

**TREASURE VALLEY
COMMUNITY COLLEGE**

**Public Document
2020-21**

Proposed Budget

Oregon Community Colleges and Community College Districts

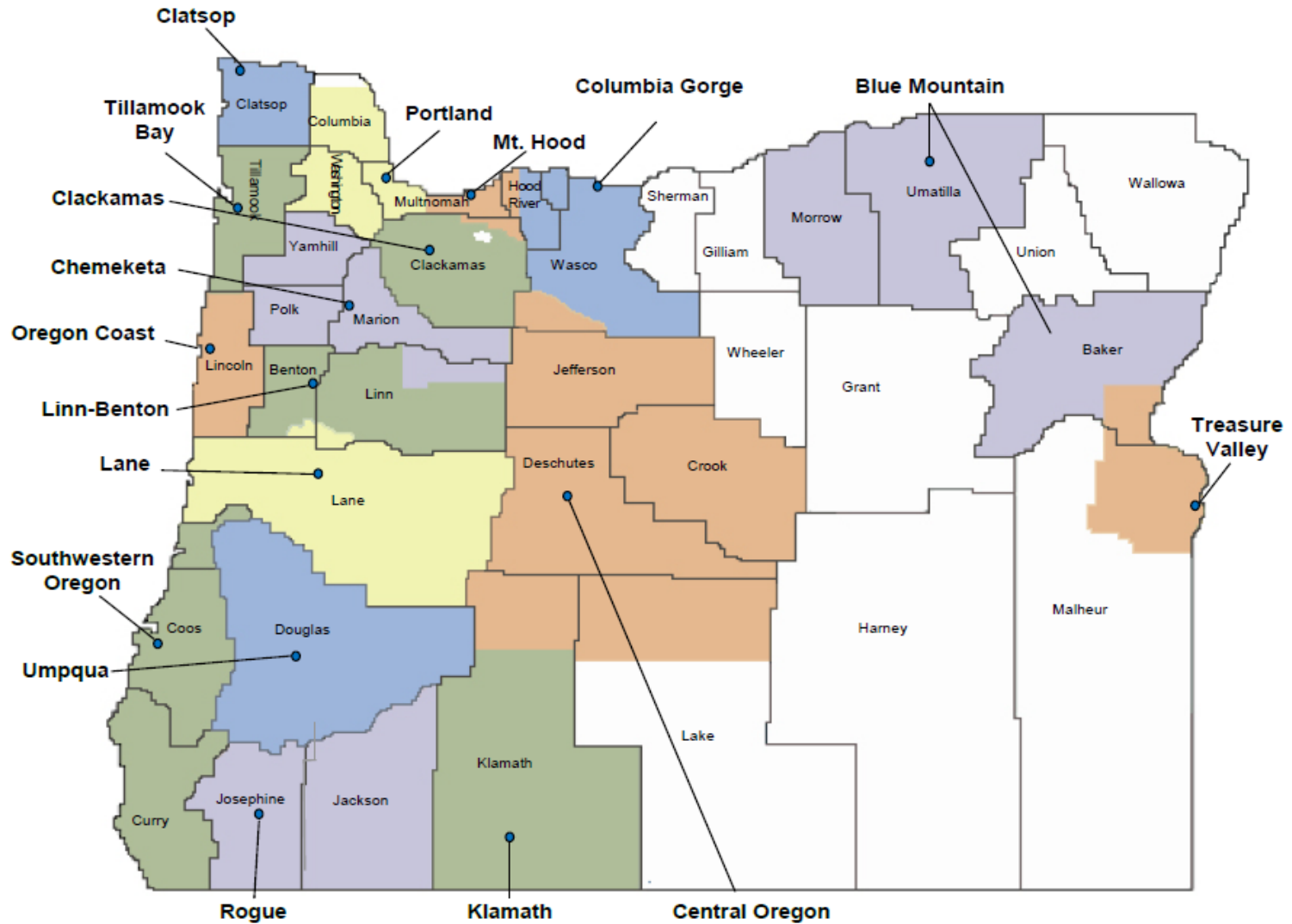


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Treasure Valley Community College

650 College Blvd.
Ontario, OR 97914

Board of Education Members

Position No.

Term Expires

John Hall	1	2021
Betty Carter	2	2021
Cheryl Cruson - Chair	3	2023
Roger Findley	4	2021
Stephen Crow - Vice-Chair	5	2023
Darlene McConnell	6	2021
Mark Wettstein	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	2020
Gary Halcom	2022
Ken Hart	2021
Carole Kitamura	2022
Jed Myers	2020
Torie Ramirez	2020
Prudence Sherman	2022

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

Executive Officer

Dr. Dana Young, President

Budget Officer

Shirley Haidle, Vice President of Administrative Services



May 19, 2020

Treasure Valley Community College 2020-21 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 2020-21 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 2020-21 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:

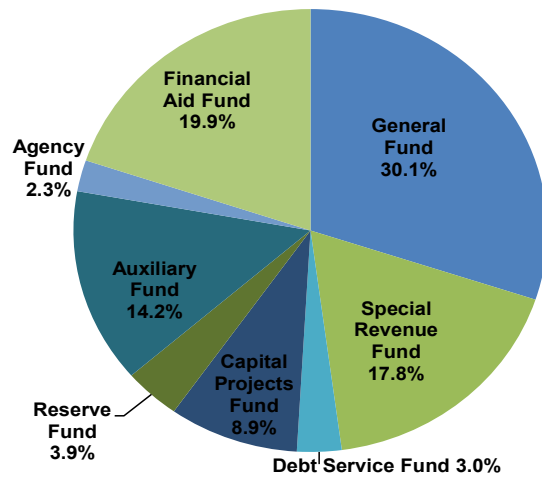
Preparing the budget involves determining how to maintain a vibrant local comprehensive community college taking into account tight resources and, at the same time, provide more individualized training and services. This is extremely important to our community; the college must be nimble enough to grow 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 and not build significant reserves. At the same time, the College seeks to find alternative resources to minimize increasing costs for students. Board of Education members have expressed concern about the rising student costs but 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.

While the College is cognizant of the certainty of impacts of the COVID-19 pandemic, both short- and long-term, the actual effects at the time of the preparation of this budget, remain uncertain at best. Because of this, this budget was prepared under the framework of flat funding from the State of Oregon based on the \$641 million level of funding across Oregon community colleges appropriated by the legislature for the 2019-21 biennium. This budget will be used to set the level of appropriations that the College is budgetarily required to adhere to. Administration is also preparing scenarios involving state-imposed funding cuts of 5%, 10%, and 17% which will be used to establish an operating budget once actual funding has been established. Expenditures will be reduced as information becomes available to have a balanced budget and targeted ending fund balance at June 30, 2021.

SUMMARY OF ALL FUNDS



Budget Development:

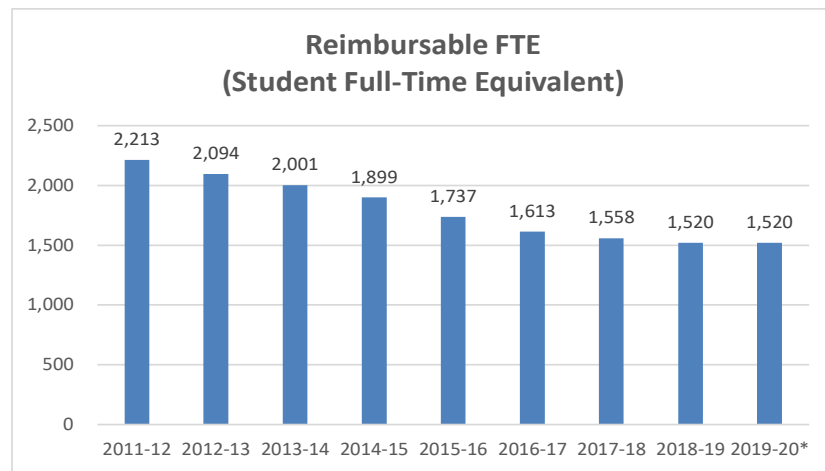
Although the General Fund is only 30.1% of the College’s total budget, the majority of the time, discussion and budget message is spent on the General Fund as it is the operational fund of the College. The other funds have dedicated or designated resources and expenditures which are limited to the specific purpose for which the account was created. 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 Title III, HEP and CAMP 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.

The College Planning and Budget (P&B) Committee met in March, 2020, to discuss enrollment projections and various other assumptions. Because this budget covers the second year of a biennium, State funding had already been established when we began working on the budget. Because the College’s enrollment for the 2019-20 fiscal year remained relatively flat as compared to the 2018-19 fiscal year, it was decided to continue that trend for the development of the 2020-21 fiscal year budget. The College’s administration met with various constituency groups across campus 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 maintain materials and services budgets flat at 2019-20 budgeted level. The instruction was also communicated that any department that recognized a need for strategic funding beyond their current budgets, or show determined a need for a new position, logged a strategic resource request through the online strategic planning system. It was made clear that no requests for budget increases would be funded unless they were included as a strategic plan request. In addition, changes to allocation requests could not be funded through additional funds, but through reallocating existing funding differently across all departments to meet the College’s most pressing strategic needs.

The 2020-21 budget was prepared using TVCC’s 5-year forecasting model and underlying assumptions including flat enrollment and a \$3 per credit increase in tuition. While state funding for the 2019-20 fiscal year was higher than it had been previously, it was still not enough to maintain the College’s level of current services. Much of the increased funding was used to fill in budget gaps that had been widening over the years and were in dire need of receiving additional budget allocations. Additionally, there were unfunded Federal and State mandates and changes in Oregon PERS laws which were unknown at the time the 2019-20 budget was prepared. As a result of these mandates and general increases in costs, all additional revenue was quickly absorbed and the College’s actual expenses and additional requests rose to a level exceeding available resources. Because of this, various decisions were needed to adjust expenses in order to balance the budget. A listing of these decisions is included on pages 15-16 in the Proposed Budget Document under Budget Assumptions/Highlights.

General Fund Resources Highlights:



In developing the 2020-21 General Fund budget, the Business Office looks to identify the total available resources the College can reasonably anticipate receiving. State resources (FTE reimbursement) accounts for approximately 46.4% of total general fund revenues. Because this is the second year of the biennium, the funding formula had already been set and was used in this budget. As stated earlier, once the actual level of state funding as a result of the economic impacts of the COVID-19 pandemic becomes known, further adjustments to both revenues and expenditures will need to be made.

Because approximately 82% 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. Consequently, due to unpredictable enrollment, flat enrollment was assumed as the 2020-21 budget was developed. We continue to focus on student recruitment, student retention, and increasing reimbursable State FTE in subsequent years.

Tuition revenue was increased slightly to include two new waivers which are designed to increase enrollment. The amount of the waivers was included both in revenue and in expenses so, this change is budget neutral. Most of Oregon’s community colleges continue to experience flat or declining enrollment which follows the state and national trends in higher education.

General Fund Revenues:

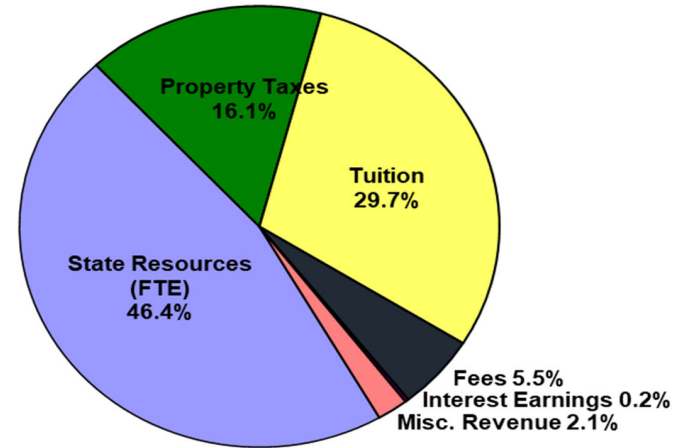
The budget for 2020-21 includes total General Fund resources in the amount of \$17,926,189 which represents a very small decrease from the prior year’s budget of \$17,933,845. Page 22 in the Proposed Budget document provides a list of the General Fund Resources and identifies the amount in each budget category, the prior year’s budget, and the actual revenues for the prior two years. The pie graph to the right shows the percentage of each revenue source budgeted for 2020-21.

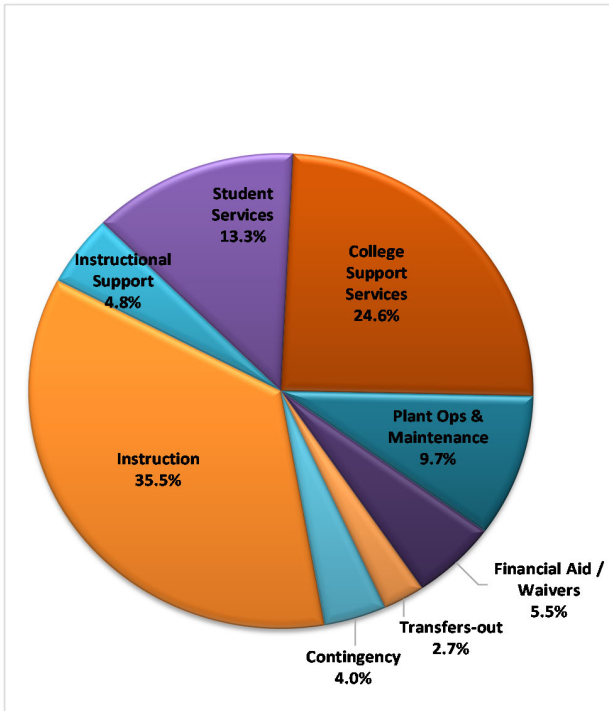
As discussed on the prior page, Tuition, Fees, and State Resources are based on the number of students that attend TVCC classes. The College receives tuition and/or fee revenue for all classes a student attends. With the \$3 per credit tuition increase as well as the addition of two new waivers targeting increased enrollment, total general fund tuition and fee revenue is budgeted to increase by \$179,893 (3.8%) compared to what was budgeted in 2019-20.

