



# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

## District Council of Administrative Services (DCAS)

**July 18, 2019 – 1:30 p.m.**  
**District Administrative Center, Thomas Lakin Board Room**

### AGENDA

- Approval of Meeting Notes – May 23, 2019
- Police Services Budget Update (Joel Justice)
- Student Centered Funding Formula (SCFF) Revenue
- Fund 693 Update
- FY20 Utilities
- FY20 Districtwide Services
- FY20 Revenue
- FY20 Budget Allocation Model
- Other Business
- Future Agenda Items

Next Meeting: August 15, 2019, 9:00 a.m.

**FY19 Fund 693 - Retiree Health Benefits**  
**July 2018 through July 10, 2019**

Beginning Balance July 1, 2018

**474,874**

<b>Title</b>	<b>Budget</b>	<b>YTD (07/10/2019)</b>	<b>Estimated Add'l Rev/Exp</b>	<b>Estimated YE</b>	<b>Budget to Estimated (Short)/Avail</b>
In-District Contributions	(16,849,333)	(15,105,862)	-	(15,105,862)	(1,743,470.83)
Faculty Retiree Benefits	7,992,331.77	7,909,820.41	0	7,909,820	82,511.36
Manager Retiree Benefits	1,493,724.62	1,459,491.63	0	1,459,492	34,232.99
Supervisor Retiree Benefits	713,226.32	688,060.70	0	688,061	25,165.62
Confidential Retiree Benefits	393,956.64	389,694.96	0	389,695	4,261.68
Classified (SEIU) Retiree Benefits	5,091,253.03	5,065,251.57	0	5,065,252	26,001.46
Other Payments	0.00	0		0	0.00
<b>Total Expenditures</b>	<b>15,684,492.38</b>	<b>15,512,319.27</b>	<b>0</b>	<b>15,512,319</b>	<b>172,173.11</b>
				<b>Excess projected (contributions)/pyrl exp</b>	<b>406,457</b>
				<b>Projected Ending Fund Balance FY19</b>	<b>68,417</b>

**Ventura Community College District  
2019-20 Adoption Budget  
Utilities (Org 6XXXX)**

	2015	2016	2017	2018	2019	2019	2019 Projected	Projected	2020	% Change
<i>Type</i>	Actuals	Actuals	Actuals	Actuals	Budget	YTD (a)	Actual	Surplus(Deficit)	Adoption	2019 Proj/ 2020 Adopt
Gas	123,974	113,267	133,714	99,590	119,000	142,937	142,937	(23,937)	155,000	8.44%
Water/Sewer	706,807	630,292	729,495	875,948	1,103,000	817,878	817,878	285,122	1,043,000	27.53%
Electric	2,944,941	2,816,198	2,634,816	2,676,023	3,212,200	2,452,731	2,452,731	759,469	3,136,200	27.87%
Telephone/Tech (b)	117,010	114,688	144,857	138,027	125,000	184,641	184,641	(59,641)	225,000	21.86%
	<u>3,892,731</u>	<u>3,674,445</u>	<u>3,642,883</u>	<u>3,789,587</u>	<u>4,559,200</u>	<u>3,598,187</u>	<u>3,598,187</u>	<u>961,013</u>	<u>4,559,200</u>	<u>26.71%</u>
<i>Location</i>										
MC	1,495,196	1,359,337	1,323,196	1,433,340	1,585,000	1,243,291	1,243,291	341,709	1,575,000	
OC	951,915	854,938	916,080	1,050,432	1,261,000	1,010,390	1,010,390	250,610	1,223,200	
VC	1,279,747	1,219,695	1,141,660	1,147,922	1,445,000	1,152,954	1,152,954	292,046	1,434,000	
DAC	2,530	3,318	3,784	3,377	4,200	2,508	2,508	1,692	3,000	
DWS	163,342	237,157	258,163	154,517	264,000	189,045	189,045	74,955	324,000	
	<u>3,892,731</u>	<u>3,674,445</u>	<u>3,642,883</u>	<u>3,789,587</u>	<u>4,559,200</u>	<u>3,598,187</u>	<u>3,598,187</u>	<u>961,013</u>	<u>4,559,200</u>	

(a) YTD figures as of July 16, 2019.

