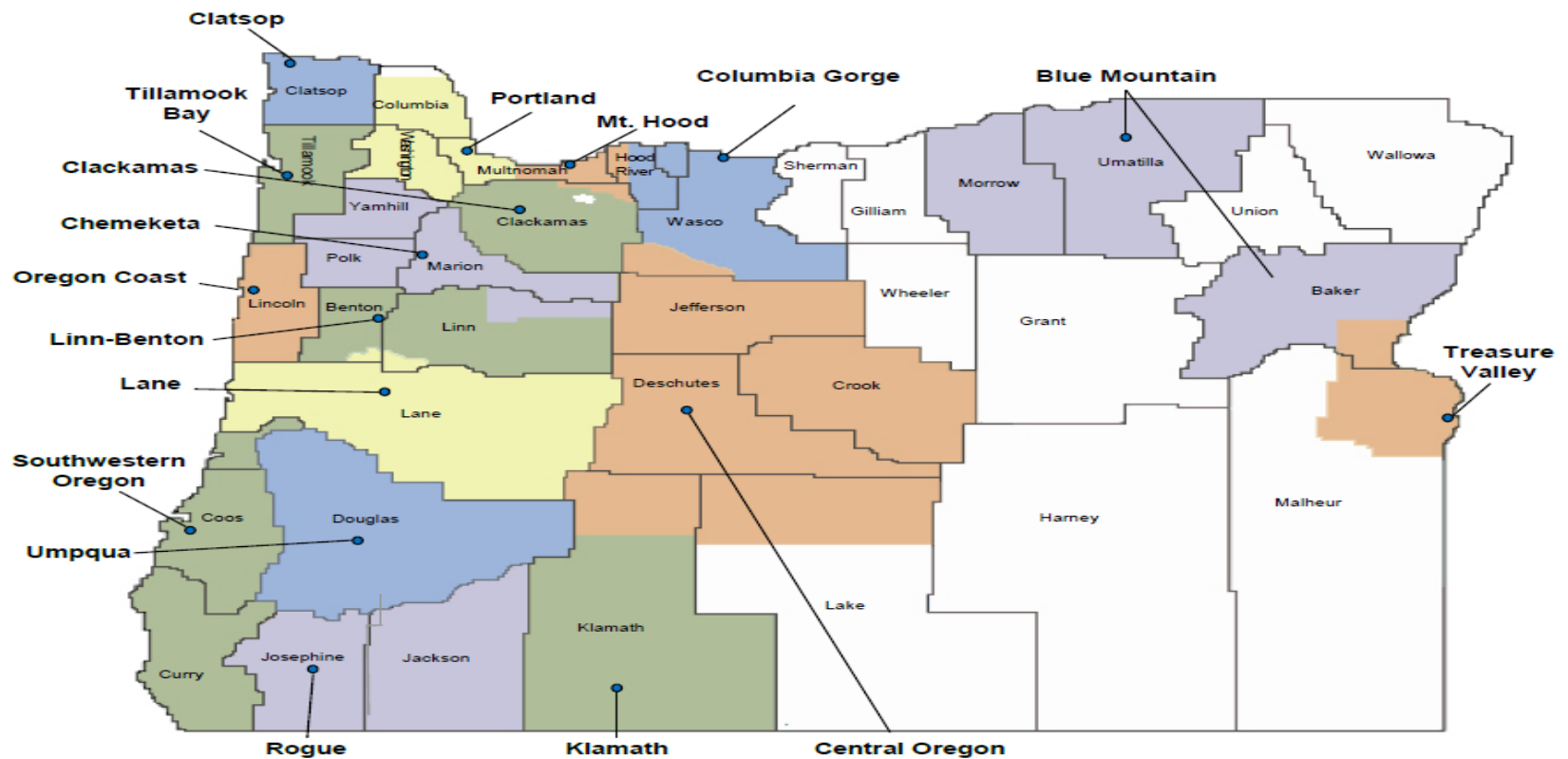


**TREASURE VALLEY  
COMMUNITY COLLEGE**

**Public Document  
2022-23**

***Adopted Budget***

# Oregon Community Colleges and Community College Districts



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**Treasure Valley Community College**  
650 College Blvd.  
Ontario, OR 97914

**Board of Education Members**

**Position No.**

**Term Expires**

Dirk DeBoer - Chair	1	2025
Betty Carter	2	2025
Cheryl Cruson	3	2023
Roger Findley	4	2025
Stephen Crow	5	2023
Ken Hart	6	2025
Mark Wettstein - Vice Chair	7	2023

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	2022
Mike Blackaby	2023
Darlene McConnell	2024
Mike McLaughlin	2023
Jed Myers	2022
Torie Ramirez	2023
Prudence Sherman	2022

**Executive Officer**

Dr. Dana Young, President

**Budget Officer**

Shirley Haidle, Vice President of Administrative Services



May 17, 2022

## **Treasure Valley Community College 2022-23 Budget Message**

I would like 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 the College staff and faculty who helped develop the 2022-23 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 2022-23 budget is a projection of both revenues and expenses and was prepared with the same due diligence and budget philosophy that has been used in prior years.

### **Budget Philosophy:**

Preparing the budget involves determining how to maintain a vibrant local comprehensive community college, taking into account tight resources and, at the same time, provide 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, state, national, and global level, while maintaining progressive attitudes regarding change within our own college and community.

The College strives to efficiently and effectively utilize available resources to provide quality educational services to students. 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 recognize 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 success.

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.

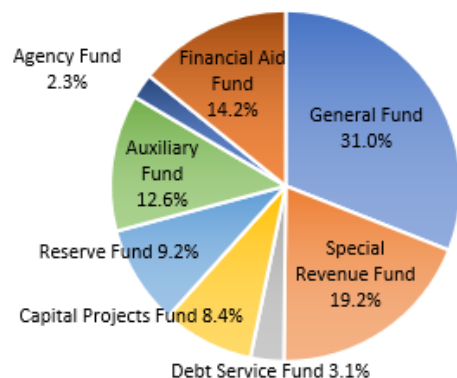
The College, like every person and every entity, has experienced the tumultuous impacts of the COVID-19 pandemic, both short- and long-term during the past two years. While we are hopeful that we have weathered the worst of the storm and will now be able to begin to recover from the numerous adverse effects of the pandemic, we are still uncertain of what the long-term effects will be at the time of the preparation of this budget. Enrollment at the College decreased during the COVID crisis but Federal stimulus dollars received helped substantially in offsetting lost revenue across the College. These funds were also utilized by the college for other one-time costs that occurred as a result of the pandemic and provided emergency grants directly to our students who have all been affected. The stimulus funds were a one-time infusion to recover lost revenue and additional costs incurred as a result of the pandemic and are now essentially gone with the exception of a limited amount of funds still available for emergency grants to students.

This budget will be used to set the level of appropriations that the College is budgetarily required to adhere to. Because of the stimulus funding received, the 2022-23 budget shows a higher beginning fund balance than the \$1.25k goal established by the board of directors. This amount will be necessary to carry the college through the final year of the current biennium and into the next biennium assuming a moderate enrollment decrease of 1.5% for 2022-23 to offset the unpredictability of the post-COVID economy. At the time this budget is being prepared, it appears that enrollment may have begun to level out and that we may be able to again begin to increase enrollment through the utilization of measures included in this budget.

### **Budget Development:**

Although the General Fund is only 31% 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 purposes for which the account was created. As an example, the Financial Aid Fund revenues are from Federal, State, and Local sources and are legally restricted to providing financial assistance to students. The expenditures for non-General Funds are limited to the resources available in the account. When creating other non-General Fund budgets, the College budgets for the maximum amount the fund is projected to receive or may receive. The Special Revenue Fund is a good example as it contains budget allocation for the College's HEP, CAMP, Federal Stimulus, and other grants the College may receive. If the College does not receive the funds, no expenditures can be made regardless of what is included in the budget. Another example is the Auxiliary Fund which includes Bookstore and Student Housing revenues. The College budgets for the maximum activity but expenditures are limited to actual revenues.

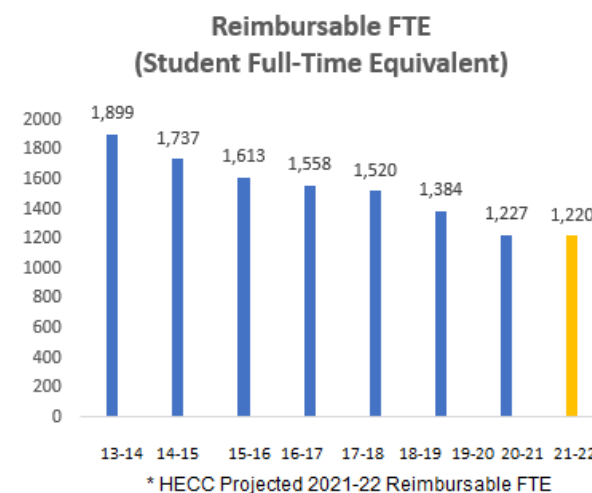
### **SUMMARY OF ALL FUNDS**



Because this budget covers the second year of the state's 2021-23 biennium, our state funding can be fairly accurately predicted although there can still be changes that are dependent on the comparison of TVCC's reimbursable FTE to the other 16 community colleges in the state. The Higher Education Coordinating Commission (HECC) has begun a discussion amongst the community college presidents and financial officers as to whether there may be a more equitable way to distribute the remaining 2022-23 state funding but the results of that were unknown in time for the preparation of this budget. For this reason, the college has elected to budget state funding at a 1.5% increase which is basically flat with an assumption that, given the funding formula, we may receive a slightly higher amount based on our enrollment trends and property taxes as compared to the other 16 community colleges in the state. Because enrollment for the fall and winter were basically flat and spring term appears to be following a similar trend, the College is hopeful that enrollment will continue to be at least flat going into the 2022-23 fiscal year. Tuition and fees have been budgeted at a 1.5% decrease to be conservative. The College's administration met with various constituency groups across campus, including students to discuss enrollment and tuition and fee rate projections.

A college-wide strategic budget allocations process was utilized in the development of this budget. In this process, budget managers were instructed to log any requests for additional funding through the College's online strategic planning system, whether for new positions or additional materials and services. It was made clear that no requests for budget increases would be funded unless they were included as a strategic plan request. The College Planning and Budget Committee met in January, February, and March 2022 to discuss enrollment projections, as well as various other assumptions and was asked to prioritize the requests from the strategic planning system. The prioritized list that emerged from this exercise was utilized by the administration to develop the final numbers proposed in this budget document.

The 2022-23 budget was prepared using TVCC's 5-year forecasting model and underlying assumptions including a 1.5% decrease in enrollment and a \$3 per credit increase in tuition. State funding for the 2021-23 biennium came in 7.8% higher than the amount included in the 2021-22 budget which was a welcome surprise. The college chose not to pass a supplemental budget mid-year to spend the extra funds but chose, instead, to use the federal COVID-19 stimulus funding to make up for the lost revenue due to decreased enrollment and to roll the added state funding into the ending fund balance to carry over to subsequent years. The budget which was actually adopted for 2021-22 prior to the knowledge that state funding would come in at a much higher rate is what the College has been operating on during the 2021-22 fiscal year. As stated, the federal stimulus funds assisted the College with replenishing lost revenue as well as helping with costs incurred as a result of implementing mandated COVID protocols such as PPE, and refitting classrooms to be used as zoom rooms. The federal stimulus dollars were one-time infusions to cover actual expenditures incurred and revenues lost and cannot be included as a revenue stream to sustain the college in future years. However, with the help of these funds, we have budgeted in anticipation of beginning the year with an increased carryover from 2021-22. The focus on building this budget is to be able to carry the college through the next two biennia while maintaining at least a \$1.25M fund balance at the end of the 2023-25 biennium. This budget allows for continuing to build up some of the college's reserve funds that could quite possibly be needed sooner rather than later, should enrollment not rebound as quickly as projected.

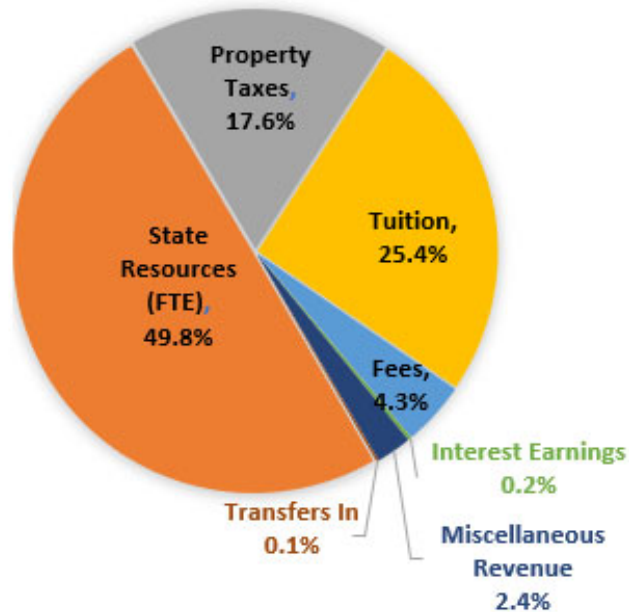


### **General Fund Resources Highlights:**

In developing the 2022-23 General Fund budget, administration looks to identify the total available resources the College can reasonably anticipate receiving. State resources (FTE reimbursement) accounts for approximately 50% of total general fund revenues. Because this is the second year of the 2021-23 biennium, the FTE funding can be projected based on the 2021-22 payments received and the formula used to calculate disbursements. However, a component used in the formula is the actual reimbursable FTE from 2021-22 which will not be available until later in the Fall of 2022. The amount the College will receive is not anticipated to differ materially from the amount included in this budget but, if it should, other revenues and expenditures will need to be reviewed and adjusted as necessary to maintain a balanced budget.

Because approximately 75% of the College's revenues are tied to enrollment through tuition and fee revenues and the State support payment through the distribution formula, any change in enrollment impacts the College's total resources. We continue to focus on student recruitment, student retention, and increasing reimbursable State FTE in subsequent years. After researching the job markets and assessing the need for employees in our region, amounts have been included in the 2022-23 budget to help begin the implementation and growth of new and innovative programs in an effort to increase enrollment.

### General Fund Revenues:



The budget for 2022-23 includes total General Fund resources in the amount of \$19,624,120 which represents an increase of \$634,748 over the prior year's budget of \$18,989,372. Of this increase, \$450,000 is a result of the increased beginning fund balance anticipated due to the federal stimulus funding received in the current year which was used to reimburse for lost revenue associated with the COVID-19 pandemic. The remaining \$184,748 represents an increase of less than 1.0% of the total general fund revenue budget. Page 22 in the Proposed 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 to the left shows the percentage of each revenue source budgeted for 2022-23.

Tuition, Fees, and State Resources are based on the number of students that attend TVCC classes. Given a 1.5% decrease in enrollment and \$3 per credit increase in tuition were assumed in building this budget, one would assume that there would be a net increase in total tuition and fees. However, enrollment information that was available at the time the 2021-22 budget numbers were projected caused tuition and fees to be budgeted at a higher amount than the actual amount realized. For this reason, when the budget for tuition and fees for the 2022-23 fiscal year calculated, based on the actual enrollment rates through winter term 2022, it resulted in a decrease of \$128k (2.4%) compared to what was budgeted in 2021-22.

