the Unrestricted General Fund is presented on the following pages. It should be noted that Section I, columns 1 through 3, shows the actuals for prior fiscal years. Column 4 shows the projected actuals for July 1, 2017 through June 30, 2018.

Significant Events

The Annualized Student Attendance Report (P-3) for FY 16-17 reported 12,815 FTES as noted in Section II. The first attendance report for FY 17-18 (P-1) will be reported in January 2018. The FTES goal for FY 17-18 is set at 13,700.

The ending cash balance reported in the Santa Clara County Treasury as of September 30, 2017, was \$65.1 million as noted in Section III, Column 4. The District has a very healthy cash flow as it is receiving the majority of its revenues from local property taxes and enrollment fees. The District will continue to monitor cash flow on a monthly basis to ensure fiscal stability.

Section IV, Column 1 is the Final Budget for FY 17-18, which was approved by the Board of Trustees on September 5, 2017. Annual Current Budget, Column 2, is the adjusted budget which includes the First Quarter budget adjustments. The adjustment includes the current allocations, major object budget transfers, and carryover balances that have been approved by the Board of Trustees. Year-to-date actuals, Column 3, are revenues and expenses posted in the general ledger as of September 30, 2017.

Section V reports there were employee contracts that were settled during the first quarter of FY 17-18. On August 1, 2017, the Board approved a 5% salary increase for the Chancellor. On September 19, 2017, the Board approved a 5% salary increase for members of Teamsters. The total cost for the 5% salary increase is \$135,396. The District will use local community support funds to cover the increase in salary and benefits.

Section VI and VII of the CCFS-311Q reports that the District does not have any fiscal problems related to the FY 16-17 Budget or known fiscal impacts for FY 17-18 at this point in time. After the FY 17-18 budget was developed, the county released its projection for property taxes, which increased by about \$6 million. The increased amount included one-time RDA residual funds. This change has a significant impact to the ending fund balance.

Coordination

This report was prepared by the Executive Director of Financial Services and reviewed by the Vice Chancellor.

Follow-up/Outcome

Upon Board approval, the Executive Director of Financial Services will forward the CCFS-311Q to the State Chancellor's Office.

CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q

[VIEW QUARTERLY DATA](#)

CHANGE THE PERIOD ▼

Fiscal Year: 2017-2018

District: (490) WEST VALLEY

Quarter Ended: (Q1) Sep 30, 2017

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2014-15	Actual 2015-16	Actual 2016-17	Projected 2017-2018
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A. Revenues:					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	103,315,682	115,880,475	134,759,102	132,523,547
A.2	Other Financing Sources (Object 8900)	5,278	0	100,063	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	103,320,960	115,880,475	134,859,165	132,523,547
B. Expenditures:					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	86,000,135	88,922,045	99,598,802	109,310,407
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	11,955,962	17,274,329	21,860,364	16,969,229
B.3	Total Unrestricted Expenditures (B.1 + B.2)	97,956,097	106,196,374	121,459,166	126,279,636
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	5,364,863	9,684,101	13,399,999	6,243,911
D. Fund Balance, Beginning					
D.1	Prior Year Adjustments + (-)	0	0	-1,268,322	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	24,123,234	29,488,097	37,903,876	51,303,875
E.	Fund Balance, Ending (C. + D.2)	29,488,097	39,172,198	51,303,875	57,547,786
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	30.1%	36.9%	42.2%	45.6%
II. Annualized Attendance FTES:					
G.1	Annualized FTES (excluding apprentice and non-resident)	13,483	13,448	12,815	13,700

III. Total General Fund Cash Balance (Unrestricted and Restricted)	As of the specified quarter ended for each fiscal year			
	2014-15	2015-16	2016-17	2017-2018

H.1	Cash, excluding borrowed funds		38,817,133	55,513,505	65,112,433
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	34,771,610	38,817,133	55,513,505	65,112,433

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I. Revenues:					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	126,562,420	126,562,420	11,060,068	8.7%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	126,562,420	126,562,420	11,060,068	8.7%
J. Expenditures:					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	109,248,052	109,310,407	25,761,808	23.6%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	16,969,154	16,969,229	3,997,999	23.6%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	126,217,206	126,279,636	29,759,807	23.6%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	345,214	282,784	-18,699,739	
L	Adjusted Fund Balance, Beginning	51,303,875	51,303,875	51,303,875	
L.1	Fund Balance, Ending (C. + L.2)	51,649,089	51,586,659	32,604,136	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	40.9%	40.9%		

V. Has the district settled any employee contracts during this quarter? YES

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic		Classified	
			Permanent		Temporary	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:						
Year 1: 2017-18	17,276	5%			118,120	5%
Year 2:						

	Year 3:								
b. BENEFITS:									
	Year 1:								
	Year 2:								
	Year 3:								

** As specified in Collective Bargaining Agreement or other Employment Contract*

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

The District settled contract with Teamsters and renewed the contract for the Chancellor. The total cost is \$135,396. The District will be using local funds to cover the increased in salary and benefits.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

YES

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

After the budget was developed, the county released its projection for property taxes which increased by about \$6 million. The increased amount included one-time RDA residual funds. This change has a significant impact to the ending fund balance.

VII. Does the district have significant fiscal problems that must be addressed?

**This year?
Next year?**

**NO
NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)