(b) As of FY19, district telecom services no longer eligible for discounts under federal TeleConnect Fund.

Orgn	Title	FY17 Actuals	FY18 Actuals	FY19 Adopted	FY19 YTD	FY20 Tentative	FY20 Adoption	20 Tent vs 20 Adoption
80099	SEIU Release Time	-	69,174	122,175	121,751	124,200	125,408	1,208
82011	Personnel Commissioners	56,823	59,569	62,500	59,732	75,000	75,000	-
82080	Accreditation/Planning	20,980	-	5,000	-	5,000	5,000	-
82100	Board Election	700	-	110,000	122,629	-	-	-
82101	Board of Trustees Operations	221,019	195,572	238,376	220,518	238,376	220,121	(18,255)
82103	Legal	251,018	287,629	300,000	214,441	300,000	300,000	-
82104	Districtwide Memberships	110,921	107,568	112,000	114,835	115,000	115,000	-
82106	Police Services	654,768	654,768	734,768	734,768	1,164,768	1,164,768	-
82111	Audits	150,703	130,710	165,000	142,500	165,000	165,000	-
82112	Bank, Credit Card Charges	299,239	334,095	310,000	249,687	330,000	305,000	(25,000)
82114	College Work Study Match	187,863	175,639	183,000	192,653	208,335	208,335	-
82116	Unemployment Insurance	68,280	87,029	90,000	78,272	90,000	90,000	-
82119	Management Consulting	-	-	-	-	180,000	180,000	-
82122	1098T Reg Fee Rptg (Fed require)	34,087	33,944	35,000	-	35,000	35,000	-
82125	Classified Tuition Reimbursement	276	782	2,000	368	2,000	2,000	-
82127	H&W Employee Contribution Balancing	5,878	1,343	5,000	6,944	5,000	5,000	-
82128	Workers Comp State Fee	16,305	21,778	20,000	21,778	20,000	20,000	-
82129	Online Transcript Admin	46,860	52,910	50,000	65,000	50,000	75,000	25,000
82131	Insurance Premiums	717,383	709,106	1,050,000	715,255	1,050,000	1,086,655	36,655
82133	Self Insurance Coverage	75,000	75,000	75,000	75,000	75,000	75,000	-
82134	Health Insurance Broker	117,722	117,798	113,000	104,000	113,000	113,000	-
82137	Parking Online Admin	114,801	117,091	125,000	101,962	125,000	125,000	-
82138	Classified Staff Development	10,302	4,887	15,000	9,071	15,000	15,000	-
82141	Durley Dr. Property Maintenance	27,436	24,682	30,000	9,231	15,000	15,000	-
82142	Scheduled Maintenance Match	150,000	150,000	150,000	150,000	150,000	150,000	-
82143	Facilities Planning	-	-	-	-	95,000	95,000	-
82149	Exec Management Search Costs	54,619	30,018	50,000	33,684	120,000	120,000	-
82150	1095C Employer Provided Health (Fed req)	38,772	27,102	42,000	33,100	42,000	42,000	-
82154	Staff Diversity Coordinators	60,090	25,331	60,000	12,687	60,000	60,000	-
82155	Employment related services	37,308	37,670	40,000	29,557	40,000	40,000	-
82156	Recruitment-Advertising (HR)	57,398	37,032	75,000	52,313	75,000	75,000	-
82158	Districtwide Wellness	-	-	-	-	-	-	-
82159	District-wide Staff Development	14,218	13,784	30,000	5,381	15,000	15,000	-
82161	Great Teacher Seminar/Acad Senate	15,000	15,000	30,000	30,000	30,000	30,000	-
82162	Collective Bargaining Costs	8,656	20,050	30,000	115,454	150,000	150,000	-
82166	Board Room Broadcasting	-	-	-	-	100,000	100,000	-
82169	Distance Learning Prof Development	-	38,815	50,000	36,397	-	-	-
82170	Collection Fees (COTOP)	5,351	5,388	6,000	5,615	6,000	6,000	-
82174	New Info Technology Systems (Transfer)	250,000	250,000	250,000	250,000	250,000	250,000	-

