

**TREASURE VALLEY
COMMUNITY COLLEGE**

**Public Document
2017-18**

Adopted Budget

Oregon Community Colleges and Community College Districts

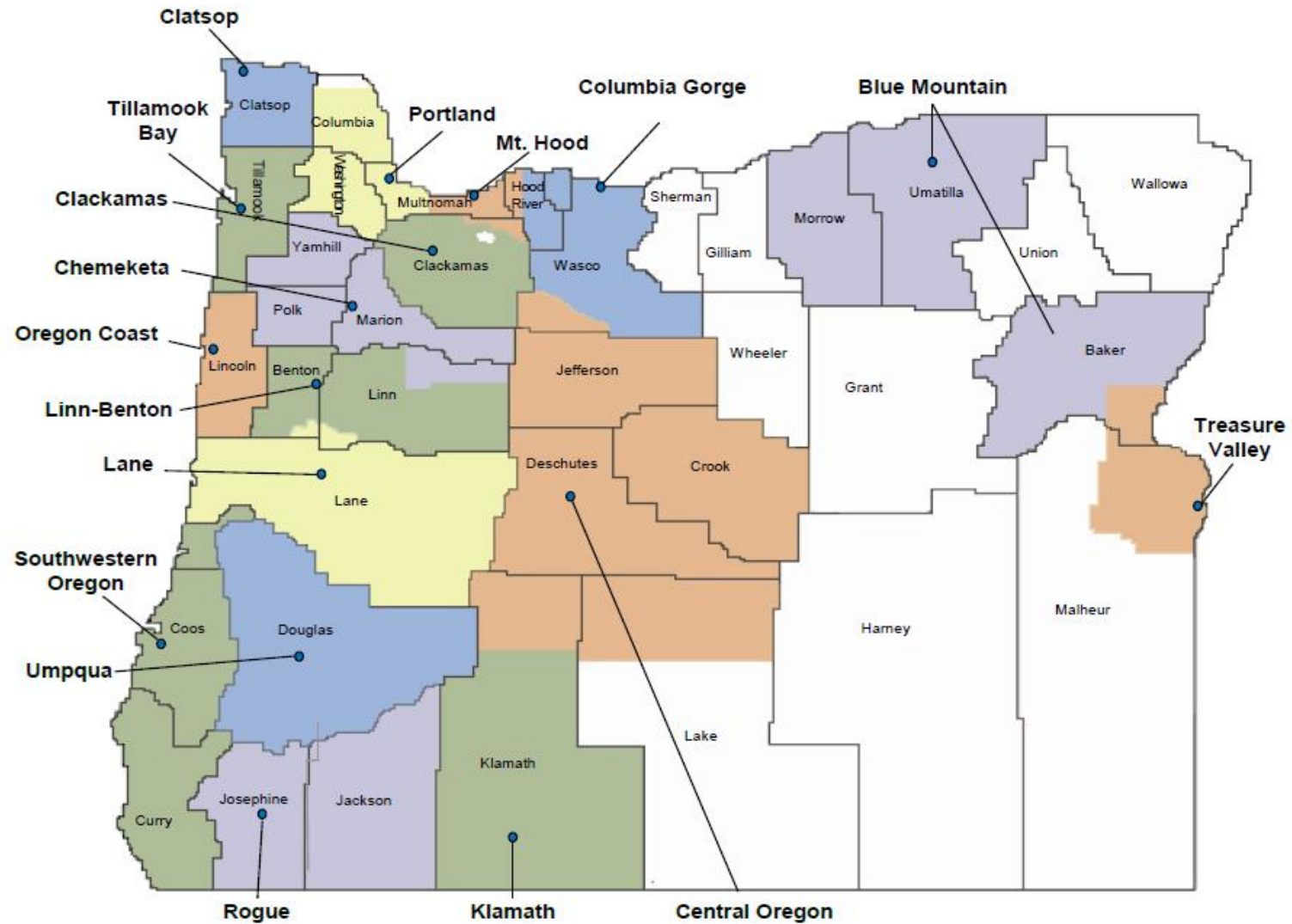


Table of Contents

	<u>Page</u>		<u>Page</u>
General Information:		● Other Funds:	46
● Board and Budget Committee Members	1	○ Special Revenue Fund	47
● 2017-18 Budget Message	2	○ Debt Service Fund	49
● Budget Guiding Principles	10	○ Capital Projects Fund	51
● College Mission, Vision and Civility Statement	11	○ Reserve Fund	53
● Core Theme Initiatives	12	○ Auxiliary Fund	55
● Strategic Planning Directions	13	○ Financial Aid Fund	57
● Fund Types	15		
● Organizational Units	17	Other Budget Information:	
● Budget Process	18	● Summary of Interfund Transfers	59
● Budget Assumptions/Highlights	19	● Debt Service Payment Schedule	60
		● Legal Information and Forms	
Fund Budgets:		○ Budget Resolutions	61
● Summary of All Funds	21	○ Notice of Property Tax and Certification of	64
● General Fund	23	Intent to Impose a Tax (ED-50)	
○ General Fund Resources	25	○ Notice of Budget Hearing (Form CC-1)	65
○ General Fund Requirements by Function	27	● Budget Publications	
○ General Fund Requirements by Object	29	○ Notice of Budget Committee Meeting	67
○ General Fund Appropriation Categories	32	○ Notice of Budget Hearing	68
○ Instruction by Department	33	● Glossary of Terms	69
○ Instructional Support by Department	35		
○ Student Services by Department	37		
○ College Support Services by Department	39		
○ Plant Operations & Maintenance By Dept.	41		
○ Plant Additions	42		
○ Financial Aid by Department	43		
○ Debt Service	44		
○ Other Appropriations	45		

Treasure Valley Community College

650 College Blvd.
Ontario, OR 97914

Board of Education Members

Position No.

Term Expires

Jed Meyers	1	2017
John Forsyth	2	2019
Cheryl Cruson	3	2019
Darlene McConnell - Vice Chair	4	2017
Karen Nunn	5	2017
Roger Findley	6	2017
Mark Wettstein - Chair	7	2019

Board of Education Members are elected to four (4) year terms with elections held in odd numbered years.

Budget Committee Members

Term Expires

Jan Dinsmore	2017
Gary Halcom	2019
Marc Iseri	2017
Randy Jensen	2017
Peter Lawson	2017
Tori Ramirez	2017
Prudence Sherman	2019

Budget Committee Members are appointed for three (3) year terms.

Executive Officer

Dana Young, President

Budget Officer

Kevin Kimball, Interim VP of Administrative Services



May 11, 2017

Treasure Valley Community College 2017-18 Budget Message

I want to thank the Budget Committee and board members who willingly volunteer and invest valuable hours serving our community and specifically Treasure Valley Community College. I also want to thank all the College staff and faculty who helped develop the 2017-18 budget.

The purpose of the budget message is to provide an overview of the budget document, describe some of the budget's important features, explain reasons for any major changes from the previous year's approved budget, and discuss any major changes in the College's financial policy or status. The Oregon Revised Statute, Section 294.391, directs the Executive Officer, or his/her designee, in each municipal corporation to prepare a budget message to accompany the annual budget document. The budget format corresponds to the statewide classification of "revenue and expense accounting" adopted in 1994. The budget document was prepared in the same format as the prior year. The 2017-18 budget is a projection of both revenues and expenses.

This year the College faced many challenges to balance the budget. Although the College has experienced many changes, the 2017-18 budget was prepared with the same due diligence and budget philosophy that has been used in prior years. The College used the Guiding Principles, Core Theme Initiatives and the Critical and Supporting Strategies from the Strategic Plan as guiding documents in the budget process. The College established the Strategic Planning Directions along with critical and supporting strategies to strengthen the College in areas necessary to achieve its mission. The College strives to integrate the strategic plan into the budget process. On an annual basis, the College reviews the critical and supporting strategies of the Strategic Plan and uses those strategies to help prioritize budget resources.

Budget Philosophy:

Treasure Valley Community College's budget process has always been challenging. One of the biggest obstacles in preparing the budget is determining how to maintain a vibrant local comprehensive community college in light of declining or very tight revenues, and at the same time, providing more individualized training and services. This is extremely important to our community; the college must be nimble enough to grow and change when necessary, while responding to multiple community needs and requests. The college and our local communities need to understand and be aware of changes at the local, regional and global level, while maintaining progressive attitudes regarding change within our own college and community. Local, regional, and global economic changes impact the operations and the resources available to the College.

The College strives to efficiently and effectively utilize available resources to provide quality educational service to students and not build significant reserves. At the same time, the College seeks to find alternative resources to minimize increasing costs for students. Board of Education members have expressed concern about the rising student costs but recognizes the need to balance student tuition and fee increases with providing quality educational services. The College maintains a lean administrative staff and endeavors to maximize resources for student education.

Administration uses conservative but realistic and informed revenue projections. Expenditures are budgeted, based on information known at the time the budget is prepared, to maximize services to students while providing a quality education and a positive learning experience. Still, the College recognizes that changes can and do occur throughout the year.

Guiding Principles:

The College utilizes the four long-term Core Theme Initiatives of Ensuring Access, Fostering Educational Success, Building our Community, and Pursuing Institutional Effectiveness, in combination with recent self-assessments of mission fulfillment, to establish the mid-term Strategic Planning Directions shown below.

Strategic Directions are top-level strategic directions for the institution. *Critical* and *Supporting Strategies* are the specific strategies to be undertaken to achieve the Strategic Directions.



Taking into consideration the long-term Core Theme Initiatives, the medium-term Strategic Planning Directions and the associated short-term critical and supporting strategies, the College develops its guiding principles to follow in planning, developing and preparing the budget. These guiding principles are reviewed and updated annually as needed on a College-wide basis. With a greater focus on students and student success, Treasure Valley Community College's guiding principles for the 2017-18 budget year are as follows:

1. Increase student enrollment and access through a coordinated college-wide effort and targeted recruitment.
2. Improve student retention and success.
3. Review, update and improve student and business processes for efficiency and effectiveness.
4. Improve student, staff, faculty and community relationships.
5. Maintain core instruction and support services.
6. Improve facilities and resource utilization.
7. Meet all recommendations of accreditation.
8. Improve College technology to remain current and competitive.
9. Improve College facilities and infrastructure to remain current and competitive.
10. Practice good stewardship of all public funds and maintain Board approved reserves.

These institutional priorities and strategies will help shape the College over the course of the next budget year.

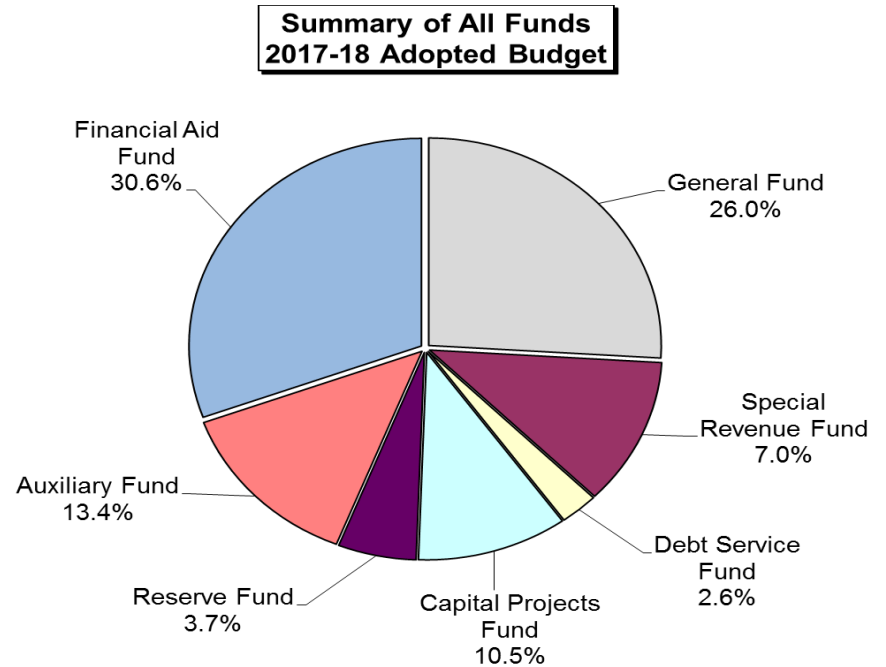
Budget Development:

Although the General Fund is only 26% of the College's total budget, the majority of the time, discussion and budget message is spent on the General Fund as it is the operational fund of the College. The other funds have dedicated or designated resources and expenditures which are limited to the specific purpose for which the account was created. In addition, the expenditures are limited to the resources available in the account. As an example, the College's largest fund is the Financial Aid Fund. The revenues are from Federal, State and Local sources and are restricted to providing financial assistance to students. When creating these other non General Fund budgets, the College must budget for the maximum amount the fund is projected to receive or may receive. For example, the Capital Projects Fund budget includes \$3M from an EDA grant that the College may receive. If the College does receive the grant, the funds are appropriated and can be expended. If the College does not receive the EDA grant, the College will not expend funds it did not receive even though they are appropriated.

The College Planning and Budget Committee began meeting in November to address the shortfall in General Fund resources from the 2016 fall term enrollment decrease and the projected annual enrollment decrease. The Committee met through November and December discussing potential budget changes and provided that information to administration. Administration reviewed the Committee's information and implemented a budget plan to balance expenditures to the projected resources. This resulted in an operational budget that was lower than the approved 2016-17 budget. Yet, many of the budget reductions were one time reductions and were added back when the 2017-18 draft budget was established. It was with this setting that the College Planning and Budget Committee began meeting in January to discuss the 2017-18 budget.

In January, the Business Office released the budget worksheets to budget managers along with planning assumptions. This included \$500k in decreased revenues and increased PERS expenditures of over \$200k. Budget managers worked within their department(s) and with their appropriate administrator to review and make budget recommendations and budget requests. When the budgets were returned, the Business Office received new budget requests totaling over \$1.2M. The College Planning and Budget Committee held regular bi-weekly meetings in February and March where they heard budget presentations from the different areas of the College. Committee members shared their opinion and advice in balancing the College's budget including increasing tuition by \$1 per credit.

Recognizing the limited resources, the College determined that any new budget request could only be added if the department or division had an offsetting budget reduction. The budget information, requests and Committee input was shared with the Administrative Team. The Administrative Team held several long meetings reviewing budget material, prioritizing requests and needs, identifying essential requests and making some very difficult choices to balance the budget. A listing of these decisions are included in the Proposed Budget Document under Budget Assumptions/Highlights and a brief summary is discussed on the following pages.



Budget Assumptions/Highlights:

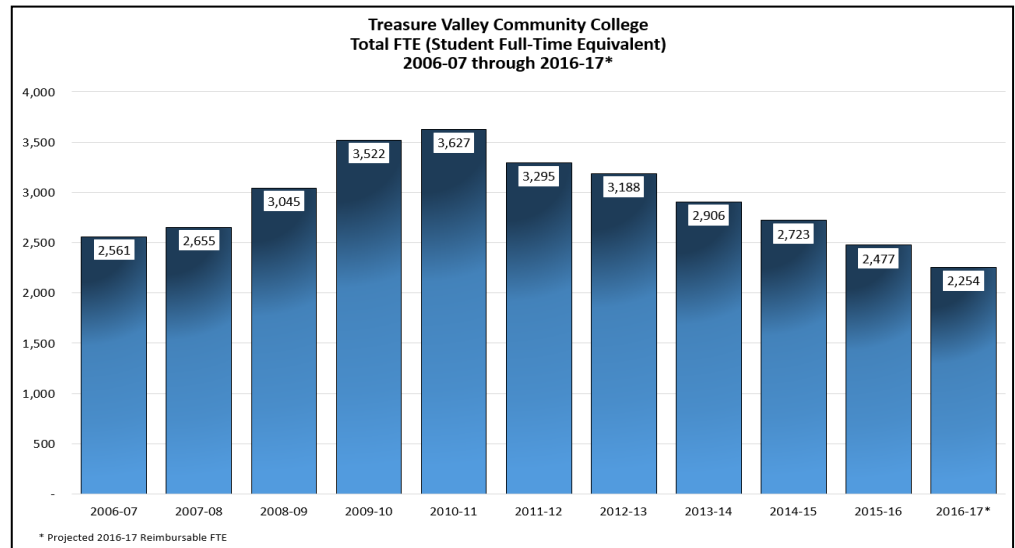
In developing the 2017-18 General Fund budget, the Business Office looks to identify the total available resources the College can reasonably anticipate receiving. More information is provided in the Revenue section. In total, the 2017-18 General Fund revenues are projected to decrease by \$515,000 which includes \$40,000 additional tuition revenue from a \$1 per credit tuition increase to \$99 per credit. With approximately 80% of the College's revenues tied to enrollment through tuition and fee revenues and the State support payment with the enrollment distribution formula, any change in enrollment impacts the College's total resources.

Consequently, enrollment was a driving factor as the 2017-18 budget was developed which includes a focus on student recruitment, student retention and increasing reimbursable State FTE. The 2017-18 budget includes two new programs (Medical Assistant and Fixed Wing Aviation) that will generate reimbursable State FTE. Although the Fixed Wing Aviation program is accounted for in the Special Revenues Fund, its operations are projected to transfer \$40,000 to the College's General Fund in addition to the reimbursable FTE that is generated.

The "Budget Assumptions/Highlights" identifies that the 2017-18 budget includes an investment in Student Services and marketing. This investment includes a new recruiter position and an Academic/Career Advisor position that was grant funded last year. Student Services also reallocated part-time recruiting resources in an effort to invest in a full-time Recruiter Coordinator position. The College's marketing budget was increased by \$40,000 to fund several of the recommendations received during the Town Hall and budget meetings. In addition, the proposed budget includes resources to acquire new software that will assist in recruiting and retaining students.

