

TREASURE VALLEY COMMUNITY COLLEGE

Budget Document
2015-2016
Adopted

Treasure Valley Community College Budget Document 2015-2016

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**Treasure Valley Community College
Budget Document
2015-2016**

General Information

- Budget Committee for 2015-2016
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Treasure Valley Community College
650 College Blvd.
Ontario, OR 97914

Budget Committee for 2015-2016 Budget Year

Board of Education Members	Term Expires
Darlene McConnell – Chair	2017
Mark Wettstein – Vice Chair	2015
John Forsyth	2015
Cheryl Cruson	2015
Roger Findley	2017
Vicki Price	2015
Michael Petterson	2017

Board of Education Members are appointed for four (4) year terms, with elections held in odd numbered years

Appointed Budget Committee Members

Pat Phillips	2015
Torie Ramirez *	2015
Randy Jensen *	2015
Scott Wilson	2016
Marty Justus	2016
Prudence Sherman	2017
Jed Myers	2018

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

Amber Campbell and Wayne Burzota were unable to attend the meeting and their terms were completed by the individuals noted above

Executive Officer:

Dana Young, President

Budget Officer:

Randy Griffin, VP of Administrative Services

**Summary of Budget Dates
for
2015-2016 Budget Year**

Notice of Public Budget Committee Hearing Published (1st run)	May 5th, 2015
Notice of Public Budget Committee Hearing Published (2 nd run)	May 12, 2015
Public Budget Committee Hearing	May 19, 2015
Notice of Budget Hearing with Financial Summary Published	xxxx
Board of Education Meeting (Budget Adopted)	xxxx
Notice of Property Tax Levy to County Assessor	xxxx

**TREASURE VALLEY COMMUNITY COLLEGE
BUDGET MESSAGE
FISCAL YEAR 2015-2016**

Purpose:

The purpose of the following budget message is to describe and explain the budget document, describe the budget's important features, detail the reasons for any major changes from the previous year's approved budget, and explain 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 2015-2016 budget is a projection of both revenues and expenses.

Budget Development:

Campus cost center managers, faculty members, and departmental staff have all been solicited for their opinions and advice in assembling the annual College budget. However, this budget does not reflect all the needs of the institution. The budget Officer could give the budget Committee a list of unmet needs, but prefers to present a budget representing the College administration's best recommendations. The budget format corresponds to the statewide classification of "revenue and expense accounting" adopted in 1994. This budget plan is subject to change by legislative and/or administrative action as required or needed.

Treasure Valley Community College District's Mission Statement:

"TVCC is a comprehensive community college providing quality educational opportunities and cultural enhancement in a financially responsible manner throughout our service area."

Treasure Valley Community College District's Vision Statement:

"Treasure Valley Community College will be an excellence-driven institution with a global perspective that continues to offer quality programs as an evolving model rural comprehensive college".

Budget Philosophy:

Treasure Valley Community College's budget process has always been a challenging one, at best. One of the biggest challenges in preparing our budget is how to maintain our local comprehensive community college status in light of declining or very tight revenue while, at the same time, being asked to provide more and more specific types of individualized training and services. This is extremely important to our community, as the college must be able to grow and change when necessary, as well as be responsive to multiple community needs requests. The college and our local communities need to understand and be aware of changes at the local, regional and global level, while maintaining progressive attitudes regarding change within our own college and community. Our local, regional, and global economies are rapidly changing and will do so at an even faster pace in the future. With these thoughts in mind, budget changes for the 2015-2016 fiscal year are reflective of these facts.

Guiding Principles:

The College has developed a set of guiding principles, or institutional priorities, and goals to follow in the planning, preparation, development, and expending of next year's budget. Treasure Valley Community College's guiding principles for the 2015-2016 budget year are as follows:

1. Increase enrollment and access through managed growth.

2. Maintain core instruction and support services within available resources.
3. Improve efficiency and effectiveness.
4. Improve student life.
5. Improve facilities and utilization.
6. Meet all recommendations of accreditation.
7. Improve staff, faculty and community relationships.
8. Streamline all business and student processes.
9. Develop and implement a technology plan including a technology hardware and software replacement schedule.
10. Practice good stewardship of public funds.

These institutional priorities and goals will help shape the College over the course of the next budget year. These guiding principles will be updated annually as needed on a campus-wide basis.

Revenue and Expenditures:

The budget for 2015-2016 includes general fund resources and related expenditures in the amount of \$19,394,744 and represents an \$8,629 increase from the prior year's budget of \$19,386,115.

While the College budget has increased slightly, the 2015-2016 budget was one that included many strategic reductions in planned expenditures. The College has struggled this year to maintain its enrollment, suffering through a 6-8% decline in enrollment for the 2014-2015 fiscal year. The College anticipates continued enrollment declines of 5% in the 15-16 budget year and has adjusted its operations accordingly to mitigate the reduction in tuition and fee revenues. The College was able to offset much of its reduced enrollment because of an increase in FTE funding. The State of Oregon increased FTE funding to Community Colleges by approximately 15% from last biennium. However, even that increase was not enough to mitigate the roll up costs of the institution. In order to offset the cost increases, the College will be increasing its tuition and Universal fee by \$2 each per credit. In addition, the College Associated Student Government (ASG) will be increasing its fee by \$1 per a credit. In total, tuition and fees increased by \$5 per credit for students. It is worth nothing that while the increase was \$5 per a credit, \$1 of the Universal fee is specifically going to student initiatives, which for the 2015-2016 fiscal year is replacing wireless hotspots on campus. In addition, the student fee will be allocated to ASG to offset the additional costs associated with the many student life programs they provide.

The costs of providing educational services continue to rise. From personnel costs, to new technology, to campus upgrades, all straining the campuses limited resources. The college will meet the requirements of the current Collective Bargaining Agreement (CBA) with the Treasure Valley Education Association (TVEA) which include step increases and a 7% increase in the insurance cap. The College will also provide a 2% COLA to all the classified staff across campus. The Professional Staff and Administration did not receive a COLA this year, however, in lieu of the COLA for Professional and Admin, the Classified, Professional, and Admin will all receive the four days of holiday break as paid leave instead of requiring staff to take vacation. In addition to these personnel costs, the College also institutionalized costs that were previously not in the General Fund. These costs included CASE Grant employees, instructional, along with enhanced security services.

The budget provides funds for the following:

1. Faculty steps and or COLA and an increase in their insurance cap of 7%.
2. Increase in the COLA for classified staff of 2%.
3. Replacement of Wi-Fi hot spots across campus.
4. Institutionalizing costs associated with 4.0 FTE that were partially funded by the CASE grant during the 14-15 fiscal year.
5. Addition of two part-time positions, one for the Financial Aid department to assist with loan reconciliations and one to assist with management and oversight of the Ag Complex.

Overall, this budget and its preparation was a challenging one. Even with increases in state funding and a tuition and fee increase, the cost of providing instruction and student support continues to grow at an incredible pace. The College will continue to look for partnerships, donors, and other entities to help us enhance and expand our programs in a way that limits the effect on our staff and students. Overall we feel the budget we have presented is a manageable one. While it does not meet all of our needs and desires, it will ensure the College continues to provide an excellent education to our students.

Respectfully submitted,



Jonathan Gillen
Chief Financial Officer

**Treasure Valley Community College
Budget Document
2015-2016**

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TREASURE VALLEY COMMUNITY COLLEGE
Resolution No. 14-004

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED, that the Board of Education of Treasure Valley Community College hereby adopts the budget for fiscal year 2015-2016 in the total sum of \$65,962,744 now on file in the office of the VP of Administrative Services, Business Office, Treasure Valley Community College, 650 College Blvd., Ontario, OR 97914.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED, that the amount for the fiscal year beginning July 1, 2015, 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	\$ 6,959,557
Instructional Support	699,781
Student Services	2,177,774
College Support	3,986,110
Plant Operations/Maintenance	1,728,088
Plant Additions	90,000
Financial Aid	810,886
Debt Service	1,915,048
Contingency	520,000
Transfers	<u>207,500</u>
Appropriated Total	19,094,744
Unappropriated Ending Balance	<u>300,000 *</u>
Fund Total	<u>\$19,394,744</u>

SPECIAL REVENUE FUND:

Instruction	\$ 2,100,000
Instructional Support	<u>1,595,000</u>
Appropriated Total	3,695,000
Unappropriated Ending Balance	<u>100,000 *</u>
Fund Total	<u>\$ 3,795,000</u>

CAPITAL PROJECTS FUND:

Facilities Acquisition and Construction	\$ 0
Other Uses	<u>0</u>
Appropriated Total	0
Unappropriated Ending Balance	<u>0 *</u>
Fund Total	<u>\$ 0</u>

RESOLUTION MAKING APPROPRIATIONS (CONT.)