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. As in total FTE, all of the Oregon community colleges have experienced similar reductions in reimbursable FTE over the last eight years. TVCC anticipates that reimbursable FTE will remain flat in 2020-21. With enrollment decreases at the other Oregon community colleges, the State Resources from reimbursable FTE for 2020-21 are projected to increase by \$86,239.

Local property tax revenues during 2020-21 are projected to increase by \$49,264 over the amount that was budgeted in 2019-20. This increase is based on a 2% increase rather than the normally anticipated 3% per year increase for both current and previous years’ property tax revenue. Budgeted interest and miscellaneous revenue decreased by \$57,000 as a result of anticipated reductions in indirect costs and administrative fees due to some large grants, contracts, and programs not contributing as much to the general fund.

Transfers in from other funds have been eliminated in the 2019-20 budget. In the past, the general fund has relied on various reserve funds and auxiliary funds having available funds to transfer in. As margins get tighter and tighter in the auxiliary funds and as attempts are being made to rebuild reserve funds rather than take from them, those transfers in are not included in this budget.





General Fund Expenditures:

The “Budget Assumptions/Highlights” on page 15-16 of the 2020-21 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 decrease of \$3,219. As a percentage of the total budget, Instruction decreased from 35.8% to 35.5%.

One faculty member took advantage of an early retirement option offered as a result of negotiations settled during the 2017-18 fiscal year and is replaced by a full-time faculty position coming in lower on the salary scale in this budget. In addition, a full-time welding instructor is included in this budget starting in winter term once the CTE center is completed and operational. This budget includes full staffing of five full-time faculty in the nursing program which brings it back to the same number of positions that were in the prior year budget. However, the salaries and benefits have been increased to be able to attract applicants to these positions. These increases are offset by decreases in other expenses in the nursing program such as additional travel and training, liability insurance, and headhunter services which were in the 2019-20 budget but not in the 2020-21 budget

The Instructional Support budget decreased by \$44,801 due to reorganizations in individual departments as a result of economic impacts from the COVID-19 pandemic which was offset by the absorption of a grant-funded position Overall, Instruction and Instructional support constitute

40.3% of the 2020-21 General Fund budget which remains the same as the 2019-20 budget.

The Student Services budget, comprising 13.3% of the General Fund, decreased by a total of \$13,200. Many budgets decreased as a result of personnel reorganization within departments due to economic impacts from the COVID-19 pandemic. Other budgets in the Student Services function increased as a result of the implementation a revised classified salary schedule to ensure the College continues to keep pace with Oregon minimum wage. Certain professional position salary increases were mandated by the Department of Labor beginning January 1, 2020. Also, an additional 25% of a grant-funded multi-cultural coordinator position is being absorbed by the general fund as a condition of the Title III grant, bringing a total of 50% of that position into the general fund.

The College Support Services budget increased by a total of \$94,472 and comprises 24.6% of total general fund expenses as compared to 24.1% in the 2019-20 budget. This is a net number comprised of several different increases and decreases. While other individual department budgets in the College Support Services function had slight increases and decreases, the Information Support Services (IT) budget increased by \$80,202. This was due to the College’s investment in the implementation of new cybersecurity measures as well as general increases in costs for materials and services such as software and licensing.

The Plant Operations budget decreased by a net total of \$108,103 due to reorganization of personnel in the department for 2020-21 due to economic impacts from the COVID-19 pandemic offset by increased utilities costs from bringing the CTE center online mid-year. The Plant Additions decreased by \$18,000 as minor remodeling and improvements were prioritized and scaled back. Together Plant Operations and Plant Additions make up 9.7% of the overall general fund budget compared to 10.5% in the prior year.

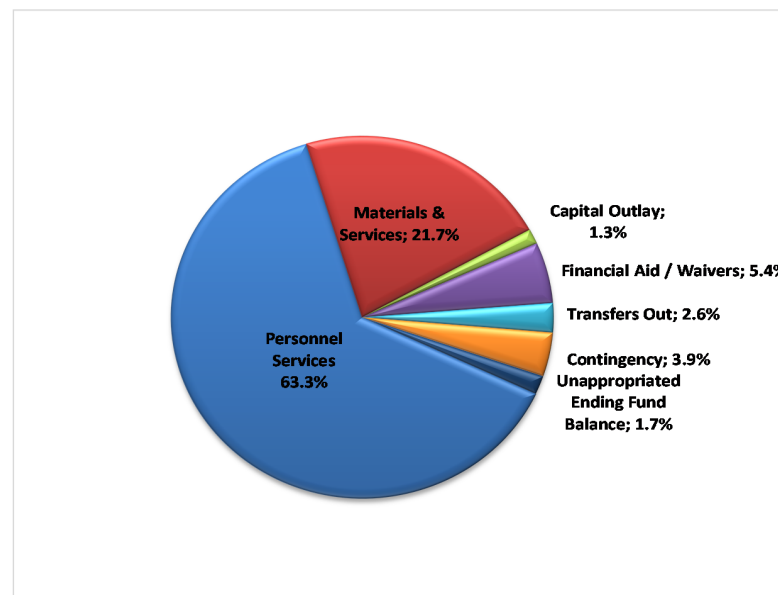
The Financial Aid Waivers budget increased by \$65,102 to offset the \$3 per credit increase in tuition as well as two new waivers established in an effort to increase enrollment.

The 2020-21 budget includes a functional expense category for transfers out of \$470,000. This is a decrease of \$40,000 because of a reduction of \$20,000 in the transfer out to the IT Reserve account and the elimination of the \$20,000 transfer out to the Harney County COD account. Please see page 57 for a breakdown of transfers out by fund.

The detail of the College’s General Fund expenditures by object are provided in the budget document on page 26. The graph to the right shows the percentages of total General Fund expenditures by object. Personnel Services comprises 63.3% of the College General Fund expenditures and it includes salaries, medical insurance, unemployment, workers comp and PERS. In total, PERS is approximately 9.6% of the College’s total General Fund expenditures budget.

Summary:

Overall, the 2020-21 budget and its preparation were difficult due to the fact that the amount of State FTE funding remains unknown due to the uncertainty of the economic impact that the COVID-19 pandemic will have on the state budget as a whole. The College chose a flat funding format, knowing that actual funding is very likely to come in at a lower amount and adjustments will need to be made to compensate for the difference. As the final amounts are being processed at the state level, the College has developed operating budgets at a 5%, 10%, and 17% reduction in state funding and will be prepared to make necessary cuts once the amount is known. 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 2020-21 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 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 support major grant programs,
- resources to maintain the College campus facilities, and
- a balanced budget.

Although the budget is balanced and the College has resources to provide quality educational programs and services, we 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,

Shirley Haidle
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.

Equity Statement

At TVCC, we strive to be an equitable, inclusive community that provides a safe environment and embraces the dignity and worth of every person.

Diversity Statement

TVCC acknowledges that having a multicultural presence of faculty, staff, and students enriches dialogue, collaboration, education, and outreach. As an institution, it is imperative that our faculty, staff, and students have the experiences, perspective, and cultural competency to operate in an ever-changing environment, and that our business practices and community relations maintain a focus on connecting with communities and cultures outside our own. TVCC supports the institution-wide commitment to create and maintain a learning, teaching, and working environment free of discrimination and barriers. This requires the work of every member of the college community, including students, staff, instructors, administrators, alumni, and guests.

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, and the fund is split into two categories; restricted reserve funds and unrestricted reserve funds.
- * The unrestricted reserve funds include vehicle, roof, lawnmower, copier, irrigation pump, and parking replacement, funds designated for HVAC, computing infrastructure, innovations, snow removal, building reserve, playoff travel, disabled student assistance, instructional equipment, professional development, PERS/unemployment, HRA, and aviation teachout funds.
- * Restricted accounts include 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 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 grant match, EMT, and others.

Student Services

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

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

2020-21 Budget Calendar



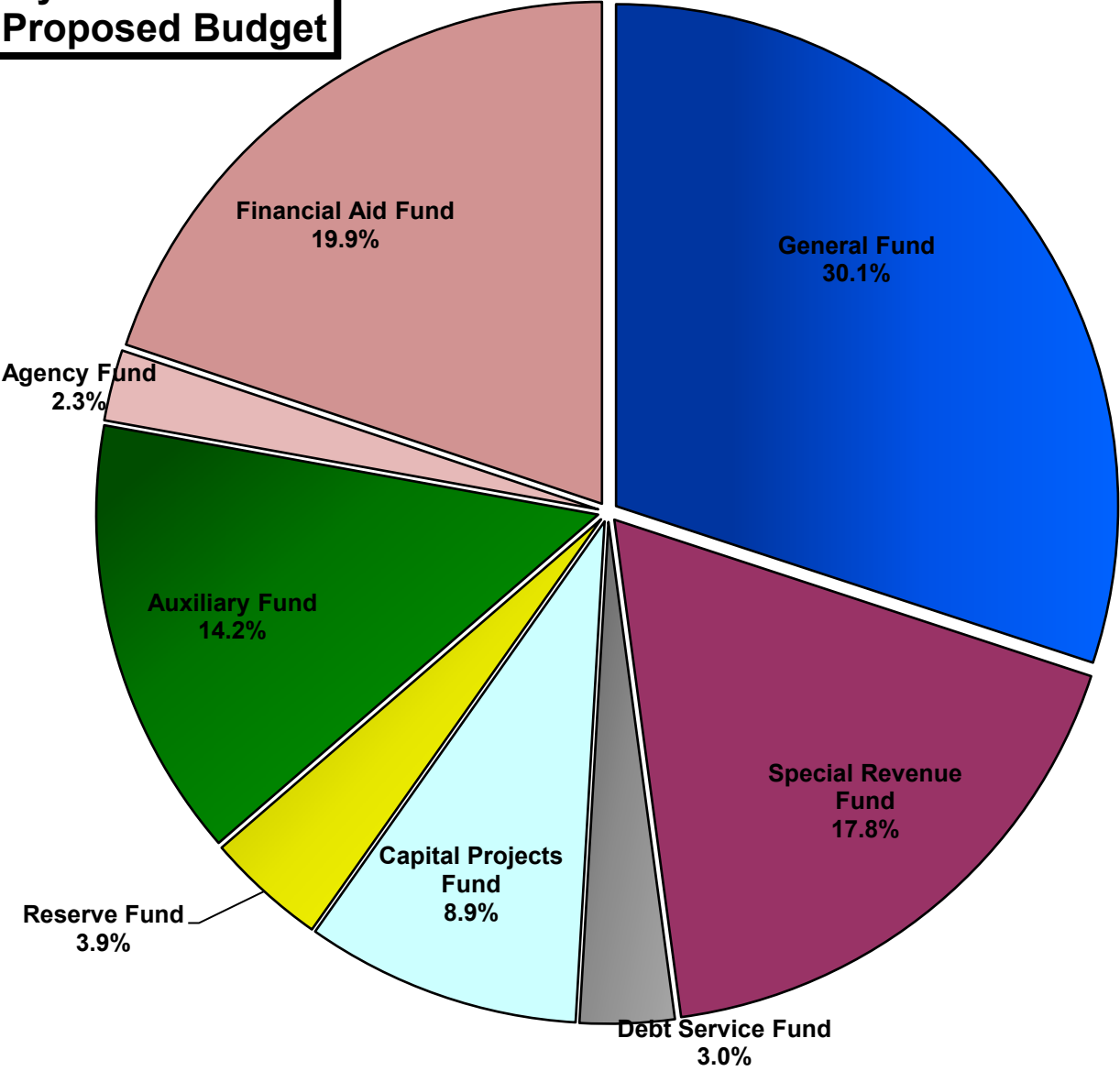
Budget Assumptions/Highlights

General Fund Resources - Highlights		
1 .	Increase in tuition due to \$3/credit increase and added enrollment from two new waivers	\$180k
2 .	Increase in property tax revenue based on 2% increase in property tax assessments	\$ 49k
3 .	Net increase in State resources (FTE) based on state formula for 2nd year of biennium	\$ 86k
4 .	Decrease in interest earnings and miscellaneous income	(\$ 57k)
5 .	Reduction in Transfers-in from other funds (see page 57 for detail)	(\$190k)
General Fund Budget Changes / Highlights		
6 .	Faculty furlough days added back	(\$ 49k) <i>(salary and benefits)</i>
7 .	Faculty 1% stipend removed from budget per collective bargaining agreement	\$ 25k <i>(salary and benefits)</i>
8 .	Budgeted 1 2/3 faculty positions which were not in the prior year's budget	(\$ 135k) <i>(salary and benefits)</i>
9 .	Placed nursing faculty on salary schedule at higher steps	(\$ 59k) <i>(salary and benefits)</i>
10 .	1 Faculty retirement	\$ 115k <i>(salary and benefits)</i>
11 .	Summer school increased to be in line with actual expenses for last 2 years	(\$ 56k) <i>(salary and benefits)</i>
12 .	Administration furlough days added back	(\$ 7k) <i>(salary and benefits)</i>
13 .	2 grant positions absorbed into general fund	(\$ 91k) <i>(salary and benefits)</i>
14 .	Classified positions placed on new salary scale	(\$ 30k) <i>(salary and benefits)</i>
15 .	Professional position salary increases to be in compliance with DOL mandate	(\$ 15k) <i>(salary and benefits)</i>
16 .	Added shifts for campus safety and security	(\$ 28k) <i>(salary and benefits)</i>
17 .	Reduced budget by two professional positions	\$ 181k <i>(salary and benefits)</i>
18 .	Reduced budget by two full time classified positions	\$ 110k <i>(salary and benefits)</i>
19 .	Reduced budget by one part time classified position	\$ 22k <i>(salary and benefits)</i>

Budget Assumptions/Highlights (continued)