At the same time, the budget has focused on reorganizing and consolidating support services across campus. This includes reductions in part-time support for Instruction, the Business Office and the Switchboard. The CBWCL (Center for Business Workforce and Community Learning) is being reorganized, support staff are being reduced and work is being distributed to other areas of the College. However, the Small Business Development Center (SBDC) will not change as the College will continue to provide the needed matching fund for this federally funded grant program. The ABS (Adult Basic Skills) program and the CTE (Career and Technical Education) Program is being reorganized and consolidated to be more efficient and reducing General Fund management costs. In addition, the IT Department was reorganized to eliminate a staff position to provide funding to acquire needed ransomware licensing and additional software licensing and maintenance.

TVCC was notified that the College's PERS rates will be increased by an average of 3% for the 2017-2019 fiscal years. This PERS rate change is projected to increase TVCC's annual expenditures by over \$200,000 and is included as part of the payroll costs across all accounts in the budget. These and other budget changes are identified in the Budget Assumptions/Highlights section of the 2017-18 Proposed Budget document.

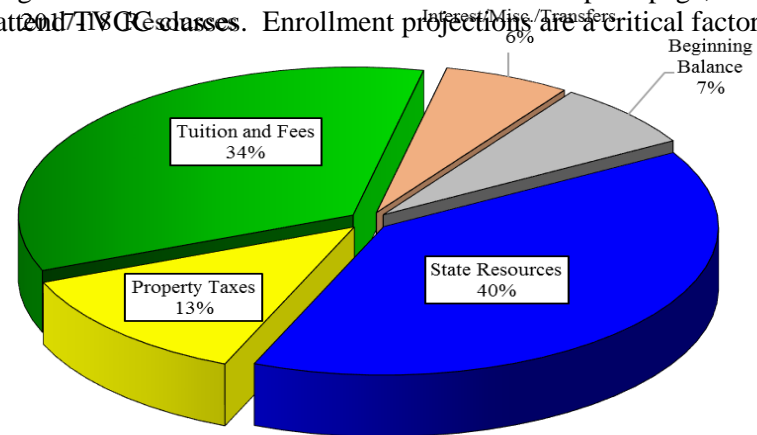


General Fund Revenues:

The budget for 2017-18 includes General Fund resources and related expenditures in the amount of \$17,424,978 and represents a \$515,000 (3%) decrease from the prior year's budget of \$17,939,978.

Page 23 in the budget document provides a list of the General Fund Resources and identifies the amount in each budget category, the prior year's budget and the actual revenues for the prior two years. The pie graph on the right shows the percentage of each revenue source. As discussed on the prior page, Tuition, Fees and State Resources are based on enrollment; the number of students that attend TVCC classes. Enrollment projections are a critical factor in identifying projected revenue.

The College receives tuition and fee revenue for all classes a student attends. The TVCC Board approved a \$1 per credit tuition increase which is projected to increase resources by \$40,000. With three colleges still discussing tuition and fee increases, the average tuition increase for all 17 Oregon community colleges is approximately \$5 per credit and the overall increase in tuition and fees is over \$7 per credit. Blue Mountain Community College approved large tuition and fee increases for 2017-18, and BMCC will be the most expensive community college in Oregon. Still, based on the projected 2016-17 enrollment and projecting 2017-18 enrollment to remain at that same level, Tuition and Fees revenues are projected to decrease by \$480,000.



State support is based on enrollment in classes that meet specific State requirements and are reported to the state as "Reimbursable FTE." TVCC and the other Oregon community colleges report annual reimbursable FTE which the State utilizes as part of the formula to distribute funds to each Oregon community college. The state's distribution formula allocates resources based on a three year rolling average for reimbursable FTE. All of the Oregon community colleges have experienced similar enrollment decreases over the last six years which has followed the national trends in higher education. TVCC anticipates that the 2016-17 reimbursable FTE will decrease by approximately 9%. With the TVCC's 2016-17 enrollment decrease and with the enrollment decrease at the other community colleges, the State Resources for 2017-18 are projected to decrease by \$60,000.

Local property tax revenues are projected to increase by \$135,000 or 6.5% over the 2016-17 budget. This increase is due to a utility company's assessed value being placed on the tax roles in 2016 after the College's budget was approved for 2016-17. No additional assessed values increase is projected for 2017 due to the harsh winter and property being removed from the tax roles. Any new replacements will not be completed and added to the tax roles until 2018.

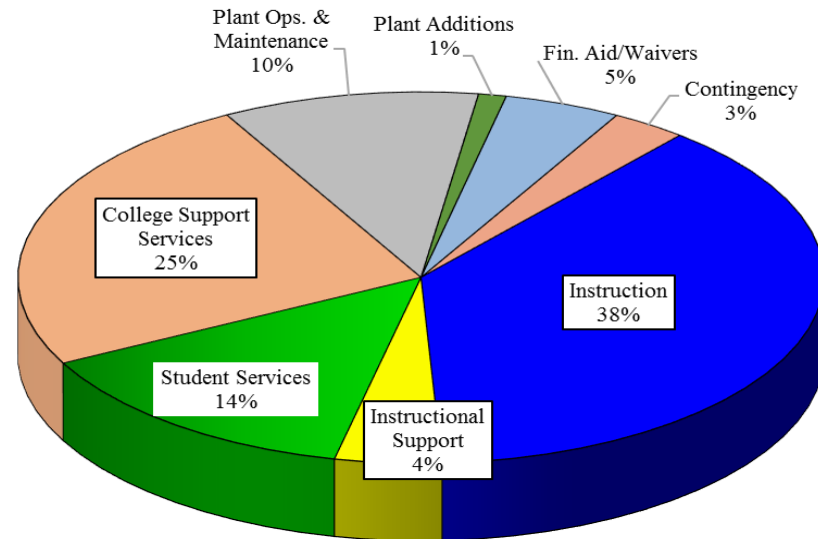
Transfers-in are budgeted to decrease by \$110,000 which is primarily caused by the reduction in the Bookstore account in the Auxiliary Fund. Bookstore revenues follow the enrollment trends and book sales have declined over the last few years. In addition, the growth in online book sales and the new OER (open education resource) books are expected to decrease sales. A Summary of Transfers for the College is included in the 2017-18 Budget document on page 59. Finally, the Beginning Fund Balance is projected to remain at \$1,250,000.

Expenditures:

The College began the 2017-18 budget process knowing that it would have a reduction in resources and that additional costs, like PERS, would have to be added to the budget. As discussed earlier in the budget message, budgets were provided to budget managers and they were returned to the Business Office with additional budget requests totaling over \$1.2M. Recognizing the limited resources, the College determined that any new budget request could only be added if the department or division had an offsetting budget reduction. The information was shared with the internal College Planning and Budget Committee and the Administrative Team. A summary of the budget assumptions and highlights are included on pages 11-12 in the 2017-18 Proposed Budget and include a focus on student recruitment, retention and enrollment growth.

The details of the College's General Fund expenditures by function are provided in the budget document on page 28. The total General Fund expenditures decreased by \$515,000 and most functional expenses

2017-18 Expenditures by Function

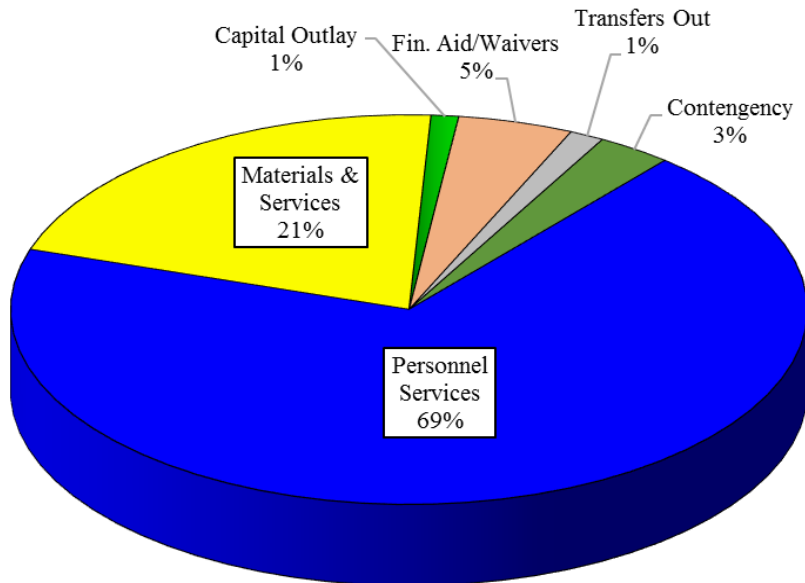


decreased.

The pie chart above shows the percentage of each functional expenditure. Summary descriptions of budget changes for each area are included throughout the 2017-18 Budget document.

The detail of the College's General Fund expenditures by object are provided in the budget document on page 30, and the graph on the left shows the percentage of each object. Personnel Services comprises 69% of the College General Fund expenditures. Although personnel services includes the PERS increase, it was decreased by a total of \$785,991. A number of personnel service reductions were made across the General Fund budget and many of those are identified in the Budget Assumptions/Highlights on pages 19-20 of the 2017-18 Budget document. Again, summary descriptions of budget changes for each area are included throughout the 2017-18 Budget document.

2017-18 Expenditures by Object



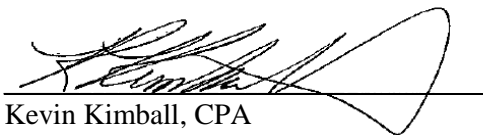
Overall, the 2017-18 budget and its preparation were challenging with a reduction of \$515 thousand (3%) in resources and the additional PERS costs. At the same time, the College is challenged to more clearly identify and record outcome measurements in assessing the College's efforts to achieve its mission. These outcome measures are very critical as they are part of the accreditation process. Also, it is critical that the college invest resources to increase enrollment through increased recruiting, retention and marketing efforts. Consequently, the College must position itself and focus resources in these areas.

While faced with increasing costs in a number of areas, the College is striving to meet student educational demands across the College and provide academic and support services necessary to achieve student success. While the 2017-18 Proposed Budget does not meet all of the College's needs, it does provide the following:

- resources to provide quality educational programs across the college,
- resources to meet contractual costs and legal requirements,
- resources to improve recruiting and marketing efforts,
- resources to improve and increase services to students,
- resources to provide a vibrant student life on campus,
- resources to support major grant programs,
- resources to maintain the College campus facilities, and
- a balanced budget.

Although the budget is balanced and the College has resources to provide quality educational programs and services, we clearly have more work that needs to be done to provide a sustainable budget as we look forward and consider the increasing costs for salaries, insurance, PERS rates and the need to maintain appropriate reserves. The College will continue to look for grants, partnerships, donors, and other support to help meet the challenge. At the same time, the College is aggressively addressing enrollment and anticipates that enrollment will not decrease in 2017-18. Overall, the proposed budget is manageable, and it will ensure the College continues to promote student success.

Respectfully,

A handwritten signature in black ink, appearing to read 'Kevin Kimball', is written over a horizontal line.

Kevin Kimball, CPA
Interim VP of Administrative Services
Treasure Valley Community College

This page
was intentionally
left blank.

Budget Guiding Principles

1. Increase student enrollment and access through a coordinated college-wide effort and targeted recruitment.
2. Improve student retention and success.
3. Review, update and improve student and business processes for efficiency and effectiveness.
4. Improve student, staff, faculty and community relationships.
5. Maintain core instruction and support services.
7. Improve facilities and resource utilization.
8. Meet all recommendations of accreditation.
9. Improve College technology to remain current and competitive.
10. Improve College facilities and infrastructure to remain current and competitive.
11. Practice good stewardship of all public funds and maintain Board approved reserves.

College Mission

TVCC is a comprehensive community college dedicated to promoting student success.

College Vision

TVCC will be an excellence-driven institution offering quality programs to ensure student success.

Civility Statement

Within Treasure Valley Community College, civility is defined as a demonstration of mutual respect for people, for their roles, and for their knowledge and expertise. Civility requires cooperation, tolerance, acceptance, inclusiveness, kindness, courtesy and patience. It will be expressed not only in the words we choose, but in our tone, demeanor and actions. All members of the TVCC community are responsible for and expected to exemplify and promote civility.

TVCC is committed to creating and maintaining a positive learning and working environment. While it is understood that disagreement will, and should, occur in a collegiate setting, open communication, intellectual integrity, mutual respect for differing viewpoints, freedom from unnecessary disruption, and a climate of civility are important values that we embrace.

Core Theme Initiatives for 2011-2017

Core Theme #1: Ensuring Access

1. Promote comprehensive and effective recruitment and enrollment practices
2. Maintain and build partnerships for private and public sector funding
3. Provide a variety of educational opportunities at a reasonable cost

Core Theme #2: Fostering Educational Success

1. Enhance opportunities for student development
2. Provide comprehensive educational support services
3. Provide quality instruction
4. Support new and innovative academic programs to meet local and regional employment demands
5. Provide a variety of delivery methods to inform, retain, and educate

Core Theme #3: Building Our Community

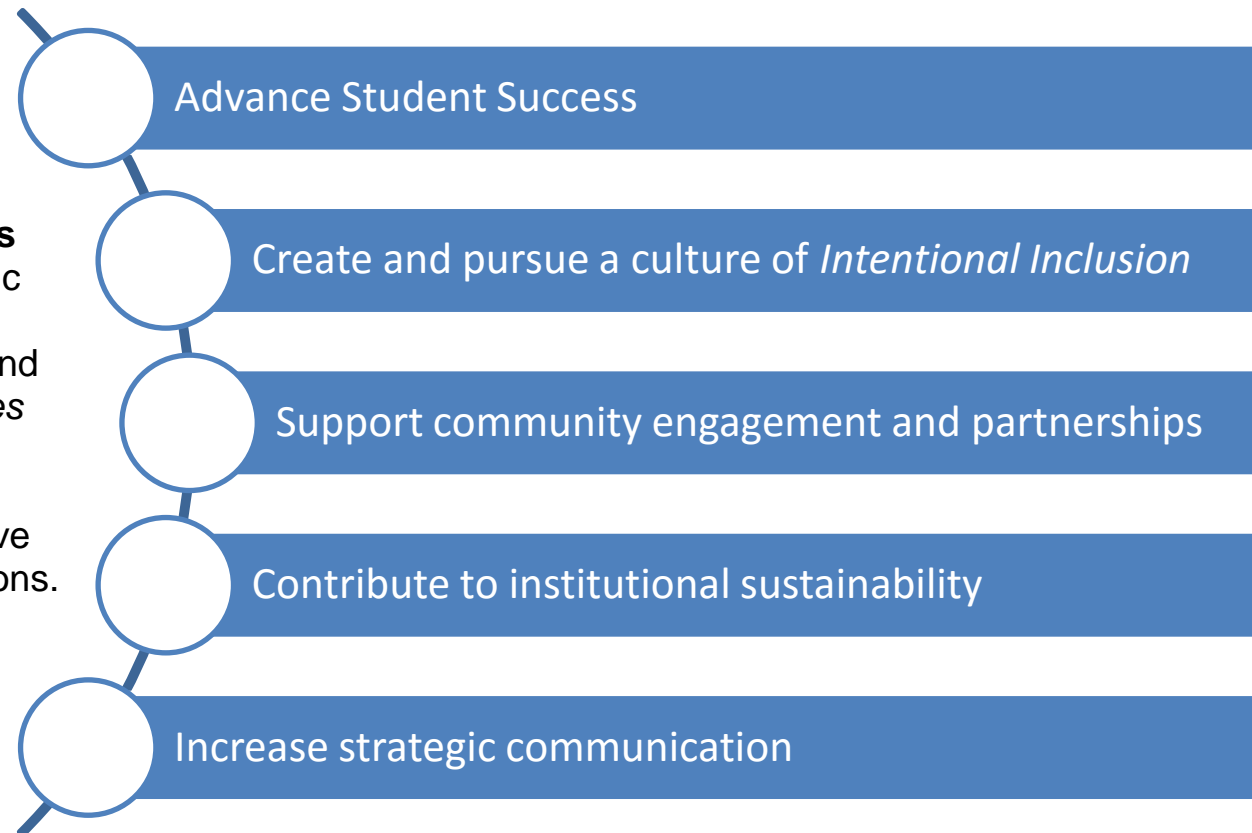
1. Enhance partnerships
2. Maintain and build partnerships for private and public sector funding
3. Support regional economic opportunities
4. Showcase and share the TVCC story

Core Theme #4: Pursuing Institutional Effectiveness

1. Foster a supportive culture
2. Maintain, improve, and expand facilities and technology
3. Maintain fiscal responsibility
4. Employ effective management practices and procedures

2017-2024 Strategic Planning Directions

Strategic Directions are top-level strategic directions for the institution. *Critical* and *Supporting Strategies* are the specific strategies to be undertaken to achieve the Strategic Directions.



2017-2024 Strategic Planning Directions

Critical Strategies:

1. Maintain and continually update robust communication technologies that support TVCC's mission and provide easy-to access services and information.
2. Increase, enhance, and improve institutional marketing efforts to advance student success, pursue intentional inclusion, support community engagement, and contribute to sustainability.
3. Identify and remove barriers that affect student enrollment.
4. Regularly evaluate and document key financial and non-financial variables to ensure appropriate resource allocation and educational affordability.
5. Invest in professional learning for faculty, staff, administrators, and board members to support continuous improvement, while increasing the internal opportunities to share innovative pedagogical methods to further student learning.
6. Increase visibility of TVCC Foundation and TVT throughout the region.

