

Board of Trustees Agenda Item

Meeting Date: September 12, 2011

Title of Item: Resolutions to Adopt Budget Revisions and Transfers

Background and Analysis:

Presented to the Board are the 2010-11 fourth quarter budget revisions and transfer resolutions.

Recommendation: Vice Chancellor of Business Services Kevin McElroy recommends adoption of the resolutions.

Submitted by:	Kevin McElroy, ext. 6201
Additional contact names:	Bernata Slater
Is backup provided?	Yes

RESOLUTION
2011 - 29

Whereas, Title V, Section 58199, requires that the total amount budgeted as the proposed expenditure of

Whereas, the district has reserves in excess of the amount required by Board policy, and

Whereas, the Board of Trustees by resolution may provide for budget revisions,

Be it therefore resolved, that the budget revisions be approved as follows:

BUDGET REVISIONS

The major elements of our budget revisions are listed below. The descriptions contain amounts for each type of budget revision; the tables represent the net revisions to each classification of expenditure.

Fund 114 - General Fund

The major revisions to the General Purpose Fund include revisions to apportionment revenue due to a reduction in the deficit factor (\$735,911), a revision to non-resident revenue due to increased enrollment (\$1,646,691), and a revision for mandated cost claims reimbursement (\$593,711), with offsetting entries to district-wide contingency and other operating accounts; adjustments to college revenue and corresponding expenses (\$215,860); a transfer in of residual funds from unspent part-time faculty accounts in the Special Education Fund (\$114,760); and a transfer in of funds to close out a residual balance from a Flint Center capital lease (\$3,345).

Sources Account Series		Uses Account Series	
0xxx - Revenue	\$ 2,760,453	1000 - Certificated Salaries	\$ 109,144
3000 - Employee Benefits	90,564	2000 - Classified Salaries	5,718
7000 - Transfers/Other Sources	124,032	4000 - Materials and Supplies	156,059
		5000 - Operating Expenses	988,923
		7000 - Transfers/Other Outgo	1,715,206
Totals		\$ 2,975,050	

Fund 115 - Self-Sustaining Fund

The major revisions to the Self-Sustaining Fund include transfers out to the Categorical Fund to close out CalWorks and TANF deficits (\$1,542); a transfer out from MAA (Medical Administration Activities) to the Special Education Fund to close out the DSP&S deficit (\$53,918); and a transfer out to the Financial Aid Fund for athletic scholarships (\$6,540).

Sources Account Series		Uses Account Series	
5000 - Operating Expenses	\$ 61,999	7000 - Transfers/Other Outgo	\$ 61,999
Totals		\$ 61,999	

Fund 121/131 - Categorical Fund

The major revisions to the Categorical Fund include increases to state revenue (\$2,286,962), certificated salaries (\$149,190), classified salaries (\$172,409), employee benefits (\$136,204), operating expenses (\$58,241), and transfers/other outgo (\$627,509), for an increase in fund balance of \$1,557,814. The budget revisions also include decreases to materials & supplies (\$87,776), capital outlay (\$218,892) and transfers/other sources (\$107,737). These fourth quarter revisions are to match budget to actual revenues and expenses reported at year-end.

Sources Account Series		Uses Account Series	
0xxx - Revenue	\$ 2,286,962	1000 - Certificated Salaries	\$ 149,190
4000 - Materials and Supplies	87,776	2000 - Classified Salaries	172,409
6000 - Capital Outlay	218,892	3000 - Employee Benefits	136,204
7000 - Transfers/Other Sources	107,737	5000 - Operating Expenses	58,241
		7000 - Transfers/Other Outgo	627,509
		Increase in Fund Balance	1,557,814
Totals	\$ 2,701,367		\$ 2,701,367

Fund 122 - Special Education Fund

The major revisions to the Special Education Fund include increases to state revenue (\$13,839), classified salaries (\$44,490), employee benefits (\$84,725), materials & supplies (\$25,460), and capital outlay (\$7,899), and a transfer out of residual funds from the part-time faculty accounts (\$114,760), for an increase in fund balance of \$81,982. The budget revisions also include decreases to certificated salaries, operating expenses, and transfers/other sources. These fourth quarter revisions are to match budget to actual revenues and expenses reported at year-end.

Sources Account Series		Uses Account Series	
0xxx - Revenue	\$ 13,839	2000 - Classified Salaries	\$ 44,490
1000 - Certificated Salaries	63,688	3000 - Employee Benefits	84,725
5000 - Operating Expenses	143,897	4000 - Materials and Supplies	25,460
7000 - Transfers/Other Sources	137,893	6000 - Capital Outlay	7,899
		7000 - Transfers/Other Outgo	114,760
		Increase in Fund Balance	81,982
Totals	\$ 359,316		\$ 359,316

Fund 123 - Federal Work Study Fund

The major revisions to the Federal Work Study Fund include an increase to federal revenue (\$6,870) and an increase to transfers/other outgo (\$6,344) to transfer funds from Federal Work Study to FSEOG (Federal Supplemental Education Opportunity Grant).