RESERVE FUND:

Support Services	\$ 500,000
Facilities Acquisition and Construction	300,000
Other Uses	<u>475,000</u>
Appropriated Total	1,275,000
Unappropriated Ending Balance	<u>1,325,000*</u>
Fund Total	<u>\$ 2,600,000</u>

AUXILIARY FUND:

Instruction	\$ 2,800,000
Enterprise and Community Services	2,600,000
Transfers / Other Uses	<u>850,000</u>
Appropriated Total	6,250,000
Unappropriated Ending Balance	<u>4,250,000*</u>
Fund Total	<u>\$ 10,500,000</u>

STUDENT FINANCIAL AID FUND:

Supporting Services	\$ 22,748,000
Other Uses	<u>6,750,000</u>
Appropriated Total	29,498,000
Unappropriated Ending Balance	<u>175,000*</u>
Fund Total	<u>\$ 29,673,000</u>

TOTAL APPROPRIATIONS

\$59,812,744

*Unappropriated Ending Balance in the amount of \$6,150,000 is not appropriated in each respective fund total.

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 2015-2016 upon the assessed value of all taxable property within the College district.

	<u>Education</u>
General Fund	<u>\$1.2235 / \$1000</u>

Darlene McConnell
Darlene McConnell, Board Chairperson

6/16/2015
Date

Dana Young
Dana Young, President

6/16/2015
Date

6/16/2015
Date Resolution Adopted

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property for Education Districts

FORM ED-50 2015-2016

To assessor of Malheur / Baker County

- File no later than JULY 15.
- Be sure to read instructions in the 2015-2016 Notice of Property Tax Levy 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 on the tax roll of Malheur / Baker County. The property tax, fee, charge or assessment is categorized as stated by this form.

650 College Blvd Ontario OR 97914 6/17/2015
Mailing Address of District City State Zip Date

Jonathan Gillen Chief Financial Officer 541-881-5842 jgillen@tvcc.cc
Contact Person Title Daytime Telephone Contact Person E-mail

CERTIFICATION - Check one box.

- The tax rate of levy amounts certified in Part I are within the tax rate of 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 294.435.

PART I: TOTAL PROPERTY TAX LEVY

		Subject to Education Limits		
		Rate -or- Dollar Amount		
1. Permanent rate limit tax (per \$1000)	1	1.2235		Excluded from Measure 5 Limits Amount of Levy
2. Local option operating tax	2			
3. Local option capital project tax	3			
4. Levy for "Gap Bonds"	4			
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a			
5b. Levy for bonded indebtedness from bonds approved by voters after October 6, 2001	5b			
5c. Total levy for bonded indebtedness not subject to Measure 5 of Measure 50 (total of 5a + 5b)	5c			

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	1.2235
7. Date received voter approval for rate limit if new district	7	
8. Estimated permanent rate limit for newly merged/consolidated district	8	

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 year levied	Final year to be levied	Total tax amount -or- rate authorized per year by voters

150-504-075-6 (Rev. 12-05)

(see the back for worksheet for lines 5a, 5b, and 5c)

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

NOTICE OF BUDGET HEARING

A public meeting of the Board of Education of Treasure Valley Community College will be held on June 16th, 2015 at 7:00 pm at the Treasure Valley Community College Campus in the Laure Moore Cunningham Science Center, address: 650 College Blvd, Ontario, Or, 97914. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2015 as approved by the Treasure Valley Community College Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at the Student Services Center on campus between the hours of 8 a.m. and 5 p.m., This Budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the basis of accounting used during the preceding year.

Contact: Jonathan Gillen

Telephone: 541-881-5842

Email: jgillen@tvcc.cc

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount Last Year 2013-2014	Adopted Budget This Year 2014-2015	Approved Budget Next Year 2015-2016
Beginning Fund Balance		\$ 8,965,000	\$ 7,800,000
Current Year Property Taxes, other than Local Option Taxes	\$ 1,912,327	\$ 1,935,000	\$ 2,012,500
Current Year Local Option Property Taxes	\$ -	\$ -	
Tuition and Fees	\$ 10,090,506	\$ 10,621,599	\$ 9,786,145
Other Revenue from Local Sources	\$ 4,906,688	\$ 4,852,750	\$ 4,453,000
Revenue from State Sources	\$ 8,913,782	\$ 9,026,938	\$ 9,136,271
Revenue from Federal Sources	\$ 17,378,316	\$ 23,565,000	\$ 24,500,000
Interfund Transfers	\$ 8,674,893	\$ 9,982,328	\$ 8,274,828
All Other Budget Resources			
Total Resources	\$51,876,512	\$68,948,615	\$65,962,744

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	\$ 14,736,751	\$ 15,605,473	\$ 16,896,832
Materials & Services	\$ 9,078,561	\$ 8,663,633	\$ 8,207,323
Capital Outlay	\$ 653,269	\$ 277,250	\$ 501,035
Debt Service	\$ 2,014,832	\$ 1,976,420	\$ 1,915,048
Interfund Transfers	\$ 8,260,777	\$ 11,759,943	\$ 9,781,247
Operating Contingency	\$ -	\$ 520,000	\$ 520,000
All Other Expenditures	\$ 18,179,704	\$ 22,398,896	\$ 21,991,259
Unappropriated Ending Fund Balance & Reserves		\$ 7,747,000	\$ 6,150,000
Total Requirements	\$52,923,894	\$68,948,615	\$65,962,744

FINANCIAL SUMMARY—REQUIREMENTS AND FULL TIME EQUIVALENT EMPLOYEES (FTE) BY FUNCTION

Instruction	\$ 10,897,669	\$ 11,750,476	\$ 11,859,557
FTE	101	98	97
Instructional Support	\$ 1,299,980	\$ 2,294,923	\$ 2,294,781
FTE	7	7	7
Student Services other than Student Loans and Financial Aid	\$ 6,204,901	\$ 5,166,113	\$ 5,277,774
FTE	51	55	49
Student Loans and Financial Aid	\$ 18,285,915	\$ 23,605,722	\$ 23,558,886
FTE	2	10	11
Community Services	\$ -	\$ -	\$ -
FTE			
College Support Services other than Facilities	\$ 3,310,039	\$ 3,801,121	\$ 3,986,110
FTE	29	29	32
Facility Acquisition, Construction & Maintenance	\$ 2,649,781	\$ 2,136,340	\$ 2,118,088
FTE	22	22	18
Interfund Transfers	\$ 8,260,777	\$ 9,950,500	\$ 8,282,500
Debt Service	\$ 2,014,832	\$ 1,976,420	\$ 1,915,048
Operating Contingency	\$ -	\$ 520,000	\$ 520,000
Unappropriated Ending Fund Balance and Reserves	\$ -	\$ 7,747,000	\$ 6,150,000
Total Requirements	\$52,923,894	\$68,948,615	\$65,962,744
Total FTE	212	221	214

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

The College budget for the 2015-2016 fiscal year decreased by approximately \$3 million year over year. That decrease is due to numerous factors, including reduced enrollment and better alignment of expenditures to budget expectations. The college General Fund, its main operating fund, increased by approximately \$10 thousand dollars. The budget includes a \$2 per a credit increase in tuition, a \$2 increase in the Universal fee, and a \$1 increase in the Student fee.