Supporting Strategies:

1. Convene college leadership on a regular basis to ensure
 - proper implementation of institutional policies and procedures,
 - ongoing communication about this strategic plan, and
 - ongoing review of intent and effectiveness of board policies.
2. Establish matching institutional support for sustaining community-based programs or partners.
3. Improve the process efficiency and internal communication of institutional decision-making.
4. Pursue external funding opportunities that support TVCC's mission, core themes, and vision.

Fund Types

Community colleges and other government organizations establish their accounting systems on a fund basis. Each fund has its own self-balancing set of accounts from which financial statements can be prepared. The College separates resources and expenditures into various funds to ensure both control and accountability. The College's budget is segregated into the funds listed below:

General Fund

- * The General Fund is the College's primary operating fund. It accounts for all the financial operations of the College except those required to be accounted for in another fund.
- * Primary funding is state support (FTE), student tuition and fees, local property taxes and budgeted cash carried forward from the prior year.
- * This budget supports core College activities including Instruction, Instructional Support, Student Services, College Support Services, Plant Operations, Plant Additions, Financial Aid, Contingency and Unappropriated Ending Fund Balance.

Special Revenue Fund

- * The Special Revenue Fund is used to account for grants, contracts and other projects funded by federal, state, and local sources which are legally restricted for specific purposes. Budgets are based on historical data related to prior year activity plus any additional potential funding known at the time the budget is established. Transactions in the Special Revenue Fund usually require special financial reporting of all receipts and expenditures.
- * Resources budgeted in this fund are estimated income from federal, state, and local grants, contracts and other project funds.
- * Expenditures of these funds are restricted to the purpose outlined in the grant or contract documents.

Debt Service Fund

- * The Debt Service Fund accounts for the resources and payment of all long-term debt of the college district.
- * Resource are primarily transfers from other funds, but it can include other revenues dedicated to long-term debt including local property taxes for general obligation bond payments.

Capital Projects Fund

- * The Capital Projects Fund is used to account for the resources and expenditures related to large capital projects including new buildings, major campus repairs, and equipment.
- * Major sources of revenue include transfers from the general fund, bond proceeds , state matching funds and any other resources dedicated to capital construction projects.
- * Expenditures are for costs related to capital projects including new construction and remodeling of existing facilities and equipment.

Fund Types (continued)

Reserve Fund

- * The Reserve Fund is used to accumulate and account for funds for specific College purposes, and the fund is split into two categories, restricted reserve funds and unrestricted reserve funds.
- * The unrestricted reserve funds include vehicle, roof, lawnmower, copier, irrigation pump, and parking replacement. It also includes funds designated for HVAC, computing infrastructure, innovations, snow removal, building reserve, playoff travel, disabled student assistance, sports complex repairs, instructional equipment and professional development funds.
- * Restricted accounts include PERS, unemployment, student activities, faculty sabbatical, student capital, nursing simulation, and Science Center donations.
- * Revenues are primarily budgeted transfers, and expenditures are used for the specific purpose the account was established.

Auxiliary Fund

- * The Auxiliary Fund is an enterprise activity which accounts for the costs of providing goods or services recovered through customer charges in a manner similar to private business. This fund currently includes food services, housing services, bookstore services, printing services, and the Caldwell Center.
- * Revenues are from user or customer sales and services.
- * Expenditures are for the cost of providing goods and services.

Financial Aid Fund

- * The Financial Aid Fund is a special revenue fund used to account for financial aid, student loans, special grants and work-study for approved qualified students.
- * Resources are provided by local, state, federal and private financial aid programs for students.
- * Expenditures are for the distribution of the aid and support to students attending TVCC as required by the specific guidelines provided by the funding sources.

Organizational Units

The college is structured into the following organizational units:

Instruction

The Instructional unit's primary responsibility is to plan, schedule and implement credit courses, continuing education and other instructional programs.

Instructional Support

The Instructional Support unit is charged with providing services that support and enhance instruction. Services include the library, instructional administrative support and academic computer support services.

Student Services

The Student Services unit's purpose is to assist students and enhance their educational experience. Activities include admissions, advising, enrollment, testing, counseling, student records, financial aid, student life, compliance and athletics.

College Support

The College Support Services unit consists of administrative activities of the College. These services include the governing board, administration, Public Information, Human Resources, Business Office, Information Technology, Development, Campus Security and Institutional Research.

Financial Aid

Financial Aid provides resources for student financial aid match and waivers.

Plant Operations and Maintenance

The Plant Operations and Maintenance unit ensures that College facilities are properly maintained and the College provides a safe and comfortable environment to learn and work.

Plant Additions

Plant Additions provides resources for capital projects including remodeling and equipment.

Debt Service

Debt Service is used to account for debt services payments.

Budget Process

The College, like most local governments in Oregon, is subject to Oregon's Local Budget Law (Chapter 294 of the Oregon Revised Statutes). The budget is prepared using the modified accrual basis of accounting which reports revenues when earned and expenditures when the associated liability is incurred. The annual budget begins July 1st and ends June 30th for each year.

Listed below are the required budgeting steps:

- Establish Budget Committee
- Appoint Budget Officer
- Prepare Proposed Budget
- Public Notice(s)
- Budget Committee Meeting(s)
- Budget Approval
- Publication of Summary Budget and Hearing
- Budget Hearing
- Adoption of Budget
- Budget Filed and Levy Certified

2017-18 Budget Calendar



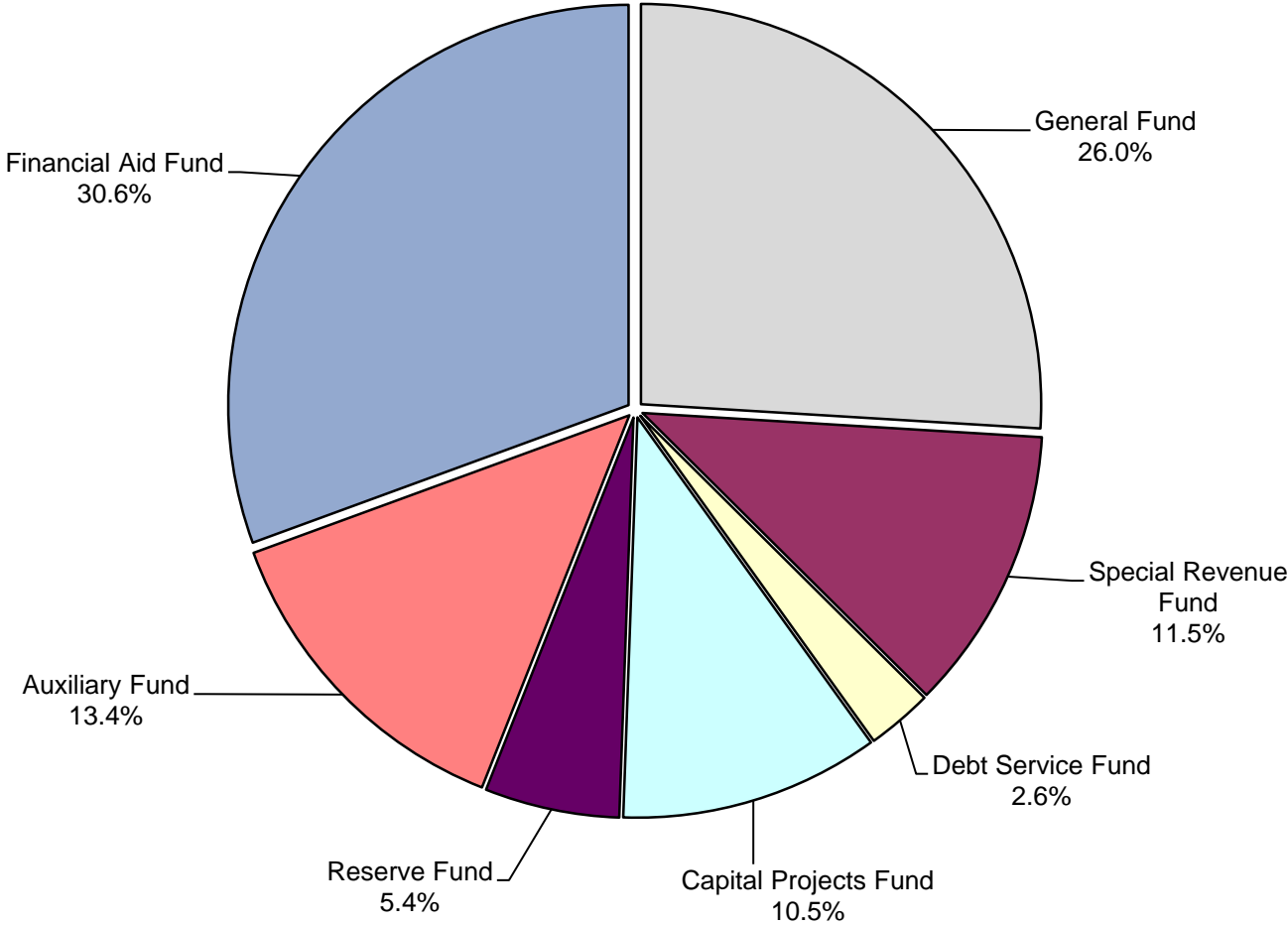
Budget Assumptions/Highlights

General Fund Budget Changes / Highlights		
1 .	Investment in new Medical Assistant program	\$51k
2 .	Investment in Student Services; recruiting, retention, advising	\$105k
3 .	Investment in IT software licensing, ransomware and web development (eliminate position)	\$65k
4 .	Investment in TVCC marketing	\$40k
5 .	PERS rate increase (approximately 3% for 2017-19 biennium)	\$220k
6 .	Faculty Art position unfilled	(\$129k)
7 .	Redistribute FT Faculty position to Automated Control Systems	(\$15k)
8 .	Reduction in summer quarter instruction	(\$50k)
9 .	Reorganize ABS Program and reduce GF management costs	(\$68k)
10 .	Reorganization/reduction in community programs support staff	(\$107k)
11 .	Reorganization/reduction in CTE management and administration	(\$95k)
12 .	Reduction in leased space	(\$32k)
13 .	Reduction in General Fund transfer to Debt Service Fund	(\$90k)
General Fund Resources - Highlights		
14 .	A \$1 per credit tuition increase as approved by the Board in April	\$40k
15 .	Decrease in Tuition income (based on actual 2016-17 enrollment; 2017-18 enrollment projected to remain flat)	(\$436k)
16 .	Decrease in student fee income (based on 2016-17 enrollment)	(\$84k)
17 .	Projected property tax increase (based on actual 2016-17 tax assessments)	\$135k
18 .	Decrease in State resources (FTE) due to prior years' enrollment declines	(\$60k)
19 .	Reduction in Transfers-In from other funds (page 59)	(\$110k)
General Fund Carryover		
20 .	Maintain General Fund Beginning Fund Balance at \$1,250,000	
Personnel - Faculty & Staff Information		
21 .	Faculty Steps (2.25%) = \$32k	* Faculty Insurance & Other Benefits = \$9k
22 .	Administrative, Professional, and Classified Staff COLA = \$0k	* Staff Insurance & Other Benefits = \$0k

2017-18 Treasure Valley Community College

Personnel Additions - General Fund Budget		
23 .	Fill FT Faculty - Automated Control Systems (1.0 FTE)	\$79k (salary and benefits)
24 .	Fill FT Faculty Nursing (open position)	\$79k (salary and benefits)
25 .	Fill Livestock Center Mgmt./Rodeo Position (1.0 FTE)	\$61k (salary and benefits)
26 .	Medical Assistant Program Coordinator (1.0 FTE)	\$51k (salary and benefits)
27 .	Student Services - Recruiter Coordinator(1.0 FTE)	\$61k (salary and benefits)
28 .	Student Services - Recruiter (1.0 FTE)	\$54k (salary and benefits)
29 .	Student Services - Academic/Career Advisor-from grant funds (1.0 FTE)	\$52k (salary and benefits)
Personnel Reductions - General Fund Budget		
30 .	Faculty Art FT position unfilled	(\$129k) (salary & benefits)
31 .	Reduction in PT Support and Classified Support	(\$66k) (salary & benefits)
32 .	Restructure Automated Control Systems; Eliminate Coordinator (1.0 FTE)	(\$34k) (salary & benefits)
33 .	Eliminate General Fund ABS FT Management Position (1.0 FTE)	(\$68) (salary & benefits)
34 .	Eliminate Community Programs FT Classified Positions (2.0 FTE)	(\$107k) (salary & benefits)
35 .	Reduction in CTE Management and Administration (.75 FTE)	(\$95k) (salary & benefits)
36 .	Reduction in Student Services Support and Management	(\$10k) (salary & benefits)
37 .	IT Reorganization/Elimination Professional Position (1.0 FTE)	(\$41k) (salary & benefits)
38 .	Plant Operations, Building and Grounds consolidation and reduction	(\$79k) (salary & benefits)
Other Increase(Reductions) in General Fund Expenditures		
39 .	Accreditation - Nursing and NWCCU	\$44k
40 .	IT Ransomware Licensing	\$63k
41 .	IT Software/Licensing and Maintenance	\$68k
42 .	Investment in TVCC Marketing	\$40k
43 .	Increase Professional/Legal Fees	\$30k
44 .	Increase in Utilities	\$50k
45 .	Increase in Plant Additions/Repairs	\$10k
46 .	Reduction in Leased Space	(\$32k)

**Summary of All Funds
2017-18 Adopted Budget**



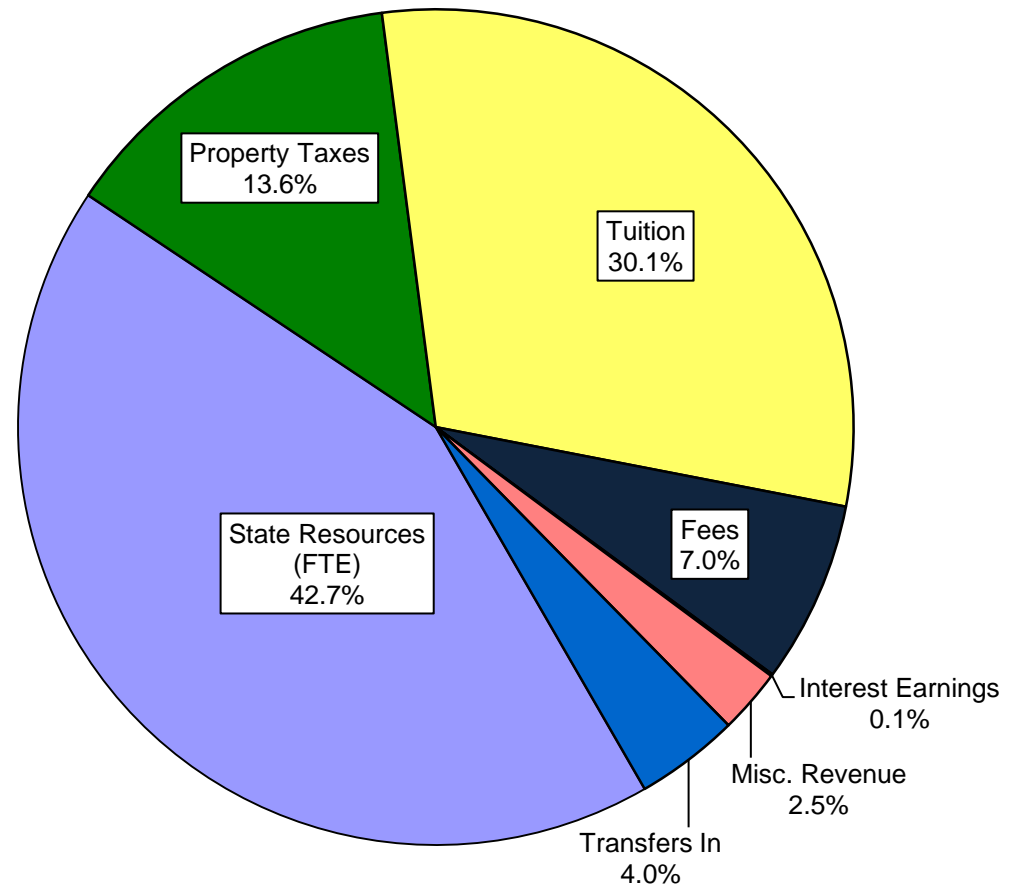
Summary of All Funds 2017-18 Budget

No.	Fund Title	2016-17 Final Budget	2017-18 Adopted Budget	Percent of 2017-18 Budget
11	General Fund	\$17,939,978	\$17,424,978	26.0%
12	Special Revenue Fund	4,600,000	7,700,000	11.5%
13	Debt Service Fund	1,815,613	1,774,692	2.6%
14	Capital Projects Fund	7,035,000	7,035,000	10.5%
15	Reserve Fund	2,442,500	3,650,000	5.4%
21	Auxiliary Fund	9,078,000	9,000,000	13.4%
32	Financial Aid Fund	22,428,000	20,525,000	30.6%
Total		<u>\$65,339,091</u>	<u>\$67,109,670</u>	<u>100.0%</u>