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 total public resources, which includes state funding and local property taxes, based on a three-year rolling average for reimbursable FTE. All of the Oregon community colleges have experienced similar reductions in reimbursable FTE over the last ten years and particularly steep reductions materialized in 2020-21 and 2021-22 as a result of COVID-19. TVCC anticipates that its reimbursable FTE numbers will be relatively flat. However, with enrollment decreases at the other Oregon community colleges, TVCC's State Resources from reimbursable FTE for 2022-23 are projected to increase over the amount actually received in 2021-22 by approximately \$124k. This is in addition to the \$612k increase received in 2021-22 when the legislature funded community colleges at a level of \$701M rather than the flat level of \$641M for which we budgeted.

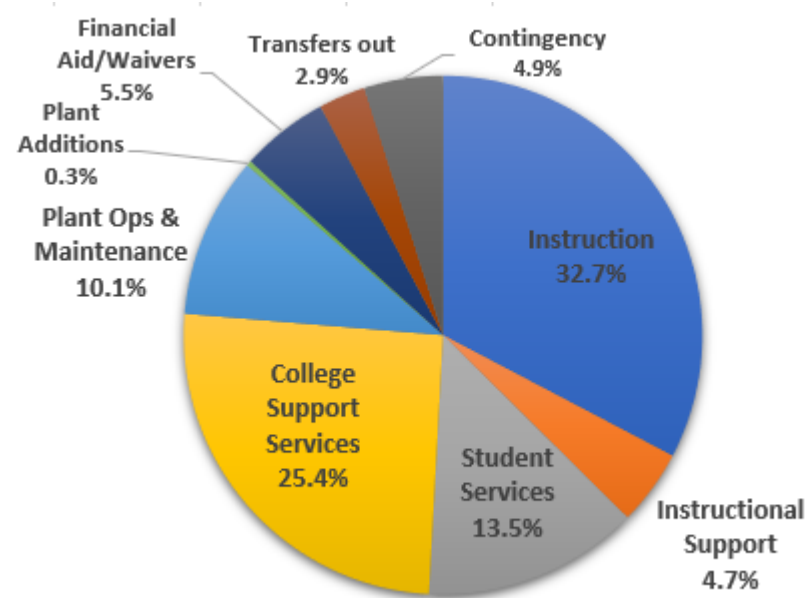
Local property tax revenues during 2022-23 are projected to increase by \$250k over the amount that was budgeted in 2021-22. This increase is based on the combination of a 3% increase in tax assessments and a 2% increase in the percentage of anticipated collections based on the past several years' experience. Budgeted interest and miscellaneous revenue increased slightly by \$62k as a result of anticipated increases in indirect costs/administrative fees from the increased number of grants that the College anticipates receiving during the 2022-23 fiscal year.



### **General Fund Expenditures:**

The “Budget Assumptions/Highlights” on page 15-16 of the 2022-23 budget provide more summary information about expenditure changes. Also, more detailed information is provided for each area throughout the budget document.

The instructional budget had a net increase of \$68k and comprises 32.7% of the total General Fund budget. Two faculty members are retiring at the end of the 2021-22 fiscal year and a third is retiring at the end of the 2022 calendar year. In the 2022-23 budget, they are replaced by faculty positions coming in lower on the salary scale in this budget. The savings realized from these retirements was used to fund a 2% increase in faculty salaries on the salary schedule as well as other investments in instructional programs. Two full-time professional positions were added in the cybersecurity and allied health departments to explore new programs and recruitment possibilities for these areas, which the College believes, based on research performed, are going to need trained employees which can be hired to alleviate anticipated shortages in these industries.



The Instructional Support budget increased by \$32k partially due to the absorption by the general fund of a full-time professional position formerly funded by the Title III grant which is scheduled to end early in the 2022-23 fiscal year. In addition, costs of software and licenses used in the instructional areas continue to increase each year. Overall, Instruction and Instructional support constitute 37.4% of the 2022-23 General Fund budget.

The Student Services budget, comprising 13.5% of the General Fund, increased by a total of \$199k. The majority of this increase (\$97k) was the addition of a full-time position in the financial aid department. The Government continues to add new laws and regulations each year applicable to participation in the student financial aid programs. The increase in staff budgeted in this department is to keep up with the added workload resulting from these laws and regulations. This budget also funds the movement from owning our own buses to utilizing charter buses to transport students to athletic and other events. The College’s buses are antiquated and not reliable for traveling the long distances our athletic teams are required to travel. It has also become extremely difficult to find drivers to hire for our own buses and the added repair costs and liabilities associated with owning and operating our own fleet of buses has become harder to justify.

The College Support Services budget increased by a total of \$208k and comprises 25.4% of total general fund expenses. The College implemented a new payroll system during the 2021-22 fiscal year and the cost of maintaining that system comprises a portion of the increase. Property and liability insurance premiums have risen significantly over the last couple of years partially as a result of the addition of the new CTE Center. The Information Technology (IT) budget increased by \$115k due to the College’s continued investment in the implementation of new cybersecurity measures as well as general increases in costs for materials and services such as software and licensing. This budget includes the addition of \$30k to provide funding for students to work on campus rather than needing to go off campus to find employment. In our discussions with the associated student government officers about prioritizing budget items, this was one that they indicated would be particularly beneficial to students.

The Plant Operations budget increased by \$137k partially due to adding a full-time grounds position and moving one part-time custodial position to full-time. Utilities were increased in an attempt to keep up with inflation and the addition of the new CTE center. The Plant Additions increased by \$20k to fund the replacement of worn out flooring in the athletics facility. Together Plant Operations and Plant Additions make up 10.4%.

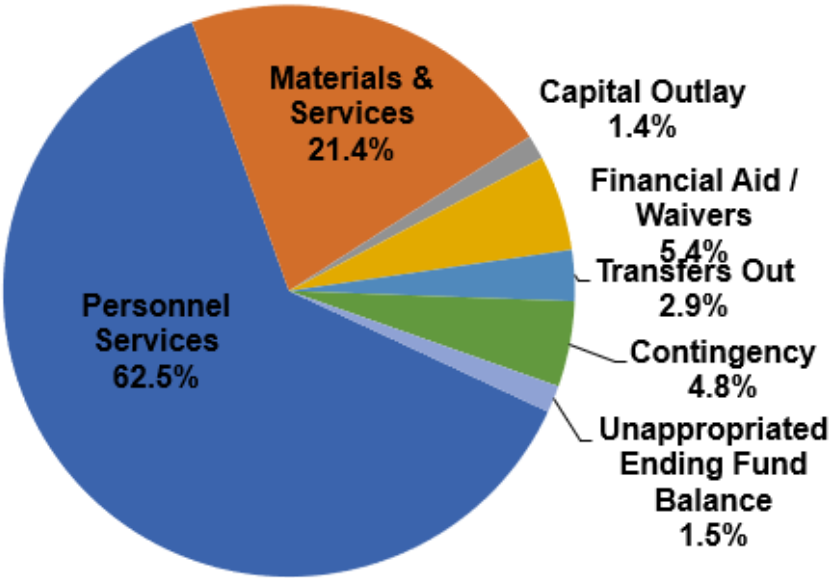
The Financial Aid Waivers budget increased by a net amount of \$23k to offset the \$3 per credit tuition increase in the 2022-23 fiscal year as well as two new waivers added; one for Malheur County High School Seniors and the other to begin a new cheer team in an effort to increase enrollment. These waivers have been offset by additional tuition revenue which will be realized should the waivers be utilized. Bad debt expense was decreased back to the amount it had been in previous years prior to making a concerted effort to charge off a large amount of old outstanding student account balances.

The 2022-23 budget includes a functional expense category for transfers out of \$565k. This is a decrease of \$53k with the elimination of a transfer made to the PERS and Unemployment Reserve account in 2021-22 and the \$30k reduction from the prior year transfer out to the Building and Deferred Maintenance reserve accounts. Please see page 57 for a breakdown of transfers out by fund.

The details of the College’s General Fund expenditures by object are provided in the budget document on page 26. The graph below shows the percentages of total General Fund expenditures by object. Personnel Services comprise 62.5% of the College General Fund expenditures and it includes salaries, medical insurance, unemployment, workers comp and PERS. In total, PERS is approximately 10.03% of the College’s total General Fund expenditures budget.

**Summary:**

Overall, the 2022-23 budget and its preparation were complicated by the uncertainty of any remaining economic impact that the COVID-19 pandemic may have on all areas of revenue going forward. Our most pressing need is to increase enrollment and locate other funding sources through grants and other opportunities that become available. The large carryover of fund balance is a result of one-time funding and will eventually be depleted if enrollment and other sources of income are not increased significantly. In order to increase enrollment, it is our belief that we need to invest a certain amount of funds in finding, establishing, and maintaining new or existing programs that will be attractive to the students that we serve and will result in the opportunity for our students to be able to find good paying jobs after completing our programs. It is hoped that the state funding budgeted as we have, along with the decision to budget tuition and fees based on a 1.5% reduction in enrollment from the 2021-22 actual enrollment numbers, will be conservative enough to preclude budget adjustments having to be made later in the year to compensate for lower actual revenues. As always, the College will continually monitor the



enrollment numbers as well as all of the actual income and expense amounts as they become known, and will revisit the budget to be sure that, should any additional adjustments need to be made, they will be made in a timely manner. It is critical that the college continue to invest resources to increase enrollment through added recruiting, retention, and marketing efforts.

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. The 2022-23 Proposed Budget provides 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 invest in implementing programs that are desirable to our student population,
- resources to improve and increase services to students,
- resources to provide a vibrant and safe student life on campus,
- resources to improve cybersecurity and other IT processes,
- resources to provide modest increases in salaries for all employee classifications
- resources to maintain or increase reserves for the future,
- 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 continue to be challenged by increasing costs for salaries, insurance, PERS rates and the need to maintain facilities and appropriate reserves. The College will continue to look for grants, partnerships, donors, and other support to help meet these challenges. In addition, the College is aggressively addressing enrollment efforts across the College district. Overall, the proposed budget will ensure the College continues to promote student success.

Respectfully,

A handwritten signature in cursive script, appearing to read "Shirley Haidle".

Shirley Haidle, CPA  
Vice President of Administrative Services  
Treasure Valley Community College

## **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.
6. Improve facilities and resource utilization, including technology and infrastructure, to remain current and competitive.
7. Meet all recommendations of accreditation.
8. 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.

## **Shared Values Statement**

At TVCC, we strive to support diversity and to be an equitable, inclusive community that provides a safe environment and embraces the dignity and worth of every person. We acknowledge that a multicultural presence of faculty, staff, and students enriches dialogue, collaboration, education, and outreach. As an institution, it is vital that our faculty, staff, and students have the experience, perspective, and cultural competency to operate in an ever-changing environment. Our business practices and community relations maintain a focus on connecting with communities and cultures.

TVCC supports the institution-wide commitment to create and maintain a learning, teaching, and working environment free of discrimination and barriers. This requires the effort of every member of the community college.

## **Civility Statement**

Within Treasure Valley Community College, civility is defined as a demonstration of mutual respect -- for people, for their roles, for their knowledge and expertise. Civility requires cooperation, tolerance, acceptance, inclusiveness, kindness, courtesy and patience. It will 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 differieng viewpoints, freedom from unnecessary disruption, and a climate of civility are important values that we embrace.

## **Fund Types**

Community colleges and other governmental 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.
- \* Resources 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
- \* The reserve funds include vehicle, roof, lawnmower, copier, irrigation pump, and parking replacement, funds designated for HVAC, computing infrastructure, Caldwell Center, innovations, snow removal, building reserve, playoff travel, disabled student assistance, instructional equipment, professional development, PERS/unemployment, HRA, aviation teachout funds, presidential search and vacation funds, student activities, faculty sabbatical, student capital, housing deposit forfeitures, and nursing simulation.
- \* Revenues are primarily budgeted transfers in from other funds, 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, transportation services, and the Caldwell Center.
- \* Revenues are from tuition, fees, user or customer sales and services.
- \* Expenditures are for the cost of providing goods and services.

### Agency Fund

- \* The Agency Fund is used by various departments and student organizations for the purposes of club and other activities on campus.
- \* Revenues come primarily from activities and specific fund-raisers organized by various departments and student groups on campus.
- \* Expenditures are used for the facilitation of these related campus activities.

### Financial Aid Fund

- \* The Financial Aid Fund is a special revenue fund used to account for PELL, SEOG, college work study, student loans, Oregon opportunity grants, Oregon promise grants, and other special grants for approved eligible students.
- \* Resources are provided by local, state, federal and private financial aid programs for students.
- \* Expenditures are for the distribution of 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 such as workforce training. small business development center

### **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, multicultural program, compliance, and athletics.

### **Financial Aid**

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

### **Plant Additions**

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

### **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.

### **College Support**

The College Support Services unit consists of administrative activities of the College. These services include Public Information, Printing, Board of Directors, President's Office, Human Resources, Business Office, Information Technology, Other General Costs, Development Office, Campus Security and Institutional Research.

### **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.

### **Debt Service**

Debt Service is used to account for long-term debt service 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

