

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

**Date of meeting: August 30, 2021**

APPROVED MINUTES

Membership: Bob Owens, Chair; Susan Fish, Member; Karl Watanabe, 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	
Owens, Bob	X	
Watanabe, Karl	X (arrived at 5:33pm)	

Others Present: Ngoc Chim, Danny Nguyen, Linda Wilczewski

**1.2 Approval of the Order of the Agenda**

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

**1.3 Oral Communication**

None.

**2.0 Regular Order of the Agenda**

**2.1 Approval of the May 24, 2021, meeting minutes (A)**

The May 24, 2021, meeting minutes were approved as presented. (Fish/Owens, 2/0/0, with Watanabe absent and not voting)

**2.2 FY 21/22 GANN Limit (A)**

Ms. Wilczewski reviewed the FY 21/22 GANN Limit. The District's 2021-2022 appropriations subject to limitation is \$141,075,115, and its appropriations limit, based on population growth/decline, has been determined to be \$206,362,856. The District's appropriations subject to the limit for 2021-2022 do not exceed the appropriations limit. The State will likely exceed its appropriations limit. In this situation, K-14 may receive additional funding and taxpayers may get a tax rebate.

There was a motion by Fish, seconded by Watanabe, to “accept the FY 21/22 GANN Limit calculation and recommend it to the Board for approval.” The motion passed unanimously.

### **2.3 FY 20/21 4<sup>th</sup> Qtr. Budget Adjustments and Financials (A)**

Ms. Wilczewski reviewed the 4<sup>th</sup> Quarter Financial Report and Budget Adjustments. She highlighted the following:

- Fund 110 – Unrestricted General Fund. This fund realized additional revenues due to property taxes. The ending fund balance was \$73.5 million.
- Funds 12x & 13x – Restricted General Fund (Grants). Revenues and expenditures were both at approximately 57%. This is a normal trend. Unspent revenue will be carried into the new year.
- Fund 137 – Other Restricted General Fund (Eco Pass). The District received a refund from the VTA due to non-use during the pandemic. The refund was then distributed to student. This is for Mission College only.
- Fund 138 – Health Services Fund. This fund had less expenditures than revenues, which resulted in a positive change in the ending fund balance. This fund will continue to be closely monitored.
- Fund 139 – Parking Fund. This fund received a transfer-in from HEERF funds which helped sustain the operation through the pandemic and should cover operating expenses for FY 21/22.
- Fund 330 – Child Development Fund. Expenditures outpaced revenues; the difference was covered by the fund balance. This fund will continue to be monitored.
- Fund 731 – Student Body Center Fee Fund. This fund had more revenues than expenditures. There is a slight fund balance going into the new fiscal year. This fund will continue to be closely monitored.
- Funds 791 & 792 – OPEB Trust Fund & Pension Stabilization Fund. These funds showed investment earnings in FY 20/21 and both ended with healthy fund balances.

There was a motion by Watanabe, seconded by Fish, to “accept the FY 20/21 4<sup>th</sup> Qtr. Budget Adjustments and Financials and recommend it to the Board for approval.” The motion passed unanimously.

### **2.4 FY 21/22 Final Budget (A)**

Ms. Chim thanked her staff and the college Administrative Services Offices for their work in preparing the budget and ensuring that it was delivered on-time and in accordance with statutory requirements. She then presented the FY 21/22 Final Budget highlighting the following areas:

- State Budget
- California Community College Budget

- Support Instruction, Academic Pathways, and Diversity, Equity & Inclusion
- Workforce Development
- Alignment across Colleges and Systems
- SCFF calculation
  - If the District was funded by the SCFF calculation only, it would have to cut its current operating budget by approximately 50%.
- Capital Outlay Projects (State Bonds)
- WVMCCD Budget Assumptions for FY 21/22
- WVMCCD Unrestricted General Fund Revenue
  - Total revenue is \$168.6M, the majority from property taxes.
- WVMCCD Unrestricted General Fund Expense
  - Total expense is \$166.5M, the majority is from salary and benefit costs.
- WVMCCD Contingency Holding/One-time Budget
- WVMCCD Projected Ending Fund Balance FY 21/22
- Salary Enhancement/COLA Summary
  - Since FY 14/15, the District has given 38.95% in COLA, compared to the State which has only given 14.47%.
- FTES Summary
  - FTES has declined by over 7,000 since FY 08/09 but staffing levels have remained constant.
- Statutory Requirements: FON
  - FTEF exceeds FON by 90.9 in 2020.
- Statutory Requirements: 50% Law
- Challenges
- Questions

There was a brief discussion regarding the need to right-size programs and staffing levels based on declining enrollment.

There was a motion by Fish, seconded by Owens, to “accept the FY 21/22 Final Budget and recommend it to the Board for approval.” The motion passed, unanimously.

**3.0 Staff Members Comments**

None.

**4.0 Committee Members Comments**

None

**5.0 Adjournment**

The meeting adjourned at 6:43 PM.