PROPERTY TAX LEVIES			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (Rate Limit 1.2235 per \$1,000)	\$ 1,912,327	\$ 1,935,000	\$ 2,012,500
Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS		
LONG TERM DEBT	Estimated Debt Outstanding July 1	Estimated Debt Authorized, But Not Incurred July 1
General Obligation Bonds	\$0	\$0
Other Bonds	\$15,149,218	\$0
Other Borrowings	\$217,553	\$0
Total		

**Treasure Valley Community College
Budget Document
2015-2016**

Budget Documents

- General Fund
 - General Fund Resources
 - Instruction
 - Instructional Support
 - Student Services
 - College Support
 - Plant Operations / Maintenance
 - Plant Additions
 - Financial Aid
 - Debt Service
 - Other (Transfers / Contingency)

Budget Guiding Principles

- * Increase enrollment and access
- * Maintain core instruction and support services within available resources
- * Improve efficiency & effectiveness
- * Improve student life
- * Improve facilities & utilization
- * Meet all recommendations of accreditation
- * Improve staff, faculty & community relationships
- * Streamline all business & student processes
- * Develop and implement a technology plan including a technology hardware and software replacement schedule
- * Practice good stewardship of all public funds

Strategic Plan Core Themes for 2011-2017

- Core theme #1: Access
- Core theme #2: Educational Success
- Core theme #3: Community
- Core theme #4: Institutional Effectiveness

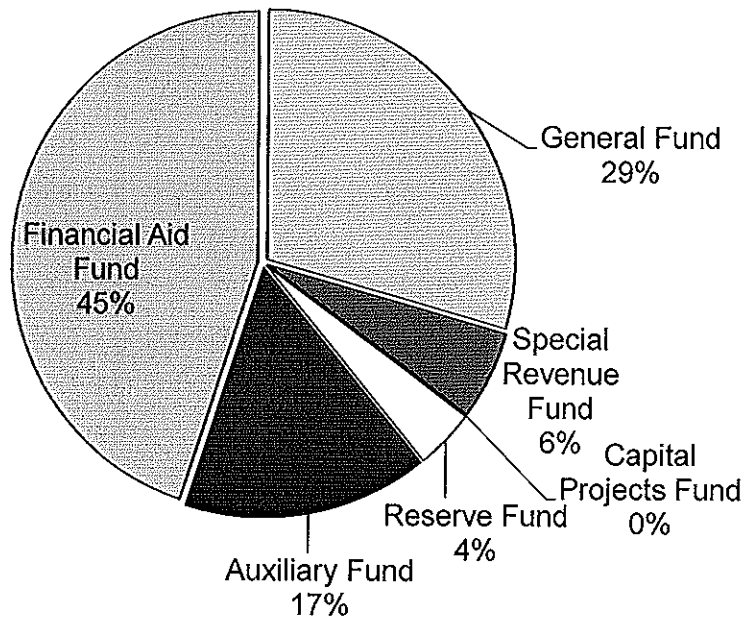
Budget Assumptions/Highlights

General Fund Revenue - Highlights	
<ul style="list-style-type: none"> * A tuition and universal fee increase of \$2 each, leading to \$96 per credit (tuition) and \$16 a credit (universal) * ASG is proposing a \$1 increase in their student fee * The College will be instituting a livestock fee of \$300 per term / per student * Anticipate a decrease in enrollment of 5% year over year (reduction of \$430k) * Increase in property tax revenues, \$77.5k * Increase in State Resources (FTE) Support of \$489k * Decrease in interest income of (\$20k) * Increase in Aviation Admin income of \$20k * Increase in EMT fees of \$19k * Reduction in transfers in from other funds by (\$65k) 	
General Fund Carryover	
<ul style="list-style-type: none"> * General fund carryover will be reduced \$100,000 to \$1.4 million 	
Personnel - Faculty & Staff COLA Information	
<ul style="list-style-type: none"> * Faculty Steps and COLA = \$111k * Classified Staff Cola = \$21k (Admin and Professional received no COLA) 	<ul style="list-style-type: none"> * Faculty Insurance cap inc. (7%) = \$56k * Staff Insurance cap increase (0%) = \$0k
Personnel Additions/Changes - Not in Last Year's General Fund Budget	
<ul style="list-style-type: none"> * CASE Grant Personnel brought into General Fund * Part-time increase in Financial Aid - Student Loan position * Part time Livestock Manager 	<ul style="list-style-type: none"> \$40,000 (salary & benefits) \$27,000 (salary & benefits) \$9,000 (salary and benefits)
Reductions in General Fund Expenditures	
<ul style="list-style-type: none"> * Faculty Retirement Savings * Part-time Faculty departmental adjustments * Reduction in Case Grant Employees (2.0 FTE to 1.0 FTE) * Reduction in a full-time recruiter (1.0 FTE) * Reduction in Registrar Clerk position (1.0 FTE to .50 FTE) * Reduction in College debt Service of(\$61k) * Reduction in Other General Costs, Elections, Liability Insurance, and Audit of (\$26.5k) * Elimination of College SEOG Match (\$20k) * Reduction in waivers and Bad debt expense of (\$120.5k) * Reduction in General Fund Transfers of (\$80k) * Decrease in departmental materials and services across campus of (\$112k) 	<ul style="list-style-type: none"> (\$52,000) (salary & benefits) (\$80,000) (salary & benefits) (\$33,000) (salary & benefits) (\$47,000) (salary and benefits) (\$16,500) (salary and benefits)

Summary of Funds: 2015-2016 Proposed Budget

No.	Fund Title	% of 15-16 Budget	2014-2015 Approved	2015-2016 Proposed	Change
11	General Fund	29%	19,386,115	19,394,744	8,629
12	Special Revenue Fund	6%	3,300,000	3,795,000	495,000
14	Capital Projects Fund	0%	75,000	0	(75,000)
15	Reserve Fund	4%	3,085,000	2,600,000	(485,000)
21	Auxiliary Fund	16%	11,050,000	10,500,000	(550,000)
32	Financial Aid Fund	45%	31,087,500	29,673,000	(1,414,500)
Total			67,983,615	65,962,744	(2,020,871)

Summary of Funds 15-16 Budget

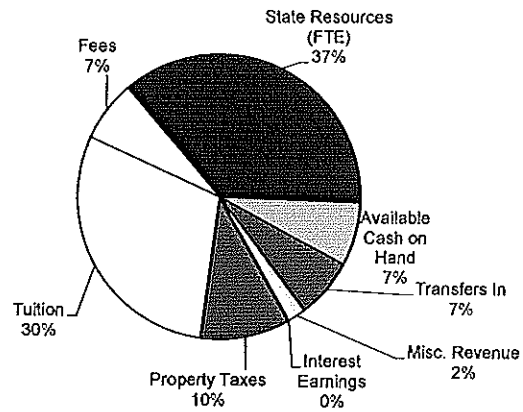


General Fund

- * The General Fund makes up a major portion of the total College budget.
- * This budget supports core College activities--Instruction, Instructional Support, Student Services, College Support Services, Plant Operations, Plant Additions, Debt Service, Financial Aid, Contingency, Transfer to other funds and Unappropriated Ending Fund Balance.
- * Primary funding is state reimbursement (FTE), local property taxes, student tuition and fees and budgeted cash carried forward from the prior year.

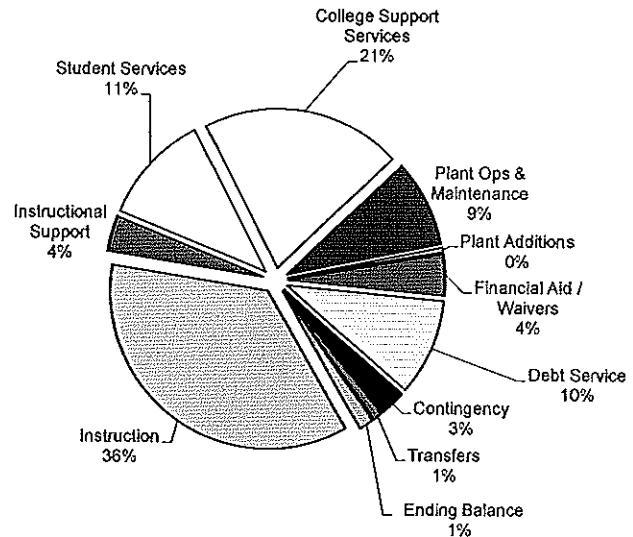
General Fund Resources:

Interest Earnings	\$ 12,500
Property Taxes	2,012,500
Tuition	5,760,500
Fees	1,348,145
State Resources (FTE)	7,141,271
Available Cash on Hand	1,400,000
Transfers In	1,317,328
Misc. Revenue	402,500
Total Resources	\$ 19,394,744



General Fund Requirements:

Instruction	\$ 6,959,557
Instructional Support	699,781
Student Services	2,177,774
College Support Services	3,986,110
Plant Ops & Maintenance	1,728,088
Plant Additions	90,000
Financial Aid / Waivers	810,886
Debt Service	1,915,048
Contingency	520,000
Transfers	207,500
Unappropriated Ending Balance	300,000
Total Requirements	\$ 19,394,744

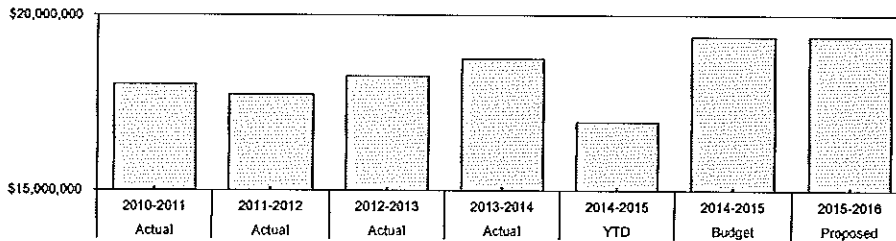


General Fund Resources

- * Resources consist of Interest Earnings, Property Taxes, Tuition, Fees, State Resources (FTE reimbursement), Cash on Hand (carryover), Miscellaneous Revenue, Transfers In, and, when applicable, Long-Term Debt Proceeds.
- Interest earnings is being reduced due to an anticipated reduction in cash on hand and a reduction in the overall amount that will be investable.
- The College anticipates a revenue increase in property taxes due to projected 2015-16 valuations in the taxing district increasing.
- * The College is anticipating a 5% decrease in enrollment year over year.
- * The College is proposing a \$2 increase in tuition and a \$2 increase in the Universal fee for the 15-16 fiscal year.
- The College anticipates an FTE increase in the coming biennium. The College, like many Community Colleges, will be budgeting the Community College Support Fund at \$535 million, an increase of approximately \$500k in TVCC FTE support over the prior year.
- Transfers in decreased year over year. With a reduction in enrollment it was anticipated that Auxiliary Units, in particular Caldwell and the Bookstore, would not be able to transfer in as many dollars to the College General Fund.