## 2022-23 Budget Calendar



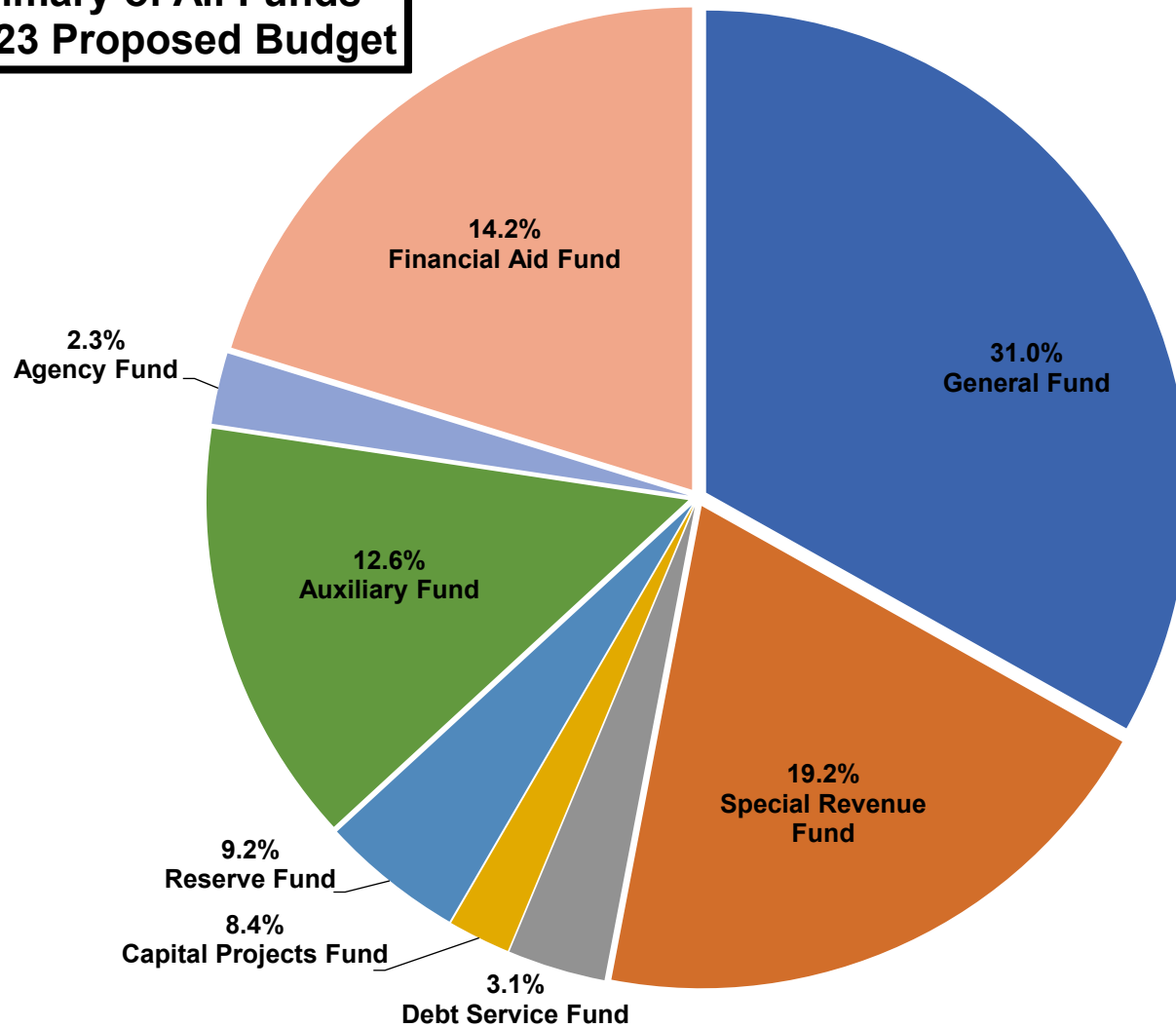
## Budget Assumptions/Highlights

General Fund Resources - Highlights		
1 .	This budget includes a 1.5% budgeted decrease in enrollment and \$3/credit increase in tuition for 2022-23. The budget for 2021-22 tuition and fees was projected based on actual enrollment for <i>Fall term</i> 2020-21 assuming a 5% decrease from that amount. It did not take into account the further decreases in enrollment during <i>Winter and Spring 2021</i> terms as they weren't available at the time the budget was being prepared. Actual enrollments for Winter and Spring 2020-21 continued to decrease by more than 5%. As a result, the budgeted amount (for the tuition and fees category) for 2022-23 was adjusted downward.	(\$128k)
2 .	Increase in property tax revenue based on 3% increase in property tax assessments and increase in collectibility rate based on recent years' data.	\$250k
3 .	Increase in State resources (FTE) based on a 7.8% increase received for the 2021-22 fiscal year that was not in the adopted budget plus a 1.5% increase for formula movement from 2021-22 to 2022-23.	\$736k
4 .	Increase in projected indirect costs to be received from large new grants during 2022-23.	\$ 75k
5 .	Elimination of COVID reimbursements for lost revenue	(\$750k)
6 .	Increase in budgeted beginning fund balance from prior year due to one-time COVID funding received in 2020-21 and 2021-22 to be used to offset expenses in 2022-23	\$450k
General Fund Budget Changes / Highlights		
7 .	2% salary increase for faculty on salary schedule	(\$ 52k) (salary and benefits)
8 .	1% stipend for faculty above salary schedule	(\$ 6k) (salary and benefits)
9 .	Investment in opportunity for students to obtain employment on campus while in school (retention initiative)	(\$ 30k) (salary and benefits)
10 .	2 new FT faculty positions for the entire year and 1 new FT faculty position for Winter and Spring terms	(\$231k) (salary and benefits)
11 .	2 FT faculty retirements for the entire year and 1 FT Faculty retirement after Fall term.	\$331k (salary and benefits)
12 .	Investment in academic programs by adding 2 full-time professional positions to assist with establishing and growing cybersecurity and allied health.	(\$193k) (salary and benefits)
13 .	1 full-time Title III grant instructional support position absorbed into general fund at conclusion of grant	(\$ 55k) (salary and benefits)
14 .	1 full-time CTE position moved to grant funding for 2022-23	\$ 71k (salary and benefits)
15 .	Added 1 full-time professional position in Financial Aid	(\$ 97k) (salary and benefits)
16 .	Added 1 full-time classified groundskeeper/maintenance position in physical plant	(\$ 53k) (salary and benefits)
17 .	3% increase for FT and PT classified staff to be in compliance with mandated minimum wage	(\$ 42k) (salary and benefits)
18 .	2% increase for FT and PT professional staff salaries	(\$ 68k) (salary and benefits)
19 .	2% increase for Administrative salaries	(\$ 14k) (salary and benefits)
20 .	Increased mandatory unemployment expense due to increased rates as a result of COVID-19	(\$ 42k)

## Budget Assumptions/Highlights (continued)

General Fund Budget Changes / Highlights (continued)		
21 .	Increased waivers by 3% to compensate for \$3 increase in tuition	(\$23k)
22 .	Move from owning buses to using charter companies	(\$45k)
23 .	Increase in IT for investment in cybersecurity protection and increased ongoing costs	(\$81k)
24 .	Increase in property insurance premiums	(\$30k)
25 .	Increase in utilities	(\$25k)
26 .	Establishment of regular tree maintenance program, regular weed abatement program and deferred maintenance/work order scheduling software in physical plant.	(\$25k)
27 .	Decrease in bad debt expense	\$20k
28 .	Decrease in transfers out to reserve funds	\$55k
General Fund Carryover		
29 .	Increased beginning fund balance temporarily due to one-time COVID-19 funding. This increase brings the budgeted beginning fund balance to \$2.45M.	\$450k
Personnel - Faculty & Staff Information		
30 .	Faculty raises = \$58k	Faculty Insurance & Other Benefits = \$0
31 .	Classified raises = \$42k	Classified Insurance & Other Benefits = \$0
32 .	Professional raises = \$68k	Professional Insurance & Other Benefits = \$0
33 .	Administrative raises = \$14k	Administrative Insurance & Other Benefits = \$0

**Summary of All Funds  
2022-23 Proposed Budget**



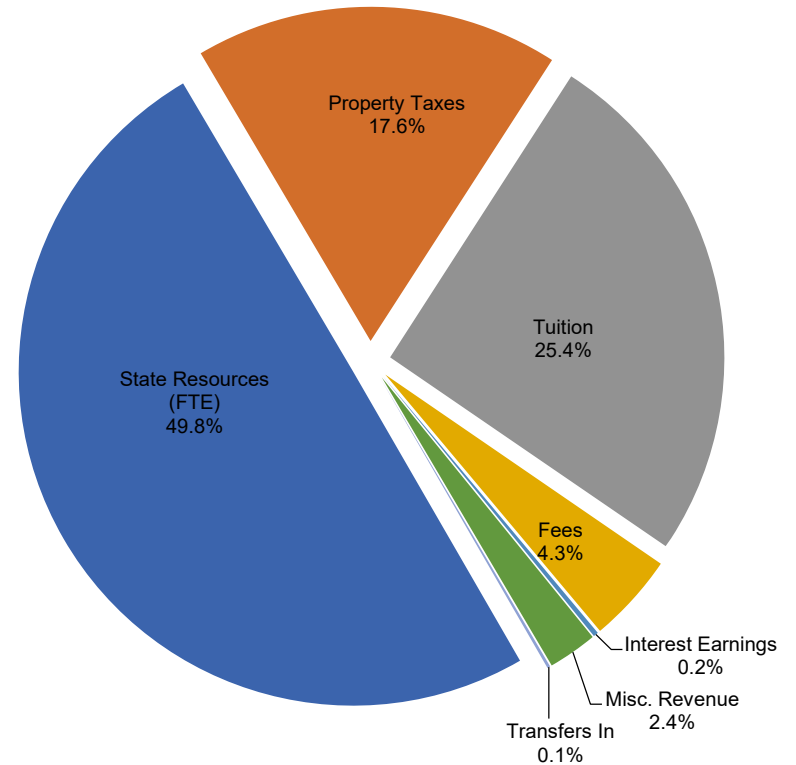
## Summary of All Funds 2022-23 Budget

No.	Fund Title	2021-22 Final Budget	2022-23 Adopted Budget	Percent of 2022-23 Budget
11	General Fund	\$18,989,372	\$19,624,120	31.0%
12	Special Revenue Fund	11,392,396	12,170,110	19.2%
13	Debt Service Fund	1,882,313	1,943,912	3.1%
14	Capital Projects Fund	1,200,000	5,350,000	8.4%
15	Reserve Fund	2,737,500	5,812,000	9.2%
21	Auxiliary Fund	8,150,000	8,000,000	12.6%
31	Agency Fund	1,367,778	1,472,867	2.3%
32	Financial Aid Fund	11,600,000	9,000,000	14.2%
Total		<u>\$57,319,359</u>	<u>\$63,373,009</u>	<u>100.0%</u>

## General Fund

### General Fund Resources:

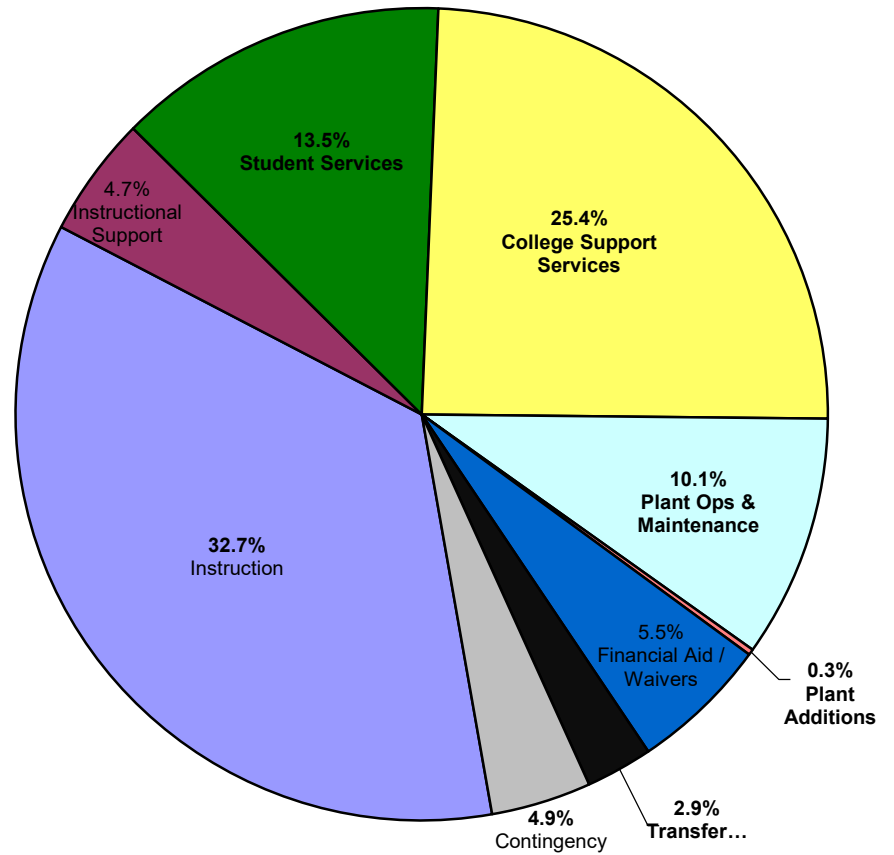
State Resources (RFTE)	\$	8,559,663
Property Taxes		3,024,199
Tuition		4,370,275
Fees		744,723
Interest Earnings		40,223
Misc. Revenue		410,036
Transfers In		25,000
Beginning Balance		2,450,000
<b>Total Resources</b>	<b>\$</b>	<b><u>19,624,120</u></b>



2022-23 Treasure Valley Community College

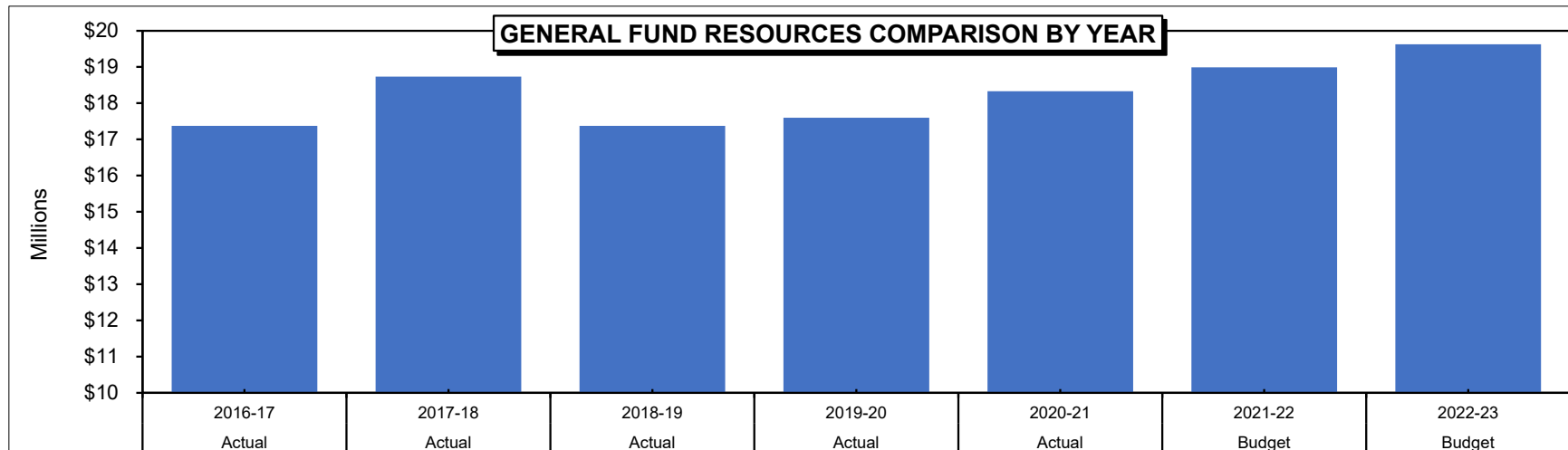
**General Fund Requirements:**

Instruction	\$ 6,320,089
Instructional Support	909,258
Student Services	2,601,210
College Support Services	4,916,855
Plant Ops & Maintenance	1,943,265
Plant Additions	60,000
Financial Aid / Waivers	1,058,674
Transfers Out	564,768
Contingency	950,000
Unappropriated Ending Fund Balance	300,000
<b>Total Requirements</b>	<b>\$ 19,624,120</b>



## 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.
- \* The amount budgeted for state resources (FTE reimbursement) is based on the Higher Education Coordinating Commission's calculation for the second year of the biennium. Because the actual amount received by each college is calculated using a formula based on several different factors, it is anticipated that the amount that TVCC may increase slightly and the budget includes an increase of 1.5% of what was actually allocated in 2021-22.
- \* The College anticipates property tax revenues to increase by approximately \$250k. Annual assessments are allowed by statute to increase up to 3% per year, which is the percentage used to calculate the amount budgeted for 2022-33. The increase is larger than a straight 3% because of an increase in the percentage of assessments that are believed to be collectible.
- \* While it appears that the College's enrollment has begun to level out and is even trending towards a slight increase for 2021-22, this budget maintains a conservative approach and includes a 1.5% decrease in enrollment along with a \$3 per credit increase in tuition for 2022-23. Lower than anticipated actual enrollment in 2020-21 caused the budgeted amount for tuition and fees in 2021-22 to be unintentionally inflated. As a result, the budgeted amount for tuition and fees for 2022-23 was adjusted downward to compensate resulting in a net decrease of \$128k.
- \* At this time, all institutional HEERF funds are projected to be used by the end of the 2021-22 fiscal year. The College has applied for additional funds that have been made available but, because neither the probability of being awarded any of those funds nor the amount are known at the time this budget is being developed, no COVID-19 federal stimulus funds are included for 2022-23, decreasing revenues by \$750k.
- \* The Beginning Fund Balance is projected to be \$2,450,000 based on a one-time infusion of COVID-19 stimulus dollars that are being carried forward to offset expenses while the College works diligently to increase enrollment back to pre-COVID levels and more.