Districtwide Services  
 FY20 Adoption Budget

FY19 YTD as of 7/10/19

82177	Data Base Admin/Tech Implementation	210,000	211,226	210,000	210,889	-	-	-
82178	AdminiSystem SW License Fee/HW Main	1,779,417	1,730,760	1,788,350	1,885,994	1,890,415	1,890,415	-
82179	Compensated Absence Accrual	48,610	88,377	-	-	-	-	-
82180	Bad Debt Exp-Uncollected Enroll Fee	71,085	9,475	40,000	29,816	40,000	40,000	-
82181	Contingency	50,000	42,203	85,000	278,293	300,000	300,000	-
82188	Info Technology Equipment	100,000	100,000	100,000	30,000	30,000	30,000	-
82196	District Wide Leadership Academy	-	-	-	7,438	15,000	15,000	-
82197	Employee Perception Survey	-	-	-	44,440	-	-	-
87313	D/W Marketing Campaign*	198,318	69,874	150,000	345,056	150,000	150,000	-
	Total	6,138,888	6,093,306	7,139,169	6,946,509	8,059,094	8,078,702	19,608

\* Prior to FY19, D/W Marketing Campaign was funded by one-time allocations from the colleges and/or reserves.

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
GENERAL FUND - UNRESTRICTED (Fund 111)  
REVENUE PROJECTIONS - FY20**

ACCOUNT DESCRIPTION	RATE	2018-19 ADOPTION BUDGET	2018-19 PROJECTED ACTUALS	2019-20 ADOPTION BUDGET	Change FY19 Adoption VS FY20 Budget
HOLD-HARMLESS (FY18)				153,823,885	
BASIC ALLOCATION		153,794,761	113,902,853		
SCFF Supplemental Allocation			30,973,976		
SCFF Student Success Allocation			24,832,413		
COLA @ 2.71% FY19		4,167,833		4,168,627	
COLA @ 3.26% FY20				5,150,556	
<b>TOTAL COMPUTATIONAL REVENUE (TCR)</b>		<b>157,962,401</b>	<b>169,709,242</b>	<b>163,143,068</b> <sup>[a]</sup>	<b>5,180,667</b>
CURRENT YEAR ADJUSTMENT (Deficit)		-	(4,408,741)	-	-
PRIOR YEAR ADJUSTMENT (Recalc)		-	-	-	-
FULL TIME FACULTY HIRING			1,184,531	1,184,531	1,184,531
PT FACULTY EQUITY COMP		531,183	558,080	558,080	26,897
ENROLL FEE WAIVERS (2% )		-	-	-	-
LOTTERY PROCEEDS		3,824,377	3,824,377	3,824,377	-
LOTTERY PROCEEDS PRIOR YEAR		-	-	-	-
PT FACULTY OFFICE HOURS		-	329,404	-	-
PT FACULTY HEALTH INS		-	5,490	-	-
INTEREST INCOME		-	-	-	-
ENROLL FEES - LOC SH (2% )		-	-	-	-
NONRES TUITION - INTL		743,588	743,588	743,588	-
NONRES TUITION - DOM		1,031,715	1,031,715	1,031,715	-
OTHER LOCAL REVENUE		-	-	-	-
OTHER LOCAL REVENUE		-	-	-	-
<b>TOTAL OTHER REVENUE</b>		<b>6,130,863</b>	<b>3,268,444</b>	<b>7,342,291</b>	<b>1,211,428</b>
<b>TOTAL GENERAL FUND UNRESTRICTED REV</b>		<b>164,093,264</b>	<b>172,977,686</b>	<b>170,485,359</b>	<b>6,392,095</b>

**FTES:**

FY19 = 26,337 projected funded

FY20 = 26,667 projected funded

<sup>[a]</sup> Includes Education Protection Act Funds (Prop 30).