General Fund Budget Changes / Highlights (continued)		
20 .	Addition of two new waivers to increase enrollment (offset by tuition increase)	(\$58k)
21 .	Investment in academic programs	(\$37k)
22 .	Increased waivers by 3% to compensate for \$3 increase in tuition	(\$23k)
23 .	Increase in utilities for addition of new CTE Center	(\$12k)
24 .	Increase in IT for investment in cybersecurity and increased ongoing costs	(\$80k)
25 .	Increase for grant writing services	(\$15k)
26 .	Increase in audit fees for EDA grant compliance	(\$ 6k)
27 .	Increase in property insurance premiums	(\$10k)
28 .	Decrease in Aviations fixed wing program startup costs	\$50k
29 .	Decrease in financial aid match	\$16k
30 .	Nursing expense decreases for liability insurance, additional training/travel, and head	\$60k
31 .	Science field trip expense moved out of general fund	\$15k
32 .	Decrease in plant additions	\$18k
33 .	Decrease in transfer out to IT reserve fund	\$20k
34 .	Eliminated transfer out to Harney County COD	\$20k
General Fund Carryover		
35 .	Returned budgeted General Fund Beginning Fund Balance to \$1,250,000	
Personnel - Faculty & Staff Information		
36 .	Faculty raises = \$0	Faculty Insurance & Other Benefits = \$0
37 .	Classified raise to new scale =(\$30k)	Classified Insurance & Other Benefits = \$0
38 .	Professional raise = \$0	Professional Insurance & Other Benefits = \$0
39 .	Administrative raise = \$0	Administrative Insurance & Other Benefits = \$0
		3 furlough days added back = (\$49k)
		3 furlough days added back = (\$ 7k)

**Summary of All Funds
2020-21 Proposed Budget**



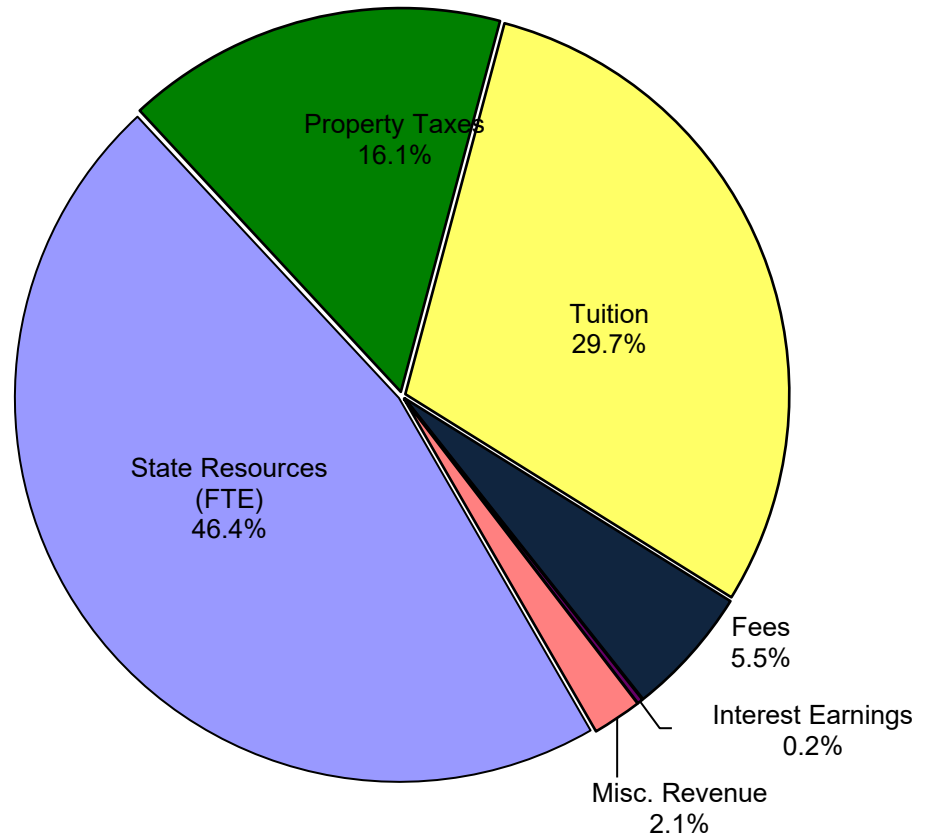
Summary of All Funds 2020-21 Budget

No.	Fund Title	2019-20 Final Budget	2020-21 Adopted Budget	Percent of 2020-21 Budget
11	General Fund	\$17,952,150	\$17,926,189	30.1%
12	Special Revenue Fund	9,686,415	10,635,053	17.8%
13	Debt Service Fund	1,758,363	1,814,145	3.0%
14	Capital Projects Fund	7,285,000	5,285,000	8.9%
15	Reserve Fund	2,215,000	2,307,500	3.9%
21	Auxiliary Fund	8,460,000	8,470,000	14.2%
31	Agency Fund	1,215,000	1,365,000	2.3%
32	Financial Aid Fund	11,850,000	11,850,000	19.9%
Total		<u>\$60,421,928</u>	<u>\$59,652,887</u>	<u>100.0%</u>

General Fund

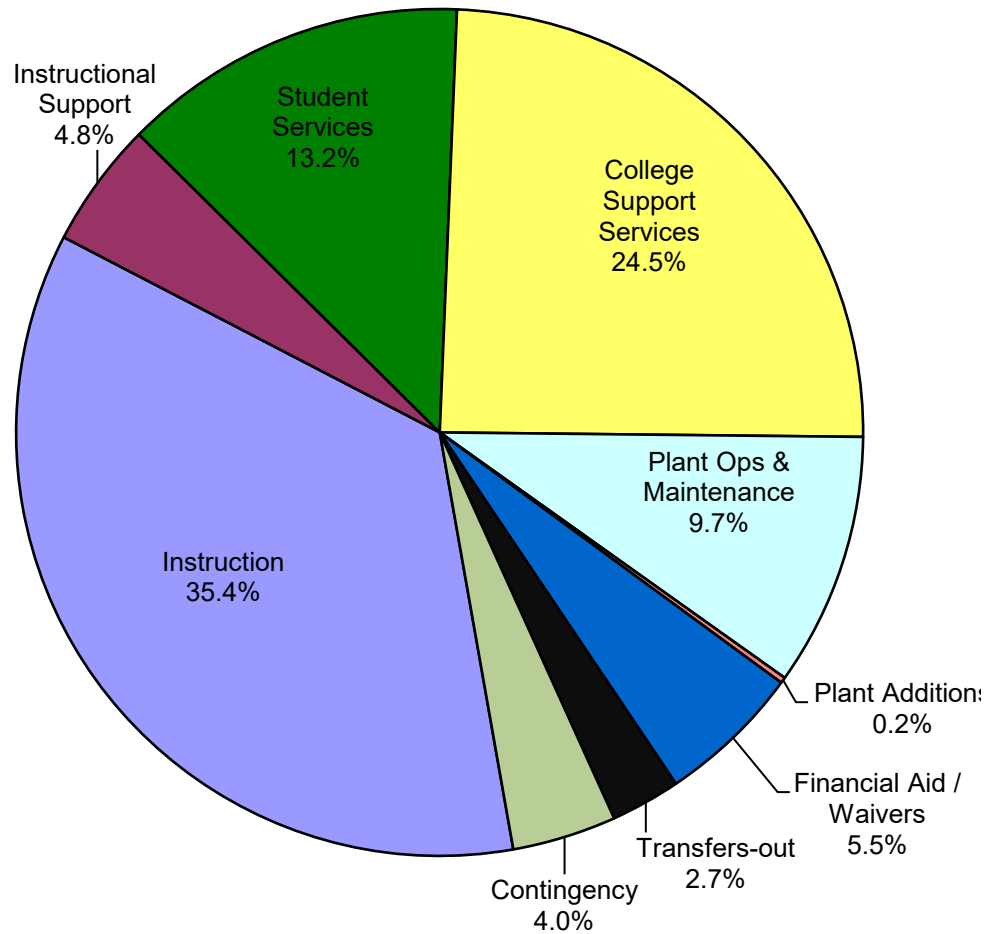
General Fund Resources:

State Resources (FTE)	\$ 7,740,722
Property Taxes	2,679,179
Tuition	4,955,938
Fees	913,350
Interest Earnings	40,000
Misc. Revenue	347,000
Beginning Balance	1,250,000
Total Resources	<u><u>\$ 17,926,189</u></u>



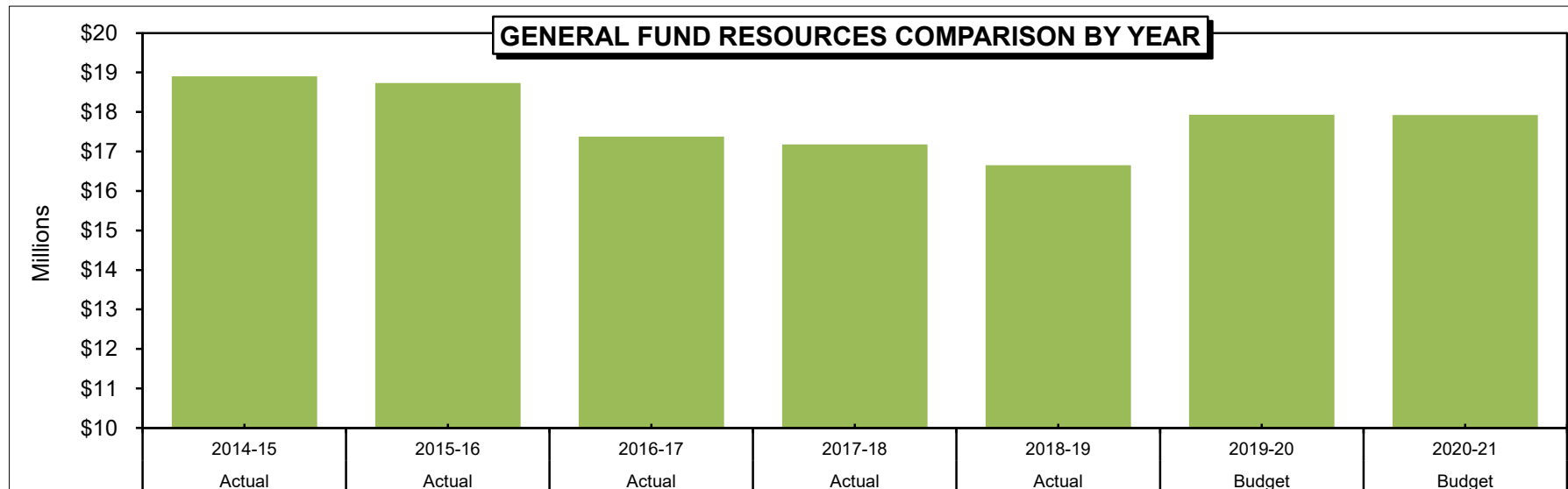
General Fund Requirements:

Instruction	\$ 6,240,372
Instructional Support	845,810
Student Services	2,331,635
College Support Services	4,320,669
Plant Ops & Maintenance	1,704,773
Plant Additions	40,000
Financial Aid / Waivers	971,166
Transfers-out	470,000
Contingency	701,764
Unappropriated Ending Fund Balance	300,000
Total Requirements	\$ 17,926,189



General Fund Resources

- * General fund resources consist of State resources (FTE reimbursement), property taxes, tuition, fees, interest income, miscellaneous revenue, transfers and beginning fund balance.
- * Based on total community college State support of \$641 million for the 2019-21 biennium and the state distribution formula, the College anticipates an increase of \$86k over what was included in the 2019-20 budget. The increase is based on the amount that the Oregon Higher Education Coordinatin Commission calculated that the College would receive during the 2020-21 fiscal year. While we are anticipating a decrease in this amount due to the economic effects of the COVID-19 pandemic, the amount of that decrease is impossible to determine at this time. Therefore, this budget includes the full amount as calculated. Once the actual amount is known, decreases will need to be made to arrive at an operational budget from which to proceed. This is consistent with what the other Oregon
- * The College anticipates property tax revenues to increase by approximately \$50k. While annual assessments are allowed by statute to increase up to 3% per year, the increase was calculated using a 2% increase due to the economic effects of the COVID-19 pandemic.
- * Recognizing the enrollment declines over the last few years nation-wide and in the State of Oregon, the College is projecting 2020-21 enrollment to remain relatively flat based on the enrollment for 2019-20 coming in fairly flat without regard to COVID-19. In addition to a \$3 per credit increase in tuition, \$58k was added to account for two new waivers added which are intended to be used to increase enrollment. Overall, tuition is projected to increase by \$180k from budgeted 2019-20 tuition revenues.
- * Student fee revenue is projected to remain flat as compared to the 2019-20 budget due to estimates based on prior years' actual amounts.
- * Interest Earnings are anticipated to increase by \$10K due to rising interested rates and available cash flow changes. Because of uncertainty in the funding of the department of corrections funding at SRCI and WCCF as well as the number of grants to be applied for and received by the College and the related administrative fees associated with them, miscellaneous income is expected to decrease by \$67k.
- * Transfers in decreased from the 2019-20 budget by \$190k. This eliminates all transfers in from other funds as funds in other funds continue to decline as they are used to offset rising costs and/or the funds are being utilized for improvements to the programs from which the transfers were previously coming from.
- * The Beginning Fund Balance is projected to be \$1,250,000.



General Fund Resources

Resources	Historical Data			2020-21		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
State Resources (FTE)	6,990,369	6,945,648	7,654,483	7,740,722	7,740,722	7,740,722
Property Taxes	2,470,572	2,592,817	2,629,915	2,679,179	2,679,179	2,679,179
Tuition	4,676,565	4,511,528	4,776,045	4,955,938	4,955,938	4,955,938
Fees	895,950	898,380	913,350	913,350	913,350	913,350
Interest Earnings	28,760	35,039	30,000	40,000	40,000	40,000
Miscellaneous Revenue	406,689	338,527	414,000	347,000	347,000	347,000
Transfers In	457,574	75,000	190,000	-	-	-
Beginning Balance	1,250,701	1,255,862	1,326,052	1,250,000	1,250,000	1,250,000
Total Resources	17,177,180	16,652,801	17,933,845	17,926,189	17,926,189	17,926,189

General Fund Requirements by Function

- * Instruction budgets basically remained flat with a total decrease of \$18,046. Individual departments within instruction had offsetting increases and decreases mainly as a result of adjunct faculty salaries and benefits being budgeted more closely to actual activity for the 2019-20 fiscal year, adding back furlough days. There was one full time faculty retirement as well as 1 2/3 faculty positions included in this budget.
- * Many budgets in the Student Services function increased as a result of implementing a revised classified salary schedule to ensure that continues to keep pace with the Oregon minimum wage. In addition, certain professional position salary increases were mandated by the Department of Labor beginning January 1, 2020. Other budgets decreased as a result of personnel reorganization within departments and economic impacts from the COVID-19 pandemic.
- * While other budgets in the College Support Services function had slight increases and decreases, the Information Support Services (IT) budget increased more substantially than the other departments. This was mainly due to the College's investment in implementing new cybersecurity measures. IT costs for materials and services such as software and licensing have increased again this year as well. There were also decreases in this area as a result of personnel reorganization within departments due to economic impacts from the COVID-19 pandemic.
- * The increase in the College Waivers budget is due to the corresponding \$3/credit tuition increase in the 2020-21 fiscal year as well as two new waivers established in an effort to increase enrollment.
- * Transfers out were adjusted to the required amounts for debt service payments including bond fees and other costs. Transfer out to the computer infrastructure reserve fund decreased and the transfer to the athletics playoff travel reserve fund increased. All other transfers out of the general fund remained unchanged from the prior year's budget.