## General Fund Resources

Resources	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
<b>State Resources (FTE)</b>	7,655,823	7,818,535	7,823,909	8,559,663	8,559,663	8,559,663
<b>Property Taxes</b>	2,636,249	2,720,236	2,773,919	3,024,199	3,024,199	3,024,199
<b>Tuition</b>	4,775,260	4,276,940	4,462,496	4,370,275	4,370,275	4,370,275
<b>Fees</b>	857,229	789,030	780,916	744,723	744,723	744,723
<b>Lost Revenue from COVID-19</b>		925,801	750,000	-	-	-
<b>Interest Earnings</b>	53,756	36,095	41,134	40,223	40,223	40,223
<b>Miscellaneous Revenue</b>	266,167	371,820	347,000	410,036	410,036	410,036
<b>Transfers In</b>	26,015	6,993	10,000	25,000	25,000	25,000
<b>Beginning Balance</b>	1,326,052	1,385,948	2,000,000	2,450,000	2,450,000	2,450,000
<b>Total Resources</b>	<b>17,596,551</b>	<b>18,331,398</b>	<b>18,989,372</b>	<b>19,624,120</b>	<b>19,624,120</b>	<b>19,624,120</b>

## General Fund Requirements by Function

- \* Instruction budgets increased by of \$68,474 . There are two and two-thirds full-time faculty retirements included in this budget. The savings from these retirements were offset by increases as a result of budgeting for 2 2/3 new full-time faculty positions at a lower salary and two full-time professional positions hired to assist with establishing and growing programs in the cybersecurity and allied health departments. Additionally, faculty and staff salary increases and unemployment insurance rate increases were included in all areas of the budget, including instruction.
- \* Instructional Support budgets increased by \$32,166, which includes the absorption of a full time professional position formally funded through grant funds. Partially offsetting this increase was the utilization of new state grant funding for a full time professional position formerly funded with general fund dollars. In addition, the academic computer support budget increased as a result of increased costs in technology used by faculty and students.
- \* The budgets in the Student Services function increased by \$199,373 as a result of the addition of a full time professional position in financial aid and the move from owning and operating buses to utilizing charter companies for transporting students to athletic and other events requiring long-distance travel.
- \* Increases in the College Support Services function amounted to \$207,927. This includes the annual maintenance costs and licensing fees for the new payroll system that the College implemented during the 2021-22 fiscal year. The Information Technology (IT) budget increased due to the College's continued investment in implementing new and updated cybersecurity measures. IT costs for materials and services such as software and licensing have increased again this year as well. In addition, the 2022-23 budget includes an increase for the investment in students in the form of providing on-campus employment opportunities. Property and liability insurance premiums saw significant increases as well.
- \* The Plant Operations budget increased a total of \$137,533 as a result of several items. A full time grounds position was added and a part time custodian position was moved to full time. The utilities budget was increased in an effort to keep up with rising costs due to inflation and the addition of the new CTE Center.
- \* The increase in the College Waivers budget is due to the corresponding \$3/credit tuition increase in the 2022-23. In addition, two waiver categories were added and bad debt expense was decreased.
- \* Transfers out were adjusted to the required amounts for debt service payments including bond fees and other costs. Other transfers out are the normal annual transfers to reserve funds for items designated by the board.

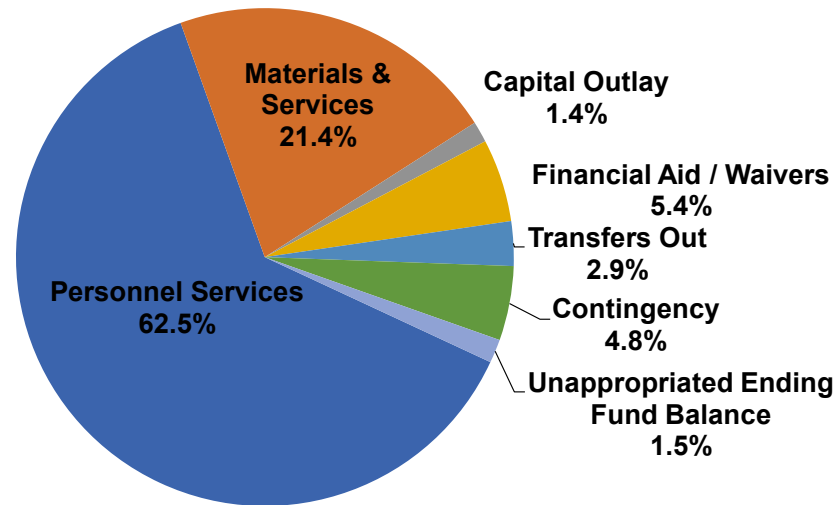
## General Fund Requirements by Function

Function	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
Instruction	6,094,931	5,245,452	6,251,615	6,320,089	6,320,089	6,320,089
Instructional Support	839,447	655,881	877,092	909,258	909,258	909,258
Student Services	2,179,727	1,987,316	2,401,838	2,601,210	2,601,210	2,601,210
College Support Services	4,040,763	3,922,684	4,708,927	4,916,855	4,916,855	4,916,855
Plant Ops & Maintenance	1,806,088	1,810,391	1,805,732	1,943,265	1,943,265	1,943,265
Plant Additions	46,958	33,410	40,000	60,000	60,000	60,000
Financial Aid/Waivers	703,950	954,824	1,035,999	1,058,674	1,058,674	1,058,674
Transfers out	498,740	1,570,000	618,168	564,768	564,768	564,768
Contingency	-	-	-	950,000	950,000	950,000
Unappropriated Ending Fund Balance	1,385,948	2,151,441	1,250,000	300,000	300,000	300,000
<b>Total Requirements</b>	<b>17,596,551</b>	<b>18,331,398</b>	<b>18,989,372</b>	<b>19,624,120</b>	<b>19,624,120</b>	<b>19,624,120</b>

## General Fund Requirements by Object

- \* Personnel services budget increase of \$491,205 is a net amount of numerous increases and decreases. The changes are outlined in detail on page 15 under General Fund Budget Changes/Highlights.
- \* Materials and Services, Financial Aid/Waivers, and Transfers Out budgets show a combined net increase of \$143,543 consisting of various increases and decreases across all budget areas as further described on page 23 as well as outlined in the budget message on pages 2 through 8.

**Expenditures by Object**



## General Fund Requirements by Object

Object	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
Personnel Services	11,022,348	9,937,297	11,783,097	12,274,302	12,274,302	12,274,302
Materials & Services	3,654,032	3,368,504	4,053,894	4,208,162	4,208,162	4,208,162
Capital Outlay	331,533	349,334	248,214	268,214	268,214	268,214
Financial Aid / Waivers	703,950	954,824	1,035,999	1,058,674	1,058,674	1,058,674
Transfers Out	498,740	1,570,000	618,168	564,768	564,768	564,768
Contingency	-	-	950,000	950,000	950,000	950,000
Unappropriated Ending Fund Balance	1,385,948	2,151,441	300,000	300,000	300,000	300,000
<b>Total Requirements</b>	<b>17,596,551</b>	<b>18,331,398</b>	<b>18,989,372</b>	<b>19,624,120</b>	<b>19,624,120</b>	<b>19,624,120</b>

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## General Fund Appropriation Categories

### INSTRUCTION: (28)

Classroom General  
Agriculture  
Art  
Business Education  
CIS/Cybersecurity  
English & Speech  
Rodeo  
Industrial Ed/Welding/Ag Mechanics  
Criminal Justice  
Math  
Music  
Natural Resources/Wildland Fire  
Nursing/Allied Health  
Physical Education  
Science  
Social Science  
Summer Programs  
Dual Credit  
Addiction Studies  
ABS/Developmental Education  
ESL  
EMT Training  
BizCenter Match  
Workforce Training Center  
Industrial Manufacturing & Controls  
Aviation  
Medical Assistant

### INSTRUCTIONAL SUPPORT: (4)

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

### STUDENT SERVICES: (25)

Mgmt. of Student Services  
Accessibility and Accomodation Services  
Registration & Admissions  
Student Records  
Financial Aid Administration  
Student Activities/Programs  
Athletics  
Sports Complex  
Enrollment Services  
Multicultural Services  
Individual Sports Programs (13)  
Testing Center  
Compliance Officer

### 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)

Plant Additions

### OTHER: (3)

Transfers to other Funds  
Contingency  
Unappropriated Ending Fund Balance

## Instruction by Department

Instruction budgets increased by \$68,474 or 1.1% in total. Individual departments within instruction had increases and decreases mainly as a result of changes in salaries and benefits as further described on page 15.

- 1103** A full time art instructor retired and was replaced by an instructor coming in on the faculty salary scale at a lower level.
- 1105** A full time professional position was added to assist with further establishing the cybersecurity program.
- 1106** A full time english faculty instructor is retiring December 31, 2022 and will be replaced by an instructor coming in on the faculty salary scale at a lower level. The 2022-23 budget includes one-third of the year's salaries and benefits at the higher level instructor's position on the scale and two-thirds of the year's salaries and benefits at the lower level instructor's position on the scale.
- 1108** A full time rodeo coach and livestock center manager was hired as the full time welding instructor and continues to coach rodeo on a part time basis. A full time person was hired to be the livestock center manager.
- 1114** A new full time professional position was added to the nursing department budget to assist with establishing new allied health programs in that department in an attempt to grow interest and enrollment prior to the new Nursing and Allied Health Profession Center coming on line.
- 1116** A full time science instructor retired and was replaced by an instructor coming in on the faculty salary scale at a lower level.
- 1117** A full-time history instructor was hired in the social sciences department which decreased the amount needed in the budget for adjunct faculty.
- 1135** An additional \$16,000 was budgeted here in the prior year to keep the adult basic education (ESL) program running at the current level for one fiscal year until more grant funding could be obtained to cover this expense. Grant funding will cover the amount for the 2022-23 fiscal year.



**Instruction by Department**

Department	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
1101 Classroom General	842,762	529,716	817,024	807,806	807,806	807,806
1102 Agriculture	343,368	237,831	382,727	380,175	380,175	380,175
1103 Art	162,111	154,881	168,353	137,681	137,681	137,681
1104 Business Education	330,001	325,623	337,280	341,381	341,381	341,381
1105 Computer Information Systems	71,618	46,061	68,024	165,396	165,396	165,396
1106 English & Speech	496,770	492,028	450,235	401,220	401,220	401,220
1108 Rodeo	170,677	201,626	195,192	211,246	211,246	211,246
1109 Industrial Education	60,843	111,900	144,004	145,251	145,251	145,251
1110 Criminal Justice	32,202	30,623	31,161	31,274	31,274	31,274
1111 Math	582,912	419,278	494,816	476,902	476,902	476,902
1112 Music	127,518	79,042	139,356	141,629	141,629	141,629
1113 Natural Resources	132,067	129,654	220,402	223,977	223,977	223,977
1114 Nursing	545,594	693,876	697,382	810,176	810,176	810,176
1115 Physical Education	117,676	115,623	128,055	129,985	129,985	129,985
1116 Science	672,650	618,241	651,036	621,099	621,099	621,099
1117 Social Science	441,112	390,329	436,188	412,730	412,730	412,730
1119 Summer Programs	254,915	246,539	266,346	267,580	267,580	267,580
1125 Dual Credit	65,313	32,441	93,668	93,007	93,007	93,007
1127 Addiction Studies	677	-	400	400	400	400
1130 ABS/Developmental Ed	17,433	(808)	18,353	18,848	18,848	18,848
1135 ESL	5,081	-	32,310	16,698	16,698	16,698
1138 EMT Training	19,839	12,166	22,812	22,874	22,874	22,874
1155 BizCenter Match	57,496	57,347	58,271	59,444	59,444	59,444
1156 Workforce Training	128,996	121,134	133,547	135,297	135,297	135,297
1162 Industrial Manufacture & Controls	85,175	79,514	103,330	104,961	104,961	104,961
1165 Aviation	243,308	37,047	67,585	67,867	67,867	67,867
1166 Medical Assistant	86,817	83,740	93,759	95,184	95,184	95,184
<b>Total Instruction</b>	<b>6,094,931</b>	<b>5,245,452</b>	<b>6,251,615</b>	<b>6,320,089</b>	<b>6,320,089</b>	<b>6,320,089</b>

## **Instructional Support by Department**

The Instructional Support budgets increased by \$32,166 or 3.67%.

- 1201** The increase in the VP of Academic Affairs budget includes the addition of a full-time professional position which was formerly paid for through the Title III grant and is now being absorbed into the general fund.
- 1202** The decrease in the Dean of CTE budget consists of the utilization of new grant funding made available through the state of Oregon for a full time professional position which was formerly funded with general fund dollars.
- 1207** Academic Computer Support budget increased as a result of increased costs in licensing of software used by faculty and students.

## Instructional Support by Department

Department	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
1201 VP of Academic Affairs	240,725	213,645	261,130	337,823	337,823	337,823
1202 Dean of CTE	250,368	190,045	297,151	236,993	236,993	236,993
1207 Academic Computer Support	63,821	24,904	79,790	90,700	90,700	90,700
1210 Library	284,533	227,287	239,021	243,742	243,742	243,742
<b>Total Instructional Support</b>	<b>839,447</b>	<b>655,881</b>	<b>877,092</b>	<b>909,258</b>	<b>909,258</b>	<b>909,258</b>

## Student Services by Department

The Student Services budgets increased by a total \$199,373 or 8.3%.

- 1305** Financial aid administration budget increased due the addition of a full time professional position which was long overdue. Regulations regarding student financial funds continue to increase exponentially each year and this department needed to increase its staffing levels to keep up with all of the changes in order to serve our students adequately.
- 1307** The Athletics department budget was increased to cover the cost of moving to the use of charter buses. Our buses are worn-out and beyond the point of being safe to travel the long distances required of our athletic teams. It has also become extremely difficult to find bus drivers to hire. Additionally, using charter companies reduces the risk of liability assumed by TVCC when transporting our students.

## Student Services by Department

Department	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
1301 Management of Student Services	160,142	180,964	166,985	167,208	167,208	167,208
1302 Access & Accomodation Services	100,542	95,341	127,237	130,622	130,622	130,622
1303 Registration & Admissions	506,656	477,660	510,747	522,776	522,776	522,776
1304 Student Records	98,101	92,910	105,707	108,690	108,690	108,690
1305 Financial Aid Administration	295,803	286,817	303,492	411,587	411,587	411,587
1306 Student Activities/Programs	94,842	68,784	71,381	72,731	72,731	72,731
1307 Athletics	392,240	348,182	468,334	530,742	530,742	530,742
1314 Sports Complex	10,935	6,463	11,000	11,000	11,000	11,000
1315 Enrollment Services	103,628	83,523	118,946	121,818	121,818	121,818
1319 Multicultural Services	13,064	15,367	95,088	96,136	96,136	96,136
1320 Baseball - Men	48,631	67,206	51,040	53,585	53,585	53,585
1321 Basketball - Men	14,763	12,121	35,242	38,577	38,577	38,577
1322 Basketball - Women	42,146	25,844	35,242	38,446	38,446	38,446
1323 Cross Country - Men	13,864	10,411	15,798	15,499	15,499	15,499
1324 Cross Country - Women	13,864	10,079	15,798	15,499	15,499	15,499
1327 Soccer - Men	30,934	23,668	34,302	29,270	29,270	29,270
1328 Soccer - Women	32,996	23,735	37,020	32,613	32,613	32,613
1329 Softball - Women	29,110	36,290	34,564	34,540	34,540	34,540
1330 Tennis - Men	10,412	13,858	15,640	15,896	15,896	15,896
1331 Tennis - Women	12,073	12,877	15,640	15,896	15,896	15,896
1332 Track - Men	13,872	15,847	18,411	18,681	18,681	18,681
1333 Track - Women	12,454	15,119	18,411	18,204	18,204	18,204
1334 Volleyball - Women	56,681	19,965	38,300	35,112	35,112	35,112
1345 Testing Center	68,209	42,403	53,763	62,333	62,333	62,333
1347 Compliance Officer	3,794	1,882	3,750	3,750	3,750	3,750
<b>Total Student Services</b>	<b>2,179,756</b>	<b>1,987,316</b>	<b>2,401,838</b>	<b>2,601,210</b>	<b>2,601,210</b>	<b>2,601,210</b>

## College Support Services by Department

Total College Support Services budgets increased by \$207,927 or 4.4%.

