

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

Date of meeting: March 5, 2018

APPROVED 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 5:30pm by Mr. Owens.

1.1 Roll Call

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

Others Present: Ngoc Chim, Pat Fenton, James Kerbey, Ed Maduli, Chris Rolen, Patrick Schmitt

1.2 Approval of the Order of the Agenda

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

1.3 Oral Communication

None.

2.0 Regular Order of the Agenda

2.1 Approval of the January 8, 2018, meeting minutes (A)

The January 8, 2018, meeting minutes were approved as presented. (Fish/Owens, 2/0/0, with Kinman absent and not voting)

2.2 FY 17/18 2nd Qtr. Budget Adjustments and Financials (A)

Ms. Chim reviewed the 2nd Qtr. budget adjustments and financials. Revenues and expenditures should be at 50%. She highlighted the following areas:

- Funds 12x & 13X – Restricted General Fund (Grants). Expenditures in these funds are only at 28.43%, which is normal due to carry-overs.

- Fund 137 – Other Restricted General Fund (Eco Pass). Revenues are at 94.31% because fees for Eco Pass are collected at the beginning of each semester as part of registration fees. This fund applies to Mission College only.
- Fund 139 – Parking Fund. Lots of adjustments are being made to balance the fund. Additional adjustments will be made in the 3rd Qtr.
- Fund 292 – Lease Revenue Bonds Debt Service Fund. June 2028 will be the last year of the solar subsidy. There will still be long-term obligations, which the District will consider refinancing.
- Fund 741 – Student Financial Aid Trust Fund. This fund always shows a negative fund balance because the District does not draw down all federal monies until later in the year.

Overall, all funds are on target.

There was a motion by Fish, seconded by Owens, to “accept the FY 17/18 2nd Qtr. Budget Adjustments and Financials and recommend them to the Board for approval.” The motion passed, 2/0/0, with Kinman absent and not voting.

2.3 FY 17/18 2nd Qtr. 311 Report (A)

Ms. Chim reviewed the 2nd Qtr. 311 Report. She indicated that the District has a healthy cash flow and that there are no significant fiscal issues. Changes to the state funding formula may impact revenue calculations in FY 19/20. It is expected that the new state formula will negatively impact at least half of the community college districts, including WVMCCD.

There was a motion by Fish, seconded by Owens, to “accept the FY 17/18 2nd Qtr. 311 Report and recommend it to the Board for approval.” The motion passed, 2/0/0, with Kinman absent and not voting.

2.4 Review of the Parking Services Operation (I)

Mr. James Kerbey, Manager of Parking and Traffic Operations, and Lt. Chris Rolen, were in attendance to present on this topic. Mr. Kerbey provided information on the following:

- Operational overview
 - Services provided
 - Patrol operations
- Parking Funded Positions
- Fund Overview
- Daily permit sales
- Semester permit sales

- Citations
- Rentals and leases
- Impact from Eco Pass
- Autonomous Vehicles

Mr. Owens inquired about policy and procedures related to how fee increases and citation amounts are authorized. Mr. Kerbey responded that fee increases for semester passes are authorized by the California Education Code and approved by the Board; the statutory maximum is set by the legislature. Daily parking permit fees and citation fees are set and approved by the Board. The last citation increase was in June 2009. The last permit fee increase was in October 2013.

Committee members thanked Mr. Kerbey for a thorough presentation.

2.5 Presentation on FTES targets and the impact on funding and basic aid status (I)

Mr. Maduli reported that state funding is currently FTES driven, but with the new funding formula only 50% will be based on FTES. This would mean a \$9.8 million reduction for the District. While the District will be impacted, it will be OK due to its Community Support status; however, if the District was not Community Supported it would be in significant fiscal trouble. The details of the new funding formula are still being developed so there will be one year of hold-harmless (FY 18/19). Mr. Maduli would like to see the hold-harmless extended to two years. The new formula will negatively impact at least half of the districts and it is anticipated that many districts will see layoffs beginning in FY 19/20.

3.0 Staff Members Comments

None.

4.0 Committee Members Comments

None.

5.0 Adjournment

The meeting adjourned at 6:52 PM.