General Fund

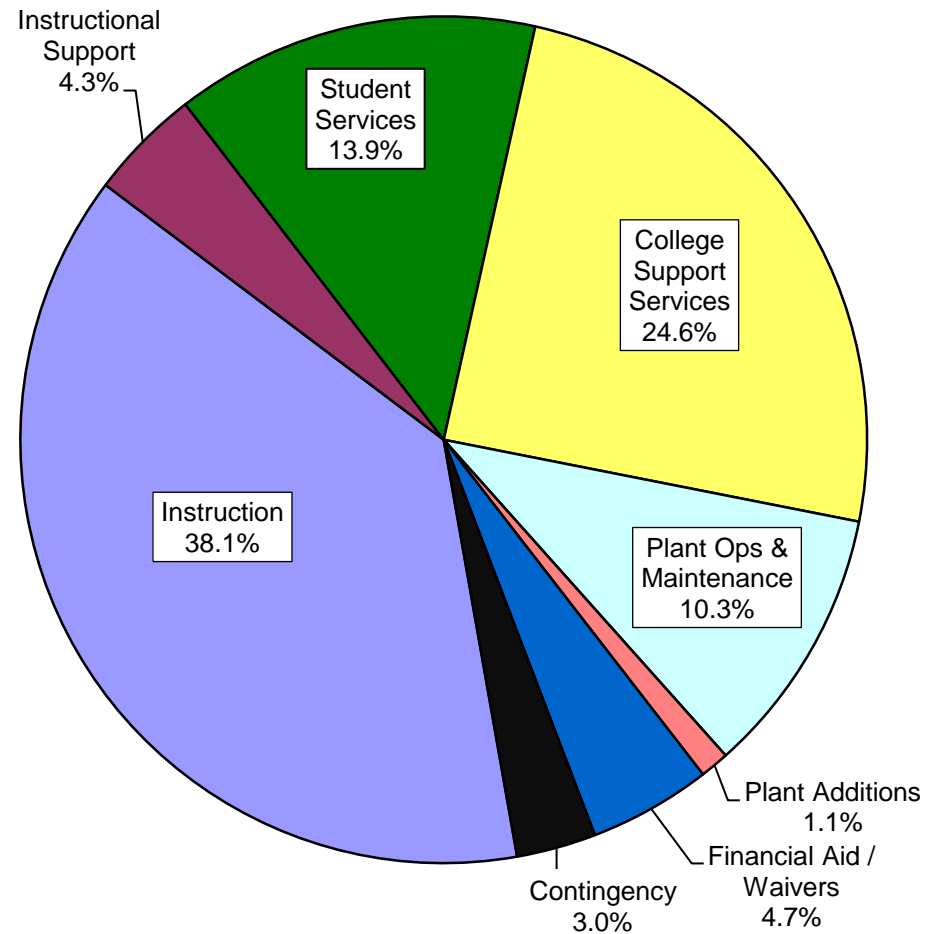
General Fund Resources:

State Resources (FTE)	\$ 6,906,005
Property Taxes	2,195,713
Tuition	4,870,762
Fees	1,137,498
Interest Earnings	12,500
Misc. Revenue	402,500
Transfers In	650,000
Beginning Balance	1,250,000
Total Resources	<u><u>\$ 17,424,978</u></u>



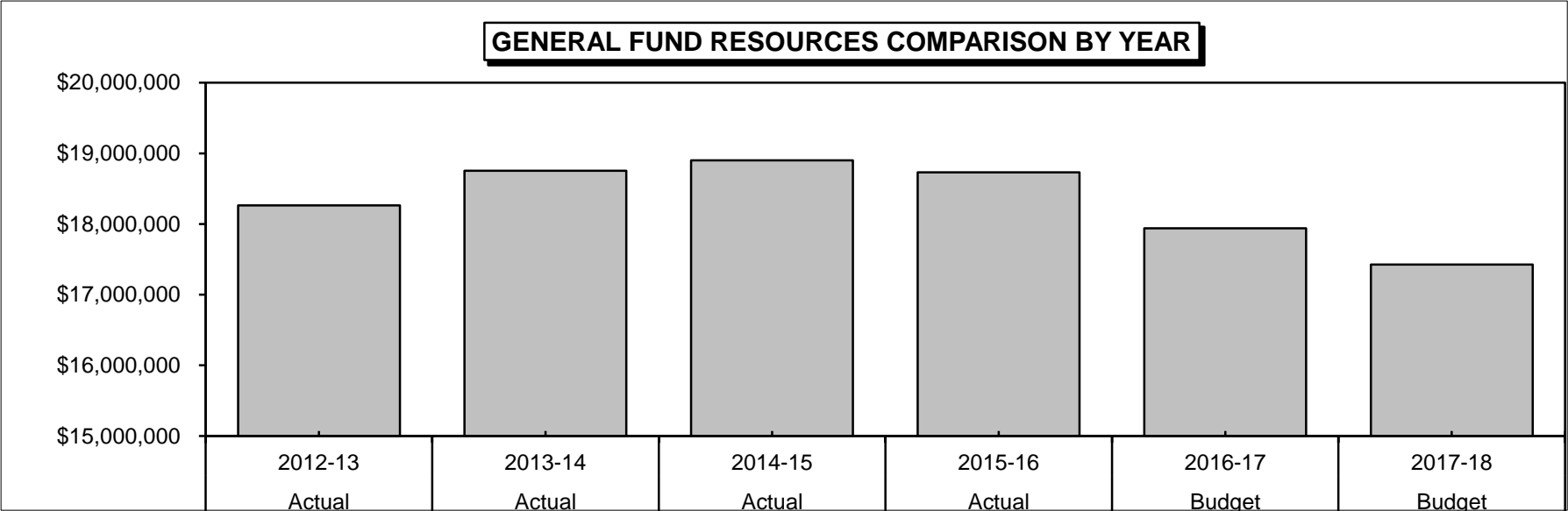
General Fund Requirements:

Instruction	\$ 6,516,975
Instructional Support	732,327
Student Services	2,383,479
College Support Services	4,217,896
Plant Ops & Maintenance	1,763,116
Plant Additions	190,299
Financial Aid / Waivers	800,886
Contingency	520,000
Unappropriated Ending Fund Balance	300,000
Total Requirements	\$ 17,424,978



General Fund Resources

- * General fund resources consist of State resources (FTE reimbursement), property taxes, tuition, fees, interest income, miscellaneous revenue, transfers and beginning fund balance.
- * Based on total community college State support of \$550 million and the state distribution formula, the College anticipates a decrease of \$60k from what was included in the 2016-17 budget. The decrease is due primarily to the enrollment declines over the past three years.
- * The College anticipates a property tax revenue increase of \$135k (6.5%) due to a utility company assessed valuation increases placed on the tax roles in 2016. No assessed values increase is projected for 2017 due to the harsh winter and property being removed from the tax roles. New replacement buildings will not be added to the tax roles until 2018.
- * Recognizing the 2016-17 enrollment decline, the College is projecting 2017-18 enrollment to remain at the same level as 2016-17 with two new programs and the investment in marketing and student recruitment being implemented. The board approved a \$1 per credit tuition increase which is projected to increase revenues by \$40k. Overall, tuition is projected to decrease by \$397k (7.5%) from what was included in the 2016-17 budget.
- * Student fee revenue is projected to decrease by \$83.5k (6.8%) from what was included in the 2016-17 budget due to the enrollment decline.
- * Interest Earnings and Miscellaneous Revenues are not anticipated to change from what was budgeted in 2016-17.
- * Transfers In decreased from what was included in the 2016-17 budget primarily from reducing the Bookstore transfer by \$100k. A summary of the General Fund transfers is provided on page 59.

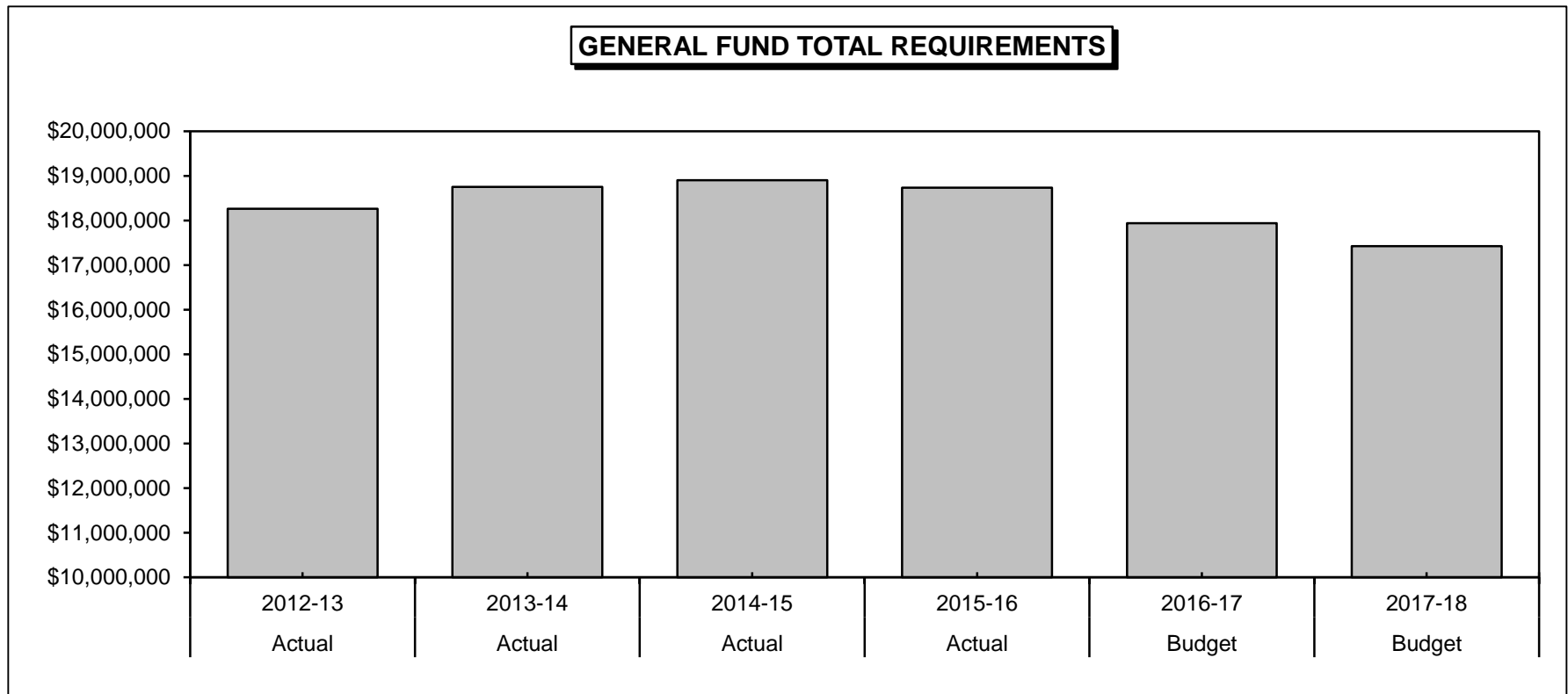


General Fund Resources

Resources	Historical Data			2017-18		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
State Resources (FTE)	6,605,197	7,328,201	6,966,005	6,906,005	6,906,005	6,906,005
Property Taxes	1,992,763	2,032,426	2,060,713	2,195,713	2,195,713	2,195,713
Tuition	5,755,651	5,173,849	5,267,260	4,870,762	4,870,762	4,870,762
Fees	1,208,076	1,224,740	1,221,000	1,137,498	1,137,498	1,137,498
Interest Earnings	12,350	8,876	12,500	12,500	12,500	12,500
Miscellaneous Revenue	444,141	444,758	402,500	402,500	402,500	402,500
Transfers In	1,503,957	1,261,489	760,000	650,000	650,000	650,000
Beginning Balance	1,378,688	1,258,063	1,250,000	1,250,000	1,250,000	1,250,000
Total Resources	18,900,823	18,732,402	17,939,978	17,424,978	17,424,978	17,424,978

General Fund Requirements by Function

- * The Instructional budget decrease is due to retirements, reductions in part-time and summer quarter instruction, program reorganization and consolidation, and consolidating support services.
- * The decrease in Instructional Support is due to reorganizing and decreasing General Fund management support in the CTE program.
- * The increase in Student Services is from adding a recruiter, an Academic/Career Advisor and the Recruiter Coordinator positions.
- * The increase in College Support Services include increases in marketing, technology, IT security, accreditation costs and legal services.
- * The net decrease in Plant Operations and Maintenance is from decreasing contracted services and an increase in utility costs.
- * The Plant Additions budget increase is due to including \$10,000 for repairs and remodeling.
- * The decrease in the Financial Aid/Waivers budget was due to reducing the College's match to the amount required for federal financial aid funds.
- * The Ending Fund Balance increased to the same amount included in prior years.



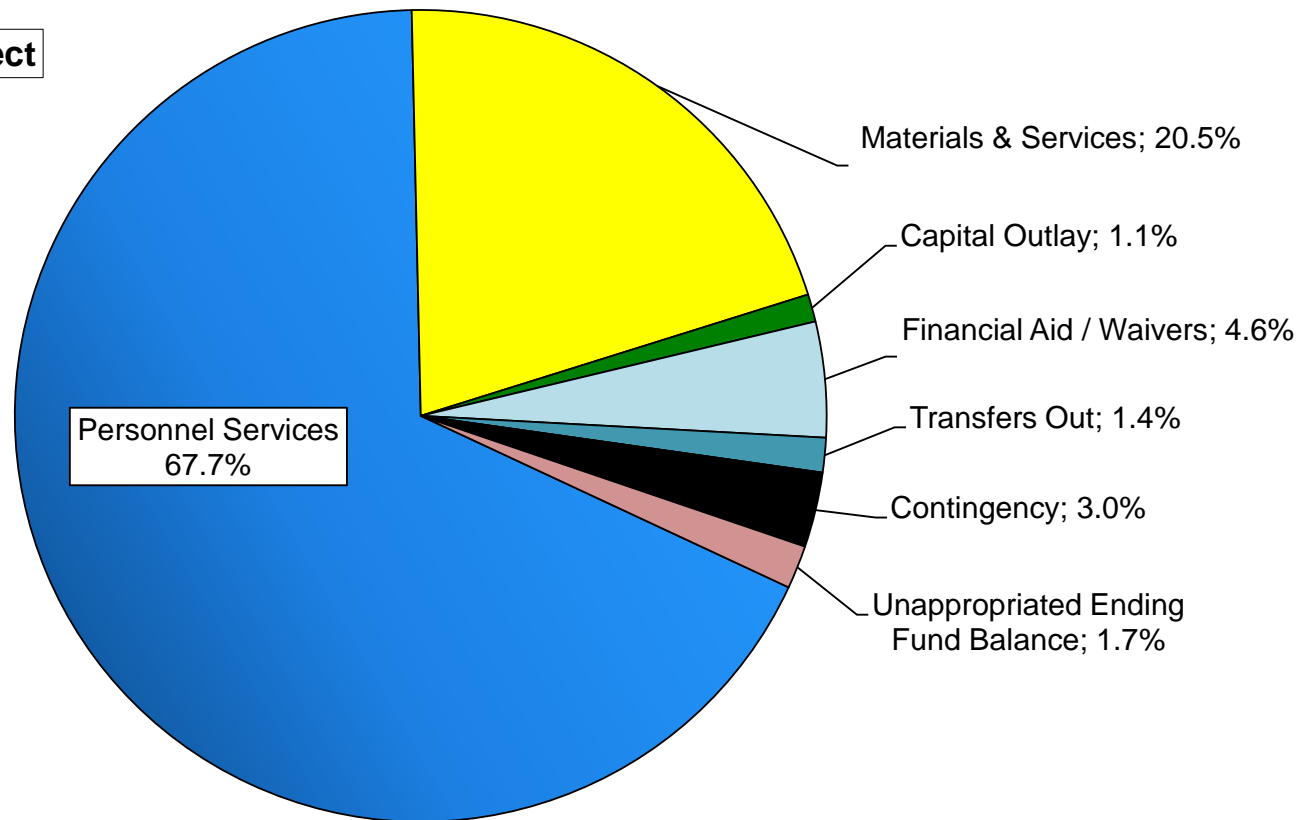
General Fund Requirements by Function

Function	Historical Data			2017-18		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
Instruction	6,626,391	6,608,946	7,283,457	6,516,975	6,516,975	6,516,975
Instructional Support	607,325	670,215	742,478	732,327	732,327	732,327
Student Services	2,029,865	2,051,863	2,201,848	2,383,479	2,383,479	2,383,479
College Support Services	3,526,010	3,465,929	4,156,387	4,217,896	4,217,896	4,217,896
Plant Ops & Maintenance	1,700,010	1,907,397	1,792,381	1,763,116	1,763,116	1,763,116
Plant Additions	129,240	89,799	184,541	190,299	190,299	190,299
Financial Aid / Waivers	857,441	756,672	858,886	800,886	800,886	800,886
Debt Service	1,988,978	1,909,421	-	-	0	0
Contingency	-	-	520,000	520,000	520,000	520,000
Transfers	177,500	207,500	-	-	0	0
Unappropriated Ending Fund Balance	1,258,063	1,064,660	200,000	300,000	300,000	300,000
Total Requirements	18,900,823	18,732,402	17,939,978	17,424,978	17,424,978	17,424,978

General Fund Requirements by Object

- * Personnel services budget decrease is from retirements, decrease in adjunct faculty, Summer term instruction, reorganizing and consolidating support and management positions, and position reductions,
- * Materials and Services budget increased for accreditation costs, software licensing (including ransomware), marketing, professional/legal costs, and utilities.
- * Capital Outlay was reduced to align with budget resources.
- * The decrease in the Financial Aid/Waivers budget was due to reducing the College's match to the amount required for federal financial aid funds.
- * Transfers Out were adjusted to the required amounts for debt services and per contract.
- * The Ending Fund Balance increased to the same amount included in prior years.

Expenditures by Object



General Fund Requirements by Object

Object	Historical Data			2017-18 Budget		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
Personnel Services	10,980,168	10,989,177	12,582,465	11,796,474	11,796,474	11,796,474
Materials & Services	3,471,308	3,553,975	3,341,750	3,576,562	3,576,562	3,576,562
Capital Outlay	167,364	250,996	202,336	190,757	190,757	190,757
Financial Aid / Waivers	857,442	756,673	858,886	800,886	800,886	800,886
Transfers Out	177,500	207,500	234,541	240,299	240,299	240,299
Debt Service	1,988,978	1,909,421	-	-	0	0
Contingency	-	-	520,000	520,000	520,000	520,000
Unappropriated Ending Fund Balance	1,258,063	1,064,660	200,000	300,000	300,000	300,000
Total Requirements	18,900,823	18,732,402	17,939,978	17,424,978	17,424,978	17,424,978

This page
was intentionally
left blank.