- 1501** Added funds to this budget to combine with funds already budgeted for a different purpose for hiring a new full-time position to implement up-and-coming marketing strategies to reach out to potential students in new and innovative ways.
- 1505** Annual maintenance and support required by new payroll system implemented during the 2021-22 fiscal year.
- 1507** While other budgets in the College Support Services function had slight increases and decreases, the Information Support Services (IT) budget increased by \$115k. This was mainly due to the College's continued investment in implementing new cybersecurity measures. IT costs for materials and services such as software and licensing have increased again this year as well.
- 1508** Investment in students by providing on-campus employment opportunities. Large increase in property and liability insurance premiums partially due to the addition of the new CTE Center.
- 1510** The foundation agreed to pick up a larger portion of the director's salary and related benefits.

### College Support Services by Department

Department	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
1501 Public Information	194,979	163,733	279,883	268,689	268,689	268,689
1502 Printing	77,619	73,552	105,150	105,150	105,150	105,150
1503 Board of Education	56,045	51,950	63,018	63,018	63,018	63,018
1504 President's Office	341,464	336,600	408,380	415,948	415,948	415,948
1505 Human Resources	265,538	271,061	294,792	334,892	334,892	334,892
1506 Business Office	493,218	485,826	635,757	640,339	640,339	640,339
1507 Information Technology	1,695,088	1,767,732	1,872,343	1,987,371	1,987,371	1,987,371
1508 Other General Costs	337,231	312,679	413,491	474,558	474,558	474,558
1510 Development Office	158,327	133,294	135,711	106,541	106,541	106,541
1511 Campus Security	179,269	159,185	237,214	249,015	249,015	249,015
1512 Switchboard	29,909	23,857	25,540	27,552	27,552	27,552
1514 Institutional Research	212,076	143,216	237,648	243,783	243,783	243,783
<b>Total College Support Services</b>	<b>4,040,763</b>	<b>3,922,684</b>	<b>4,708,928</b>	<b>4,916,855</b>	<b>4,916,855</b>	<b>4,916,855</b>

## Plant Operations & Maintenance by Department

The Plant Operations & Maintenance budgets increased by a total of \$137,533 or 7.62%.

- 1601** The Utilities budget increased by 4.5% over the prior year in an effort to try to keep up with rising costs due to inflation and the addition of the new CTE Center.
- 1602** Annual maintenance on new asset management software program to track work orders, scheduling, and deferred maintenance; Long overdue tree trimming; Added full time grounds position and moved one part time custodian to full time.

Department	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
1601 Utilities	515,540	479,070	550,234	575,234	575,234	575,234
1602 Plant Operations	1,290,548	1,331,321	1,255,498	1,368,031	1,368,031	1,368,031
<b>Total Plant Operations and Maintenance</b>	<b>1,806,088</b>	<b>1,810,391</b>	<b>1,805,732</b>	<b>1,943,265</b>	<b>1,943,265</b>	<b>1,943,265</b>



## Plant Additions by Department

- 1650** The Plant Additions budget is used to perform small construction and renovations across campus each year. The Plant Additions account includes an increase of \$20,000 to put towards flooring replacement in the gymnasium.

Department	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
1650 Plant Additions	46,958	33,410	40,000	60,000	60,000	60,000
<b>Total Plant Additions</b>	<b>46,958</b>	<b>33,410</b>	<b>40,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>

## Financial Aid by Department

**1802** The increase in the College Waivers budget is due to the corresponding \$3/credit tuition increase in the 2022-23 fiscal year as well as two new waivers added for Malheur County High School Seniors and a new cheer team. These waivers have been offset by additional tuition revenue which will be realized should the waivers be utilized. Bad debt expense was decreased back to the amount it had been in previous years prior to charging off a large amount of old outstanding student account balances in the 2020-21 and 2021-22 fiscal years.

Department	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
1801 Financial Aid Match	0	6,556	20,000	20,000	20,000	20,000
1802 College Waivers	703,950	948,268	1,015,999	1,038,674	1,038,674	1,038,674
<b>Total Financial Aid</b>	<b>703,950</b>	<b>954,824</b>	<b>1,035,999</b>	<b>1,058,674</b>	<b>1,058,674</b>	<b>1,058,674</b>

## Other Appropriation Categories by Department

Transfer to Sabbatical Reserve	\$10,000
Transfer to Non-Faculty Professional Development Reserve	5,000
Transfer to IT Reserve - Computing Infrastructure	100,000
Transfer to Innovation Reserve	25,000
Transfer to Buildings Reserve	120,000
Transfer to Lawnmower Replacement Reserve	10,000
Transfer to Athletic Playoff Travel Reserve	10,000
Transfer to Debt Service Fund	284,768
Total Transfers Out	<u>\$564,768</u>

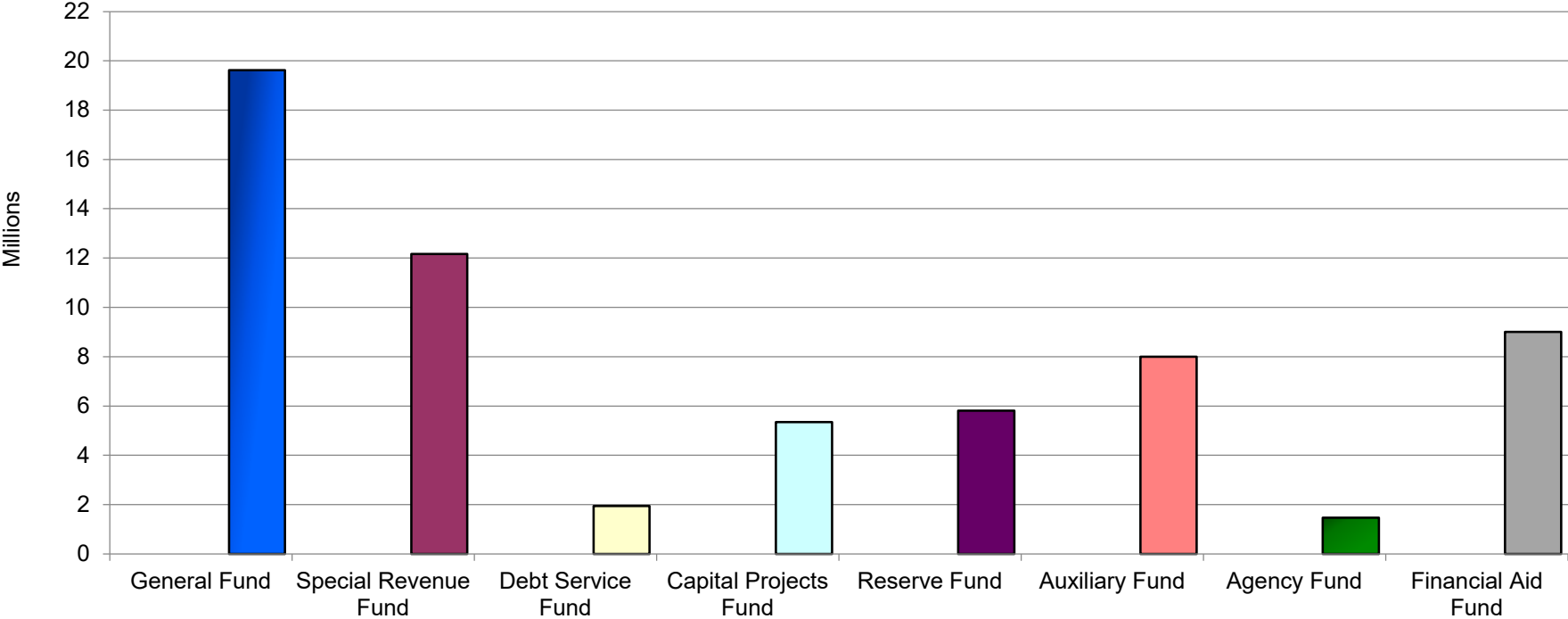
Department	Historical Data			2021-22		
	Actual		Final Budget 2020-21	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2019-20				
1917 Transfers Out	498,740	1,570,000	618,168	564,768	564,768	564,768
1901 Contingency	-	-	950,000	950,000	950,000	950,000
1990 Ending Fund Balance	1,385,948	2,151,441	300,000	300,000	300,000	300,000
<b>Total Other</b>	<b>1,884,688</b>	<b>3,721,441</b>	<b>1,868,168</b>	<b>1,814,768</b>	<b>1,814,768</b>	<b>1,814,768</b>

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2022-23 Treasure Valley Community College

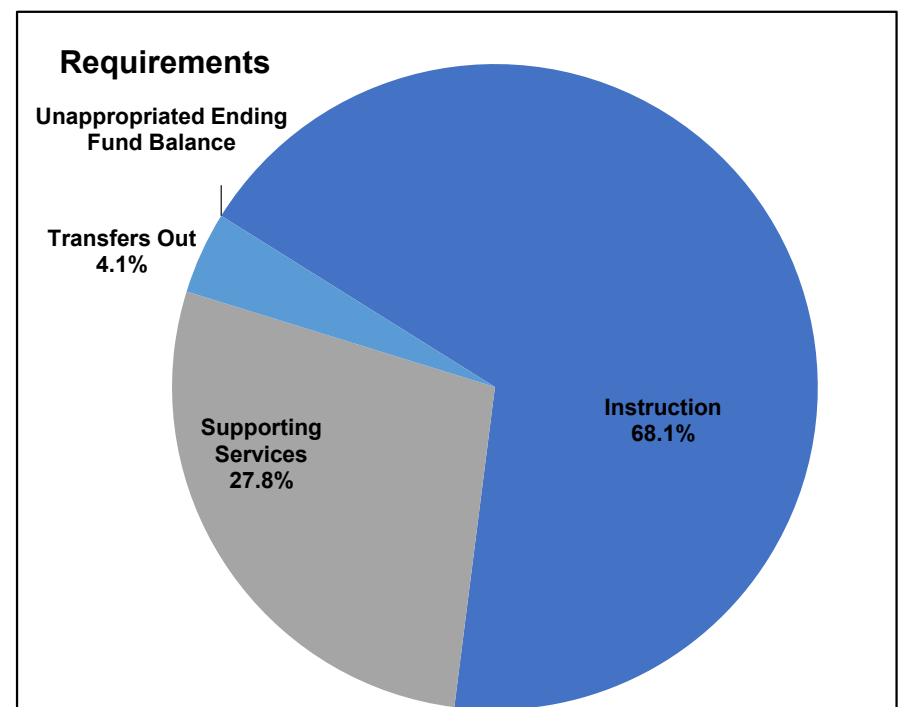
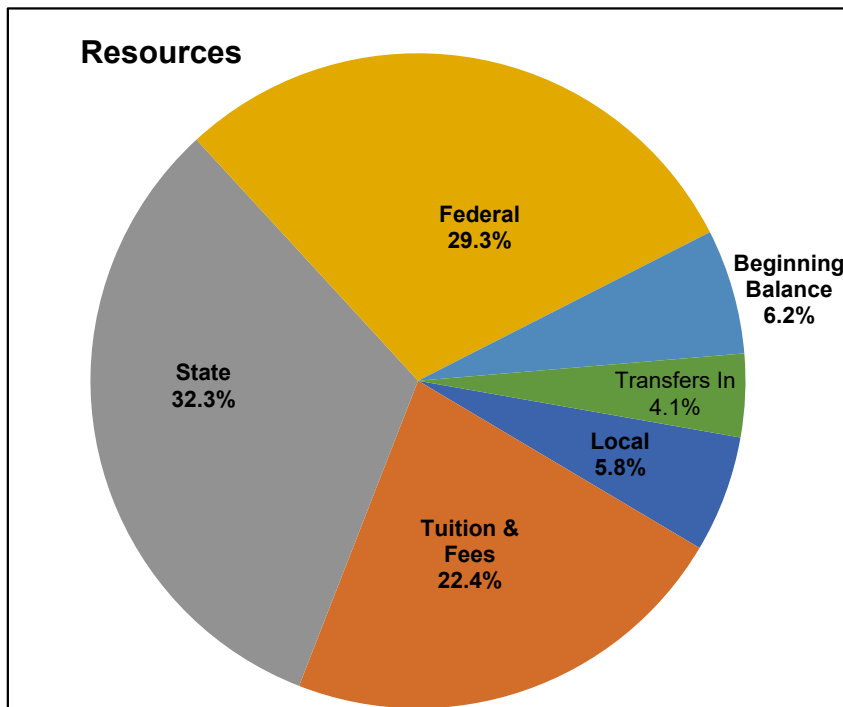
Other Funds

General Fund	\$19,624,120	31.0%
Special Revenue Fund	12,170,110	19.2%
Debt Service Fund	1,943,912	3.1%
Capital Projects Fund	5,350,000	8.4%
Reserve Fund	5,812,000	9.2%
Auxiliary Fund	8,000,000	12.6%
Agency Fund	1,472,867	2.3%
Financial Aid Fund	9,000,000	14.2%
Total	\$63,373,009	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 large federal and state grants such as Perkins, HEP, Department of Corrections, and Renewable Energy, as well as numerous other smaller federal, state, and local grants and projects.
- \* Requirements in this fund are budgeted as indicated by those responsible for specific grant supervision following all grant guidelines. Budgets for multiple year grants and projects are based on historical data related to prior year grant activity.



## Special Revenue Fund

	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
<b>Resources</b>						
Local	627,428	529,494	526,120	700,000	700,000	700,000
Tuition & Fees	1,056,856	1,143,221	2,512,000	2,725,110	2,725,110	2,725,110
State	2,441,433	3,315,514	2,618,856	3,925,000	3,925,000	3,925,000
Federal	1,862,960	4,590,164	5,560,006	3,570,000	3,570,000	3,570,000
Transfers In	14,341	-	-	500,000	500,000	500,000
Beginning Balance	528,232	677,438	175,414	750,000	750,000	750,000
<b>Total</b>	<b>6,531,250</b>	<b>10,255,831</b>	<b>11,392,396</b>	<b>12,170,110</b>	<b>12,170,110</b>	<b>12,170,110</b>
<b>Requirements</b>						
Instruction	4,097,125	4,836,944	5,925,746	8,289,982	8,289,982	8,289,982
Supporting Services	1,756,687	3,785,032	5,032,743	3,380,128	3,380,128	3,380,128
Transfers Out	-	-	385,000	500,000	500,000	500,000
Unappropriated Ending Fund Balance	677,438	1,633,855	48,907	-	-	-
<b>Total</b>	<b>6,531,250</b>	<b>10,255,831</b>	<b>11,392,396</b>	<b>12,170,110</b>	<b>12,170,110</b>	<b>12,170,110</b>

## Debt Service Fund

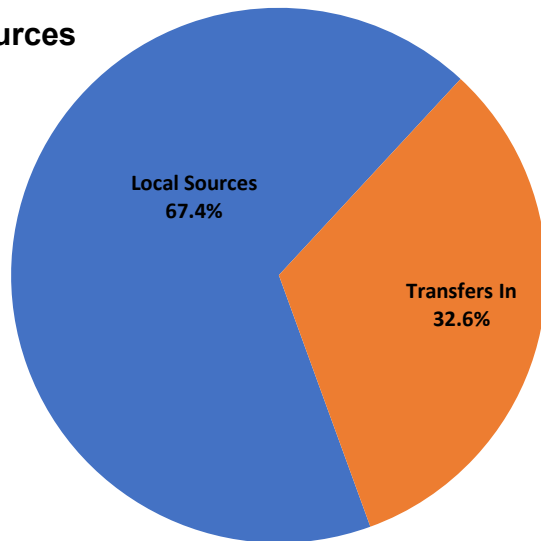
- \* Resources budgeted in this fund are transfers from other funds and other local sources.
- \* Requirements in this fund are budgeted interest, principal, and other fees and costs for approved debt service payments.