	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
Interest Earnings	15,130	11,820	12,845	29,240	7,977	32,000	12,500	(19,500)
Property Taxes	1,993,854	1,766,377	2,006,523	1,912,327	1,891,181	1,935,000	2,012,500	77,500
Tuition	6,370,486	6,280,029	6,288,123	6,158,114	5,751,449	6,190,678	5,760,500	(430,178)
Fees	1,141,042	1,147,933	1,181,459	1,102,403	1,166,956	1,335,921	1,348,145	12,224
State Resources (FTE)	5,433,426	5,542,924	5,165,919	6,194,340	5,059,768	6,651,938	7,141,271	489,333
Available Cash on Hand	1,805,646	1,881,207	1,816,284	1,642,672	1,378,688	1,500,000	1,400,000	(100,000)
Miscellaneous Revenue	487,674	318,131	434,068	480,144	319,641	358,250	402,500	44,250
Transfers In	783,000	783,000	1,357,059	1,234,111	1,382,328	1,382,328	1,317,328	(65,000)
Total Resources	18,030,258	17,731,421	18,262,280	18,763,351	16,957,988	19,386,116	19,394,744	8,629

General Fund Resources Comparison by Year

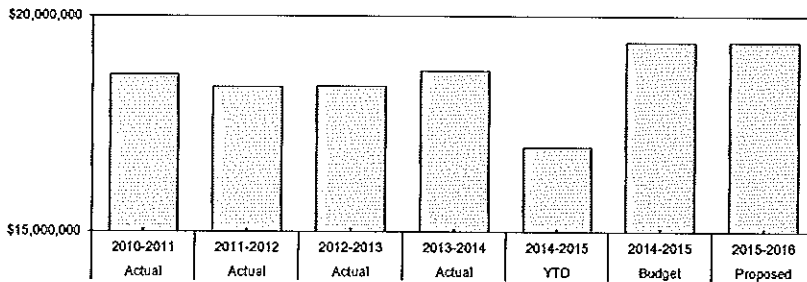


General Fund Requirements by Function

- * Instruction increases are primarily for Faculty COLA's and insurance cap increases based on the TVEA collective bargaining agreement. Classified staff received a 2% COLA. Classified, Professional staff and Admin received the week of holiday break as paid leave in lieu of a pay increase.
- * The increase in Instructional Support is due to bringing an employee off of the CASE Grant. The employee was partially funded in Instruction in the 14-15 budget however was moved to Instructional Support in the 15-16 fiscal year budget and fully funded in the General Fund.
- * College Support Services increase was three fold, the institutionalizing of costs associated with an employee on the CASE Grant into Institutional Research, the addition of salary costs associated with security, recorded in the reserve funds in the prior year, and the addition of materials and services costs for Information Technology
- * Plant Operations and Maintenance increases were due to the increase provided for classified staff noted above
- * The reduction in Financial Aid / Waivers is two fold; a reduction in the bad debt expense allowance and a reduction in staff waivers budgeted due to a lack of utilization.
- * Debt Service decreased due to the expiration of our GE Capital debt related to campus upgrades in lighting. (Please see debt section for more information).
- * Transfers from the General Fund to other campus Reserve Funds decreased due to a lack of budget resources available to make such transfers.

Requirements by Function:	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2016	Budget 2014-2016	Proposed Budget 2015-2016	Budget Increase (Decrease)
Instruction	6,398,675	6,436,280	6,579,103	6,579,270	4,995,522	6,900,476	6,959,557	59,081
Instructional Support	546,465	543,136	542,534	547,799	520,442	629,923	699,781	69,858
Student Services	1,943,280	1,895,864	1,778,825	1,859,214	1,676,531	2,191,113	2,177,774	(13,339)
College Support Services	2,971,662	2,761,741	3,152,007	3,355,079	2,991,624	3,801,121	3,986,110	184,989
Plant Ops & Maintenance	1,676,318	1,603,031	1,670,118	2,001,557	1,504,158	1,706,340	1,728,088	21,748
Plant Additions	74,984	55,738	70,605	139,230	48,498	130,000	90,000	(40,000)
Financial Aid / Waivers	811,430	1,629,103	732,670	798,409	797,557	943,221	810,886	(132,335)
Debt Service	1,630,345	826,334	1,960,994	1,969,792	501,491	1,976,420	1,915,048	(61,372)
Contingency	0	0	0	0	0	520,000	520,000	0
Transfers	783,000	783,000	233,200	125,000	287,500	287,500	207,500	(80,000)
Unappropriated Ending Balance	1,805,646	1,814,384	1,642,672	1,346,273	3,628,114	300,000	300,000	0
Total Requirements	18,641,805	18,348,611	18,362,728	18,721,623	16,951,437	19,386,114	19,394,744	8,630

GENERAL FUND REQUIREMENTS

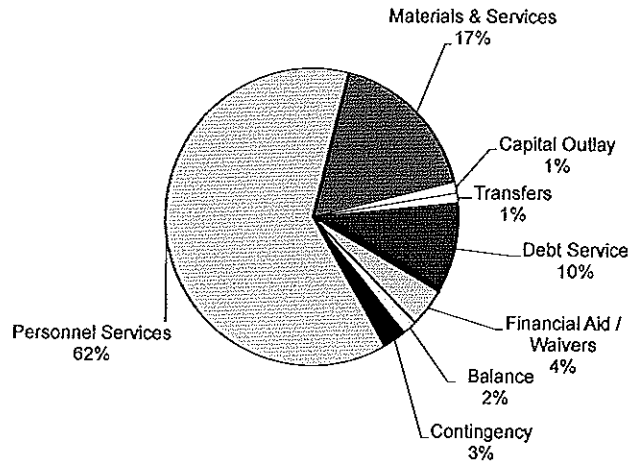


General Fund Requirements by Appropriation

- * Personnel services increases were due to the faculty bargained COLA and insurance cap increase, a 2% increase for classified staff, and bringing in costs into the General Fund as the CASE grant ended.
- * Materials and Services reductions were done to better align resources with need as enrollment declines
- * Capital Outlay was reduced because of an overall decrease in college enrollment and available resources.
- * Transfers from the General Fund to other campus Reserve Funds decreased due to a lack of budget resources available to make such transfers.
- * The reduction in Financial Aid / Waivers is two fold; a reduction in the bad debt expense allowance and a reduction in staff waivers budgeted due to a reduction in utilization.