General Fund Appropriation Categories

INSTRUCTION: (29)

Classroom General
Agriculture
Art
Business Education
Computer Information Systems
English & Speech
Industrial Education (Welding)
Criminal Justice
Math
Music
Natural Resources
Nursing
Physical Education
Science
Social Science
Summer Programs
Col-Cred
Addiction Studies
ABS/Developmental Education
Continuing Education
EMT Training
Community Education
BizCenter Match
Workforce Training Center
Education
Assessment
Automated Control Systems
Aviation
Medical Assistant

INSTRUCTIONAL SUPPORT: (4)

VP of Academic Affairs
Executive Dean of CTE
Academic Computer Support Services
Library

STUDENT SERVICES: (27)

Mgmt. of Student Services
Counseling/Guidance
Registration & Admissions
Student Records
Financial Aid Administration
Student Activities/Programs
Athletics
Rodeo
CWE / Student Placement
Sports Complex
Enrollment Services
Diversity Services
Testing Center
Compliance Officer
Individual Sports Programs (13)

FINANCIAL AID: (2)

Financial Aid Match
College Waivers

COLLEGE SUPPORT SERVICES: (12)

Public Information
Printing
Board of Education
President's Office
Human Resources
Business Office
Information Technology
Other General Costs
Development Office
Campus Security
Switchboard
Institutional Research

PLANT OPS & MAINTENANCE: (2)

Utilities
Plant Operations

PLANT ADDITIONS (1)

OTHER: (3)

Transfers to other Funds
Contingency
Unappropriated Ending Fund Balance

Instruction by Department

- 1100 - Classroom General budget increase is for professional development, nursing accreditation and the transfer to sabbatical reserve account.
- 1102 - The Agriculture budget decrease is from a reduction in adjunct faculty salary and benefits.
- 1103 - The Art budget decrease is from a faculty position retirement and the position is being suspended due to budgetary reasons.
- 1104 - The Business Education budget decrease is from a reduction in adjunct faculty and part-time classified support salary and benefits.
- 1106 - The budget reduction for English is from salary and benefits reduction in adjunct faculty and part-time support reorganization.
- 1109 - The supplies budget was reduced in Industrial Education.
- 1111 - The budget reduction for Math is from salary and benefits reduction for adjunct faculty.
- 1112 - The budget reduction for Music is from salary and benefits reduction for adjunct faculty and part-time classified support.
- 1113 - The Natural Resources budget decrease is a reduction in adjunct faculty salary and benefits.
- 1114 - The Nursing Department budget decrease is from a faculty position retirement and filling the position at a lower salary.
- 1115 - The budget reduction in Physical Education is from an open position that has not been filled.
- 1117 - The Science Department budget reduction is from reducing part-time classified salary and benefits.
- 1119 - The Summer Program budget decrease is a reduction in adjunct faculty salary and benefits.
- 1127 - The Addiction Studies budget decrease is a reduction in adjunct faculty salary and benefits.
- 1130 - The budget reduction for ABS/Developmental Ed is the result of moving the director position to grant funding and reducing part-time classified support.
- 1137 - The Continuing Ed, Community Education and Workforce Training budgets have been consolidated, duties redistributed and support positions eliminated.
- 1162 - The Automated Controls position is being moved from a coordinator position to a FT faculty position.
- 1165 - The reduction in the Aviation budget is a reduction in adjunct faculty salary and benefits.
- 1166 - The Medical Assistant budget is a new program with a FT professional position.

Instruction by Department

	Department	Historical Data			2017-18 Budget		
		Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
		2014-15	2015-16				
1101	Classroom General	843,162	910,081	726,069	746,312	746,312	746,312
1102	Agriculture	275,558	340,774	357,345	343,879	343,879	343,879
1103	Art	238,244	273,957	283,633	156,750	156,750	156,750
1104	Business Education	339,708	313,261	312,778	302,456	302,456	302,456
1105	Computer Information Systems	113,168	117,518	135,481	133,172	133,172	133,172
1106	English & Speech	758,580	739,449	657,159	627,711	627,711	627,711
1109	Industrial Education	192,725	219,088	240,037	221,415	221,415	221,415
1110	Criminal Justice	31,998	30,706	36,706	26,974	26,974	26,974
1111	Math	672,522	656,846	800,501	774,260	774,260	774,260
1112	Music	269,045	292,385	259,931	250,294	250,294	250,294
1113	Natural Resources	172,170	185,087	193,882	156,804	156,804	156,804
1114	Nursing	629,485	627,345	792,981	762,840	762,840	762,840
1115	Physical Education	215,018	184,151	209,879	120,098	120,098	120,098
1116	Science	574,193	627,110	776,794	722,849	722,849	722,849
1117	Social Science	396,999	414,209	470,112	478,351	478,351	478,351
1119	Summer Programs	453,923	255,303	394,234	258,244	258,244	258,244
1125	Col-Cred	40,986	36,820	37,644	38,306	38,306	38,306
1127	Addiction Studies	-	-	31,663	13,350	13,350	13,350
1130	ABS/Developmental Ed	85,175	57,917	101,711	20,128	20,128	20,128
1131	College Prep	407	-	-	-	0	0
1137	Continuing Education	18,805	18,076	33,175	-	0	0
1138	EMT Training	32,485	19,246	25,157	23,691	23,691	23,691
1140	Community Education	28,115	25,768	32,189	-	0	0
1142	Outreach -- Nyssa	5,250	-	-	-	0	0
1155	BizCenter Match	45,322	51,784	53,427	48,645	48,645	48,645
1156	Workforce Training	146,184	160,712	191,997	127,848	127,848	127,848
1158	Education	11,589	17,368	-	-	0	0
1161	Assessment	9,953	5,325	10,000	2,000	2,000	2,000
1162	Automated Control Systems	6,968	7,609	75,501	89,071	89,071	89,071
1162	GIS - Geography	3,233	-	-	-	0	0
1165	Aviation	15,421	21,051	43,471	20,336	20,336	20,336
1166	Medical Assistant	-	-	-	51,191	51,191	51,191
	Total Instruction	6,626,391	6,608,946	7,283,457	6,516,975	6,516,975	6,516,975

Instructional Support by Department

1202 - The Executive Dean of CTE functions are being restructured. The Dean's position is being reduced to .5 FTE and the CTE program director position is being reduced with additional part-time support provided.

1207 - The Academic Computer Support Services budget is included to identify software licensing that is exclusively related to academic support.

Instructional Support by Department

Department	Historical Data			2017-18 Budget		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
1201 VP of Academic Affairs	186,859	212,257	235,326	232,403	232,403	232,403
1202 Executive Dean of CTE	134,078	178,716	218,700	144,763	144,763	144,763
1207 Academic Computer Support	-	-	-	65,577	65,577	65,577
1210 Library	286,388	279,242	288,452	289,584	289,584	289,584
Total Instructional Support	607,325	670,215	742,478	732,327	732,327	732,327

Student Services by Department

1301 - The Management of Student Services budget includes the full salary for the vice president of Student Services.

1303 - The Registration and Admissions budget includes the salary and benefits for both the general recruiter positions and the Academic/Career Advisor to help support Title III goals to scale up career planning services.

1308 - The Rodeo budget includes the salary and benefits for the new full-time Livestock Center Management/ Rodeo Coach position.

1315 - The Enrollment Services budget appears to have increased; however, it was a reallocation of funds from Registration and Admissions.

1319 - The Diversity budget was eliminated as the Title III grant funds a multicultural position.

1347 - The Compliance and Training budget was increased to support the federal, state, and DOE training and compliance mandates.

1320 through 1334 - Athletic budgets were adjusted to cover the actual cost of salaries and benefits.

Student Services by Department

Department	Historical Data			2017-18 Budget		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
1301 Management of Student Services	158,285	126,691	135,781	162,799	162,799	162,799
1302 Counseling/Guidance	1,330	118,909	141,205	136,757	136,757	136,757
1303 Registration & Admissions	362,667	251,522	358,452	456,793	456,793	456,793
1304 Student Records	96,725	82,048	96,164	99,268	99,268	99,268
1305 Financial Aid Administration	232,698	210,170	294,363	298,079	298,079	298,079
1306 Student Activities/Programs	97,887	103,523	116,057	118,822	118,822	118,822
1307 Athletics	419,980	415,774	363,868	366,138	366,138	366,138
1308 Rodeo	116,435	109,023	91,021	121,076	121,076	121,076
1310 CWE/Student Placement	258	-	-	-	0	0
1311 GED	111	-	-	-	0	0
1314 Sports Complex	12,256	17,447	11,000	11,000	11,000	11,000
1315 Enrollment Services	88,496	98,342	85,637	99,822	99,822	99,822
1319 Diversity Services	1,553	8,831	10,000	-	0	0
1320 Baseball - Men	47,255	43,342	36,133	42,199	42,199	42,199
1321 Basketball - Men	37,966	33,464	32,793	33,063	33,063	33,063
1322 Basketball - Women	37,680	39,829	33,468	33,858	33,858	33,858
1323 Cross Country - Men	16,721	14,115	12,533	12,762	12,762	12,762
1324 Cross Country - Women	14,707	13,874	12,533	12,762	12,762	12,762
1327 Soccer - Men	35,304	41,869	32,875	33,219	33,219	33,219
1328 Soccer - Women	44,330	41,269	32,875	33,219	33,219	33,219
1329 Softball - Women	41,822	36,324	32,019	32,317	32,317	32,317
1330 Tennis - Men	11,517	12,839	14,168	14,321	14,321	14,321
1331 Tennis - Women	14,945	12,021	14,168	14,321	14,321	14,321
1332 Track - Men	19,403	19,937	16,100	16,235	16,235	16,235
1333 Track - Women	20,356	20,732	16,100	16,235	16,235	16,235
1334 Volleyball - Women	39,942	44,799	29,080	29,345	29,345	29,345
1345 Testing Center	59,236	135,169	98,428	97,595	97,595	97,595
1347 Compliance Officer	-	-	85,027	91,474	91,474	91,474
Total Student Services	2,029,865	2,051,863	2,201,848	2,383,479	2,220,680	2,383,479

College Support Services by Department

- 1502 - The Printing budget increased to include the resources allocated to increased TVCC's marketing efforts.
- 1505 - The Human Resources budget decreased to cover the actual salaries and benefits.
- 1506 - The Business Office budget net reduction is from reducing part-time classified salary and benefits and increasing other expenditures to cover the cost of banking fees.
- 1507 - The Information Support Services (IT) department was reorganized to eliminate a support position and reallocate resources to cover the increased licensing/maintenance costs, including licensing fees for Ransomware, and the increasing costs for connectivity and storage.
- 1508 - The net increase to the Other General Costs budget includes an increase in Professional/Legal costs and a decrease in Rent for additional facilities.
- 1512 - The Switchboard budget for part-time salaries and benefits decreased.
- 1514 - The Institutional Research budget increased to cover the NWCCU (Northwest Commission on Colleges and Universities) accreditation costs.

College Support Services by Department

Department	Historical Data			2016-17 Budget		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
1501 Public Information	172,911	175,303	235,408	239,392	239,392	239,392
1502 Printing	44,813	47,505	80,300	107,300	107,300	107,300
1503 Board of Education	47,218	55,420	52,100	50,068	50,068	50,068
1504 President's Office	254,396	284,501	308,742	310,795	310,795	310,795
1505 Human Resources	115,534	112,233	170,897	161,370	161,370	161,370
1506 Business Office	617,097	592,499	699,120	692,391	692,391	692,391
1507 Information Technology	1,124,670	1,273,699	1,525,620	1,542,921	1,542,921	1,542,921
1508 Other General Costs	676,104	531,256	540,359	553,415	553,415	553,415
1510 Development Office	149,017	148,617	163,046	159,244	159,244	159,244
1511 Campus Security	137,651	108,113	163,619	166,080	166,080	166,080
1512 Switchboard	27,870	28,745	33,161	16,245	16,245	16,245
1514 Institutional Research	158,729	108,038	184,015	218,675	218,675	218,675
Total College Support Services	3,526,010	3,465,929	4,156,387	4,217,896	4,217,896	4,217,896

Plant Operations & Maintenance by Department

1601 - The Utilities budget increased by \$50,000 to cover actual costs.

1602 - The Plant Operations, Buildings and Grounds budget were consolidated into one Plant Operations budget. The consolidated Plant Operations department budget decreased by approximately \$79k due to retirements and departmental staffing changes.

Department	Historical Data			2017-18 Budget		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
1601 Utilities	528,909	553,079	507,000	557,000	557,000	557,000
1602 Plant Operations	1,013,072	1,109,129	1,111,681	1,206,116	1,206,116	1,206,116
1603 Buildings	107,826	186,928	116,500	-	-	-
1604 Grounds	50,203	58,261	57,200	-	-	-
Total Plant Operations and Maintenance	1,700,010	1,907,397	1,792,381	1,763,116	1,763,116	1,763,116

Plant Additions by Department

1650 - This appropriation category is used to perform construction and renovations throughout campus each year.

1650 - The Plant Additions account includes \$10,000 for College repair and remodeling costs.

1650 - The 2017-18 Plant Additions budget includes Transfers Out to the Debt Service Fund for facility related debt service payments including the City LID, Gym Lift, and 2012 Bonds.

Department	Historical Data			2017-18 Budget		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
1650 Plant Additions	129,240	89,799	184,541	190,299	190,299	190,299
Total Plant Additions	129,240	89,799	184,541	190,299	190,299	190,299

Financial Aid by Department

1801 - The Financial Aid match decreased to the amount required for federal financial aid programs.

Department	Historical Data			2017-18 Budget		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
1801 Financial Aid Match	84,373	31,532	80,000	39,000	39,000	39,000
1802 College Waivers	773,068	725,140	778,886	761,886	761,886	761,886
Total Financial Aid	857,441	756,672	858,886	800,886	800,886	800,886

Debt Service

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
City of Ontario LID	18,015	18,015	Moved out of the General Fund and into the Debt Service Fund
Johnson Controls improvements	190,315	0	
PERS bonds	886,144	936,145	
Housing bonds	12,558	66,866	
Agricultural Arena/Solar Project	45,343	40,271	
Science Center	254,328	253,713	
2012 Bonds	582,275	542,450	
Gym Elevator	0	51,961	
Total	<u>1,988,978</u>	<u>1,909,421</u>	

Debt Service by Department	Historical Data			2017-18 Budget		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
1701 Debt Service	1,988,978	1,909,421	-	-	-	-
Total Debt Service	1,988,978	1,909,421	0	0	0	0

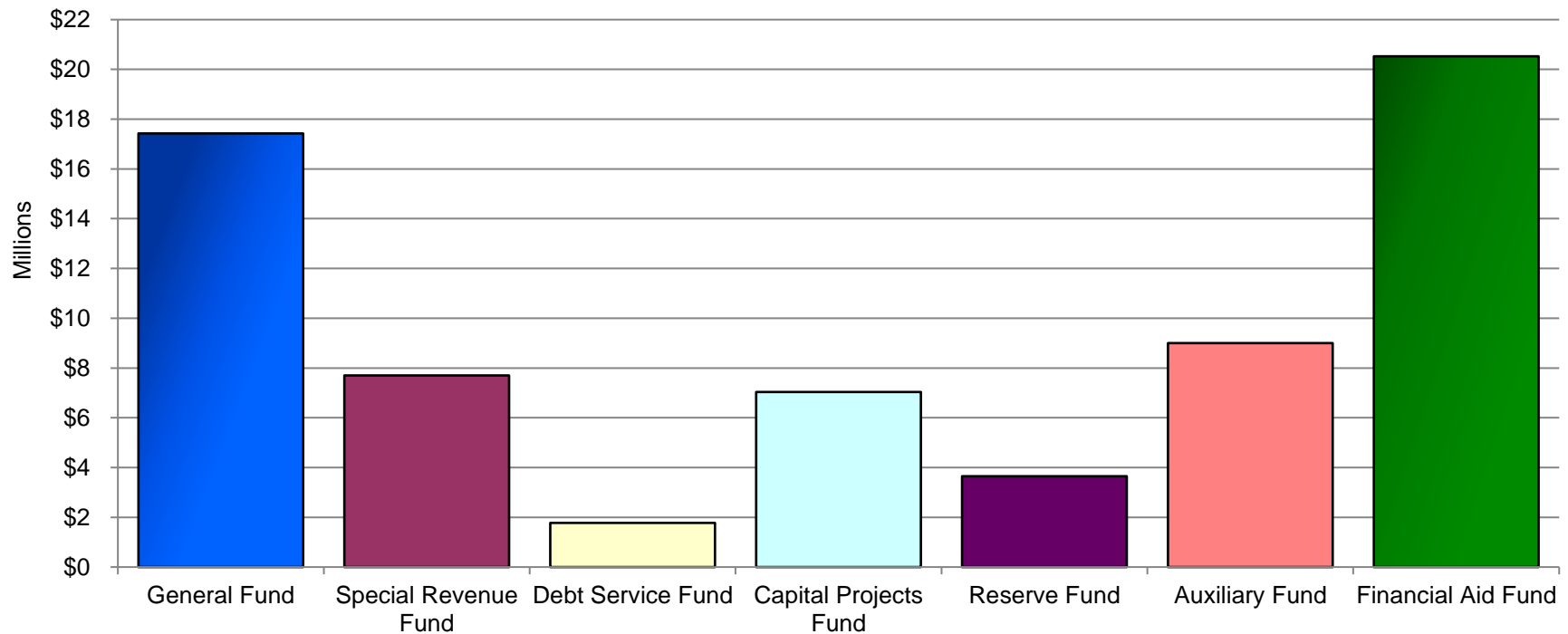
Other Appropriation Categories by Department

1990 - The Ending Fund Balance increased to the amount included in prior years' budgets.