### Debt service payments:

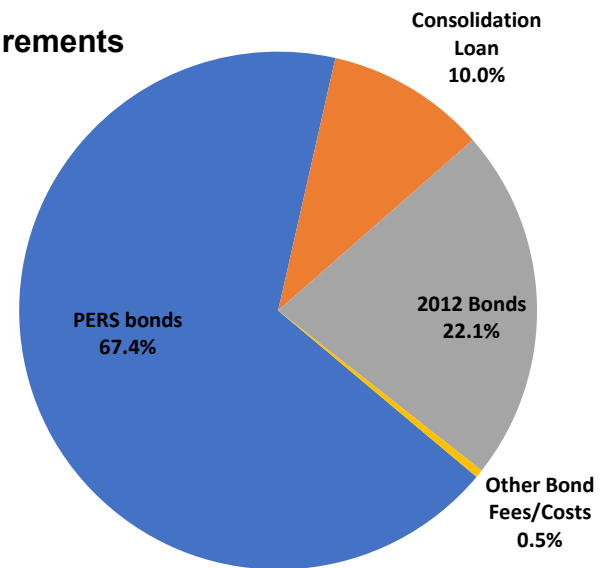
**2021-22**

PERS bonds	1,311,144
Consolidation Loan	194,118
2012 Housing Bonds	428,650
Other Bond Fees/Costs	10,000
<b>Total</b>	<b><u>\$1,943,912</u></b>

### Resources



### Requirements



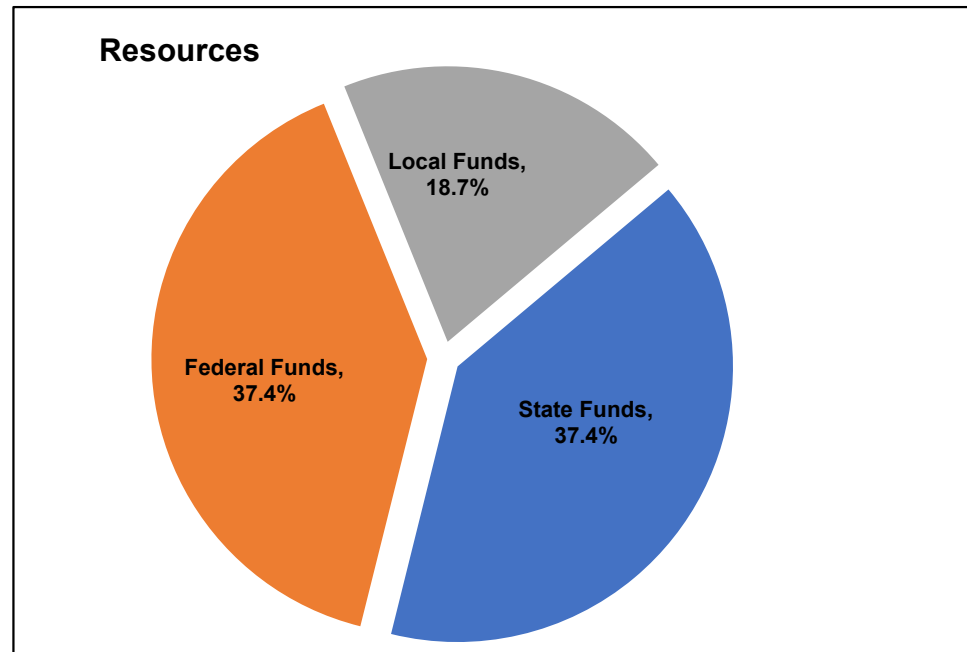


## Debt Service Fund

	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
<b>Resources</b>						
Local Sources	1,136,145	1,189,012	1,251,145	1,311,144	1,311,144	1,311,144
Transfers In	622,218	623,000	631,168	632,768	632,768	632,768
Beginning Balance	-	-	-	-	-	-
<b>Total</b>	<b>1,758,363</b>	<b>1,812,012</b>	<b>1,882,313</b>	<b>1,943,912</b>	<b>1,943,912</b>	<b>1,943,912</b>
<b>Requirements</b>						
Debt Service	1,758,363	1,812,012	1,882,313	1,943,912	1,943,912	1,943,912
Transfers Out	-	-	-	-	-	-
Unappropriated Ending Fund Balance	-	-	-	-	-	-
<b>Total</b>	<b>1,758,363</b>	<b>1,812,012</b>	<b>1,882,313</b>	<b>1,943,912</b>	<b>1,943,912</b>	<b>1,943,912</b>

## 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 Federal, State or local grant and tax funds and loan proceeds dedicated or designated for capital projects.
- \* Expenditures are for approved capital projects for which the funds were specifically designated.
- \* The 2022-23 Capital Projects Fund budget includes appropriations for beginning phases of the Nursing and Allied Health Professions Center

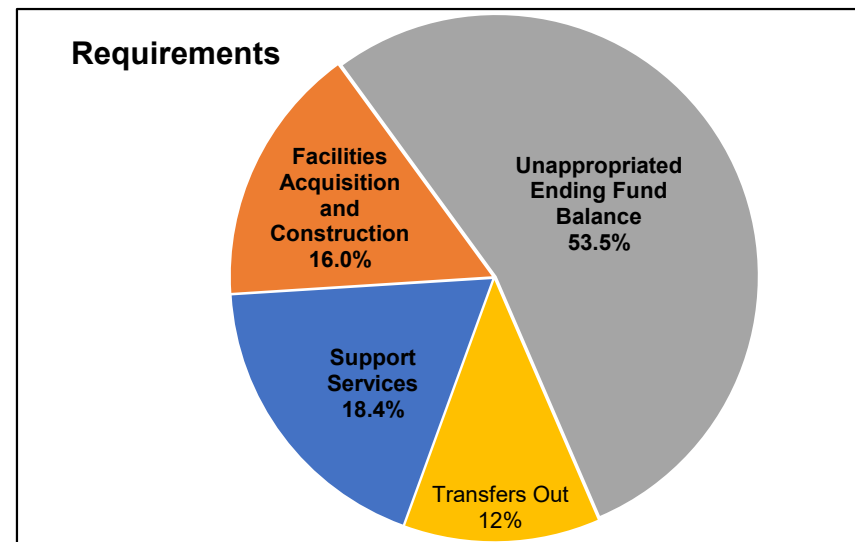
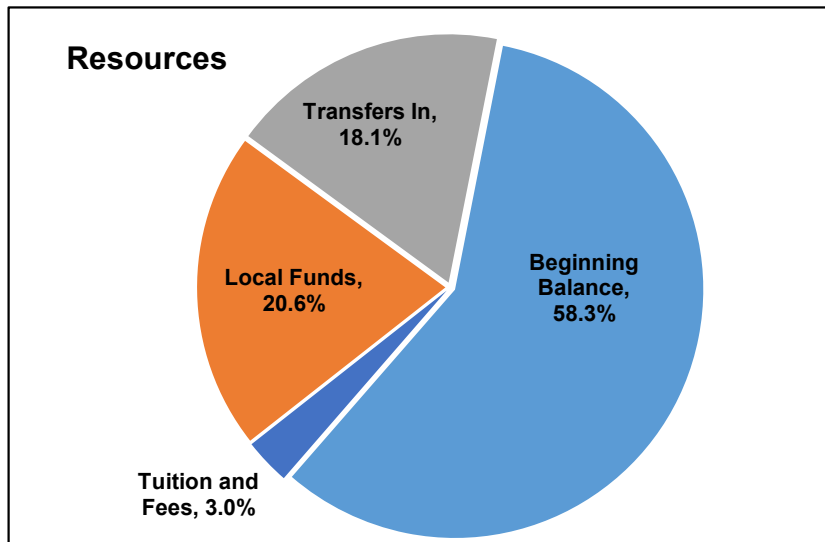


## Capital Projects Fund

	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
<b>Resources</b>						
State Funds	2,548,534	435,700	500,000	2,000,000	2,000,000	2,000,000
Federal Funds	2,184,997	1,104,066	500,000	2,000,000	2,000,000	2,000,000
Local Funds	255	678,742	200,000	1,000,000	1,000,000	1,000,000
Transfers In/Other Sources	100,000	310,000	-	200,000	200,000	200,000
Beginning Balance	157,442	60,707	-	150,000	150,000	150,000
<b>Total</b>	<b>4,991,228</b>	<b>2,589,215</b>	<b>1,200,000</b>	<b>5,350,000</b>	<b>5,350,000</b>	<b>5,350,000</b>
<b>Requirements</b>						
Facilities Acquisition and Construction	4,930,521	2,125,894	1,200,000	5,150,000	5,150,000	5,150,000
Debt Service	-	-	-	-	-	-
Transfers Out	-	-	-	200,000	200,000	200,000
Unappropriated Ending Fund Balance	60,707	463,321	-	-	-	-
<b>Total</b>	<b>4,991,228</b>	<b>2,589,215</b>	<b>1,200,000</b>	<b>5,350,000</b>	<b>5,350,000</b>	<b>5,350,000</b>

## Reserve Fund

- \* Periodically, reserve funds are established by the board of trustees to accumulate funds from a specific source in order to be prepared for known or unknown expenses and/or legislative mandates that may come up in the future.
- \* Resources come from the General Fund in the form of transfers as well as PERS and Medical insurance charges to all areas. Aviation flight lab fees also come into this fund to build up funds for teaching out the classes should there be any unforeseen emergencies encountered in the program. The student capital projects fee of \$1 per credit which began in the 2019-20 fiscal year is included in this fund as well as nursing fees which are accumulating for the eventual purchase of new equipment for the nursing program.
- \* Requirements will be used for the specific purposes for which the accounts were established.

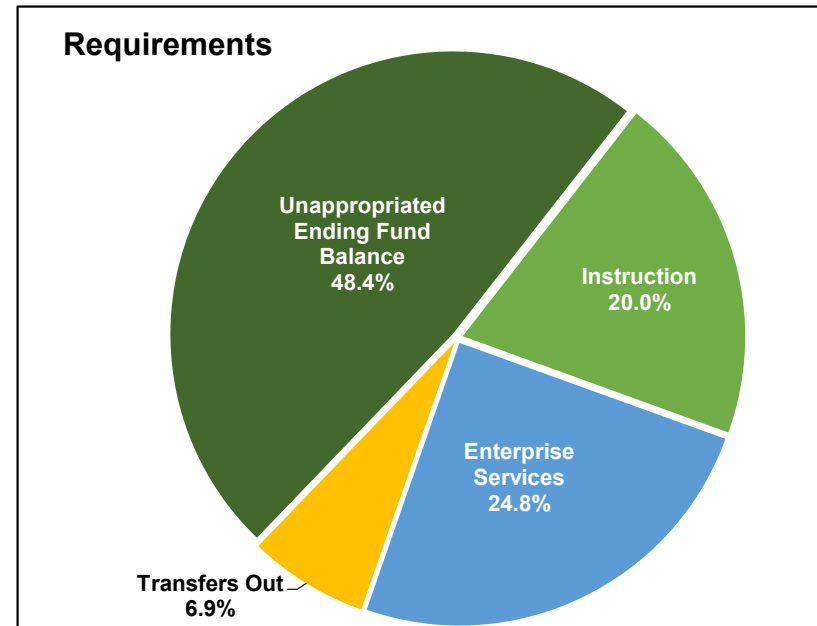
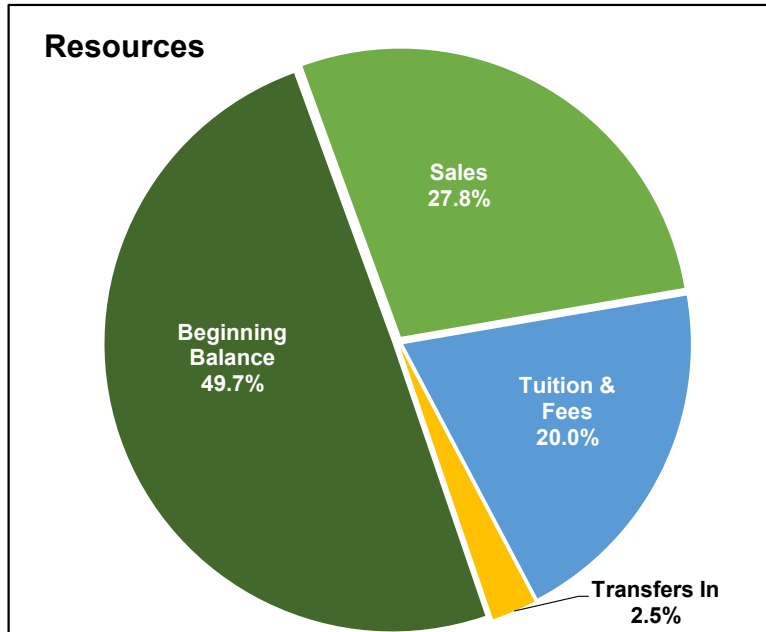


## Reserve Fund

	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
<b>Resources</b>						
Tuition and Fees	99,833	217,798	145,000	175,000	175,000	175,000
Local Funds	1,264,456	1,101,418	905,000	1,200,000	1,200,000	1,200,000
State Sources	10,322	-	-	-	-	-
Transfers In	172,181	1,025,000	335,000	1,050,000	1,050,000	1,050,000
Beginning Balance	1,234,150	1,939,967	1,352,500	3,387,000	3,387,000	3,387,000
<b>Total</b>	<b>2,780,942</b>	<b>4,284,183</b>	<b>2,737,500</b>	<b>5,812,000</b>	<b>5,812,000</b>	<b>5,812,000</b>
<b>Requirements</b>						
Support Services	740,975	754,690	935,000	1,071,500	1,071,500	1,071,500
Facilities Acquisition and Construction	-	-	362,500	928,500	928,500	928,500
Transfers Out	100,000	-	-	700,000	700,000	700,000
Unappropriated Ending Fund Balance	1,939,967	3,529,493	1,440,000	3,112,000	3,112,000	3,112,000
<b>Total</b>	<b>2,780,942</b>	<b>4,284,183</b>	<b>2,737,500</b>	<b>5,812,000</b>	<b>5,812,000</b>	<b>5,812,000</b>

## Auxiliary Fund

- \* The Auxiliary Fund includes food services, housing services, bookstore services, printing services, transportation services, and the Caldwell Center accounts.
- \* Both revenues and expenditures are expected to be similar to the amounts budgeted in the previous year for all accounts with the exception of bookstore services and the Caldwell Center which are budgeted lower for both revenues and expenditures due to lower actual activity in recent years.