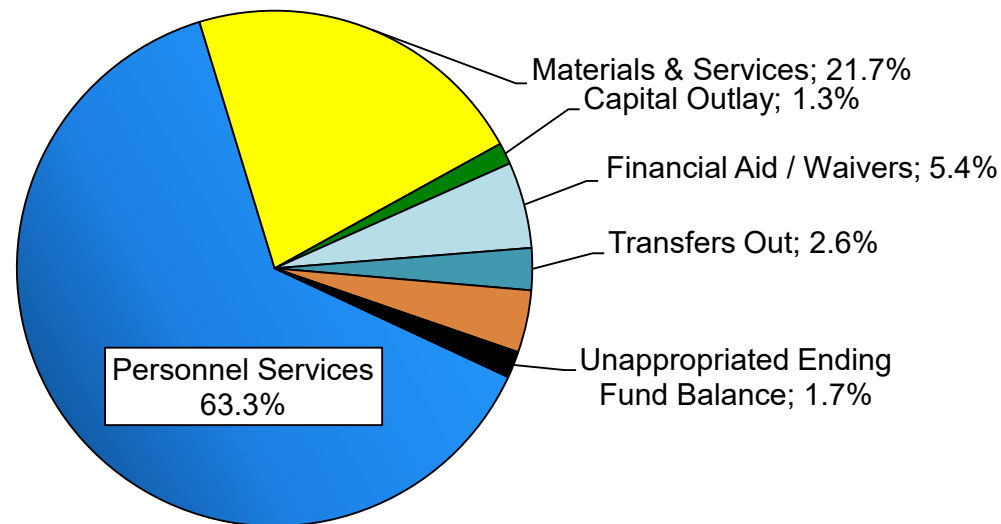
General Fund Requirements by Function

Function	Historical Data			2020-210		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
Instruction	6,315,010	6,006,928	6,243,591	6,240,372	6,240,372	6,240,372
Instructional Support	670,530	745,226	890,611	845,810	845,810	845,810
Student Services	2,165,150	2,033,452	2,344,835	2,331,635	2,331,635	2,331,635
College Support Services	3,981,879	3,708,593	4,226,197	4,320,669	4,320,669	4,320,669
Plant Ops & Maintenance	1,862,324	1,582,190	1,812,876	1,704,773	1,704,773	1,704,773
Plant Additions	130,850	1,697	58,000	40,000	40,000	40,000
Financial Aid/Waivers	795,575	791,510	906,064	971,166	971,166	971,166
Transfers out	-	457,154.00	510,000	470,000	470,000	470,000
Contingency	-	-	641,671	701,764	701,764	701,764
Unappropriated Ending Fund Balance	1,255,862	1,326,051	300,000	300,000	300,000	300,000
Total Requirements	17,177,180	16,652,801	17,933,845	17,926,189	17,926,189	17,926,189

General Fund Requirements by Object

- * Personnel services budget increase of \$31,931 is a net amount of increases and decreases. Increases included adding 2 2/3 faculty positions, adding back furlough days for faculty and administration, adding raises to place classified staff and three professional staff on a revised salary schedule to be more inline with Federally madated employment laws including minimum wage. Decreases consisted of the elimination and/or furlouging of various positions as a result of the COVID-19 pandemic.
- * Materials and Services budget shows a net decrease of \$128,797 consisting of large increases in IT as well as smaller increases across all of the functions within the budget. These increases are offset by large decreases in the nursing and aviation departments, classroom general contingency amounts from the prior year budget as well as smaller decreases across all of th functions within the budget.
- * The Financial Aid/Waivers budget was increased to offset the \$3 per credit increase in tuition as well as to establish two new waivers to be used to encourage increased enrollment.
- * Transfers out were adjusted to the required amounts for debt service payments including bond fees and other costs. Transfer out to the computer infrastructure reserve fund was reduced by \$20k, while the transfer to the athletics playoff travel reserve fund increased \$5k. All other transfers out of the general fund remained unchanged from the prior year's budget. See page 57.
- * As budgets continue to get tighter year after year, it has become necessary to begin to increase the contingency amount in order to make sure there is enough reserved in the budget that is not specifically dedicated to expenditures. This facilitates a mechanism to better ensure that we end the fiscal year with an adequate ending fund balance to begin the subequest fiscal year.

Expenditures by Object



General Fund Requirements by Object

Object	Historical Data			2020-21		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
Personnel Services	11,431,025	10,547,009	11,334,193	11,353,892	11,353,892	11,353,892
Materials & Services	3,399,247	3,362,678	4,011,550	3,889,812	3,889,812	3,889,812
Capital Outlay	123,150	168,399	230,367	239,556	239,556	239,556
Financial Aid / Waivers	795,575	791,510	906,064	971,166	971,166	971,166
Transfers Out	172,321	457,154	510,000	470,000	470,000	470,000
Contingency	-	-	641,671	701,763	701,763	701,763
Unappropriated Ending Fund Balance	1,255,862	1,326,051	300,000	300,000	300,000	300,000
Total Requirements	17,177,180	16,652,801	17,933,845	17,926,189	17,926,189	17,926,189

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General Fund Appropriation Categories

INSTRUCTION: (28)

Classroom General
Agriculture
Art
Business Education
Computer Information Systems
English & Speech
Rodeo
Industrial Education (Welding)
Criminal Justice
Math
Music
Natural Resources
Nursing
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
Disability Services
Registration & Admissions
Student Records
Financial Aid Administration
Student Activities/Programs
Athletics
Sports Complex
Enrollment Services
Diversity 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 basically remained flat with a total decrease of \$3,219. Individual departments within instruction had increases and decreases mainly as a result of adjunct faculty salaries and benefits being budgeted more closely to actual activity for the 2019-20 fiscal year and adding back furlough days.

- 1101** Classroom General budget decreased because of outside services hired for the nursing program which will not be needed in 2020-21.
- 1109** A full time industrial education faculty position (welding) was added to the budget beginning winter term 2021.
- 1135** English as a Second Language (ESL) costs have been split out from Classroom General to more accurately track costs associated with the program.
- 1165** Aviation program costs were decreased under the expectation that the costs of the fixed wing program flight labs can now be covered by the fees being charged to that the program since it has been approved by the Veteran's Administration.

Instruction by Department

Department		Historical Data			2020-21		
		Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
		2017-18	2018-19				
1101	Classroom General	809,027	778,359	881,828	772,457	772,457	772,457
1102	Agriculture	340,166	336,697	352,583	358,302	358,302	358,302
1103	Art	154,687	154,569	167,956	168,464	168,464	168,464
1104	Business Education	313,872	324,176	328,493	331,192	331,192	331,192
1105	Computer Information Systems	136,628	56,258	66,098	66,273	66,273	66,273
1106	English & Speech	630,115	450,033	503,375	482,986	482,986	482,986
1108	Rodeo	138,813	154,511	185,905	192,445	192,445	192,445
1109	Industrial Education	119,912	81,154	78,581	113,012	113,012	113,012
1110	Criminal Justice	22,440	26,945	29,821	30,260	30,260	30,260
1111	Math	706,727	637,184	599,947	571,252	571,252	571,252
1112	Music	220,045	133,451	131,184	136,453	136,453	136,453
1113	Natural Resources	125,439	130,672	143,202	144,985	144,985	144,985
1114	Nursing	661,955	643,313	639,763	782,192	782,192	782,192
1115	Physical Education	125,008	114,533	124,273	125,813	125,813	125,813
1116	Science	706,298	640,500	694,947	684,329	684,329	684,329
1117	Social Science	477,515	539,128	441,783	428,560	428,560	428,560
1119	Summer Programs	327,498	255,512	260,650	260,650	260,650	260,650
1125	Dual Credit	29,576	85,872	90,579	90,579	90,579	90,579
1127	Addiction Studies	10,666	-	700	700	700	700
1130	ABS/Developmental Ed	21,527	29,217	20,819	18,584	18,584	18,584
1135	ESL	-	-	10,595	15,696	15,696	15,696
1138	EMT Training	26,036	21,968	22,505	22,505	22,505	22,505
1155	BizCenter Match	54,998	41,225	57,496	57,496	57,496	57,496
1156	Workforce Training	119,197	116,540	131,717	131,717	131,717	131,717
1162	Industrial Manufacture & Controls	96,233	84,916	85,720	94,939	94,939	94,939
1165	Aviation	66,096	105,779	116,529	65,594	65,594	65,594
1166	Medical Assistant	13,349	64,416	76,542	92,937	92,937	92,937
	Total Instruction	6,453,823	6,006,928	6,243,591	6,240,372	6,240,372	6,240,372

Instructional Support by Department

The Instructional Support budgets decreased by \$44,801 or 5.03%.

- 1202** The increase in the Dean of CTE budget consists of an increase for the rental of the fairgrounds, the absorption of a STEP Navigator position formally funded by the STEP-UP grant, and a decrease as a result of personnel reorganizations in the department due to economic impacts from the COVID-19 pandemic.
- 1207** Academic Computer Support budget increased as a result of increased costs in licensing of software used by faculty and students.
- 1210** The budget for the Library decreased as a result of personnel reorganizations in the department due to economic impacts from the COVID-19 pandemic.

Instructional Support by Department

Department	Historical Data			2020-21		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
1201 VP of Academic Affairs	225,273	234,278	261,759	253,542	253,542	253,542
1202 Dean of CTE	93,557	166,878	263,216	283,981	283,981	283,981
1207 Academic Computer Support	65,577	64,624	69,227	72,827	72,827	72,827
1210 Library	286,123	279,446	296,409	235,460	235,460	235,460
Total Instructional Support	670,530	745,226	890,611	845,810	845,810	845,810

Student Services by Department

The Student Services budgets decreased by a total \$13,200 or .6%.

Many budgets in the Student Services function increased as a result of implementing a revised classified salary schedule to ensure that the College continues to keep pace with the Oregon minimum wage. In addition, certain professional position salary increases were mandated by the Department of Labor beginning January 1, 2020. Other budgets decreased as a result of personnel reorganization within departments due to economic impacts from the COVID-19 pandemic.

1319 Diversity budget increased as a result of the absorption of an additional 25% of the multi-cultural position as required by the Title III grant.

1345 Reorganization of personnel due to the economic impacts from the COVID-19 pandemic.

Student Services by Department

Department	Historical Data			2020-21		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
1301 Management of Student Services	121,679	150,981	232,536	162,158	162,158	162,158
1302 Disability Services	85,390	71,158	96,714	98,324	98,324	98,324
1303 Registration & Admissions	403,851	468,494	508,053	520,414	520,414	520,414
1304 Student Records	91,105	92,368	102,998	104,244	104,244	104,244
1305 Financial Aid Administration	311,051	288,758	319,936	331,283	331,283	331,283
1306 Student Activities/Programs	87,543	87,287	92,196	82,950	82,950	82,950
1307 Athletics	348,688	379,769	455,417	475,975	475,975	475,975
1314 Sports Complex	576	5,211	11,001	11,000	11,000	11,000
1315 Enrollment Services	73,926	98,763	103,220	108,979	108,979	108,979
1319 Diversity Services	-	-	13,156	35,484	35,484	35,484
1320 Baseball - Men	48,776	37,611	46,534	49,761	49,761	49,761
1321 Basketball - Men	37,490	28,653	15,262	34,490	34,490	34,490
1322 Basketball - Women	36,750	36,084	34,490	34,490	34,490	34,490
1323 Cross Country - Men	13,009	13,327	12,097	15,367	15,367	15,367
1324 Cross Country - Women	13,009	13,291	12,097	15,367	15,367	15,367
1327 Soccer - Men	31,729	32,346	26,918	33,458	33,458	33,458
1328 Soccer - Women	24,335	29,295	29,535	36,074	36,074	36,074
1329 Softball - Women	36,681	31,888	33,368	33,787	33,787	33,787
1330 Tennis - Men	11,720	14,280	11,941	15,211	15,211	15,211
1331 Tennis - Women	12,554	14,280	11,941	15,211	15,211	15,211
1332 Track - Men	19,092	18,183	14,714	17,984	17,984	17,984
1333 Track - Women	18,001	17,991	14,714	17,984	17,984	17,984
1334 Volleyball - Women	29,534	28,699	37,303	37,303	37,303	37,303
1345 Testing Center	74,563	73,189	93,694	39,337	39,337	39,337
1347 Compliance Officer	95,286	1,546	15,000	5,000	5,000	5,000
Total Student Services	2,026,337	2,033,452	2,344,835	2,331,635	2,331,635	2,331,635

College Support Services by Department

Total College Support Services budgets increased by \$94,472 or 2.2%.

1507 While other budgets in the College Support Services function had slight increases and decreases, the Information Support Services (IT) budget increased by over \$80k. This was mainly due to the College's investment in implementing new cybersecurity measures. IT costs for materials and services such as software and licensing have increased again this year as well.