Department	Historical Data			2017-18		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
1917 Transfers Out	177,500	207,500	-	-	-	-
1901 Contingency	-	-	520,000	520,000	520,000	520,000
1990 Ending Fund Balance	1,258,063	1,064,660	200,000	300,000	300,000	300,000
Total Other	1,435,563	1,272,160	720,000	820,000	820,000	820,000

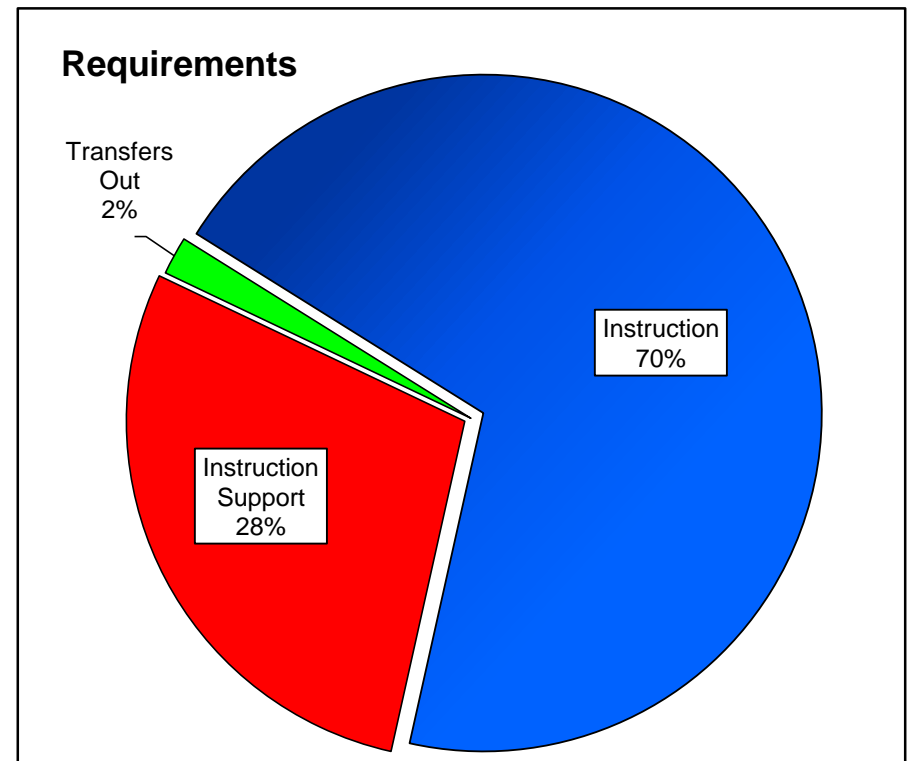
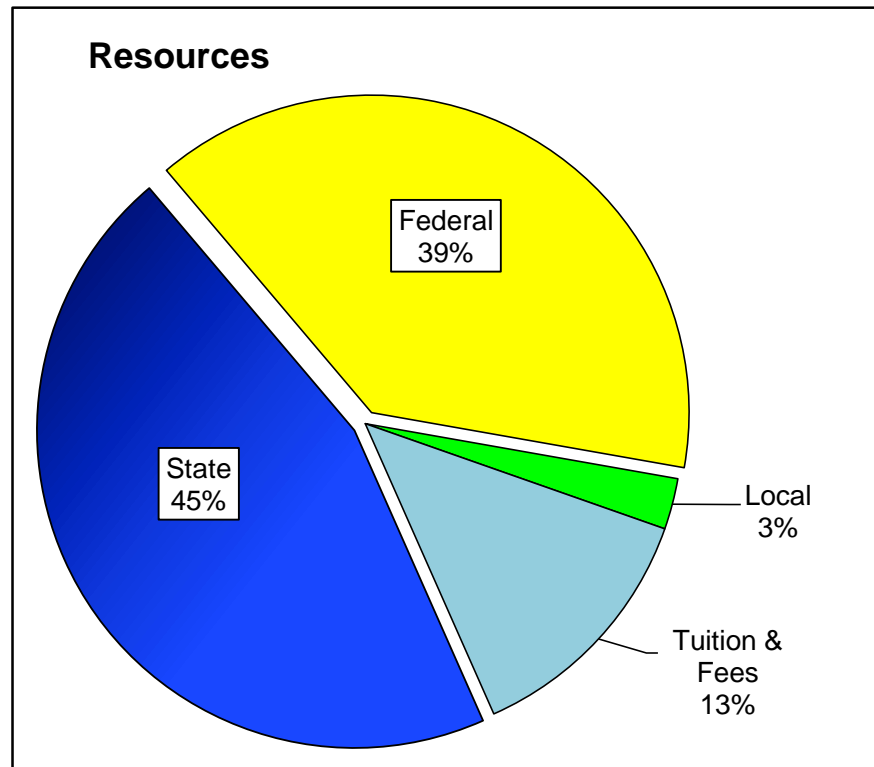
Other Funds

General Fund	\$17,424,978	26.0%
Special Revenue Fund	7,700,000	11.5%
Debt Service Fund	1,774,692	2.6%
Capital Projects Fund	7,035,000	10.5%
Reserve Fund	3,650,000	5.4%
Auxiliary Fund	9,000,000	13.4%
Financial Aid Fund	20,525,000	30.6%
Total	\$67,109,670	100.0%



Special Revenue Fund

- * Resources budgeted in this fund are the estimated income from grants and contracts with local, state and federal agencies. This includes the HEP, CAMP and Title III grants.
- * Requirements in this fund are budgeted as indicated by those responsible for specific grant supervision following all grant guidelines. Budgets are also based on historical data related to prior year grant activity.



Special Revenue Fund

	Historical Data			2017-18		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
Resources						
Local	32,541	73,165	200,000	200,000	200,000	200,000
Tuition & Fees	6,781	2,548	10,000	1,000,000	1,000,000	1,000,000
State	1,905,438	1,763,582	2,390,000	3,500,000	3,500,000	3,500,000
Federal	774,896	255,306	2,000,000	3,000,000	3,000,000	3,000,000
Beginning Balance	203,560	103,195	-	-	-	-
Total	2,923,216	2,197,796	4,600,000	7,700,000	7,700,000	7,700,000
Requirements						
Instruction	2,156,262	2,088,665	3,500,000	5,360,000	5,360,000	5,360,000
Instruction Support	615,087	35,239	1,100,000	2,200,000	2,200,000	2,200,000
Transfers Out	48,672	-	-	140,000	140,000	140,000
Unappropriated Ending Fund Balance	103,195	73,892	-	-	-	-
Total	2,923,216	2,197,796	4,600,000	7,700,000	7,700,000	7,700,000

Debt Service Fund

- * Resources budgeted in this fund are transfers from other funds and other local sources including booster club funds.
- * Requirements in this fund are budgeted interest and principal payments for approved debt service

Debt service payments:

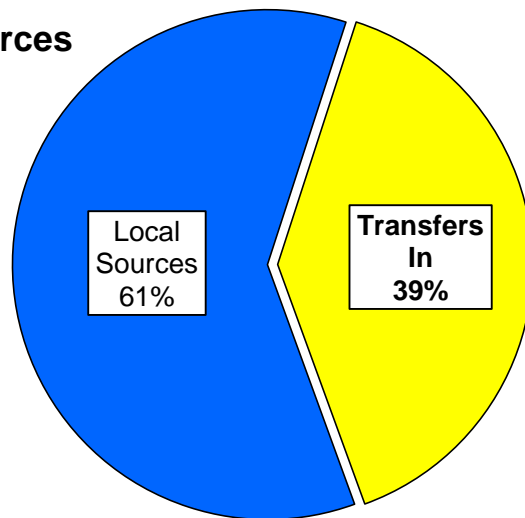
2016-17

City LID	\$18,015
PERS bonds	981,144
Science Center	254,332
Gym Elevator	48,155
2012 Bonds	430,450
Bleachers	42,596

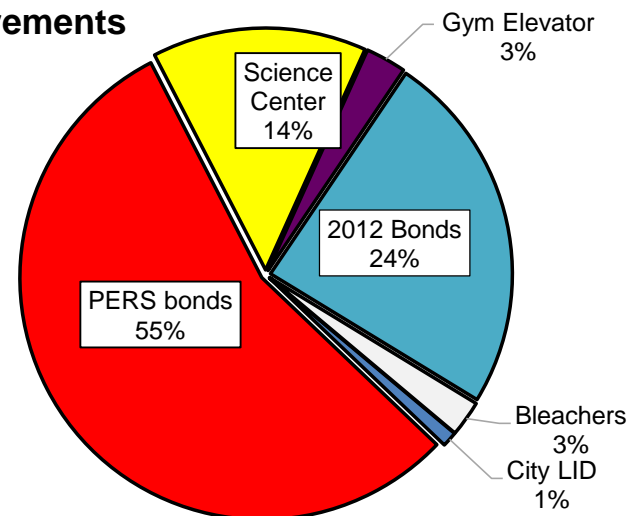
Total

\$1,774,692

Resources



Requirements

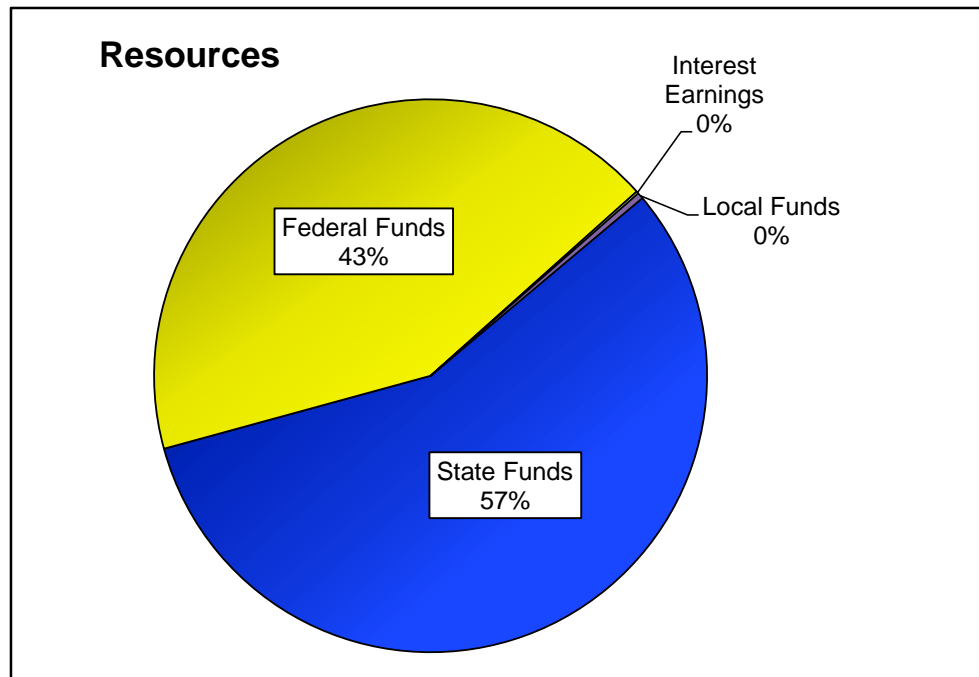


Debt Service Fund

	Historical Data			2017-18		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
Resources						
Local Sources	-	-	1,023,740	1,074,435	1,074,435	1,074,435
Transfers In	-	-	791,873	700,257	700,257	700,257
Beginning Balance	-	-	-	-	-	-
Total	0	0	1,815,613	1,774,692	1,774,692	1,774,692
Requirements						
Debt Service	-	-	1,815,613	1,774,692	1,774,692	1,774,692
Transfers Out	-	-	-	-	-	-
Unappropriated Ending Fund Balance	-	-	-	-	-	-
Total	0	0	1,815,613	1,774,692	1,774,692	1,774,692

Capital Projects Fund

- * The Capital Projects Fund is used to account for resources and expenditures for capital construction and major remodeling projects and/or purchasing capital equipment.
- * Resources come from the General Fund in the form of transfers. In addition, any Federal, State or local grant and tax funds dedicated or designated for capital projects would be included in this fund.
- * Expenditures are for approved capital projects for which the funds were specifically designated.
- * The 2017-18 Capital Projects budget provides sufficient appropriations if funding is secured for the Vo Tech building remodel and construction.

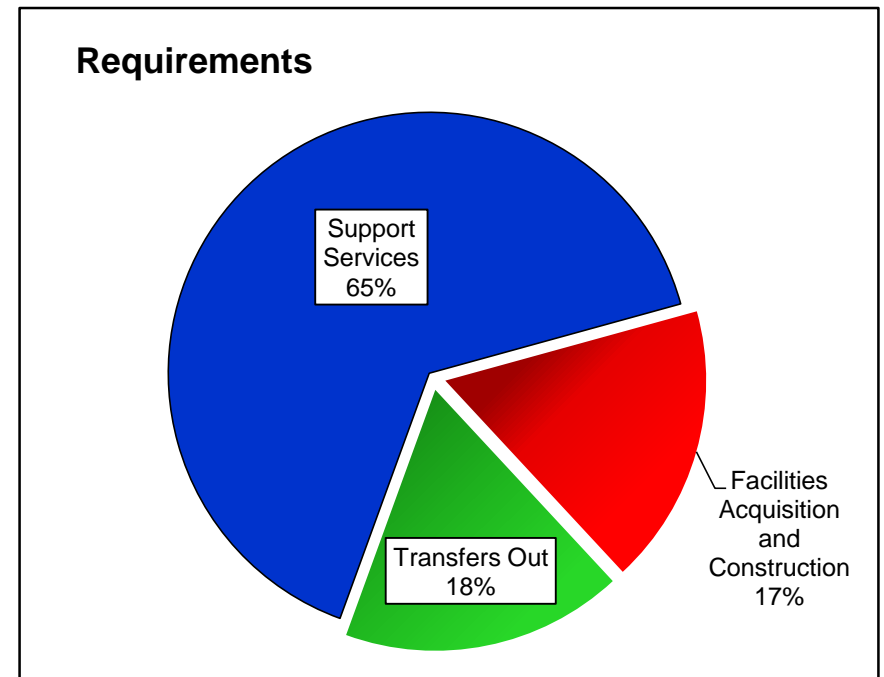
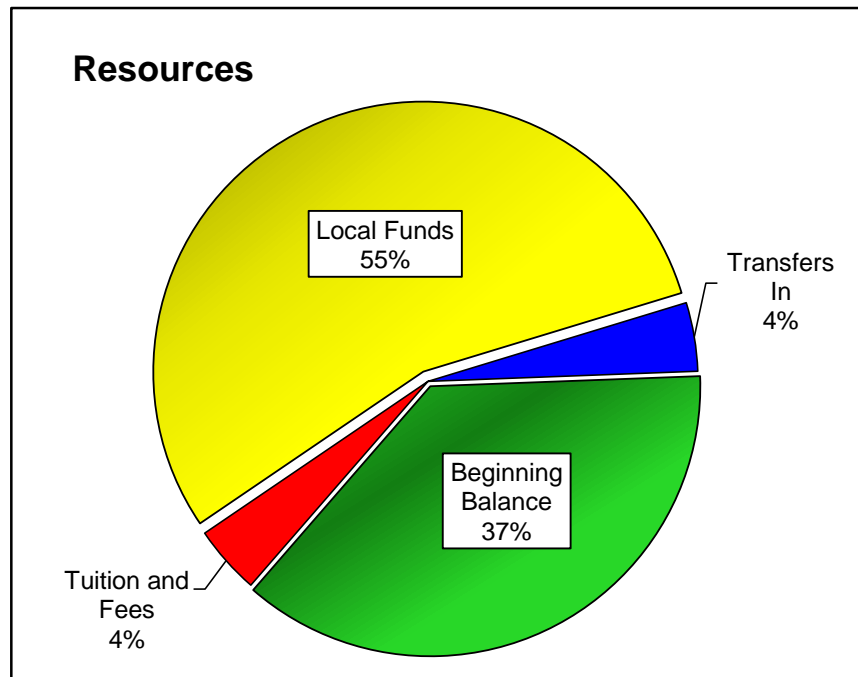


Capital Projects Fund

	Historical Data			2017-18		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
Resources						
State Funds	-	-	4,000,000	4,000,000	4,000,000	4,000,000
Federal Funds	-	-	3,000,000	3,000,000	3,000,000	3,000,000
Interest Earnings	-	-	10,000	10,000	10,000	10,000
Local Funds	-	400,000	25,000	25,000	25,000	25,000
Transfers In	-	-	-	-	-	-
Beginning Balance	-	(34,500)	-	-	-	-
Total	-	365,500	7,035,000	7,035,000	7,035,000	7,035,000
Requirements						
Facilities Acquisition and Construction	34,500	365,500	7,035,000	7,035,000	7,035,000	7,035,000
Debt Service	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Unappropriated Ending Fund Balance	(34,500)	-	-	-	-	-
Total	-	365,500	7,035,000	7,035,000	7,035,000	7,035,000

Reserve Fund

- * The overall reduction in the reserve fund is to better align budget with proceeds and anticipated expenditures. The College continues to utilize reserve funds in a prudent and anticipated manner as we manage the increases in PERS and capital related costs associated with IT and infrastructure.
- * Resources come primarily from the General Fund in the form of transfers.
- * Requirements will be used for the specific purpose that the account was established.