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT  
FY20 ADOPTION BUDGET ALLOCATION**

FY20 Adoption Revenue	170,485,359
Less: District-wide	(8,078,702)
Less: Utilities	(4,559,200)
Less: District Office (7.1% revenue) <sup>[a]</sup>	<u>(12,104,461)</u>
Available for Distribution	<u>145,742,996</u>

		<u>Moorpark</u>		<u>Oxnard</u>		<u>Ventura</u>		<u>Total</u>	
<b>Class Schedule Delivery Allocation</b>									
1) Unadjusted FTES (FY19 actual, includes NonResident)		11,436		5,051		9,579		26,066	
2) WSCH		171,540		75,759		143,691			
3) Productivity Factor		525		525		525			
4) FTEF	327		144		274				
5) FTEF adjustment	10		7		11				
6) less: Full Time positions (FTEF)	<u>(155.7)</u>	<b>24,635,423</b>	<u>(74.4)</u>	<b>12,130,913</b>	<u>(126.8)</u>	<b>19,140,989</b>	<b>\$ 55,907,324</b>	<b>38.4%</b>	
7) =Hourly FTEF @ <sup>[b]</sup>	\$ 53,523 181	<u><b>9,688,266</b></u>	76	<u><b>4,090,395</b></u>	158	<u><b>8,450,176</b></u>	<u><b>\$ 22,228,836</b></u>	<b>15.3%</b>	
8) <b>Total Class Schedule Delivery Allocation</b>		<b>\$ 34,323,689</b>		<b>\$ 16,221,307</b>		<b>\$ 27,591,164</b>	<b>\$ 78,136,161</b>	<b>53.6%</b>	
9) <b>Base Allocation</b>		<b>\$ 7,287,150</b>		<b>\$ 7,287,150</b>		<b>\$ 7,287,150</b>	<b>\$ 21,861,449</b>	<b>15.0%</b>	
10) <i>Adjusted FTES (FY19 actual)</i>		11,423 43.9%		5,051 19.4%		9,547 36.7%	26,021		
11) <b>FTES Allocation</b>		<b>\$ 20,082,555</b>		<b>\$ 8,879,069</b>		<b>\$ 16,783,762</b>	<b>\$ 45,745,386</b>	<b>31.4%</b>	
12) <b>Total Allocation FY20</b>		<u><b>\$ 61,693,394</b></u>		<u><b>\$ 32,387,526</b></u>		<u><b>\$ 51,662,076</b></u>	<u><b>\$ 145,742,996</b></u>	<b>100.0%</b>	
15a) <b>Campus FY19 Carryover</b> <sup>[c]</sup>		<b>\$ 1,206,865</b>		<b>\$ 641,058</b>		<b>\$ 1,046,627</b>	<b>\$ 2,894,550</b>		
15b) <b>Campus Carryover SCFF FY19 Add'tl Rev</b> <sup>[d]</sup>		<b>\$ 1,248,453</b>		<b>\$ 575,930</b>		<b>\$ 831,168</b>	<b>\$ 2,655,551</b>		
16) <b>FY20 Tentative Allocation</b>		<b>\$ 64,148,712</b>		<b>\$ 33,604,514</b>		<b>\$ 53,539,871</b>	<b>\$ 151,293,098</b>		

**Assumptions**

[a] In FY20, salary & benefits for WCU068, Database Admin, shifted from DWS to DAC; thus, DAC percentage increased to 7.1%

[b] FY20 average replacement cost.

[c] Similar to the colleges, the District Office (DAC) is allowed up to a 2% carryover. The DAC carryover from FY19 is estimated to be \$234,757.

[d] Due to the implementation of the SCFF, the first apportionment from the State was greater than the advance apportionment for FY19. This carryover addresses the timing of the allocation of additional one-time revenue. The amount for the DAC is \$199,266.

		<u>Moorpark</u>		<u>Oxnard</u>		<u>Ventura</u>		<u>DAC</u>	
FY19 budget		60,343,244		32,052,907		52,331,368		11,737,827	
allowable carryover @2%		1,206,865		641,058		1,046,627		234,757	3,129,307
<b>Estimated (2%) carryover going into FY21</b>		<b>\$ 1,233,868</b>		<b>\$ 647,751</b>		<b>\$ 1,033,242</b>		<b>\$ 242,089</b>	

as of 7/10/19