Requirements by Appropriation:	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
Personnel Services	10,163,478	10,080,485	10,338,592	10,628,879	8,736,056	11,633,231	12,053,318	420,087
Materials & Services	3,394,738	3,189,979	3,489,985	3,503,009	2,887,355	3,390,406	3,352,157	(38,249)
Capital Outlay	158,918	146,522	125,187	350,261	113,364	335,336	235,836	(99,500)
Transfers	783,000	783,000	233,200	125,000	287,500	287,500	207,500	(80,000)
Debt Service	1,630,345	1,629,103	1,800,422	1,969,792	501,491	1,976,420	1,915,047	(61,373)
Financial Aid / Waivers	705,680	705,137	732,670	798,409	797,557	943,221	810,886	(132,335)
Unappropriated Ending Balance	1,805,646	1,814,384	1,642,672	1,346,273	3,628,114	300,000	300,000	0
Contingency	0	0	0	0	0	520,000	520,000	0
Total Requirements	18,641,805	18,348,610	18,362,728	18,721,623	16,951,437	19,386,114	19,394,744	8,630

Expenditures by Appropriation Category



General Fund Appropriation Categories

INSTRUCTION: (27)

Classroom General
Agriculture
Art
Business Education
Computer Science
English & Speech
Industrial Education
Criminal Justice
Math
Music
Natural Resources
Nursing
Physical Education
Science
Social Science
Summer Programs
Col-Cred
Developmental Education
Continuing Education
EMT Training
Community Education
BizCenter Match
Nyssa Outreach
Workforce Training Center
Education
Assessment
Renewable Energy
Aviation

COLLEGE SUPPORT: (12)

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

INSTRUCTIONAL SUPPORT: (4)

VP of Academic Affairs
Executive Dean of CTE
Library

STUDENT SERVICES: (26)

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

PLANT OPS & MAINTENANCE: (4)

Utilities
Plant Operations
Buildings
Grounds

PLANT ADDITIONS: (1)

Plant Additions

DEBT SERVICE: (1)

Debt Service

FINANCIAL AID: (2)

Financial Aid Match
College Waivers

OTHER: (3)

Contingency
Transfers to other Funds
Unappropriated Ending Fund Balance

Instruction by Department

* Much of the increases attributable to the departments were because of faculty COLA and step increases as well as a 7% increase in the insurance cap as outlined in the faculty bargaining agreement. Additionally, tutoring expenses were taken out of 1101 and placed into their respective departments across the instructional division

* Reductions in materials and services occurred across all the departments and divisions of the campus to better align actual expenditures with budgeted needs.

In past years the College estimate for unemployment and workers compensation was higher than actual costs. This allowed for budget overages in individual departments or divisions without the need for budget adjustments. In order to facilitate better communication of budgets and better

* utilization of budget information by those responsible for managing said budgets, the College estimated a lower expense rate for each department and swept the difference into a contingency area by division. These contingencies are located in the following departments across campus: 1101 Classroom General, 1201 VP of Academic Affairs, 1301 Management of Student Services, and 1504 Presidents Office. The effect of this change will allow for better budget management by those responsible for this function on campus.

* Business Education received a reduction due to the retirement of a long standing faculty member in addition to a reduction materials and services and anticipated adjunct costs.

* The increase in Computer Science was in the adjunct faculty line item to better align with anticipated expenditures in 15-16.

* The reduction in English was attributable to a reduction in their adjunct salary budget to better align with actual expenses.

* The Math increase is attributable to the movement of tutor expenses out of the 1101 budget and into the individual departments that oversee those tutors.

The Science increase is the addition of a full-time lab coordinator, in addition to the institutionalizing of costs associated with the Science faculty. In past years it was anticipated that Science faculty would split their load between Caldwell and Ontario but due to the need in Ontario those faculty are exclusively meeting their load requirements on the Ontario campus. The College needed to capture the costs associated with this change.

* Summer Programs received a reduction to better align with actual costs and anticipated enrollment in Summer.

* Developmental Education received a reduction due to the reclassification of an employee from the Developmental Education budget (1130) to the Executive Dean of CTE budget (1202).

* The Aviation budget increase was to bring the budget from zero to the anticipated costs associated with Aviation coursework. In the past year no budget was allocated to Aviation however due to the success and expansion of the program the College felt the need to budget for the associated expenditures attributable to this program.

Department	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
1101 Classroom General	906,001	873,463	946,549	968,554	730,450	895,008	1,008,768	113,760
1102 Agriculture	229,283	266,933	304,403	290,254	220,393	320,012	330,261	10,249
1103 Art	199,411	207,470	220,605	246,266	167,503	239,911	238,711	(1,200)
1104 Business Education	309,306	321,906	343,170	338,864	235,082	361,454	303,954	(57,500)
1105 Computer Science	46,324	81,516	77,417	97,748	79,086	104,321	122,608	18,287
1106 English & Speech	551,700	524,288	567,593	552,372	530,407	684,528	652,344	(32,184)
1109 Industrial Education	166,007	200,815	185,616	213,274	138,712	219,865	219,872	7
1110 Criminal Justice	39,377	48,077	102,023	33,949	25,206	28,175	33,042	4,867
1111 Math	546,116	558,232	552,420	547,103	484,615	715,015	732,810	17,795
1112 Music	21,221	277,315	277,001	283,045	193,771	283,555	277,834	(5,721)
1113 Natural Resources	10,394	82,806	80,645	103,457	125,026	188,037	186,022	(2,015)
1114 Nursing	677,247	621,089	651,813	672,604	461,769	714,451	693,708	(20,743)
1115 Physical Education	201,047	205,798	206,694	192,097	158,612	174,052	175,910	1,858
1116 Science	509,538	534,177	572,116	541,355	394,703	559,359	609,058	49,699
1117 Social Science	277,521	302,310	223,907	303,828	278,366	421,673	416,364	(5,309)
1118 Drama	107,553	5,758	7,001	2,652	0	0	0	0
1119 Summer Programs	422,756	478,477	486,324	441,269	415,841	456,895	408,565	(48,330)
1120 Self-Support	0	0	0	0	0	0	0	0
1125 Col-Cred	26,041	31,548	32,700	27,773	37,197	35,177	33,225	(1,952)
1130 Developmental Ed	336,908	302,574	274,534	254,467	55,829	122,408	69,480	(52,928)
1131 College Prep	0	12,742	10,472	2,037	407	0	0	0
1137 Continuing Education	50,872	37,563	34,421	23,933	16,940	31,492	30,472	(1,020)
1138 EMT Training	15,424	13,907	20,681	21,961	29,523	19,964	22,949	2,985
1140 Community Education	122,460	31,232	23,846	27,978	23,609	29,139	28,406	(733)
1142 Outreach -- Nyssa	11,157	5,250	3,500	7,006	3,500	4,450	4,450	0
1155 BizCenter Match	50	34,937	43,741	47,301	39,153	52,034	51,478	(556)
1156 Workforce Training	120,872	153,308	156,957	157,936	122,517	171,393	168,788	(2,605)
1157 DPSST Training	247	0	13	1,221	0	0	0	0
1158 Education	49,509	67,304	93,197	79,156	4,164	0	6,600	6,600
1160 Drafting	6,011	4,903	19	0	0	0	0	0
1161 Assessment	40,639	50,841	80,268	14,788	2,896	14,500	10,000	(4,500)
1162 Renewable Energy	0	0	0	24,788	5,410	53,607	54,544	937
1163 Viticulture	0	0	0	0	0	0	0	0
1164 GIS - Geography	0	0	0	68	3,233	0	0	0
1165 Aviation	0	0	0	13,889	15,453	0	69,334	69,334
Total Instruction	6,000,992	6,336,539	6,579,546	6,533,001	4,997,373	6,890,552	6,959,557	59,082

Instructional Support by Department

* Classified staff received a 2% COLA. Classified, Professional staff and Admin received the week of holiday break as paid leave in lieu of a pay increase.

In past years the College estimate for unemployment and workers compensation was higher than actual costs. This allowed for budget overages in individual departments or divisions without the need for budget adjustments. In order to facilitate better communication of budgets and better utilization of budget information by those responsible for managing said budgets, the College estimated a lower expense rate for each department and swept the difference into a contingency area by division. These contingencies are located in the following departments across campus: 1101 Classroom General, 1201 VP of Academic Affairs, 1301 Management of Student Services, and 1504 Presidents Office. The effect of this change will allow for better budget management by those responsible for this function on campus.

* The Executive Dean of CTE budget increased due to the reclassification of an employee from Developmental Education (1130) to this budget.

Department	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
1201 VP of Academic Affairs	211,753	221,488	210,173	212,485	189,303	227,595	236,693	9,098
1202 Executive Dean of CTE	100,704	97,930	88,836	98,123	89,555	135,186	198,529	63,343
1205 VP of Academic Affairs - Continge	0	7,377	15,453	1,517	0	0	0	0
1206 VP of Academic Affairs - Adjunct S	0	787	0	(1,439)	0	0	0	0
1210 Library	234,008	214,758	228,072	237,114	241,584	267,142	264,559	(2,583)
Total Instructional Support	546,465	542,340	542,534	547,800	520,442	611,139	699,781	69,858

Student Services by Department

* Classified staff are receiving a 2% COLA. Classified, Professional staff and Admin received the week of holiday break as paid leave in lieu of a pay increase.

In past years the College estimate for unemployment and workers compensation was higher than actual costs. This allowed for budget overages in individual departments or divisions without the need for budget adjustments. In order to facilitate better communication of budgets and better utilization of budget information by those responsible for managing said budgets, the College estimated a lower expense rate for each department and swept the difference into a contingency area by division. These contingencies are located in the following departments across campus: 1101 Classroom General, 1201 VP of Academic Affairs, 1301 Management of Student Services, and 1504 Presidents Office. The effect of this change will allow for better budget management by those responsible for this function on campus.