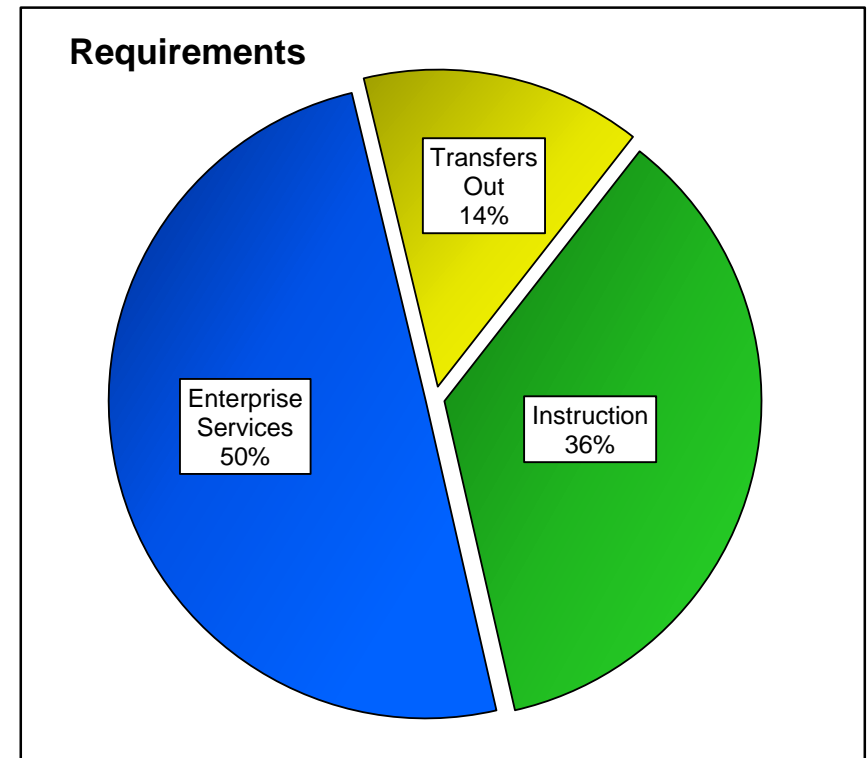
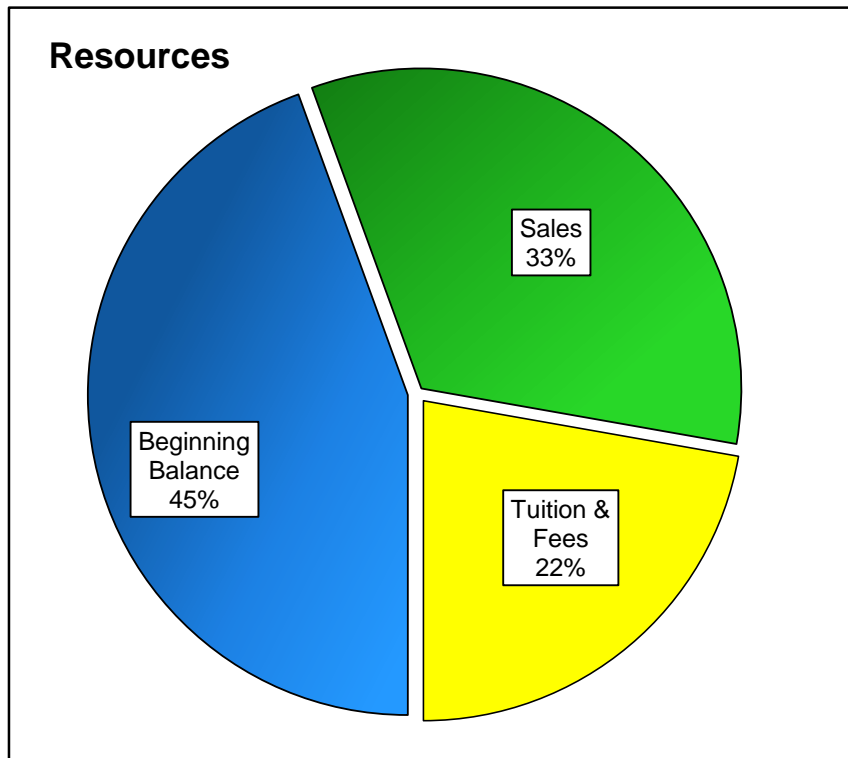


Reserve Fund

	Historical Data			2017-18		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
Resources						
Tuition and Fees	37,250	74,000	67,500	150,000	150,000	150,000
Local Funds	1,137,022	883,589	1,000,000	2,000,000	2,000,000	2,000,000
Transfers In	322,455	207,500	50,000	150,000	150,000	150,000
Beginning Balance	1,745,694	1,332,112	1,325,000	1,350,000	1,350,000	1,350,000
Total	3,242,421	2,497,201	2,442,500	3,650,000	3,650,000	3,650,000
Requirements						
Support Services	1,140,743	499,373	750,000	1,500,000	1,500,000	1,500,000
Facilities Acquisition and Construction	184,326	198,803	100,000	400,000	400,000	400,000
Transfers Out	615,240	544,328	489,332	401,958	401,958	401,958
Unappropriated Ending Fund Balance	1,332,112	1,254,697	1,103,168	1,348,042	1,348,042	1,348,042
Total	3,272,421	2,497,201	2,442,500	3,650,000	3,650,000	3,650,000

Auxiliary Fund

- * The decrease in resources is due to decreased enrollment both at the Ontario Campus and the Caldwell Center. This results in less tuition and fees at the Caldwell Center as well as decreased sales in the bookstore, food services, housing and the print shop.
- * The budgeted amounts for expenditures has decreased in line with the resources relative to declining enrollment at both locations.

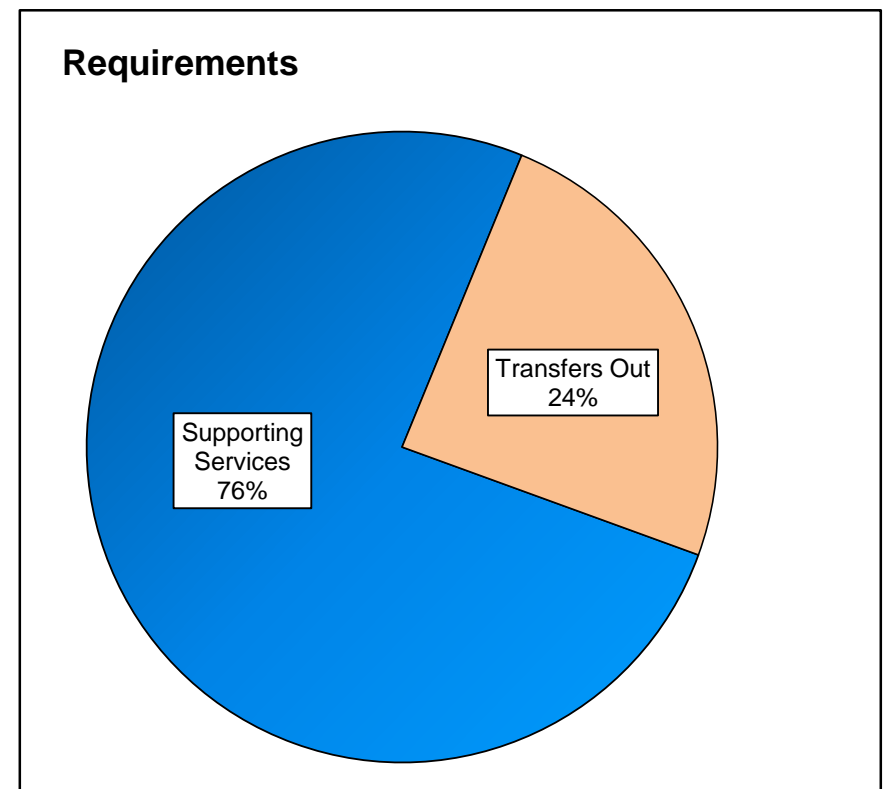
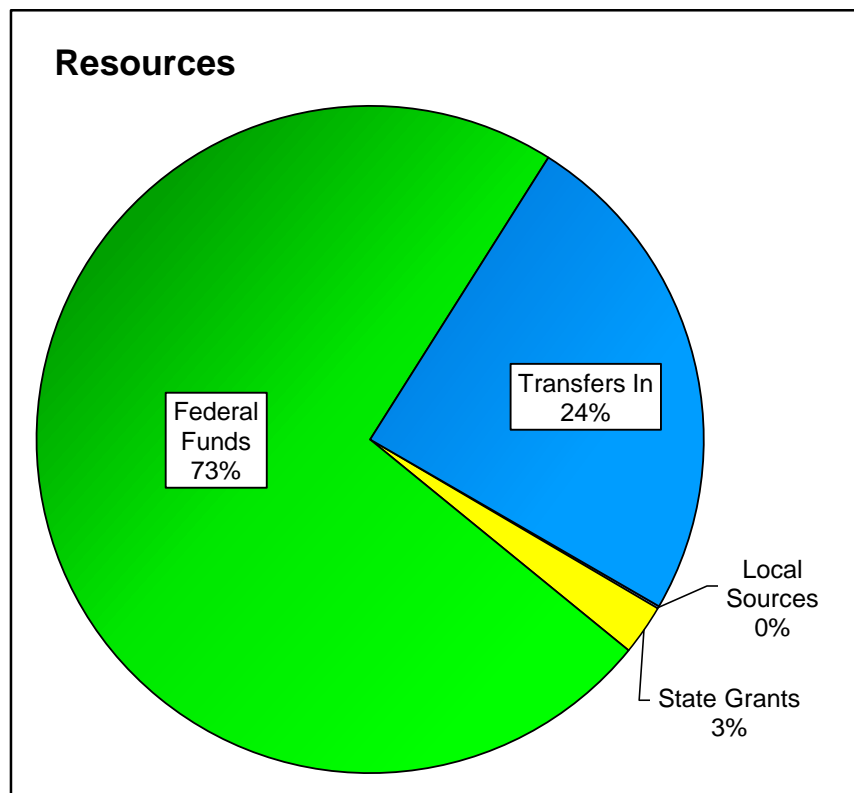


Auxiliary Fund

	Historical Data			2017-18		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
Resources						
Sales	3,140,657	2,347,530	3,000,000	3,000,000	3,000,000	3,000,000
Tuition & Fees	1,924,786	1,618,045	2,000,000	2,000,000	2,000,000	2,000,000
Beginning Balance	4,730,452	4,244,574	4,078,000	4,000,000	4,000,000	4,000,000
Total	9,795,895	8,210,149	9,078,000	9,000,000	9,000,000	9,000,000
Requirements						
Instruction	2,510,148	1,484,664	1,705,000	1,800,000	1,800,000	1,800,000
Enterprise Services	2,113,173	2,140,729	2,505,500	2,500,000	2,500,000	2,500,000
Transfers Out	928,000	678,000	878,000	718,000	718,000	718,000
Unappropriated Ending Fund Balance	4,244,574	3,906,756	3,989,500	3,982,000	3,982,000	3,982,000
Total	9,795,895	8,210,149	9,078,000	9,000,000	9,000,000	9,000,000

Financial Aid Fund

- * Resources are provided by local, state, federal and private financial aid programs received by the College.
- * Requirements are related to the same local, state, federal and private financial aid programs administered by the College. Requirement guidelines are very specific and all are used for student financial support while attending classes at TVCC.



Financial Aid Fund

	Historical Data			2017-18		
	Actual		Final Budget 2016-17	Proposed Budget	Approved Budget	Adopted Budget
	2014-15	2015-16				
Resources						
Local Sources	45,925	26,262	3,000	25,000	25,000	25,000
State Grants	242,671	225,750	250,000	500,000	500,000	500,000
Federal Funds	17,043,463	11,951,212	15,000,000	15,000,000	15,000,000	15,000,000
Transfers In	6,286,970	4,590,073	7,000,000	5,000,000	5,000,000	5,000,000
Beginning Balance	178,994	179,125	175,000	-	-	-
Total	23,798,023	16,972,422	22,428,000	20,525,000	20,525,000	20,525,000
Requirements						
Supporting Services	17,331,928	12,343,188	15,253,000	15,525,000	15,525,000	15,525,000
Transfers Out	6,286,970	4,629,234	7,000,000	5,000,000	5,000,000	5,000,000
Unappropriated Ending Fund Balance	179,125	-	175,000	-	-	-
Total	23,798,023	16,972,422	22,428,000	20,525,000	20,525,000	20,525,000

Summary of Interfund Transfers

Department	Purpose of Transfer	Transfers Out					Transfers In			
		General Fund	Auxiliary Fund	Special Revenue Fund	Reserve Fund	Financial Aid Fund	General Fund	Debt Service Fund	Reserve Fund	Financial Aid Fund
Classroom General	Transfer to Sabbatical Reserve	(10,000)							10,000	
Information Support Ser.	Computing Infrastructure	(50,000)							50,000	
Plant Additions	Debt Service - Gym Lift, City LID, Std Housing, Science Center	(180,299)						180,299		
Bookstore	Auxiliary Fund Support for GF		(100,000)				100,000			
Print Shop	Auxiliary Fund Support for GF		(25,000)				25,000			
Caldwell Center	Auxiliary Fund Support for GF		(150,000)				150,000			
Student Housing	Debt Service Payment		(353,000)					353,000		
Student Housing	Preventive Maintenance		(90,000)						90,000	
Caldwell Special Revenue	Aviation Helicopter			(100,000)			100,000			
Ontario Special Revenue	Aviation Fixed Wing			(40,000)			40,000			
Unemployment Reserve	Reserve Fund Support for GF				(35,000)		35,000			
HRA Reserve	Reserve Fund Support for GF				(150,000)		150,000			
PERS Reserve	Reserve Fund Support for GF				(50,000)		50,000			
Science Center Reserve	Debt Service Payment				(166,958)			166,958		
Financial Aid Fund	Financial Aid Fund Distribution					(5,000,000)				5,000,000
Totals		(240,299)	(718,000)	(140,000)	(401,958)	(5,000,000)	650,000	700,257	150,000	5,000,000

Debt Service Payment Schedule

2017-18 Budget						
	City of Ontario LID	PERS Bonds	Science Center	Gym Lift	2012 Bonds	Bleachers Totals
Resources:						
General Fund Department Transfer	18,015		87,184		75,100	180,299
Salary PERS Expenditures		1,031,144				1,031,144
Science Center Reserve Transfer			166,958			166,958
Student Housing Transfer					353,000	353,000
Club Fund Raising Transfer						21,646
Foundation Booster Club Funding						21,645
Total Resources	18,015	1,031,144	254,142	-	428,100	1,774,692
Payments:						
City of Ontario	18,015					18,015
PERS		1,031,144				1,031,144
Zions Bank			254,142			254,142
Umpqua Bank						-
Wells Fargo Bank					428,100	428,100
1st American Leasing						43,291
Total Payments	18,015	1,031,144	254,142	-	428,100	1,774,692

**TREASURE VALLEY COMMUNITY COLLEGE
Resolution No. 16-004**

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED, that the Board of Education of Treasure Valley Community College hereby adopts the budget for fiscal year **2017-18** in the total sum of **\$67,109,670** now on file in the office of the VP of Administrative Services, Business Office, Treasure Valley Community College, 650 College Blvd., Ontario, OR 97914.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED, that the amount for the fiscal year beginning July 1, 2017, and for the purposes shown below are hereby appropriated for Treasure Valley Community College for the purpose indicated within the funds listed as follows:

GENERAL FUND:

Instruction	\$6,516,975
Instructional Support	732,327
Student Services	2,383,479
College Support	4,217,896
Plant Operations/Maintenance	1,763,116
Plant Additions	190,299
Financial Aid	800,886
Contingency	520,000
Total General Fund Appropriations	<u><u>\$17,124,978</u></u>

SPECIAL REVENUE FUND:

Instruction	\$5,360,000
Instructional Support	2,200,000
Transfers Out/Other Uses	140,000
Total Special Revenue Fund Appropriations	<u><u>\$7,700,000</u></u>

Resolution No. 16-004 (continued)

Page 2 of 3

DEBT SERVICE FUND:

Debt Service	<u><u>\$1,774,692</u></u>
--------------	---------------------------

CAPITAL PROJECTS FUND:

Facilities Acquisition and Construction	<u><u>\$7,035,000</u></u>
---	---------------------------

RESERVE FUND:

Support Services	\$1,500,000
Facilities Acquisition and Construction	400,000
Transfers Out/Other Uses	401,958
Total Reserve Fund Appropriations	<u><u>\$2,301,958</u></u>

AUXILIARY FUND:

Instruction	\$1,800,000
Enterprise Services	2,500,000
Transfers / Other Uses	718,000
Total Auxiliary Fund Appropriations	<u><u>\$5,018,000</u></u>

STUDENT FINANCIAL AID FUND:

Supporting Services	\$15,525,000
Transfers Out/Other Uses	5,000,000
Total Student Financial Aid Fund Appropriations	<u><u>\$20,525,000</u></u>

TOTAL 2017-18 BUDGET APPROPRIATIONS	<u><u>\$61,479,628</u></u>
--	-----------------------------------

Note: The difference between total appropriations of \$61,479,628 and the total budget of \$67,109,670 is the unappropriated ending fund balance of \$5,630,042.

Resolution No. 16-004 (continued)

Page 3 of 3


RESOLUTION IMPOSING AND CATEGORIZING TAXES – COMBINED

BE IT RESOLVED, that the Board of Education for Treasure Valley Community College hereby imposes the taxes provided for in the adopted budget at the rate of \$1.2235 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2017-18 upon the assessed value of all taxable property within the College district.