College Support Services by Department

Department	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
1501 Public Information	195,513	179,320	226,311	226,705	226,705	226,705
1502 Printing	71,874	98,564	105,152	105,150	105,150	105,150
1503 Board of Education	43,386	48,247	59,268	59,268	59,268	59,268
1504 President's Office	307,841	310,477	357,016	362,813	362,813	362,813
1505 Human Resources	245,602	243,410	278,951	278,951	278,951	278,951
1506 Business Office	557,305	457,014	518,728	518,291	518,291	518,291
1507 Information Technology	1,387,226	1,451,346	1,673,757	1,753,959	1,753,959	1,753,959
1508 Other General Costs	546,847	431,653	380,756	380,756	380,756	380,756
1510 Development Office	159,531	156,542	160,873	161,221	161,221	161,221
1511 Campus Security	183,882	159,079	202,202	200,652	200,652	200,652
1512 Switchboard	27,696	30,395	32,700	32,700	32,700	32,700
1514 Institutional Research	205,178	142,547	230,483	240,203	240,203	240,203
Total College Support Services	3,931,879	3,708,593	4,226,197	4,320,669	4,320,669	4,320,669

Plant Operations & Maintenance by Department

The Plant Operations & Maintenance budgets decreased by a total of \$108,103 or 5.9%.

1601 The Utilities budget increased by \$12k over the prior year due to the CTE center coming online mid-year.

1602 The Plant Operations budget decreased by over \$120k as a result of a reorganization of personnel in the department for 2020-21 due to economic impacts from the COVID-19 pandemic.

Department	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
1601 Utilities	485,259	481,959	522,000	534,235	534,235	534,235
1602 Plant Operations	1,377,065	1,100,231	1,290,876	1,170,538	1,170,538	1,170,538
Total Plant Operations and Maintenance	1,862,324	1,582,190	1,812,876	1,704,773	1,704,773	1,704,773

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 \$40,000 for College repair and remodeling costs.

Department	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
1650 Plant Additions	10,000	1,697	58,000	40,000	40,000	40,000
Total Plant Additions	10,000	1,697	58,000	40,000	40,000	40,000

Financial Aid by Department

1802 The increase in the College Waivers budget is due to the corresponding \$3/credit tuition increase in the 2020-21 fiscal year as well as two new waivers established in an effort to increase enrollment.

Department	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
1801 Financial Aid Match	50,000	-	36,000	20,000	20,000	20,000
1802 College Waivers	745,575	776,453	870,064	951,166	951,166	951,166
Total Financial Aid	795,575	776,453	906,064	971,166	971,166	971,166

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	30,000
Transfer to Innovation Reserve	25,000
Transfer to Buildings Reserve	15,000
Transfer to Athletic Playoff Travel Reserve	10,000
Transfer to Debt Service Fund	275,000
Transfer to Capital Projects	100,000
Total Transfers Out	<u>\$470,000</u>

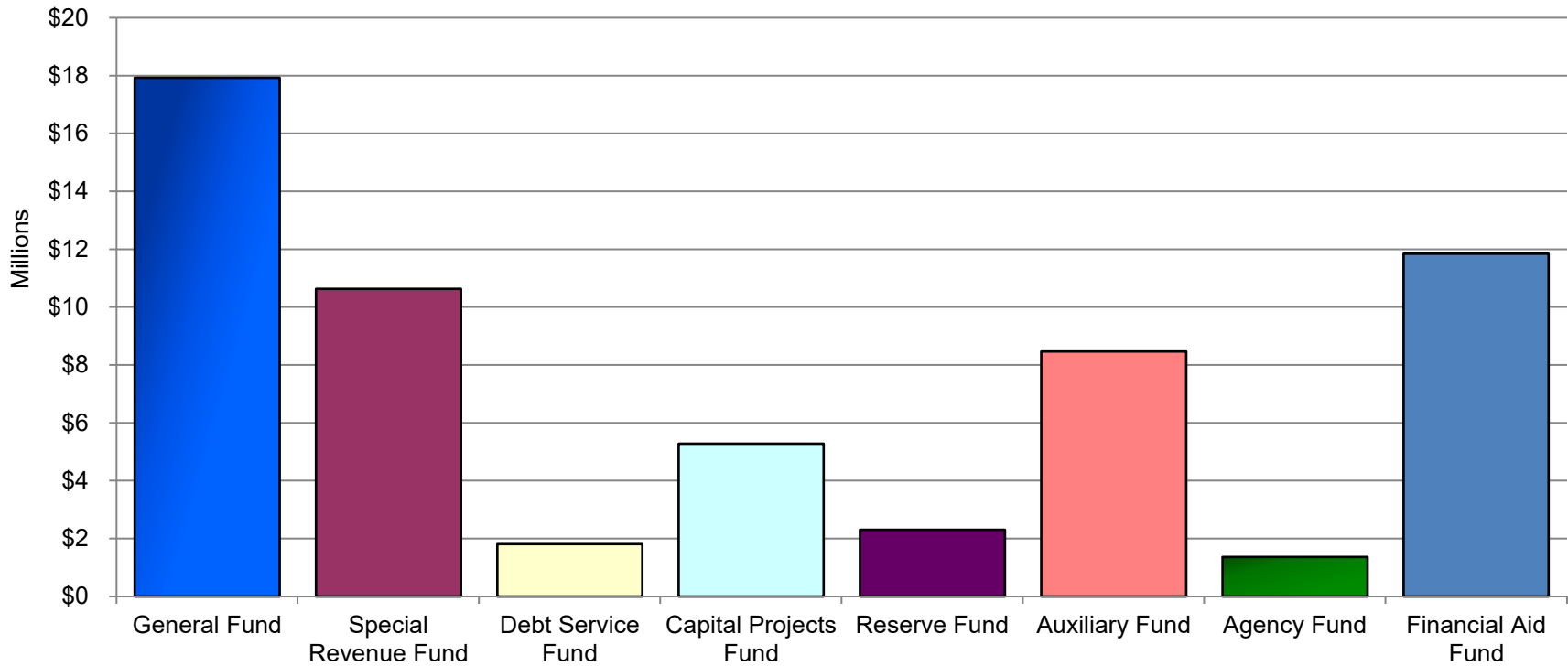
Department	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
1917 Transfers Out	-	457,154.00	510,000	470,000	470,000	470,000
1901 Contingency	-	-	641,671	701,764	701,764	701,764
1990 Ending Fund Balance	1,250,700	1,326,051	300,000	300,000	300,000	300,000
Total Other	1,250,700	1,783,205	1,451,671	1,471,764	1,471,764	1,471,764

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2020-21 Treasure Valley Community College

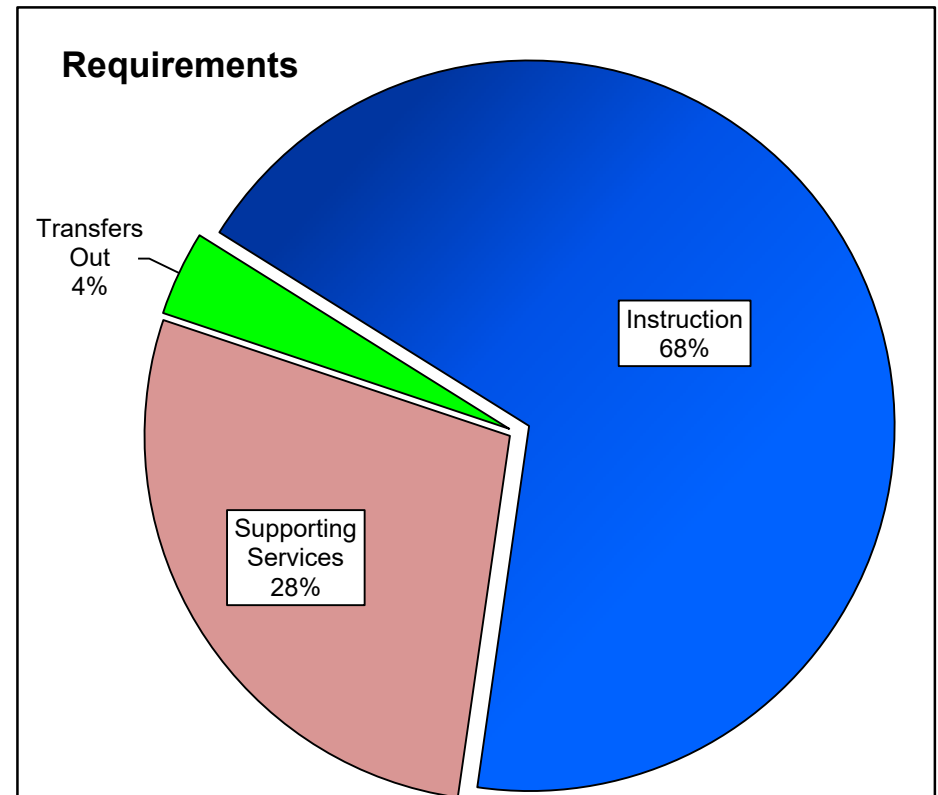
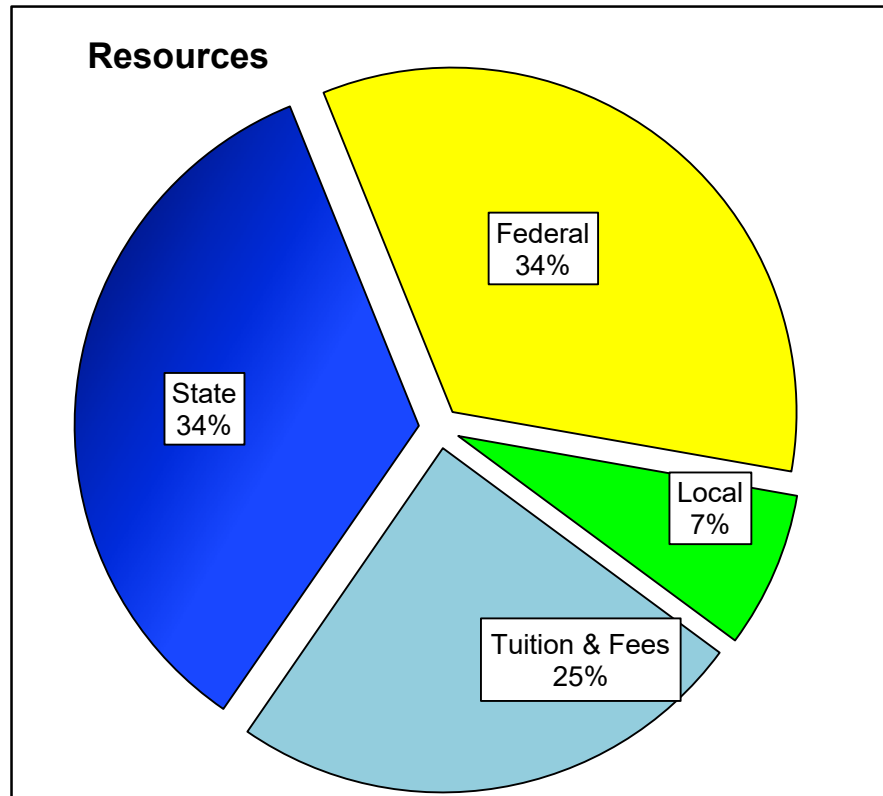
Other Funds

General Fund	\$17,926,189	30.1%
Special Revenue Fund	10,635,053	17.8%
Debt Service Fund	1,814,145	3.0%
Capital Projects Fund	5,285,000	8.9%
Reserve Fund	2,307,500	3.9%
Auxiliary Fund	8,470,000	14.2%
Agency Fund	1,365,000	2.3%
Financial Aid Fund	11,850,000	19.9%
Total	\$59,652,887	100.0%



Special Revenue Fund

- * Resources budgeted in this fund are the estimated income from grants and contracts with local, state and federal agencies. This includes the Carl Perkins, HEP, CAMP and Title III grants as well as numerous other smaller 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.



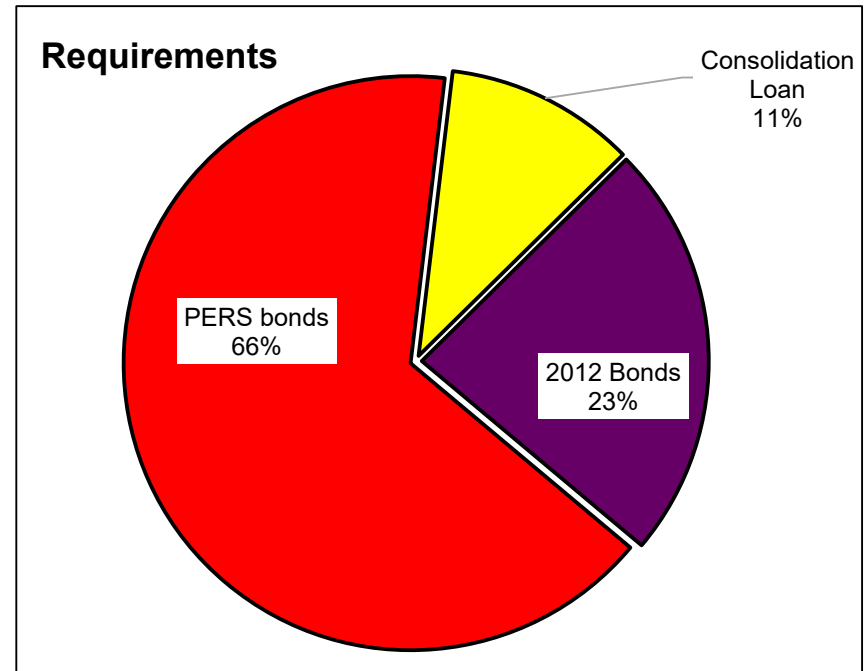
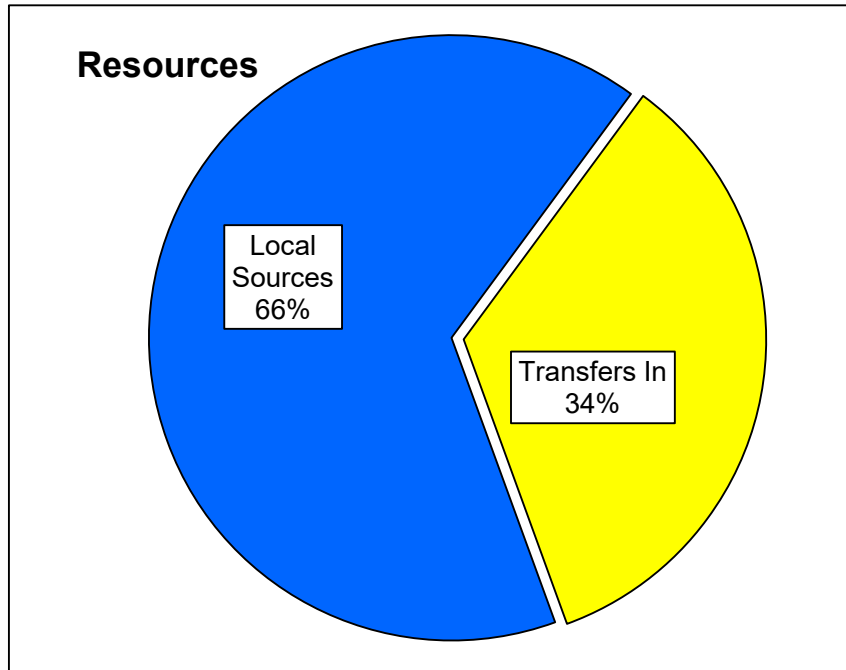
Special Revenue Fund