* The decrease in Counseling and Guidance is associated with an anticipated reduction in ASL (American Sign Language) interpretive services the college will need to provide to students.

The Financial Aid office had numerous adjustments in staffing. The reclassification of a full time employee out of Financial Aid (1305) and into Enrollment Services, 1315. Additionally, they did receive allocation of a .5 FTE employee to assist with loan management and reconciliation.

* The Athletics reduction was because of the elimination of Capital Outlay within that budget area.

* The increase in Enrollment Services was due to the reclassification of an employee out of Financial Aid and into this cost center.

The Testing Center increase was due to a reclassification and an institutionalizing of CASE Grant employees. In the prior year, CASE grant employees were partially funded from 1301 (Management of Student Services). In the current year, the expenses were moved to 1345 (Testing Center) and the two FTE were fully funded in the General Fund. The movement to the Testing Center is because these two employees have oversight for Testing Center operations in addition to day to day Career Center functions.

Department	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
1301 Management of Student Services	17,962	147,066	135,372	136,989	133,566	243,948	207,718	(36,230)
1302 Counseling/Guidance	97,916	131,993	16,717	32,400	18,252	158,725	131,206	(27,519)
1303 Registration & Admissions	208,832	151,252	313,227	237,372	292,719	341,057	339,905	(1,152)
1304 Student Records	108,522	108,876	101,662	113,622	88,669	116,798	82,647	(34,151)
1305 Financial Aid Administration	275,944	302,450	241,367	303,430	202,727	281,331	254,007	(27,324)
1306 Student Activities/Programs	90,136	84,731	85,850	88,610	83,964	96,137	92,373	(3,764)
1307 Athletics	302,081	318,953	347,068	372,860	356,553	375,939	363,279	(12,660)
1308 Rodeo	83,013	83,156	90,294	94,112	84,903	88,775	87,789	(986)
1310 CWE/Student Placement	6,574	6,341	4,004	987	258	6,454	5,972	(482)
1311 GED	24,974	21,155	19,200	2,891	111	0	0	0
1314 Sports Complex	9,835	11,649	4,123	5,931	8,367	11,726	11,726	0
1315 Enrollment Services	120,118	92,096	65,475	55,817	67,204	98,603	133,008	34,405
1318 Wings Program	9	0	0	0	0	0	0	0
1319 Diversity Services	6,669	404	10,000	3,035	0	9,300	10,000	700
1320 Baseball - Men	48,763	53,461	39,268	38,686	24,042	36,250	35,480	(770)
1321 Basketball - Men	32,663	37,596	31,904	39,123	33,574	36,184	35,600	(584)
1322 Basketball - Women	30,952	35,679	32,805	35,296	35,544	36,143	32,394	(3,749)
1323 Cross Country - Men	13,377	12,470	14,052	13,836	14,585	11,765	11,528	(237)
1324 Cross Country - Women	11,592	11,553	13,730	14,307	13,655	11,765	11,516	(249)
1325 Golf - Men	21,093	0	0	0	0	0	0	0
1326 Golf - Women	14,133	0	0	0	0	0	0	0
1327 Soccer - Men	36,541	27,822	31,358	28,490	33,154	30,285	31,945	1,660
1328 Soccer - Women	32,881	27,326	29,064	31,688	41,509	32,842	32,484	(358)
1329 Softball - Women	31,536	32,888	37,082	42,606	23,626	32,147	31,931	(216)
1330 Tennis - Men	13,453	12,584	9,618	11,353	8,281	14,199	13,907	(292)
1331 Tennis - Women	8,926	10,045	8,930	13,067	11,080	16,190	13,928	(2,262)
1332 Track - Men	14,277	16,769	15,751	20,165	8,424	17,320	17,016	(304)
1333 Track - Women	18,079	16,274	13,432	21,618	8,656	17,320	17,016	(304)
1334 Volleyball - Women	34,034	30,337	42,803	39,636	37,640	31,423	31,206	(217)
1340 Daycare Center	47,642	0	0	0	0	0	0	0
1345 Testing Center	58,138	62,263	34,592	45,548	45,469	38,487	142,193	103,706
Total Student Services	1,820,665	1,847,189	1,788,748	1,843,475	1,676,532	2,057,444	2,177,774	(13,339)

College Support Services by Department

* Classified staff received a 2% COLA. Classified, Professional staff and Admin received the week of holiday break as paid leave in lieu of a pay increase.

In past years the College estimate for unemployment and workers compensation was higher than actual costs. This allowed for budget overages in individual departments or divisions without the need for budget adjustments. In order to facilitate better communication of budgets and better utilization of budget information by those responsible for managing said budgets, the College estimated a lower expense rate for each department and swept the difference into a contingency area by division. These contingencies are located in the following departments across campus: 1101 Classroom General, 1201 VP of Academic Affairs, 1301 Management of Student Services, and 1504 Presidents Office. The effect of this change will allow for better budget management by those responsible for this function on campus.

* The reduction in printing was in materials and services associated with that area due to a loss in enrollment.

* Increases in the Information Support Services budget are to fund a new Wi-Fi projected on campus as well as increases associated with software renewals.

* Campus Security increases are because the college has been over expending in this category because of a concerted effort to provide increased security services on campus. The budget was adjusted to reflect anticipated expenditures and to institutionalize these costs.

* Institutional Research increased because a partially funded CASE Grant employee is now completely funded in the General Fund.

Department	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
1501 Public Information	106,023	147,771	154,198	154,658	128,053	224,394	212,510	(11,884)
1502 Printing	65,999	37,755	34,626	19,900	31,390	100,300	87,000	(13,300)
1503 Board of Education	47,973	39,748	42,135	45,945	43,644	52,100	52,100	0
1504 President's Office	245,598	267,461	334,922	283,638	220,402	287,396	420,521	133,125
1505 Human Resources	143,647	127,450	89,233	71,170	87,577	156,986	151,349	(5,637)
1506 Business Office	549,416	517,147	569,526	620,590	541,055	653,184	635,103	(18,081)
1507 Information Support Services	837,042	840,954	979,889	1,110,960	1,002,636	1,363,297	1,406,575	43,278
1508 Other General Costs	673,370	533,628	658,285	681,975	538,283	587,964	540,895	(27,069)
1510 Development Office	153,037	125,039	131,389	128,277	138,409	138,959	137,079	120
1511 Campus Security	102,586	80,666	102,685	119,723	114,008	81,703	147,437	65,734
1512 Switchboard	31,412	32,952	32,121	28,599	21,728	36,956	29,679	(7,277)
1514 Institutional Research	0	0	7,852	111,051	124,464	139,882	165,862	25,980
Total College Support Services	2,956,102	2,750,671	3,136,961	3,356,486	2,989,647	3,801,121	3,986,110	184,989

Plant Operations & Maintenance by Department

* Classified staff received a 2% COLA. Classified, Professional staff and Admin received the week of holiday break as paid leave in lieu of a pay increase.

* The increase in plant operations is due to the 2% COLA for classified staff referenced above.

Department	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
1601 Utilities	499,943	456,846	454,638	564,009	451,876	482,000	482,000	0
1602 Plant Operations	993,856	934,282	1,016,003	1,186,342	863,593	1,050,640	1,072,388	21,748
1603 Buildings	119,297	159,915	149,357	187,417	129,015	116,500	116,500	0
1604 Grounds	63,222	45,731	50,121	63,788	59,674	57,200	57,200	0
Total Plant Operations & Maintenance	1,676,318	1,596,774	1,670,119	2,001,556	1,504,158	1,668,796	1,728,088	21,748

Plant Additions

* This appropriation category is used to perform construction and renovations throughout campus each year. It is being reduced in the current year due to budget constraints

Department	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2014-2015	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
1650 Plant Additions	74,984	55,738	70,605	139,230	48,498	130,000	90,000	(40,000)
Total Plant Additions:	74,984	55,738	70,605	139,230	48,498	130,000	90,000	(40,000)

Financial Aid by Department

- * The Financial Aid Match is receiving a reduction because the college will no longer be providing an SEOG (Supplemental Educational Opportunity Grant) match in the 15-16 fiscal year.
- * The reduction in Financial Aid / Waivers is two fold; a reduction in the bad debt expense allowance and a reduction in staff waivers budgeted due to a reduction in utilization.