Sources Account Series			Uses Account Series		
0xxx	- Revenue	\$ 6,870	2000	- Classified Salaries	\$ 701
7000	- Transfers/Other Sources	175	7000	- Transfers/Other Outgo	6,344
Totals			Totals		
		\$ 7,045			\$ 7,045

Fund 300 - Child Development Fund

The major revisions to the Child Development Fund include an increase to federal revenue (\$2,729) and a decrease to state and local revenue (\$9,418). Other revisions include an increase to certificated salaries (\$64,519) and capital outlay (\$3,485), and decreases to classified salaries (\$87,804), employee benefits (\$9,199), materials & supplies (\$21,869), and operating expenses (\$6,240), all to match to actual revenues and expenses reported at year-end. For 2010/11, we had less expenses than revenue and therefore our fund balance increased by \$50,420.

Sources Account Series			Uses Account Series		
2000	- Classified Salaries	\$ 87,804	0xxx	- Revenue	\$ 6,689
3000	- Employee Benefits	9,199	1000	- Certificated Salaries	64,519
4000	- Materials and Supplies	21,869	6000	- Capital Outlay	3,485
5000	- Operating Expenses	6,240		Increase in Fund Balance	50,420
Totals			Totals		
		\$ 125,113			\$ 125,113

Fund 700 - Financial Aid Fund

The major revisions to the Financial Aid Fund include an increase to federal revenue (\$2,713,775) and corresponding student grants-in-aid (\$2,718,685). Other sources of funds increased (\$224,082) along with corresponding scholarship payments reflected in the operating expenses category (\$228,632), for a decrease in fund balance of \$12,335.

Sources Account Series			Uses Account Series		
0xxx	- Revenue	\$ 2,713,775	4000	- Materials and Supplies	\$ 2,875
7000	- Transfers/Other Sources	224,082	5000	- Operating Expenses	228,632
	Decrease in Fund Balance	12,335	7000	- Transfers/Other Outgo	2,718,685
Totals			Totals		
		\$ 2,950,192			\$ 2,950,192

Fund 400 - Capital Projects Fund

The major revisions to the Capital Projects Fund include a decrease in revenue for interest income on Measure E and Measure C general obligation bond proceeds (net \$2,091,029); decreases to the materials & supplies, operating expenses and capital outlay categories due to a lag between the completion of construction activities and progress payments, unusual delays in design and construction approvals from the Division of the State Architect (DSA) for multiple large projects, and delays in procurement processing (net \$57,533,061); and revisions to other sources for rebates from the California Solar Initiative Program (\$81,844) and to adjust actual proceeds received from the Measure C general obligation bond Series C (\$7,193,465), resulting in net increase in fund balance of \$47,963,374. These fourth quarter revisions are to match budget to actual revenues and expenses reported at year-end.

Sources Account Series			Uses Account Series		
3000	- Employee Benefits	\$ 11,531	0xxx	- Revenue	\$ 2,091,029
4000	- Materials and Supplies	555,881	2000	- Classified Salaries	162,136
5000	- Operating Expenses	1,787,790	7000	- Transfers/Other Sources	5,910,622
6000	- Capital Outlay	55,189,390	7000	- Transfers/Other Outgo	1,417,431
				Increase in Fund Balance	47,963,374
Totals			\$ 57,544,592		

Fund 200 - Debt Service Fund

The major revision to the Debt Service Fund includes a transfer out to the General Purpose Fund to close out a residual balance from a Flint Center capital lease (\$3,345).

Sources Account Series			Uses Account Series		
5000	- Operating Expenses	\$ 3,345	7000	- Transfers/Other Outgo	\$ 3,345
Totals			\$ 3,345		

AYES _____
NOES _____
ABSENT _____

Passed and adopted by the Governing Board of the Foothill-De Anza Community College District at a meeting held on September 12, 2011.

Linda M. Thor, Ed.D.
Secretary to the Board

**RESOLUTION
2011 - 30**

Whereas, Title V, Section 58199, requires that the total amount budgeted as the proposed expenditure of the district for each major classification of district expenditures listed in the district budget forms shall be the maximum amount which may be expended for that classification of expenditures for the school year, and

Whereas, the Board of Trustees, by resolution, approved by a majority of the members, may provide for the transfer between expenditure classifications,

Be it therefore resolved, that transfers between expenditure classifications be approved as follows:

BUDGET TRANSFERS

Fund 114 - General Purpose Fund

From Account Series		To Account Series	
2000 - Classified Salaries	\$ 341,326	1000 - Certificated Salaries	\$ 124,515
4000 - Materials and Supplies	1,422	3000 - Employee Benefits	50,675
		5000 - Operating Expenses	136,764
		6000 - Capital Outlay	30,794
Totals		\$ 342,748	

Fund 122 - Special Education Fund

From Account Series		To Account Series	
2000 - Classified Salaries	\$ 16,661	1000 - Certificated Salaries	\$ 16,661
Totals		\$ 16,661	

AYES _____
NOES _____
ABSENT _____

Passed and adopted by the Governing Board of the Foothill-De Anza Community College District at a meeting held on September 12, 2011.

Linda M. Thor, Ed.D.
Secretary to the Board