	Historical Data			2020-21		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
Resources						
Local	195,442	535,893	1,000,000	750,000	750,000	750,000
Tuition & Fees	1,169,591	1,430,730	2,000,000	2,500,000	2,500,000	2,500,000
State	2,207,516	2,765,056	3,000,000	3,500,000	3,500,000	3,500,000
Federal	1,711,365	1,740,129	3,354,290	3,460,053	3,460,053	3,460,053
Beginning Balance	83,224	168,833	332,125	425,000	425,000	425,000
Total	5,367,138	6,640,641	9,686,415	10,635,053	10,635,053	10,635,053
Requirements						
Instruction	4,119,992	4,572,981	6,936,336	7,009,688	7,009,688	7,009,688
Supporting Services	964,072	1,539,428	2,550,079	2,855,365	2,855,365	2,855,365
Transfers Out	114,241	-	200,000	385,000	385,000	385,000
Unappropriated Ending Fund Balance	168,833	528,232	-	385,000	385,000	385,000
Total	5,367,138	6,640,641	9,686,415	10,635,053	10,635,053	10,635,053

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:	<u>2020-21</u>
PERS bonds	1,191,145
Consolidation Loan	194,118
2012 Bonds	425,150
Other Bond Fees/Costs	3,732
	<hr/>
Total	<u><u>\$1,814,145</u></u>

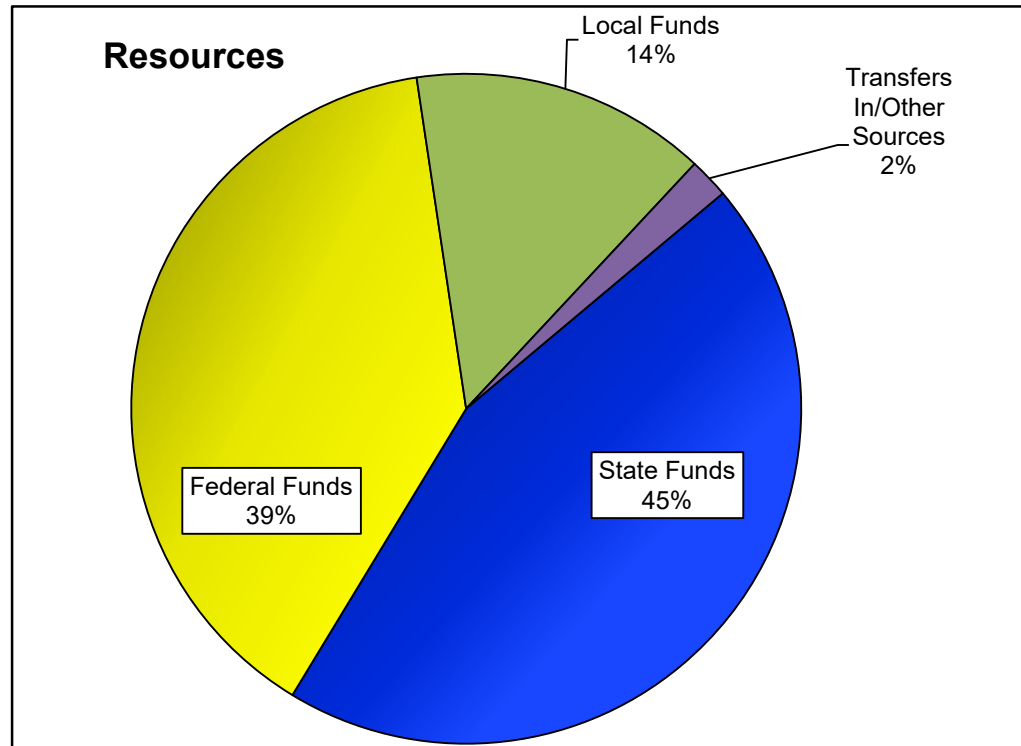


Debt Service Fund

	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
Resources						
Local Sources	1,070,827	1,081,145	1,136,145	1,191,145	1,191,145	1,191,145
Transfers In	576,262	614,718	622,218	623,000	623,000	623,000
Beginning Balance	-	-	-	-	-	0
Total	1,647,089	1,695,863	1,758,363	1,814,145	1,814,145	1,814,145
Requirements						
Debt Service	1,647,089	1,695,863	1,758,363	1,814,145	1,814,145	1,814,145
Transfers Out	-	-	-	-	-	-
Unappropriated Ending Fund Balance	-	-	-	-	-	-
Total	1,647,089	1,695,863	1,758,363	1,814,145	1,814,145	1,814,145

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 2020-21 Capital Projects Fund budget includes appropriations for the remaining CTE Center remodel and construction costs.

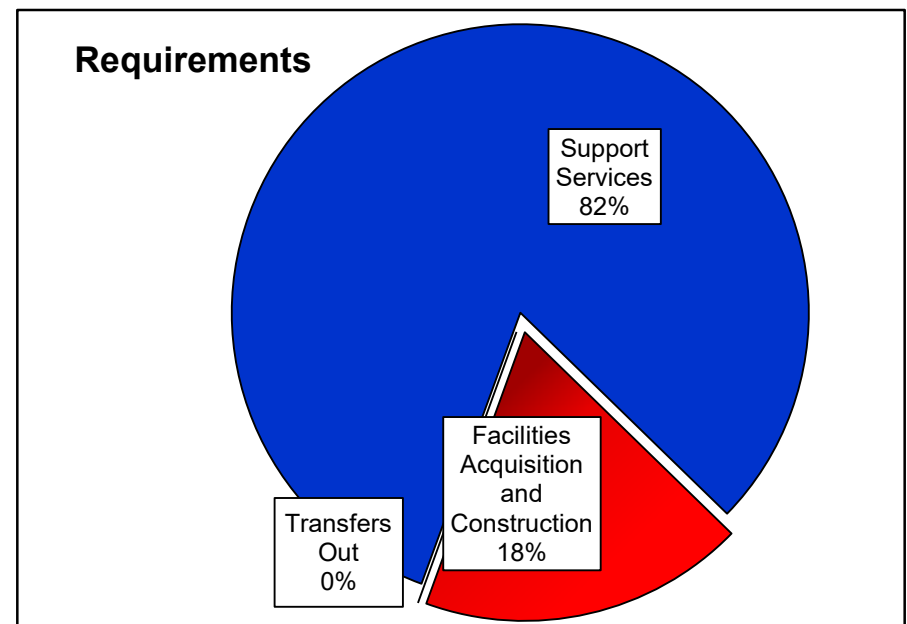
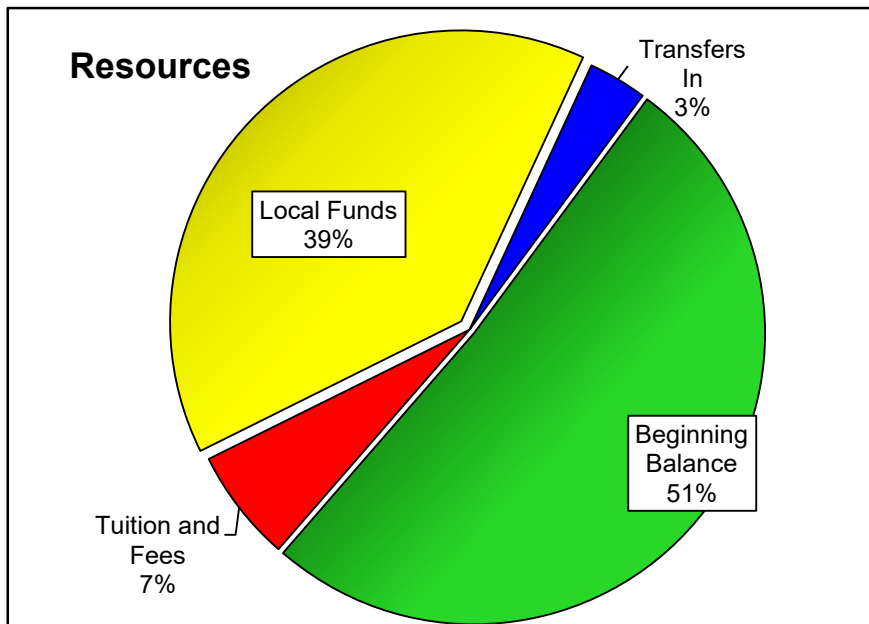


Capital Projects Fund

	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
Resources						
State Funds	-	152,650	3,300,000	2,300,000	2,300,000	2,300,000
Federal Funds	-	136,260	3,000,000	2,000,000	2,000,000	2,000,000
Local Funds	-	-	735,000	735,000	735,000	735,000
Transfers In/Other Sources	1,616,326	75,000	100,000	100,000	100,000	100,000
Beginning Balance	-	164,024	150,000	150,000	150,000	150,000
Total	1,616,326	527,934	7,285,000	5,285,000	5,285,000	5,285,000
Requirements						
Facilities Acquisition and Construction	1,452,302	370,492	7,285,000	5,285,000	5,285,000	5,285,000
Debt Service	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Unappropriated Ending Fund Balance	164,024	157,442	-	-	-	-
Total	1,616,326	527,934	7,285,000	5,285,000	5,285,000	5,285,000

Reserve Fund

- * The Reserve Fund includes both restricted and unrestricted accounts and more information is provided on page 12 in the fund type descriptions. The majority of the fund balance in the Reserve Fund currently resides in the Unemployment, Health Insurance, and Aviation Teach-Out accounts.
- * 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 new Student capital projects fee of \$1 per credit which began in the 2019-20 fiscal year is included in
- * Requirements will be used for the specific purposes for which the accounts were established.

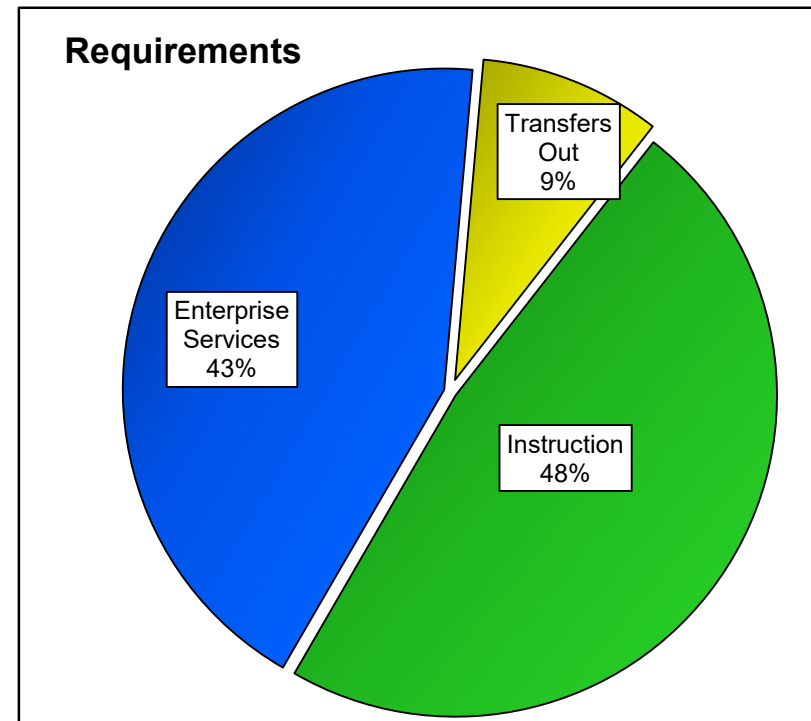
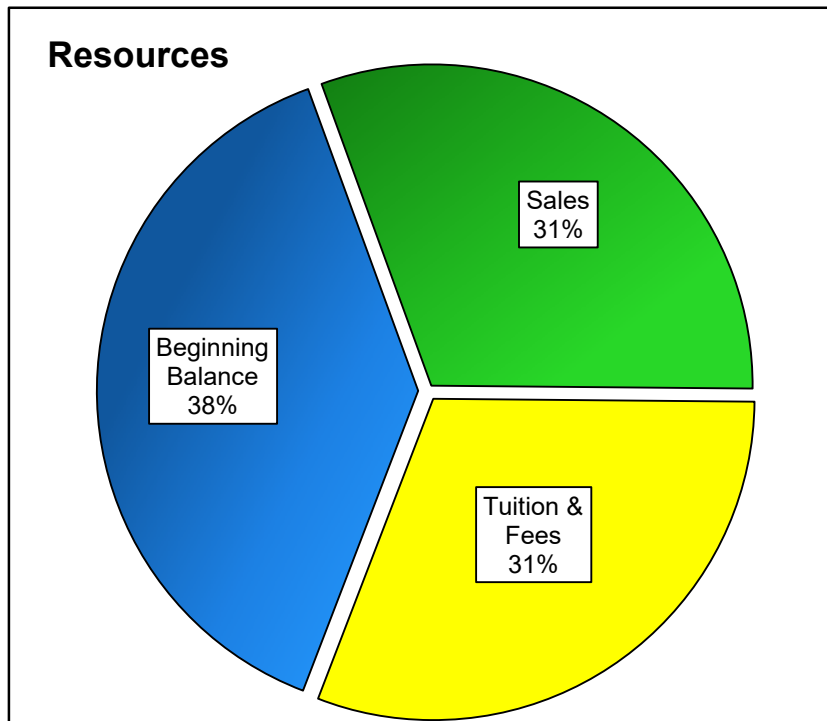


Reserve Fund

	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
Resources						
Tuition and Fees	60,900	100,575	200,000	145,000	145,000	145,000
Local Funds	942,048	828,254	1,000,000	905,000	905,000	905,000
Transfers In	50,000	184,819	95,000	75,000	75,000	75,000
Beginning Balance	1,174,927	1,034,881	920,000	1,182,500	1,182,500	1,182,500
Total	2,227,875	2,148,529	2,215,000	2,307,500	2,307,500	2,307,500
Requirements						
Support Services	714,282	796,997	905,000	905,000	905,000	905,000
Facilities Acquisition and Construction	124,438	-	205,000	202,500	202,500	202,500
Transfers Out	354,274	117,382	285,000	-	-	-
Unappropriated Ending Fund Balance	1,034,881	1,234,150	820,000	1,200,000	1,200,000	1,200,000
Total	2,227,875	2,148,529	2,215,000	2,307,500	2,307,500	2,307,500

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.