Department	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2013-2014	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
1801 Financial Aid Match	85,742	71,742	37,604	28,069	70,750	54,500	32,000	(22,500)
1802 College Waivers	722,504	736,604	694,479	765,849	724,475	888,721	778,886	(109,835)
Total Financial Aid	808,246	808,346	732,083	793,918	795,225	813,443	810,886	(132,335)

Debt Service

	10-11	11-12	12-13	13-14	14-15	15-16
Campus improvement bonds	170,530	169,235	167,600	0	0	0
City of Ontario LID	18,015	18,015	18,016	18,015	18,015	18,015
Johnson Controls improvements	181,260	185,820	190,600	195,640	190,315	
PERS bonds	726,144	761,145	801,145	846,145	886,144	926,144
Housing bonds	442,758	451,758	450,158	0	0	0
Agricultural Arena/Solar Project		39,187	45,343	45,343	45,343	45,343
Science Center	0	0	254,059	254,111	254,328	254,328
Bleacher lease	58,713	0	0	0	0	0
Phone System Lease	30,000	30,000	26,645	26,645	0	0
Advance Refunding (Series 2000, 2005, 2006)				582,275	582,275	582,275
Gym Elevator						88,943
Total	1,627,420	1,655,160	1,953,566	1,968,174	1,976,420	1,915,048

Department	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
1701 Debt Service	1,276,468	1,629,103	1,960,994	1,969,792	501,491	1,976,420	1,915,048	(61,372)
Total Debt Service	1,276,468	1,629,103	1,960,994	1,969,792	501,491	1,976,420	1,915,048	(61,372)

Other Appropriation Categories by Department

* Transfers from the General Fund to other campus Reserve Funds decreased due to a lack of budget resources available to make such transfers.

Department	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
1917 Transfers	96,000	381,000	233,200	125,000	287,500	287,500	207,500	(80,000)
1901 Contingency	0	0	0	0	0	520,000	520,000	0
1990 Unappropriated Fund Balance	0	0	0	0	0	300,000	300,000	0
Total Other	96,000	381,000	233,200	125,000	287,500	1,053,200	1,027,500	(80,000)

**Treasure Valley Community College
Budget Document
2015-2016**

Budget Documents

- Other Funds
 - Special Revenue Fund
 - Capital Projects Fund
 - Reserve Fund
 - Auxiliary Fund
 - Agency Fund
 - Financial Aid Fund

Special Revenue Fund

The special revenue fund is used to account for grants and other projects funded by local, state, and federal sources which are legally restricted to expenditures for specific purposes.

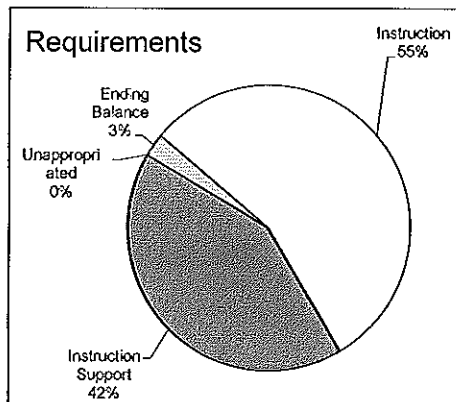
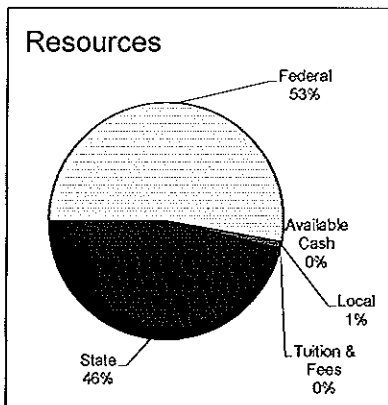
RESOURCES: Resources budgeted in this fund are the estimated income from grants and contracts with local, state and federal agencies.

REQUIREMENTS Requirements in this fund are budgeted as indicated by those responsible for specific grant supervision following all grant guidelines. Budgets are also based on historical data related to prior year grant activity.

* The fund expenditures were adjusted to better reflect anticipated results next fiscal year. While the college plans for state funds to be relative constant, there is the possibility for an increase federal dollars associated with grant applications still outstanding.

* Negative unappropriated ending fund balance on an actual basis implies that the college is owed money from state and federal agencies. This fund will often zero out, meaning the revenues and expenses in almost all departments of this fund will equal by year end.

	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
Resources								
Local	25,907	32,115	12,354	32,934	28,245	50,000	35,000	(15,000)
Tuition & Fees	47,253	27,550	29,432	4,410	6,811	35,000	10,000	(25,000)
State	2,022,897	1,968,351	1,877,106	2,453,882	1,105,341	2,150,000	1,750,000	(400,000)
Federal	1,086,783	920,911	999,466	180,176	426,797	1,065,000	2,000,000	935,000
Available Cash	121,614	170,193	209,886	160,037	203,560	0		0
Total	3,304,454	3,119,120	3,128,244	2,831,439	1,770,754	3,300,000	3,795,000	495,000
Requirements								
Instruction	2,618,153	2,079,520	2,155,426	1,854,960	1,723,684	2,300,000	2,100,000	(200,000)
Instruction Support	516,108	829,714	812,781	752,181	379,386	900,000	1,595,000	695,000
Transfers Out				20,738	0			
Unappropriated								
Ending Balance	170,193	209,886	160,037	203,560	(332,316)	100,000	100,000	0
Total	3,304,454	3,119,120	3,128,244	2,831,439	1,770,754	3,300,000	3,795,000	495,000



Capital Projects Fund

This fund is used to account for transfers from the General Fund to a Capital Projects reserve fund for large capital projects which could include building new facilities, remodeling existing facilities, completing large grounds improvement projects, and to maintain partnership agreements with other local public agencies.

RESOURCES: Resources come primarily from the General Fund in the form of transfers and it would handle bond proceeds as well, when applicable for special projects.

REQUIREMENTS: Requirements will be used for new construction projects, remodeling of existing facilities and partnership agreements with other local public agencies, when needed.

* The Capital Projects Fund is only utilized during times of construction or remodel that is purchased through specific state or federal proceeds. The College does not anticipate performing any capital projects that meet this requirement in next fiscal year, thus the decrease in the budget to zero.

	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Increase (Decrease)
Resources								
State Funds	3,000,000	-	374,940	125,060	-	75,000	-	(75,000)
Interest Earnings								
Local Funds	200,000	14,029	5,586	-	-	-	-	-
Transfers In		1,000,000	357,368	-	-	-	-	-
Available Cash	-	4,787,008	3,034,016	-	-	-	-	-
Total	3,200,000	5,801,037	3,771,910	125,060	-	75,000	-	(75,000)
Requirements								
Facilities Acquisition and Construction	212,992	2,767,021	3,771,910	125,060	-	75,000	-	(75,000)
Transfers Out								
Unappropriated Ending Balance	4,787,008	3,034,016	-	-	-	-	-	-
Total	5,000,000	5,801,037	3,771,910	125,060	-	75,000	-	(75,000)

Reserve Fund

This fund was established to accumulate monies for specific College purposes. Revenue consists of transfers from the General Fund for large ongoing expenditure requirements the College has from year to year and also on a long-term basis.

The Reserve Fund is split into two categories, restricted reserve funds and unrestricted reserve funds. Unrestricted reserve funds are: Vehicle, Roof, Lawnmower, Copier, Irrigation Pump, and Parking replacement. It also includes HVAC, Computing Infrastructure, Innovations, Snow Removal, Building Reserve, Playoff Travel, Disabled Student Assistance, Sports Complex Repairs, Instructional Equipment, and Professional Development Funds.

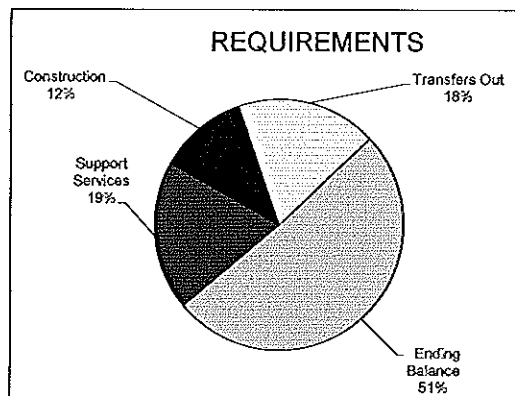
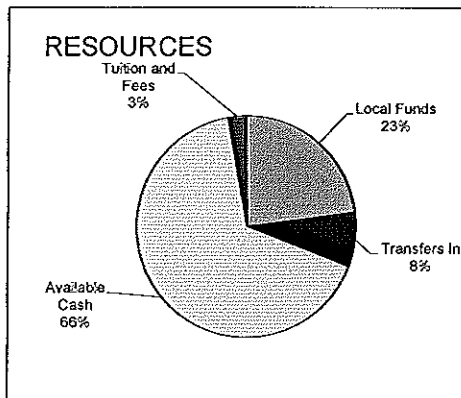
Restricted accounts include PERS, Unemployment, Student Activities, Faculty Sabbatical, Student Capital, Nursing Simulation, and Science Center Donations.