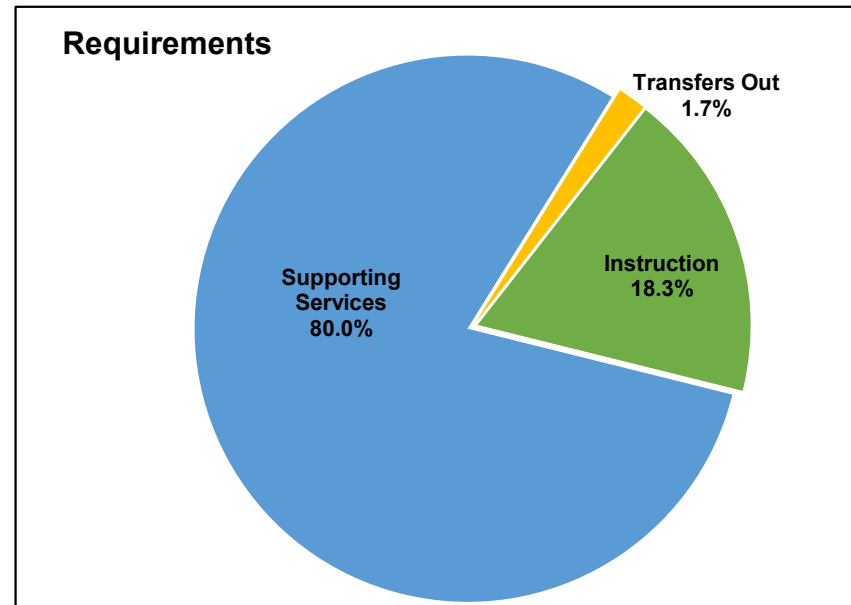
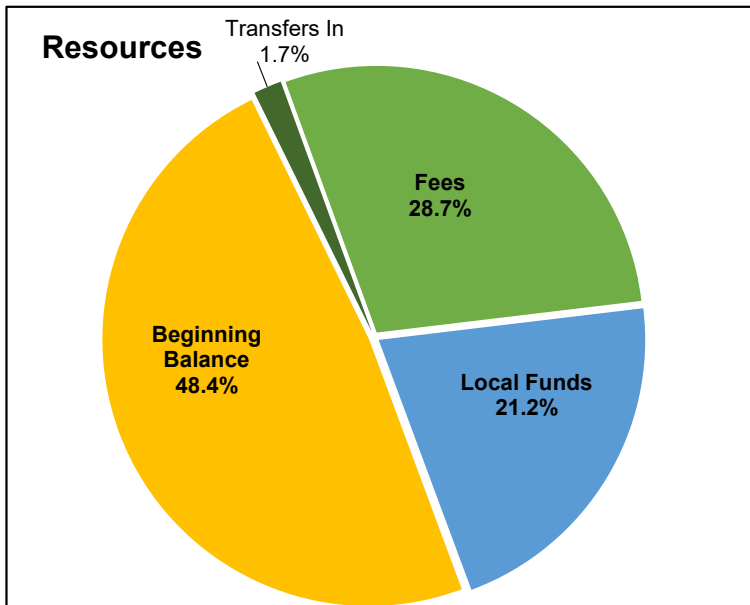


## Auxiliary Fund

	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
<b>Resources</b>						
Sales	1,968,909	1,774,902	2,552,600	2,227,500	2,227,500	2,227,500
Tuition & Fees	1,030,492	1,716,260	2,099,550	1,597,795	1,597,795	1,597,795
Transfers In	50,000	-	100,000	200,000	200,000	200,000
Beginning Balance	3,315,703	3,293,074	3,397,850	3,974,705	3,974,705	3,974,705
<b>Total</b>	<b>6,365,104</b>	<b>6,784,236</b>	<b>8,150,000</b>	<b>8,000,000</b>	<b>8,000,000</b>	<b>8,000,000</b>
<b>Requirements</b>						
Instruction	1,065,834	935,691	2,149,900	1,597,795	1,597,795	1,597,795
Enterprise Services	1,656,196	1,689,677	2,198,094	1,984,894	1,984,894	1,984,894
Transfers Out	350,000	348,000	448,000	548,000	548,000	548,000
Unappropriated Ending Fund Balance	3,293,074	3,810,868	3,354,006	3,869,311	3,869,311	3,869,311
<b>Total</b>	<b>6,365,104</b>	<b>6,784,236</b>	<b>8,150,000</b>	<b>8,000,000</b>	<b>8,000,000</b>	<b>8,000,000</b>

## Agency Fund

- \* The Agency Fund is used by various departments and student organizations for the purposes of club and other activities on campus.
- \* Revenues come primarily from activities and specific fund-raisers organized by various departments and student groups on campus.
- \* Expenditures are used for the facilitation of these related campus activities.



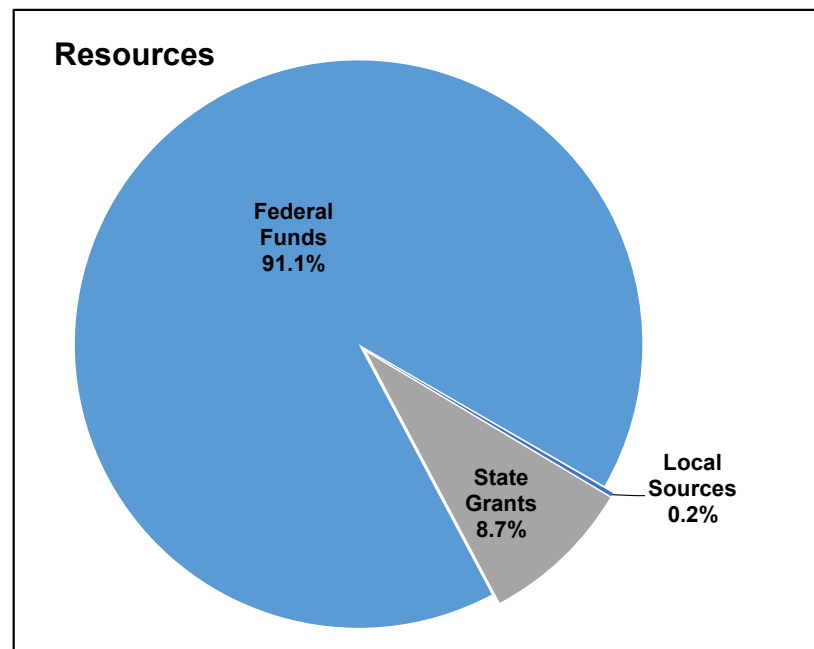


## Agency Fund

	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
<b>Resources</b>						
Fees	388,540	453,103	419,242	422,000	422,000	422,000
Local Funds	281,810	285,528	354,800	312,800	312,800	312,800
Transfers In	-	-	2,500	25,000	25,000	25,000
Beginning Balance	391,074	517,606	591,236	713,067	713,067	713,067
<b>Total</b>	<b>1,061,424</b>	<b>1,256,237</b>	<b>1,367,778</b>	<b>1,472,867</b>	<b>1,472,867</b>	<b>1,472,867</b>
<b>Requirements</b>						
Instruction	42,863	53,024	155,369	270,000	270,000	270,000
Supporting Services	474,940	428,498	962,778	1,177,867	1,177,867	1,177,867
Transfers Out	26,015	6,993	12,500	25,000	25,000	25,000
Unappropriated Ending Fund Balance	517,606	767,722	237,131	-	-	-
<b>Total</b>	<b>1,061,424</b>	<b>1,256,237</b>	<b>1,367,778</b>	<b>1,472,867</b>	<b>1,472,867</b>	<b>1,472,867</b>

## Financial Aid Fund

- \* Resources are provided by federal, state, local, 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. Federal stimulus money dedicated to emergency grants directly to students is included in this fund.



## Financial Aid Fund

	Historical Data			2022-23		
	Actual		Final Budget 2021-22	Proposed Budget	Approved Budget	Adopted Budget
	2019-20	2020-21				
<b>Resources</b>						
Local Sources	-	-	25,000	20,000	20,000	20,000
State Grants	608,001.00	556,709.00	550,000	780,000	780,000	780,000
Federal Funds	8,067,714.00	6,390,686.00	11,025,000	8,200,000	8,200,000	8,200,000
Beginning Balance	-	-	-	-	-	-
<b>Total</b>	<b>8,675,715</b>	<b>6,947,395</b>	<b>11,600,000</b>	<b>9,000,000</b>	<b>9,000,000</b>	<b>9,000,000</b>
<b>Requirements</b>						
Supporting Services	8,675,715.00	6,947,395.00	11,600,000	9,000,000	9,000,000	9,000,000
Unappropriated Ending Fund Balance	-	-	-	-	-	-
<b>Total</b>	<b>8,675,715</b>	<b>6,947,395</b>	<b>11,600,000</b>	<b>9,000,000</b>	<b>9,000,000</b>	<b>9,000,000</b>

## Summary of Transfers

## Interfund

### Department

### Purpose of Transfer

### Transfers Out

### Transfers In

		General Fund	Auxiliary Fund	Special Revenue Fund	Agency Fund	General Fund	Debt Service Fund	Reserve Fund	Capital Projects Fund
General Fund Transfers	Transfer to Sabbatical Reserve	(10,000)						10,000	
General Fund Transfers	Transfer to Computing Infrastructure Reserve	(100,000)						100,000	
General Fund Transfers	Transfer to Innovations Reserve	(25,000)						25,000	
General Fund Transfers	Transfer to Professional Dev Reserve	(5,000)						5,000	
General Fund Transfers	Transfer to Athletics Playoff Travel Reserve	(10,000)						10,000	
General Fund Transfers	Transfer to Deferred Maintenance/Bldg Reserve	(120,000)						120,000	
General Fund Transfers	Transfer to Lawnmower Reserve	(10,000)						10,000	
General Fund Transfers	Transfer to Debt Service Fund	(284,768)					284,768		
Agency Fund	Transfer to General Fund CBWCL Revenue				(25,000)	25,000			
Student Housing	Debt Service Payment		(348,000)				348,000		
Totals		(564,768)	(348,000)	-	(25,000)	25,000	632,768	280,000	-

## Debt Service Payment Schedule

	PERS Bonds	2017 Refinance	2012 Bonds	Other Fees/Costs	Totals
<b>Resources:</b>					
General Fund Transfer		194,118	80,650	10,000	284,768
Salary PERS Expenditures from Departments	1,311,144				1,311,144
Student Housing Transfer			348,000		348,000
<b>Total Resources</b>	<b>1,311,144</b>	<b>194,118</b>	<b>428,650</b>	<b>10,000</b>	<b>1,943,912</b>
<b>Payments:</b>					
PERS Bonds	1,311,144				1,311,144
Bank of Eastern Oregon Consolidation Loan		194,118			194,118
Wells Fargo Bank Housing Bonds			428,650		428,650
Other Debt Service Trustee Fees/Costs				10,000	10,000
<b>Total Payments</b>	<b>1,311,144</b>	<b>194,118</b>	<b>428,650</b>	<b>10,000</b>	<b>1,943,912</b>

**TREASURE VALLEY COMMUNITY COLLEGE**  
**Resolution No. 21-002**  
**RESOLUTION ADOPTING THE BUDGET**

**BE IT RESOLVED**, that the Board of Education of Treasure Valley Community College hereby adopts the budget for fiscal year **2022-23** in the total sum of **\$63,373,009** now on file in the office of the Vice President 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, 2022, 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	\$6,320,089
Instructional Support	\$909,258
Student Services	\$2,601,210
College Support	\$4,916,855
Plant Operations/Maintenance	\$1,943,265
Plant Additions	\$60,000
Financial Aid	\$1,058,674
Transfers Out/Other Uses	\$564,768
Contingency	\$950,000
Total General Fund Appropriations	<u>\$19,324,120</u>

**SPECIAL REVENUE FUND:**

Instruction	\$8,289,982
Instructional Support	\$3,380,128
Transfers Out/Other Uses	\$500,000
Total Special Revenue Fund Appropriations	<u>\$12,170,110</u>

**Resolution No. 21-002 (continued)**

Page 2 of 3

**DEBT SERVICE FUND:**

Debt Service	\$1,943,912
--------------	-------------

**CAPITAL PROJECTS FUND:**

Facilities Acquisition and Construction	\$5,150,000
Transfers Out/Other Uses	200,000
Total Capital Projects Fund	<u>\$5,350,000</u>

**RESERVE FUND:**

Support Services	\$1,071,500
Facilities Acquisition and Construction	928,500
Transfers Out/Other Uses	700,000
Total Reserve Fund Appropriations	<u>\$2,700,000</u>

**AUXILIARY FUND:**

Instruction	\$1,597,795
Enterprise Services	1,984,894
Transfers / Other Uses	548,000
Total Auxiliary Fund Appropriations	<u>\$4,130,689</u>

**AGENCY FUND:**

Instruction	\$270,000
Supporting Services	1,177,867
Transfers / Other Uses	25,000
Total Agency Fund Appropriations	<u>\$1,472,867</u>

**STUDENT FINANCIAL AID FUND:**

Supporting Services	\$9,000,000
---------------------	-------------

<b>TOTAL 2022-23 BUDGET APPROPRIATIONS</b>	<b><u>\$56,091,698</u></b>
--	----------------------------

*Note: The difference between total appropriations of \$56,091,698 and the total budget of \$63,373,009 is the unappropriated ending fund balance of \$7,281,311.*

**Resolution No. 21-002 (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 2022-23 upon the assessed value of all taxable property within the College district.

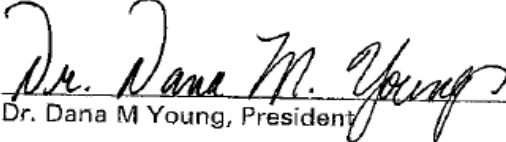
**Education**

General Fund

\$1.2235 / \$1,000

  
\_\_\_\_\_  
Dirk DeBoer, Board Chairperson

6-21-2022  
Date

  
\_\_\_\_\_  
Dr. Dana M Young, President

6-21-2022  
Date

June 21, 2022  
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 2022-23

- 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 Community 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>	
Mailing Address of District	City	State	Zip	Date Submitted
<u>Shirley Haidle</u>	<u>Vice President of Administrative Services</u>	<u>541-881-5842</u>	<u>shaidle@tvcc.cc</u>	
Contact Person	Title	Daytime Telephone	Contact Person E-mail	

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

- X 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**
**Subject to  
Education Limits**

Rate -or- Dollar Amount

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

**PART II: RATE LIMIT CERTIFICATION**

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

**PART III: SCHEDULE OF LOCAL OPTION TAXES** - Enter all local option taxes on this schedule. If there are more than three taxes,  
attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

150-504-075-6 (Rev. 12-15)

(see the back for worksheet for lines 4a, 4b, and 4c)

File with your assessor no later than JULY 15, unless granted an extension in writing.

**2022-23 Treasure Valley Community College****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 21, 2022 at 6:00 pm at the Laura Moore Cunningham Science Center, Hanigan Board Room, on the TVCC campus, 650 College Blvd., Ontario, Oregon. Attendance will be available to the public via zoom at <https://gotvcc.zoom.us/j/93496690647> or by telephone. Phone Number (long distance charges may apply) 1 253 215 8782 Meeting ID: 934 9669 0647 The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2022 as approved by the Treasure Valley Community College Budget Committee. A summary of the budget is presented below. An electronic copy of the budget may be obtained by email to [shaidle@tvcc.cc](mailto:shaidle@tvcc.cc). This budget is for an annual budget period and was prepared on a basis of accounting that is the same as the basis of accounting used during the preceding year.