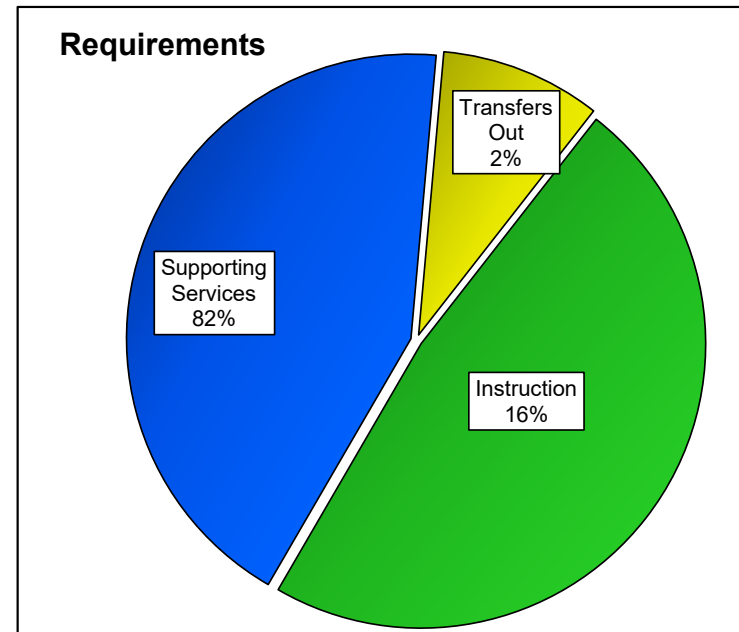
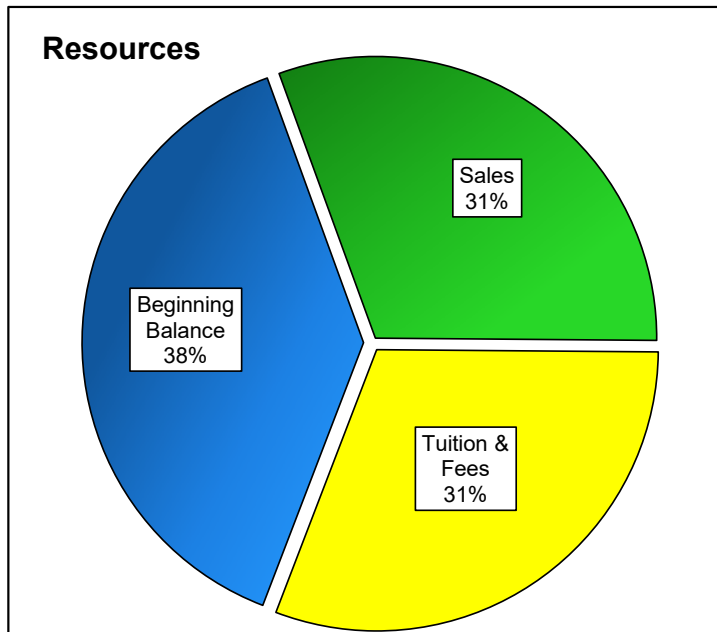


Auxiliary Fund

	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
Resources						
Sales	1,659,573	1,886,436	2,750,000	2,600,000	2,600,000	2,600,000
Tuition & Fees	1,289,809	1,261,218	2,500,000	2,600,000	2,600,000	2,600,000
Beginning Balance	3,443,214	3,328,171	3,210,000	3,270,000	3,270,000	3,270,000
Total	6,392,596	6,475,825	8,460,000	8,470,000	8,470,000	8,470,000
Requirements						
Instruction	751,740	1,129,145	2,500,000	2,500,000	2,500,000	2,500,000
Enterprise Services	1,869,685	1,655,977	2,245,000	2,250,000	2,250,000	2,250,000
Transfers Out	443,000	375,000	405,000	478,000	478,000	478,000
Unappropriated Ending Fund Balance	3,328,171	3,315,703	3,310,000	3,242,000	3,242,000	3,242,000
Total	6,392,596	6,475,825	8,460,000	8,470,000	8,470,000	8,470,000

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.

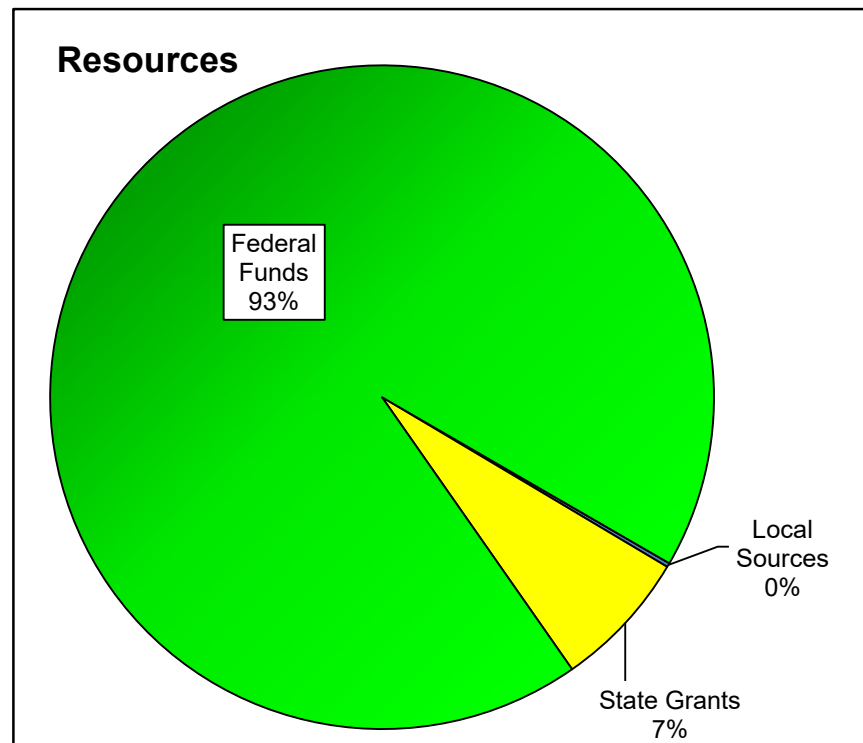


Agency Fund

	Historical Data			2020-21		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
Resources						
Fees	395,469	424,735	450,000	500,000	500,000	500,000
Local Funds	354,210	286,783	450,000	400,000	400,000	400,000
Transfers In	15,000	2,100	15,000	15,000	15,000	15,000
Beginning Balance	249,985	356,576	300,000	450,000	450,000	450,000
Total	1,014,664	1,070,194	1,215,000	1,365,000	1,365,000	1,365,000
Requirements						
Instruction	45,818	78,022	150,000	150,000	150,000	150,000
Supporting Services	598,482	598,998	750,000	750,000	750,000	750,000
Transfers Out	15,000	2,100	15,000	15,000	15,000	15,000
Unappropriated Ending Fund Balance	355,364	391,074	300,000	450,000	450,000	450,000
Total	1,014,664	1,070,194	1,215,000	1,365,000	1,365,000	1,365,000

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 while attending classes at TVCC.



Financial Aid Fund

	Historical Data			2020-21 Budget		
	Actual		Final Budget 2019-20	Proposed Budget	Approved Budget	Adopted Budget
	2017-18	2018-19				
Resources						
Local Sources	-	-	25,000	25,000	25,000	25,000
State Grants	525,530	544,200	700,000	800,000	800,000	800,000
Federal Funds	8,320,088	7,774,255	11,125,000	11,025,000	11,025,000	11,025,000
Beginning Balance	-	759	-	-	-	-
Total	8,845,618	8,319,214	11,850,000	11,850,000	11,850,000	11,850,000
Requirements						
Supporting Services	8,844,859	8,319,214	11,850,000	11,850,000	11,850,000	11,850,000
Unappropriated Ending Fund Balance	759.00	-	-	-	-	-
Total	8,845,618	8,319,214	11,850,000	11,850,000	11,850,000	11,850,000

Summary of Transfers

Interfund

Transfers Out

Transfers In

Department

Purpose of Transfer

		Transfers Out				Transfers In			
		General Fund	Auxiliary Fund	Special Revenue Fund	Reserve 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	Computing Infrastructure	(30,000)						30,000	
General Fund Transfers	Transfer to Innovations Reserve	(25,000)						25,000	
General Fund Transfers	Transfer to Non-Faculty Professional Dev Reserve	(5,000)						5,000	
General Fund Transfers	Transfer to Athletics Playoff Travel	(10,000)						10,000	
General Fund Transfers	Transfer to Deferred Maintenance	(15,000)						15,000	
General Fund Transfers	Transfer to Debt Service Fund	(275,000)				275,000			
General Fund Transfers	Transfer to Capital Projects Fund	(100,000)							100,000
Student Housing	Debt Service Payment		(348,000)			348,000			
Totals		(470,000)	(348,000)	0	0	0	623,000	95,000	100,000

Debt Service Payment Schedule

	PERS Bonds	2017 Refinance	2012 Bonds	Other Fees/Costs	Totals
Resources:					
General Fund Transfer		194,118	77,150	3,732	275,000
Salary PERS Expenditures from Departments	1,191,145				1,191,145
Student Housing Transfer			348,000		348,000
Total Resources	1,191,145	194,118	425,150	3,732	1,814,145
Payments:					
PERS Bonds	1,191,145				1,191,145
Bank of Eastern Oregon Consolidation Loan		194,118			194,118
Wells Fargo Bank Housing Bonds			425,150		425,150
Other Debt Service Trustee Fees/Costs				3,732	3,732
Total Payments	1,191,145	194,118	425,150	3,732	1,814,145

**TREASURE VALLEY COMMUNITY COLLEGE
Resolution No. 18-006**

RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED, that the Board of Education of Treasure Valley Community College hereby adopts the budget for fiscal year **2020-21** in the total sum of **\$59,652,887** 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, 2020, 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	\$6,240,372
Instructional Support	845,810
Student Services	2,331,635
College Support	4,320,669
Plant Operations/Maintenance	1,704,773
Plant Additions	40,000
Financial Aid	971,166
Transfers Out/Other Uses	470,000
Contingency	701,764
Total General Fund Appropriations	<u>\$17,626,189</u>

SPECIAL REVENUE FUND:

Instruction	\$7,009,688
Instructional Support	2,855,365
Transfers Out/Other Uses	385,000
Total Special Revenue Fund Appropriations	<u>\$10,250,053</u>

Resolution No. 18-006 (continued)

Page 2 of 3

DEBT SERVICE FUND:

Debt Service	\$1,814,145
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CAPITAL PROJECTS FUND:

Facilities Acquisition and Construction	\$5,285,000
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RESERVE FUND:

Support Services	\$905,000
Facilities Acquisition and Construction	202,500
Transfers Out/Other Uses	0
Total Reserve Fund Appropriations	\$1,107,500

AUXILIARY FUND:

Instruction	\$2,500,000
Enterprise Services	2,250,000
Transfers / Other Uses	478,000
Total Auxiliary Fund Appropriations	\$5,228,000

AGENCY FUND:

Instruction	\$150,000
Supporting Services	750,000
Transfers / Other Uses	15,000
Total Agency Fund Appropriations	\$915,000

STUDENT FINANCIAL AID FUND:

Supporting Services	\$11,850,000
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TOTAL 2019-20 BUDGET APPROPRIATIONS	\$54,075,887
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Note: The difference between total appropriations of \$54,075,887 and the total budget of \$59,652,887 is the unappropriated ending fund balance of \$5,577,000.

Resolution No. 18-006 (continued)
Page 3 of 3

RESOLUTION IMPOSING AND CATEGORIZING TAXES – COMBINED

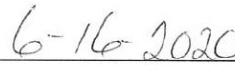
BE IT RESOLVED, that the Board of Education for Treasure Valley Community College hereby imposes the taxes provided for in the adopted budget at the rate of \$1.2235 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2020-21 upon the assessed value of all taxable property within the College district.

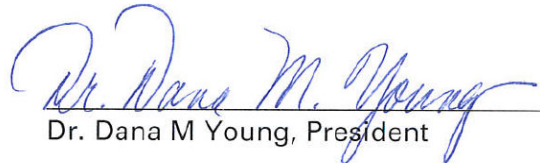
Education

General Fund

\$1.2235 / \$1,000


Cheryl Cruson, Board Chairperson


Date


Dr. Dana M Young, President


Date

2020-21 Treasure Valley Community College

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

**FORM ED-50
2020-2021**

To assessor of Malheur / Baker County

- 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

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

CERTIFICATION - You must check one box.

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

PART I: TOTAL PROPERTY TAX LEVY

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

PART II: RATE LIMIT CERTIFICATION

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

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.