RESOURCES: Resources come primarily from the General Fund in the form of transfers.

REQUIREMENTS: Requirements will be used for specific purposes for equipment, repairs, etc. as indicated by the reserve fund titles above.

* The overall reduction in the reserve fund is to better align budget with proceeds and anticipated expenditures. The College continues to utilize reserve funds in a prudent and anticipated manner as we manage the increases in PERS and capital related costs associated with IT and Infrastructure.

Resources	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
Tuition and Fees	0	0	0	67,500	61,250	85,000	67,500	(17,500)
Local Funds	1,245,163	292,605	595,557	664,122	404,229	600,000	600,000	0
Transfers In	213,985	1,269,467	233,200	581,706	287,500	350,000	207,500	(142,500)
Available Cash	1,658,123	2,677,018	2,267,063	1,985,707	1,745,694	2,050,000	1,725,000	(325,000)
Total	3,117,271	4,239,090	3,095,820	3,299,035	2,498,673	3,085,000	2,600,000	(485,000)
Requirements								
Support Services	221,899	533,462	666,994	863,296	147,201	725,000	500,000	(225,000)
Facilities Acquisition and Construction	218,354	438,565	443,119	383,934	157,437	225,000	300,000	75,000
Transfers Out	0	1,000,000	0	306,111	454,328	475,000	475,000	0
Unappropriated Ending Balance	2,677,018	2,267,063	1,985,707	1,745,694	1,739,707	1,660,000	1,325,000	(335,000)
Total	3,117,271	4,239,090	3,095,820	3,299,035	2,498,673	3,085,000	2,600,000	(485,000)



Auxiliary Fund

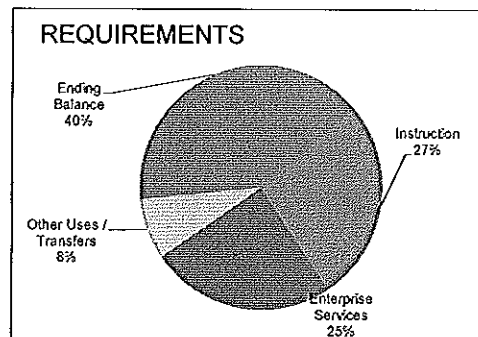
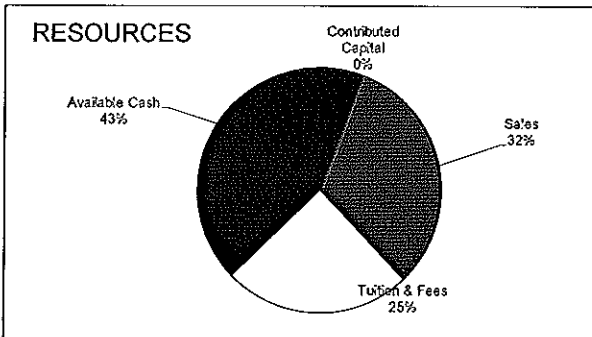
The Auxiliary Fund is an enterprise fund which accounts for the costs of providing goods or services recovered through customer charges in a manner similar to private business. No General Fund resources are used in Auxiliary Fund operations, as they are self-supporting. This fund currently includes food services, housing services, bookstore services, printing services, and the Caldwell Center.

RESOURCES: Resources come primarily from the sale of goods and related services, and from tuition and fees generated from classroom instruction at the Caldwell Center.

REQUIREMENTS: Requirements will be used for the various operational costs of providing customer services as indicated above for each specific operation.

- The reduction in the Auxiliary Services budget is to better align budget with actual expenditures. As enrollment has declined so as the expenditures attached to Auxiliary operations.

Resources	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
Sales	3,408,009	3,153,600	3,514,772	3,284,672	2,990,955	3,400,000	3,400,000	-
Tuition & Fees	3,223,167	2,447,172	2,366,118	2,337,136	1,923,166	2,600,000	2,600,000	-
Available Cash		6,131,504	6,118,384	5,213,300	4,730,452	5,050,000	4,500,000	(550,000)
Contributed Capita	5,807,590	-	736,230	-	-	-	-	-
Total	12,438,766	11,732,276	12,735,504	10,835,108	9,644,573	11,050,000	10,500,000	(550,000)
Requirements								
Instruction	2,852,949	2,827,944	2,689,787	2,464,126	1,924,094	2,550,000	2,800,000	250,000
Enterprise Services	2,520,260	2,785,948	2,535,490	2,561,104	1,838,929	2,250,000	2,600,000	350,000
Other Uses / Trans	934,053		2,296,927	1,079,426	928,000	928,000	850,000	(78,000)
Ending Balance	6,131,504	6,118,384	5,213,300	4,730,452	4,953,549	5,322,000	4,250,000	(1,072,000)
Total	12,438,766	11,732,276	12,735,504	10,835,108	9,644,573	11,050,000	10,500,000	(550,000)



Financial Aid Fund

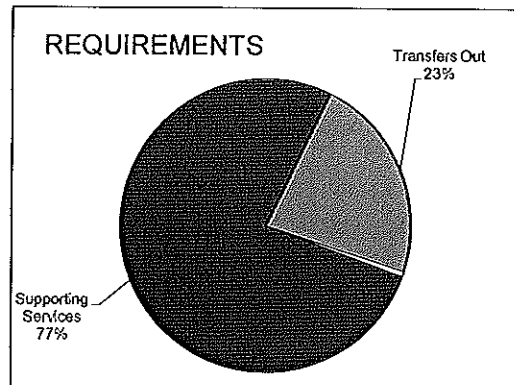
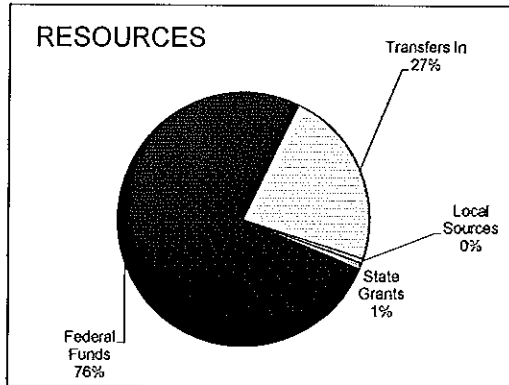
This is a special revenue fund used to budget and account for student loans, special grants and work-study for approved qualified students of the College.

RESOURCES: Resources are provided by local, state, federal and private financial aid programs received by the College.

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

* The negative ending fund balance is because the amount is due from the Federal government at the time of completion of the budget book. Amounts are expected to be collected and the fund balance should be considerably closer to the amount noted as last years ending fund balance. The reduction in the financial aid fund overall was due to a reduction in overal enrollment at TVCC.

Resources	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	May YTD 2014-2015	Budget 2014-2015	Proposed Budget 2015-2016	Budget Increase (Decrease)
Local Sources	11,877	11,287	32,673	9,292	2,586	12,500	3,000	(9,500)
State Grants	42,961	125,100	153,725	140,500	229,000	150,000	245,000	95,000
Federal Funds	20,150,045	19,530,393	20,576,719	17,198,140	16,222,703	22,500,000	22,500,000	0
Transfers In	8,425,702	6,929,549	8,966,513	6,859,076	5,815,433	8,250,000	6,750,000	(1,500,000)
Available Cash	177,938	177,908	178,265	178,694	178,994	175,000	175,000	0
Total	28,808,523	26,774,237	29,907,895	24,385,702	22,448,716	31,120,000	29,673,000	(1,414,500)
Requirements								
Supporting Services	20,204,913	19,666,423	20,762,688	17,487,206	17,241,012	22,662,500	22,748,000	85,500
Transfers Out	8,425,702	6,929,549	8,966,513	6,719,502	5,920,975	8,250,000	6,750,000	(1,500,000)
Unappropriated Ending Balance	177,908	178,265	178,694	178,994	(713,271)	175,000	175,000	0
Total	28,808,523	26,774,237	29,907,895	24,385,702	22,448,716	31,120,000	29,673,000	(1,414,500)



Glossary of Terms

Appropriation

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

Available Fund Balance

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

Budget

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

Capital Outlay

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

Contingency

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

Current Revenue

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

Fiscal Year

A 12-month period to which the annual operating budget applies. At the end of the period, the College must then 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.

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

Is an appropriation budgeted in one fund which is moved to finance activities in another fund. Transfers are shown as an expenditure in the originating fund as a revenue source 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.