Contact: Shirley Haidle

Telephone: 541-881-5842

Email: [shaidle@tvcc.cc](mailto:shaidle@tvcc.cc)**FINANCIAL SUMMARY - RESOURCES**

<b>TOTAL OF ALL FUNDS</b>	<b>Actual Amount Last Year 2020-2021</b>	<b>Adopted Budget This Year 2021-2022</b>	<b>Approved Budget Next Year 2022-2023</b>
Beginning Fund Balance	\$ 7,874,740	\$ 7,517,000	\$ 11,424,772
Current Year Property Taxes, other than Local Option Taxes	\$ 2,720,236	\$ 2,773,919	\$ 3,024,199
Current Year Local Option Property Taxes	\$ -	\$ -	
Tuition and Fees	\$ 8,596,352	\$ 11,169,203	\$ 10,034,903
Other Revenue from Local Sources	\$ 6,892,812	\$ 6,202,798	\$ 7,221,703
Revenue from State Sources	\$ 12,126,458	\$ 11,492,765	\$ 15,264,663
Revenue from Federal Sources	\$ 12,084,916	\$ 17,085,006	\$ 13,770,000
Interfund Transfers	\$ 1,964,993	\$ 1,078,668	\$ 2,632,768
All Other Budget Resources	\$ -	\$ -	\$ -
<b>Total Resources</b>	<b>\$ 52,260,507</b>	<b>\$ 57,319,359</b>	<b>\$ 63,373,009</b>

**FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION**

Personnel Services	\$ 14,659,275	\$ 17,942,195	\$ 20,263,744
Materials & Services	\$ 9,096,487	\$ 15,398,657	\$ 13,998,376
Financial Aid	\$ 7,920,938	\$ 12,503,999	\$ 9,948,674
Capital Outlay	\$ 2,582,237	\$ 1,798,483	\$ 6,449,223
Debt Service	\$ 1,812,012	\$ 1,882,313	\$ 1,943,912
Interfund Transfers	\$ 1,924,993	\$ 1,463,668	\$ 2,537,768
Operating Contingency	\$ -	\$ 950,000	\$ 950,000
All Other Expenditures	\$ 1,907,867	\$ -	\$ -
Unappropriated Ending Fund Balance & Reserves	\$ 12,356,698	\$ 5,380,044	\$ 7,281,311
<b>Total Requirements</b>	<b>\$52,260,507</b>	<b>\$57,319,359</b>	<b>\$ 63,373,009</b>

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY FUNCTION			
Instruction	\$ 11,071,111	\$ 14,482,630	\$ 16,477,866
FTE	69.8	66.0	68.0
Instructional Support	\$ 4,440,913	\$ 5,909,835	\$ 4,289,386
FTE	12.8	9.0	12.8
Student Services other than Student Financial Aid/Loans	\$ 4,105,491	\$ 5,562,710	\$ 5,763,971
FTE	19.0	19.0	19.0
Student Financial Aid/Loans	\$ 7,902,219	\$ 12,635,999	\$ 10,058,674
FTE	3.0	3.0	3.0
Support Serv. other than Facilities Acquisition and Construction	\$ 4,677,374	\$ 5,643,928	\$ 5,988,355
FTE	25.5	27.0	25.5
Facilities Acquisition and Construction	\$ 3,969,694	\$ 3,408,232	\$ 8,081,765
FTE	4.5	6.0	4.5
Interfund Transfers	\$ 1,924,993	\$ 1,463,668	\$ 2,537,768
Debt Service	\$ 1,812,012	\$ 1,882,313	\$ 1,943,912
Operating Contingency	\$ -	\$ 950,000	\$ 950,000
Unappropriated Ending Fund Balance and Reserves	\$ 12,356,700	\$ 5,380,044	\$ 7,281,311
<b>Total Requirements</b>	<b>\$52,260,507</b>	<b>\$57,319,359</b>	<b>\$63,373,009</b>
<b>Total FTE</b>	<b>134.6</b>	<b>130.0</b>	<b>132.8</b>

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING
<p>The College's total 2022-23 budget increased by approximately \$6.05M from the 2021-22 budget. Of this increase, \$4.25M comes from the capital projects fund where we are in the beginning stages of preparation for the construction of a new nursing and allied health professions center. Reserve funds have been building up over the last few years so the budget in that fund also increased. The budget includes a \$3/credit increase to the General Fund for tuition with an assumption of an enrollment decrease of 1.5% and the discontinuation of Federal stimulus money available to recover lost revenue from the pandemic. The 2022-23 General Fund budget increased from 2021-22 by approximately \$635k largely due to an increase in state FTE funding for the 2021-23 biennium which was unknown at the time the 2021-22 budget was approved. The expense side of the general fund budget includes modest increases in salaries and benefits for all employee groups, increases in student tuition waivers to account the \$3 per credit increase in tuition, ongoing increases in institutional technology and cybersecurity costs, and other unfunded mandates such as increases in unemployment rates, minimum wage, and Oregon family medical leave. The Special Revenue Fund increased by \$778k for additional grants and contracts, both already awarded and potential. The Debt Service Fund budget increased by \$62k to account for all scheduled debt service payments while the Capital Projects Fund increased by \$4.1M as the planning for the new construction of the Nursing and Allied Health Professions Center begins. The Reserve Fund budget increased by \$3.1M as these funds are beginning to increase so that cybersecurity, fiber optics replacement, deferred maintenance and other needed expenditures can be budgeted here. Auxiliary Funds decreased by \$150k as a result of lower revenues coming into some of the these funds; particularly the bookstore which has seen revenues steadily decline over the past several years as online and other options become more appealing as a source for students to obtain their textbooks and other course materials. The Financial Aid Fund budget decreased by \$2.6M from the prior year as a result of elimination of COVID stimulus funding for emergency grants to students after Fall term 2022 and because declines in enrollment and fewer students taking advantage of student loans in recent years.</p>

PROPERTY TAX LEVIES			
	Rate or Amount Imposed Last Year 2020-2021	Rate or Amount Imposed This Year 2021-2022	Rate or Amount Approved Next Year 2022-2023
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

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 (PERS and Housing)	\$10,427,430	\$0
Other Borrowings	\$1,092,013	\$0
<b>Total</b>	<b>\$11,519,443</b>	<b>\$0</b>

## Notice of Budget Committee Meeting


STATE OF OREGON )  
                          ).SS.  
COUNTY OF MALHEUR)

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, 2022 to June 30, 2023, will be held at the Laura Moore Cunningham Science Center Building, Room 128, on the Treasure Valley Community College campus, 650 College Blvd., Ontario, Oregon. Attendance will also be available via zoom at <https://gotvcc.zoom.us/j/97370741023> or by telephone. Phone Number: (long distance charges may apply) 1 253 215 8782 or 1 669 900 6833 Meeting ID: 973 7074 1023 Password: 077688. The meeting will take place on the 17th day of May, 2022 at 5:00 PM Mountain Time. The purpose of the meeting is to receive the budget message and to receive comment from the public on the 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 programs with the Budget Committee. An electronic copy of the proposed budget document may be obtained on or after May 13, 2022 by email to [shaidle@tvcc.cc](mailto:shaidle@tvcc.cc). This notice was also posted on TVCC's website on 5/5/2022 at <https://www.tvcc.cc/news/2022budgetnotice.cfm>.

Legal Number 514081  
May 6, 2022

### AFFIDAVIT OF PUBLICATION

 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

NOTICE OF BUDGET MEETING  
L-514081

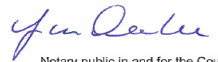
was printed and published correctly in the regular and entire issue of said ARGUS OBSERVER for 1 issue(s), that the first was made on the 6th day of May 2022 and the last publication thereof was made on the 6th day of May 2022 that said publication was made on each of the following dates, to wit:

05/06/2022

Request of TREASURE VALLEY COMMUNITY COLLEGE/LEGALS

By Argus Observer

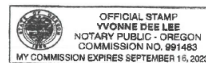
Subscribed and sworn to before me this 6th day of May 2022



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

My commission Expires:

September 16, 2023



### TREASURE VALLEY COMMUNITY COLLEGE NOTICE OF BUDGET COMMITTEE MEETING

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POSTED ON TVCC WEBSITE

# Notice of Budget Hearing

## AFFIDAVIT OF PUBLICATION

STATE OF OREGON )  
:SS.  
COUNTY OF MALHEUR)

M. B. Deane 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

BUDGET  
L-525503

was printed and published correctly in the regular and entire issue of said

ARGUS OBSERVER for 1 issue(s), that the first was made on the

10th day of June 2022 and the last publication thereof was

made on the 10th day of June 2022 that said publication

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

06/10/2022

Request of TREASURE VALLEY COMMUNITY COLLEGE/LEGALS

By Argus Observer

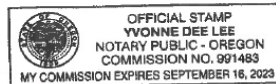
Subscribed and sworn to before me this 10th day of June 2022

Yvonne Deane

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

My commission Expires:

September 16, 2023



2022-23 Treasure Valley Community College			
FORM CC-1		NOTICE OF BUDGET HEARING	
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Contact: Shirley Haidle		Telephone: 541-881-5842 Email: <a href="mailto:shaidle@vcc.edu">shaidle@vcc.edu</a>	
FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount Last Year 2020-2021	Adopted Budget This Year 2021-2022	Approved Budget Next Year 2022-2023
Beginning Fund Balance	\$ 7,874,740	\$ 7,517,000	\$ 11,424,772
Current Year Property Taxes, other than Local Option Taxes	\$ 2,720,236	\$ 2,773,919	\$ 3,024,199
Current Year Local Option Property Taxes	\$ -	\$ -	\$ -
Tuition and Fees	\$ 8,596,362	\$ 11,169,903	\$ 10,034,900
Other Revenue from Local Sources	\$ 6,892,812	\$ 5,202,798	\$ 7,221,703
Revenue from State Sources	\$ 12,126,458	\$ 11,492,765	\$ 15,264,663
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Interfund Transfers	\$ 1,964,993	\$ 1,078,068	\$ 2,632,768
All Other Budget Resources	\$ -	\$ -	\$ -
<b>Total Resources</b>	<b>\$ 62,260,507</b>	<b>\$ 57,319,369</b>	<b>\$ 63,373,009</b>
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	\$ 14,639,275	\$ 17,942,195	\$ 20,263,744
Materials & Services	\$ 3,095,487	\$ 15,399,657	\$ 13,063,376
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Debt Service	\$ 1,812,012	\$ 1,882,313	\$ 1,943,912
Interfund Transfers	\$ 1,924,993	\$ 1,483,668	\$ 2,537,768
Operating Contingency	\$ -	\$ 950,000	\$ 950,000
All Other Expenditures	\$ 1,907,867	\$ -	\$ -
Unappropriated Ending Fund Balance & Reserves	\$ 12,356,698	\$ 5,380,044	\$ 7,281,311
<b>Total Requirements</b>	<b>\$ 62,260,507</b>	<b>\$ 57,319,369</b>	<b>\$ 63,373,009</b>
FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY FUNCTION			
Instruction	\$ 11,071,111	\$ 14,482,630	\$ 16,477,866
FTE	65.0	65.0	68.0
Instructional Support	\$ 4,440,913	\$ 5,909,835	\$ 4,289,356
FTE	12.8	3.0	12.8
Student Services other than Student Financial Aid/Loans	\$ 4,105,491	\$ 5,552,710	\$ 5,763,971
FTE	19.0	19.0	19.0
Student Financial Aid/Loans	\$ 7,902,219	\$ 12,635,999	\$ 10,059,674
FTE	3.0	3.0	3.0
Support Serv. other than Facilities Acquisition and Construction	\$ 4,677,374	\$ 5,643,928	\$ 5,988,355
FTE	25.5	27.0	25.5
Facilities Acquisition and Construction	\$ 3,969,694	\$ 3,463,292	\$ 8,081,765
FTE	4.5	6.0	4.5
Interfund Transfers	\$ 1,924,993	\$ 1,483,668	\$ 2,537,768
Debt Service	\$ 1,812,012	\$ 1,882,313	\$ 1,943,912
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Unappropriated Ending Fund Balance and Reserves	\$ 12,356,700	\$ 5,380,044	\$ 7,281,311
<b>Total Requirements</b>	<b>\$ 62,260,507</b>	<b>\$ 57,319,369</b>	<b>\$ 63,373,009</b>
<b>Total FTE</b>	<b>134.6</b>	<b>130.0</b>	<b>132.8</b>
STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING			
The College's total 2022-23 budget increased by approximately \$6.0M from the 2021-22 budget. Of this increase, \$4.25M comes from the capital projects fund where we are in the beginning stages of preparation for the construction of a new nursing and allied health professional center. Reserve funds have been building up over the last few years so the budget in that fund also increased. The budget includes a \$3/credit increase to the General Fund for tuition with an assumption of an enrollment decrease of 1.5% and the discontinuation of Federal stimulus money available to recover lost revenue from the pandemic. The 2022-23 General Fund budget increased from 2021-22 by approximately \$65K largely due to an increase in state FTE funding for the 2021-23 biennium which was unknown at the time the 2021-22 budget was approved. The expense side of the general fund budget includes modest increases in salaries and benefits for all employee groups, increases in student tuition waivers to account for the \$3 per credit increase in tuition, ongoing increases in institutional technology and cybersecurity costs, and other unfunded mandates such as increases in unemployment rates, minimum wage, and Oregon family medical leave. The Special Revenue Fund increased by \$778K for additional grants and contracts, both already awarded and potential. The Debt Service Fund budget increased by \$62K to account for all scheduled debt service payments while the Capital Projects Fund increased by \$4.1M as the planning for the new construction of the Nursing and Allied Health Professional Center begins. The Reserve Fund budget increased by \$3.1M as the funds are beginning to increase so that cybersecurity, fiber optics replacement, deferred maintenance and other needed expenditures can be budgeted here. Auxiliary Funds decreased by \$150K as a result of lower revenues coming into some of these funds, particularly the bookstore which has seen revenues steadily decline over the past several years as online and other options become more appealing as a source for students to obtain their textbooks and other course materials. The Financial Aid Fund budget decreased by \$2.6M from the prior year as a result of elimination of COVID stimulus funding for emergency grants to students after Fall term 2022 and because declines in enrollment and fewer students taking advantage of student loans in recent			
PROPERTY TAX LEVIES			
	Rate or Amount Imposed Last Year 2020-2021	Rate or Amount Imposed This Year 2021-2022	Rate or Amount Approved Next Year 2022-2023
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
STATEMENT OF INDEBTEDNESS			
	Estimated Debt Outstanding July 1,	Estimated Debt Authorized, But Not Incurred July 1	
General Obligation Bonds	\$0	\$0	
Other Bonds (PERS and Housing)	\$10,427,430	\$0	
Other Borrowings	\$1,692,013	\$0	
<b>Total</b>	<b>\$11,519,443</b>	<b>\$0</b>	
Legal Number 925503 June 10, 2022			

## 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 the proposed budget are Instruction, Instructional Support, Student Services, College Support, Plant Operations, Plant Additions, Financial Aid, Transfers out, Contingency, Debt Service, Support Services and Facilities Acquisition & Construction.

### **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 shown 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.

## **2022-23 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.