2020-21 Treasure Valley Community College

FORM CC-1	NOTICE OF BUDGET HEARING		
<p>A public meeting of the Board of Education of Treasure Valley Community College will be held on June 16, 2020 at 6:00 pm. Meeting participation will only be available via zoom at https://gotvcc.zoom.us/j/91576115024 or by telephone. Phone Number (long distance charges may apply) 1-346-248-7799 or 1-669-900-6833 Meeting ID: 915 7611 5024 Password: 643229. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 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. 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.</p>			
Contact: Shirley Haidle		Telephone: 541-881-5842	Email: shaidle@tvcc.cc
FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget
	Last Year 2018-2019	This Year 2019-2020	Next Year 2020-2021
Beginning Fund Balance	\$ 6,309,106	\$ 6,162,125	\$ 6,727,500
Current Year Property Taxes, other than Local Option Taxes	\$ 2,592,817	\$ 2,648,221	\$ 2,679,179
Current Year Local Option Property Taxes	\$ -	\$ -	\$ -
Tuition and Fees	\$ 8,627,166	\$ 10,839,395	\$ 11,614,288
Other Revenue from Local Sources	\$ 4,992,077	\$ 7,540,145	\$ 6,993,145
Revenue from State Sources	\$ 10,407,554	\$ 14,166,139	\$ 14,340,722
Revenue from Federal Sources	\$ 9,650,644	\$ 17,479,290	\$ 16,485,053
Interfund Transfers	\$ 951,637	\$ 1,022,218	\$ 813,000
All Other Budget Resources	\$ -	\$ -	\$ -
Total Resources	\$ 43,531,001	\$ 59,857,533	\$ 59,652,887
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	\$ 15,260,124	\$ 16,918,943	\$ 18,697,450
Materials & Services	\$ 8,917,905	\$ 14,430,647	\$ 13,000,553
Financial Aid	\$ 9,138,880	\$ 12,624,064	\$ 12,715,346
Capital Outlay	\$ 583,941	\$ 7,899,764	\$ 5,798,631
Debt Service	\$ 1,695,863	\$ 1,758,363	\$ 1,814,145
Interfund Transfers	\$ 981,636	\$ 1,415,000	\$ 1,348,000
Operating Contingency	\$ -	\$ 80,752	\$ 701,762
All Other Expenditures	\$ -	\$ -	\$ -
Unappropriated Ending Fund Balance & Reserves	\$ 6,952,652	\$ 4,730,000	\$ 5,577,000
Total Requirements	\$43,531,001	\$59,857,533	\$ 59,652,887

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY FUNCTION			
Instruction	\$ 11,787,076	\$ 15,864,754	\$ 15,900,060
FTE	67.8	69.8	68.0
Instructional Support	\$ 2,284,654	\$ 3,440,689	\$ 3,701,175
FTE	15.8	13.8	12.8
Student Services other than Student Financial Aid/Loans	\$ 4,288,427	\$ 5,339,835	\$ 5,331,635
FTE	18.0	20.0	19.0
Student Financial Aid/Loans	\$ 9,110,724	\$ 12,756,064	\$ 12,821,166
FTE	3.0	3.0	3.0
Support Serv. other than Facilities Acquisition and Construction	\$ 4,505,590	\$ 5,131,197	\$ 5,225,669
FTE	26.0	25.5	25.5
Facilities Acquisition and Construction	\$ 1,954,379	\$ 9,340,877	\$ 7,232,273
FTE	10.0	6.5	4.5
Interfund Transfers	\$ 951,636	\$ 1,415,000	\$ 1,348,000
Debt Service	\$ 1,695,863	\$ 1,758,363	\$ 1,814,145
Operating Contingency	\$ -	\$ 80,754	\$ 701,764
Unappropriated Ending Fund Balance and Reserves	\$ 6,952,652	\$ 4,730,000	\$ 5,577,000
Total Requirements	\$43,531,001	\$59,857,533	\$59,652,887
Total FTE	140.6	138.6	132.8

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING

The College's total 2020-21 budget decreased by approximately \$205k from the 2019-20 budget. The budget includes a \$3/credit increase to the General Fund for tuition with an assumption of enrollment remaining flat. The 2020-21 General Fund budget increased from 2019-20 by approximately \$538k due mainly to more accurately budgeting actual costs for faculty overloads and summer programs as well as funding several unfunded mandates such as paying PERS costs for retirees, minimum wage increases, and minimum salaries required for certain exempt professional staff. The Special Revenue Fund increased by \$948k for both already awarded and potential additional grants and contracts. The Debt Service Fund budget increased by \$56k to account for all scheduled debt service payments while the Capital Projects Fund decreased by \$2 million as the expansion and new construction of the CTE Center building is well underway meaning less is needed to complete the remainder of the project. The Reserve Fund budget increased by approximately \$92k as these funds were finally able to begin increasing slightly during the 2019-20 fiscal year after having been decreasing over the last several years. Additionally, a new reserve fund was added starting with the 2019-20 fiscal year to accumulate funds for student capital projects. This is being funded by a \$1/credit fee requested by the students to complete projects they wanted to see on campus. Auxiliary Funds remained essentially flat with only a \$10k increase. The Financial Aid Fund remained unchanged from the prior year.

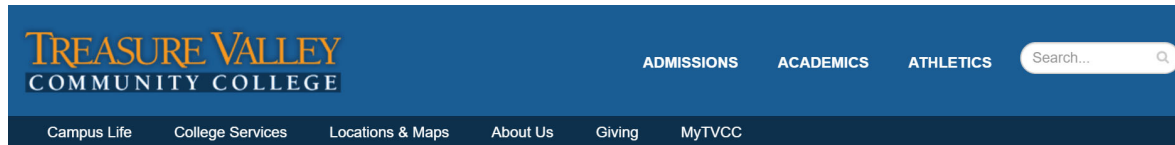
PROPERTY TAX LEVIES

	Rate or Amount Imposed Last Year 2018-2019	Rate or Amount Imposed This Year 2019-2020	Rate or Amount Approved Next Year 2020-21
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	\$10,985,035	\$0
Other Borrowings	\$1,242,140	\$2,832,250
Total	\$12,227,175	\$2,832,250

Notice of Budget Committee Meeting Posted on TVCC Website May 4, 2020



NOTICE OF BUDGET COMMITTEE MEETING May 19, 2020

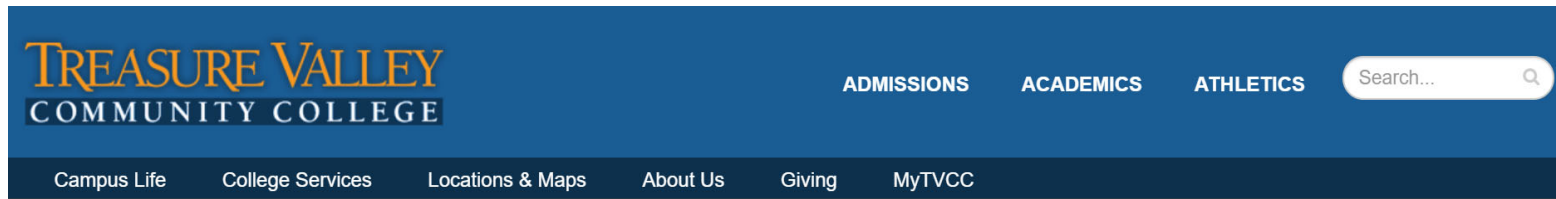
A public meeting of the Budget Committee of the Treasure Valley Community College district, of Malheur and Baker Counties, State of Oregon to discuss the budget for the fiscal year July 1, 2020 to June 30, 2021, will be held via zoom at <https://gotvcc.zoom.us/j/96473233913> or by telephone. Phone Number: (long distance charges may apply) 1 346 248 7799 or 1 669 900 6833 Meeting ID: 964 7323 3913 Password: 263663

The meeting will take place on the 19th day of May, 2020, 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 budget document may be obtained on or after May 15, 2020 by email to shaidle@tvcc.cc.

Notice of Budget Committee Meeting Posted on TVCC Website June 8, 2020



The header features the Treasure Valley Community College logo on the left. To the right are navigation links for ADMISSIONS, ACADEMICS, and ATHLETICS, followed by a search bar. Below these are secondary navigation links: Campus Life, College Services, Locations & Maps, About Us, Giving, and MyTVCC.

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Athletics
Performing Arts Schedule
Course Schedules
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TVCC Budget Meeting

TREASURE VALLEY COMMUNITY COLLEGE June 16, 2020

A public meeting of the Board of Education of Treasure Valley Community College will be held on June 16, 2020 at 6:00 pm. Meeting participation is only available via Zoom at <https://gotvcc.zoom.us/j/91576115024> or by telephone. Phone Number (long distance charges may apply) 1-346-248-7799 or 1-669-900-6833 Meeting ID: 915 7611 5024 Password: 643229. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 as approved by the Treasure Valley Community College Budget Committee. A summary of the budget is presented below. An electronic copy of the complete budget may be obtained by email to shaidle@tvcc.cc. A summary document can be viewed [here](#). 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.

View the [Budget Form](#)

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 18, 2020 at 6:00 pm at the Treasure Valley Community College Campus in the Laura Moore Cunningham Science Center Mainstem Boardroom, address: 650 College Blvd, Ontario, OR 97914, and also via zoom at <https://zoom.us/j/91578115024> or by telephone. Phone Number (long distance charges may apply) 1-346-248-7799 or 1-888-900-8833 Meeting ID: 915 7811 5024 Password: 843029. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2020 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 shandf@trvc.edu. 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: Shirley Handf Telephone: 541-893-5942 Email: shandf@trvc.edu

FINANCIAL SUMMARY - RESOURCES			
TOTAL OF ALL FUNDS	Actual Amount Last Year 2018-2019	Adopted Budget This Year 2019-2020	Approved Budget Next Year 2020-2021
Beginning Fund Balance	\$ 6,309,196	\$ 6,162,125	\$ 6,727,500
Current Year Property Taxes, other than Local Option Taxes	\$ 2,992,817	\$ 2,648,221	\$ 2,679,179
Current Year Local Option Property Taxes	\$ -	\$ -	\$ -
Fees and Fines	\$ 6,627,166	\$ 10,879,195	\$ 11,654,280
Other Revenue from Local Sources	\$ 4,992,077	\$ 7,540,145	\$ 6,993,145
Revenue from State Sources	\$ 10,407,554	\$ 14,186,139	\$ 14,340,722
Revenue from Federal Sources	\$ 9,630,644	\$ 17,479,290	\$ 16,485,053
Interfund Transfers	\$ 951,637	\$ 1,413,000	\$ 1,348,000
All Other Budget Resources	\$ -	\$ -	\$ -
Total Resources	\$ 43,531,001	\$9,857,533	\$9,652,807

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	\$ 17,290,124	\$ 16,918,943	\$ 18,097,450
Materials & Services	\$ 8,917,905	\$ 14,430,647	\$ 13,080,953
Financial Aid	\$ 9,138,890	\$ 12,624,064	\$ 12,715,540
Capital Outlay	\$ 583,941	\$ 7,899,764	\$ 5,798,631
Debt Service	\$ 1,095,863	\$ 1,758,363	\$ 1,834,145
Interfund Transfers	\$ 951,636	\$ 1,413,000	\$ 1,348,000
Operating Contingency	\$ -	\$ 80,752	\$ 780,764
All Other Expenditures	\$ -	\$ -	\$ -
Unappropriated Ending Fund Balance & Reserves	\$ 6,952,652	\$ 4,730,000	\$ 3,577,000
Total Requirements	\$43,531,001	\$9,857,533	\$9,652,807

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY FUNCTION			
Instruction	\$ 11,787,076	\$ 15,864,754	\$ 15,900,000
FTE	87.8	89.8	88.6
Instructional Support	\$ 2,284,654	\$ 3,440,089	\$ 3,780,175
FTE	14.8	13.8	12.4
Student Services other than Student Financial Aid/Loans	\$ 4,288,427	\$ 5,139,835	\$ 5,331,633
FTE	18.0	20.0	19.0
Student Financial Aid/Loans	\$ 9,110,724	\$ 12,756,064	\$ 12,823,106
FTE	3.0	3.0	3.0
Support Serv. other than Facilities Acquisition and Construction	\$ 4,585,590	\$ 5,131,197	\$ 5,225,669
FTE	26.0	25.5	25.5
Facilities Acquisition and Construction	\$ 1,954,379	\$ 9,348,877	\$ 7,232,273
FTE	10.0	6.5	4.5
Interfund Transfers	\$ 951,636	\$ 1,413,000	\$ 1,348,000
Debt Service	\$ 1,095,863	\$ 1,758,363	\$ 1,834,145
Operating Contingency	\$ -	\$ 80,754	\$ 780,764
Unappropriated Ending Fund Balance and Reserves	\$ 6,952,652	\$ 4,730,000	\$ 3,577,000
Total Requirements	\$43,531,001	\$9,857,533	\$9,652,807
Total FTE	146.6	138.6	132.6

STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING
 The College's total 2020-21 budget decreased by approximately \$209k from the 2019-20 budget. The budget includes a \$3/credit increase to the General Fund for tuition with an assumption of enrollment remaining flat. The 2020-21 General Fund budget increased from 2019-20 by approximately \$578k due mainly to more accurately budgeting actual costs for faculty overloads and summer programs as well as funding several unfunded mandates such as paying PERS costs for retirees, minimum wage increases, and minimum salaries required for certain exempt professional staff. The Special Revenue Fund increased by \$948k for both already awarded and potential additional grants and contracts. The Debt Service Fund budget increased by \$56k to account for all scheduled debt service payments while the Capital Projects Fund decreased by \$2 million as the expansion and new construction of the CTE Center building is well underway meaning less is needed to complete the remainder of the project. The Reserve Fund budget increased by approximately \$92k as these funds were finally able to begin increasing slightly during the 2019-20 fiscal year after having been decreasing over the last several years. Additionally, a new reserve fund was added starting with the 2019-20 fiscal year to accumulate funds for student capital projects. This is being funded by a \$1/credit fee requested by the students to complete projects they wanted to see on campus. Auxiliary Funds remained essentially flat with only a \$10k increase. The Financial Aid Fund remained unchanged from the prior

PROPERTY TAX LEVIES			
	Rate or Amount Imposed Last Year 2018-2019	Rate or Amount Imposed This Year 2019-2020	Rate or Amount Approved Next Year 2020-21
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	\$10,985,035	\$0
Other Borrowings	\$1,242,140	\$2,832,290
Total	\$12,227,175	\$2,832,290

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.

2020-21 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.