Education

General Fund

\$1.2235 / \$1,000



Mark Wettstein, Board Chairperson

June 21, 2017
Date



Dana Young, President

June 20, 2017
Date

June 20, 2017

Date Resolution Adopted

Notice of Property Tax and Certification of Intent to Impose a Tax on Property for Education Districts

To assessor of Malheur / Baker County

FORM ED-50
2017-2018

- File no later than JULY 15.
- Be sure to read instructions in the current Notice of Property Tax Forms and Instruction booklet.

☐ Check here if this is
an amended form.

The Treasure Valley Communit College has the responsibility and authority to place the following property tax, fee, charge or assessment

District Name

on the tax roll of Malheur / Baker County. The property tax, fee, charge or assessment is categorized as stated by this form.

County Name

<u>650 College Blvd</u>	<u>Ontario</u>	<u>OR</u>	<u>97914</u>	
<small>Mailing Address of District</small>	<small>City</small>	<small>State</small>	<small>Zip</small>	<small>Date Submitted</small>
<u>Kevin Kimball</u>	<u>VP for Administrative Services</u>	<u>541-881-5595</u>	<u>kekimball@tvcc.cc</u>	
<small>Contact Person</small>	<small>Title</small>	<small>Daytime Telephone</small>	<small>Contact Person E-mail</small>	

CERTIFICATION - You **must** check one box.

- ☒ The tax rate of levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
- ☐ The tax rate of levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TOTAL PROPERTY TAX LEVY

PART I: TOTAL PROPERTY TAX LEVY

		Subject to <u>Education Limits</u> Rate -or- Dollar Amount		Excluded from <u>Measure 5 Limits</u> Amount of Levy
1. Rate per \$1,000 or dollar amount levied (within permanent rate limit)	1	1.2235		
2. Local option operating tax	2			
3. Local option capital project tax	3			
4a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	4a.			
4b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001	4b.			
4c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 4a + 4b)	4c.	\$0		

PART II: RATE LIMIT CERTIFICATION

5. Permanent rate limit in dollars and cents per \$1,000	5	1.2235
6. Election date when your new district received voter approval for your permanent rate limit	6	
7. Estimated permanent rate limit for newly merged/consolidated district	7	

FORM CC-1

NOTICE OF BUDGET HEARING

A public meeting of the Board of Education of Treasure Valley Community College will be held on June 20, 2017 at 6:00 pm at the Treasure Valley Community College Campus in the Laura Moore Cunningham Science Center Boardroom, address: 650 College Blvd, Ontario, OR 97914. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2017 as approved by the Treasure Valley Community College Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Student Services Center on campus between the hours of 9 a.m. and 5 p.m.. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the basis of accounting used during the preceding year.

Contact: Kevin Kimball

Telephone: 541-881-5595

Email: kekimball@tvcc.cc

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount Last Year 2015-2016	Adopted Budget This Year 2016-2017	Approved Budget Next Year 2017-18
Beginning Fund Balance	\$ 7,082,569	\$ 6,828,000	\$ 6,600,000
Current Year Property Taxes, other than Local Option Taxes	\$ 2,032,426	\$ 2,060,713	\$ 2,195,713
Current Year Local Option Property Taxes	\$ -	\$ -	\$ -
Tuition and Fees	\$ 8,093,182	\$ 8,565,760	\$ 9,158,260
Other Revenue from Local Sources	\$ 4,184,180	\$ 5,676,740	\$ 6,749,435
Revenue from State Sources	\$ 9,317,533	\$ 13,606,005	\$ 14,906,005
Revenue from Federal Sources	\$ 12,206,518	\$ 20,000,000	\$ 21,000,000
Interfund Transfers	\$ 6,059,062	\$ 8,601,873	\$ 6,500,257
All Other Budget Resources	\$ -	\$ -	\$ -
Total Resources	\$ 48,975,470	\$ 65,339,091	\$ 67,109,670

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	\$ 14,583,353	\$ 16,119,988	\$ 17,241,976
Materials & Services	\$ 6,918,252	\$ 9,254,227	\$ 11,746,060
Financial Aid	\$ 12,865,132	\$ 16,111,886	\$ 16,045,886
Capital Outlay	\$ 325,421	\$ 7,337,336	\$ 7,650,757
Debt Service	\$ 1,912,245	\$ 1,815,613	\$ 1,774,692
Interfund Transfers	\$ 6,071,062	\$ 8,601,873	\$ 6,500,257
Operating Contingency	\$ -	\$ 520,000	\$ 520,000
All Other Expenditures	\$ -	\$ -	\$ -
Unappropriated Ending Fund Balance & Reserves	\$ 6,300,005	\$ 5,578,168	\$ 5,630,042
Total Requirements	\$48,975,470	\$65,339,091	\$67,109,670

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY FUNCTION			
Instruction	\$ 10,182,275	\$ 12,488,457	\$ 13,676,975
FTE	81.0	81.0	79.0
Instructional Support	\$ 705,454	\$ 1,842,478	\$ 2,932,327
FTE	6.0	11.0	10.5
Student Services other than Student Financial Aid/Loans	\$ 4,192,592	\$ 4,707,348	\$ 4,883,479
FTE	17.0	20.0	19.0
Student Financial Aid/Loans	\$ 13,099,860	\$ 16,111,886	\$ 16,325,886
FTE	2.0	4.0	3.0
Community Services	\$ -	\$ -	\$ -
FTE			
Support Serv. other than Facilities Acquisition and Construction	\$ 3,965,302	\$ 4,906,387	\$ 5,717,896
FTE	26.0	26.0	25.0
Facilities Acquisition and Construction	\$ 2,561,499	\$ 9,111,922	\$ 9,388,415
FTE	7.0	8.0	7.5
Interfund Transfers	\$ 6,059,062	\$ 8,367,332	\$ 6,259,958
Debt Service	\$ 1,909,421	\$ 1,815,613	\$ 1,774,692
Operating Contingency	\$ -	\$ 520,000	\$ 520,000
Unappropriated Ending Fund Balance and Reserves	\$ 6,300,005	\$ 5,467,668	\$ 5,630,042
Total Requirements	\$48,975,470	\$65,339,091	\$67,109,670
Total FTE	139.0	150.0	144.0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

The College's total 2017-18 budget increased by approximately \$1,770k from the 2016-17 budget primarily due to increased grant activity. The General Fund budget included a \$1 per credit increase in tuition for 2017-18. Yet, the total General Fund tuition and fee revenue budgets decreased from the prior year due to the enrollment decrease. The General Fund budget includes a new Medical Assistant program, investments in services to students, increased marketing and an overall 3% PERS rate increase. Still, the General Fund budget decreased by \$515k which included budgeted expense reductions across the General Fund. The Special Revenue Fund increased by \$3,100k for additional grants and contracts both already awarded (including HEP, CAMP and Title III) and potential. In addition, it includes the new Fixed Wing Aviation program budget. The Debt Service Fund budget decreased by \$41k to account for all scheduled debt service payments while the Capital Projects Fund remained the same. The Reserve Fund budget increased by \$1,207k to account for potential income and the full PERS activity. Auxiliary Fund decreased \$78k due to decreased activity. The Financial Aid Fund was decreased by \$1,900k to budget more closely to actual student financial aid.

PROPERTY TAX LEVIES

	Rate or Amount Imposed Last Year 2014-2015	Rate or Amount Imposed This Year 2015-2016	Rate or Amount Approved Next Year 2016-17
Permanent Rate Levy (Rate Limit 1.2235 per \$1,000)	1.2235 per \$1,000	1.2235 per \$1,000	1.2235 per \$1,000
Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$13,527,922	\$0
Other Borrowings	\$336,774	\$0
Total		

Notice of Budget Committee Meeting

STATE OF OREGON)
) ss.
COUNTY OF MALHEUR)

PUBLIC NOTICE
TREASURE VALLEY COMMUNITY COLLEGE
NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Budget Committee of the Treasure Valley Community College district, of Malheur and Baker Counties, State of Oregon, to discuss the budget for the fiscal year July 1, 2017 to June 30, 2018, will be held at the Laura Moore Cunningham Science Center Building, Hanigan Board Room, on the Treasure Valley Community College campus, 650 College Blvd., Ontario, Oregon.

The meeting will take place on the 16th day of May, 2017 at 6:00 PM.

The purpose of the meeting is to receive the budget message and to receive comments from the public on the proposed budget. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed budget with the Budget Committee.

A copy of the budget document may be inspected or obtained on or after May 12, 2017 at the TVCC Student Services Center, between the hours of 9:00 AM and 4:00 PM.

Legal Number - 93938
Publication Dates: April 27, 2017.
May 4, 2017

YVONNE DEE **AFFIDAVIT OF PUBLICATION**

Yvonne Dee being first
duly sworn, deposes and says: that (he) (she) is the Agent to the Publisher of the ARGUS OBSERVER newspaper, a newspaper of general circulation as defined by ORS 193.010, printed and published at the City of Ontario in the aforesaid County and State and the hereto attached

LEGAL #93938
NOTICE OF BUDET
COMMITTEE MEETING

was printed and published correctly in the regular and entire issue of said ARGUS OBSERVER for 2 issues, that the first was made on the 27th day of APRIL 20 17 and last publication thereof was made on the 4th day of

MAY 20 17 that said publication was made on each of the following dates, to wit:

04/27/17
05/04/17

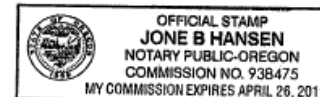
Request of

TVCC==LEGALS

By **THE ARGUS OBSERVER**

Subscribed and sworn to before me this 4th day of MAY

20 17 *Jose B Hansen*



Notary public in and for the County of Malheur, State of Oregon

My commission Expires:

Notice of Budget Hearing

STATE OF OREGON)
) ss.
COUNTY OF MALHEUR)

PUBLIC NOTICE
NOTICE OF BUDGET HEARING

A public meeting of the Board of Education of Treasure Valley Community College will be held on June 20th, 2017 at 6:00 pm at the Treasure Valley Community College, Laura Moore Cunningham Science Center boardroom, address: 1000 N. 1st St., Ontario, Or, 97914. The purpose of this meeting is to discuss the budget for the year ending July 1, 2017 as approved by the Treasure Valley Community College Board of Education. A summary of the budget is presented below. A copy of the budget is available for review at the Student Services Center on campus between 8:00 a.m. and 5 p.m., This Budget is for an annual budget period. This budget is of accounting that is the same as the basis of accounting used during the year.

Contact: Kevin Kimball Telephone: (541) 861-5585 Email: kkimball@tvcc.edu

FINANCIAL SUMMARY - RESOURCES	
	Actual Amount 2015-16
TOTALS OF ALL FUNDS	
1. Beginning Fund Balance	\$7,082,569
2. Current Year Property Taxes, other than Local Option Taxes	\$2,032,426
3. Tuition & Fees	\$9,033,182
4. Other Revenue from Local Sources	\$4,194,180
5. Revenue from State Sources	\$9,317,530
6. Revenue from Federal Sources	\$12,206,518
7. Interfund Transfers	\$8,059,062
Total Resources	\$48,975,470
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION	
10. Personnel Services	\$14,583,353
11. Materials & Supplies	\$6,918,252
12. Financial Aid	\$12,865,132
13. Capital Outlay	\$325,421
14. Debt Service	\$1,912,245
15. Interfund Transfers	\$8,071,062
16. Operating Contingency	\$0
17. Unappropriated Ending Fund Balance & Reserves	\$8,599,395
Total Requirements	\$48,975,470
FINANCIAL SUMMARY - REQUIREMENTS AND FULL TIME EQUIVALENT EMPLOYEES	
Instruction	\$10,182,275
FTE	81.0
Instructional Support	\$705,454
FTE	6.0
Student Services other than Student Financial Aid/Loans	\$4,192,592
FTE	17.0
Student Financial Aid/Loans	\$13,060,860
FTE	2.0
Support Services other than Facilities Acquisition and Construction	\$3,965,302
FTE	26.0
Facilities Acquisition and Construction	\$2,561,496
FTE	7.0
Interfund Transfers	\$8,059,062
Debt Service	\$1,909,421
Operating Contingency	\$0
Unappropriated Ending Fund Balance and Reserves	\$8,599,395
Total Requirements	\$48,975,470
Total FTE	139.0

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES IN FINANCIAL

The College's total 2017-18 budget increased by approximately \$1,770k budget primarily due to increased grant activity. The General Fund budget decreased from the prior year due to the enrollment decrease. The budget includes a new Medical Assistant program, investments in services created marketing and an overall 3% PERKS rate increase. In total, the College decreased by \$515k which included budgeted expense reductions across the Special Revenue Fund increased by \$3,100k for additional grants already awarded (including HRP, CAMP and Title III) and potential. In the new Fixed Wing Aviation program budget, The Debt Service Fund by \$41k to account for all scheduled debt service payments while the Capital remained the same. The Reserve Fund budget increased by \$1,207k to account for the full PERKS activity. Auxiliary Fund decreased \$78k due to The Financial Aid Fund was decreased by \$1,900k to budget more closely financial aid.

PROPERTY TAX RATES	
Rate or Amount Imposed Last Year 2014-2015	Rate or Amount Imposed Last Year 2015-16
Permanent Rate Levy (Rate Limit: 1.2235 per \$1,000)	1.2235 per \$1,000

STATEMENT OF INDEBTEDNESS

	Estimated Debt Outstanding July 1	Estimated Debt
General Obligation Bonds	\$0	
Other Bonds	\$13,527,822	
Other Borrowings	\$308,774	
Total	\$13,836,596	

Legal Number 944460

AFFIDAVIT OF PUBLICATION

JOHN B DILLON being first
duly sworn, deposes and says: that (he) (she) is the Agent to the Publisher of the ARGUS OBSERVER newspaper, a newspaper of general circulation as defined by ORS 193.010, printed and published at the City of Ontario in the aforesaid County and State and the hereto attached

LEGAL #94460
NOTICE OF BUDGET
HEARING

was printed and published correctly in the regular and entire issue of said ARGUS OBSERVER for 1 issues, that the first was made on the 9th day of JUNE 20 17 and last publication thereof was made on the 9th day of

JUNE 20 17 that said publication

was made on each of the following dates, to wit:

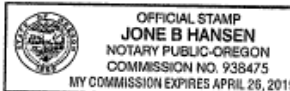
06/09/17

Request of

TVCC==LEGALIS

By **THE ARGUS OBSERVER**

Subscribed and sworn to before me this 20th day of JUNE 20 17



Notary public in and for the County of Malheur, State of Oregon

My commission Expires:

Glossary of Terms

Appropriation

An authorization granted by the governing body to make expenditures and to incur obligations for specific purposes. Appropriations must be limited to a single fiscal year. Appropriations contained in this year's proposed budget are Personnel Services, Materials & Services, Capital Outlay, Transfers, Contingency, Unappropriated Ending Fund Balance, and Debt Service.

Available Fund Balance

The Available Fund Balance is the residual amount of revenues vs. expenses at the end of the fiscal year. This amount is showed as carryover, to be utilized as revenue the following year.

Budget

A written report showing the local government's comprehensive financial plan for one fiscal year. It must include a balanced statement of actual revenues and expenditures during each of the last two years, plus estimated revenues and expenditures for the current and upcoming year.

Capital Outlay

Amount budgeted to purchase all land regardless of cost; machinery, furnishings, and equipment, including computer software, with a useful life of five years or more and an original cost of \$5,000 or more; land improvements, buildings, and building improvements with a useful life of five years or more and an original cost of \$50,000 or more.

Contingency

Appropriation budgeted to allow for unforeseen expenses occurring during the fiscal year. Money budgeted in Contingency can only be spent by a motion and approval of the College Board.

Current Revenue

Revenues expected to be received in the current fiscal year. This includes all sources of revenue except estimated beginning fund balances (Cash Carryover).

Fiscal Year

A 12-month period to which the annual operating budget applies. At the end of the period, the College must determine their financial position and the results of operations. A fiscal year for the College is July 1 through June 30.

FTE

Full-Time Equivalent, a measurement of student enrollment which converts the total number of hours carried by all part-time and full-time students into an equivalent number of full-time students, currently 510 clock hours. This number is used by the state to allocate FTE reimbursement funds to the College. FTE is also used to measure staff levels with 1.0 equating to a full-time staff member.

2017-18 Treasure Valley Community College

Materials & Services

Appropriation budgeted to pay for operating expenses such as supplies, utilities, travel, printing, postage and service contracts.

Maximum Assessed Value

The maximum taxable value limitation placed on real or personal property by the Oregon constitution. It can increase a maximum of 3 percent each year. The 3 percent limit may be exceeded if there are qualifying improvements made to the property such as a major addition or new construction.

Personnel Services

Appropriation budgeted to pay all costs related to staff salaries and fringe benefits.

Requirements

Expense items including salaries, supplies, equipment, fund transfers, and contingencies. Expenses grouped by types and totaled then represent appropriations.

Resources

Cash received in a single fiscal year and used to underwrite requirements (expenditures). Resources are composed of estimated beginning cash balances and current revenues received during the fiscal year.

Tax Rate

A permanent tax rate is an ad valorem property tax rate expressed in dollars per thousand of assessed value. No action of the local government (Board of Education) can increase this limit. This rate is levied against the assessed value of property to raise taxes for general operating purposes. The College's permanent tax rate limit was computed by the Oregon Department of Revenue because we were in existence prior to 1997-98 and the passage of ballot Measure 50. This is the maximum rate of ad valorem property taxes that the College can impose by Oregon law.

Transfer

An appropriation budgeted in one fund which is moved to finance activities in another fund. Transfers are shown as a requirement in the originating fund as a resource in the receiving fund.

Unappropriated Ending Fund Balance

An appropriation authorization which cannot be expended in the fiscal year in which it is budgeted. The purpose is to create cash reserves which may be used to finance activities in subsequent years.