

# VENTURA COUNTY COMMUNITY COLLEGE DISTRICT

District Administrative Center, Thomas Lakin Boardroom

Thursday, December 15, 2016

## NOTES

### Attendees:

David El Fattal, Vice Chancellor, Business and Administrative Services  
Emily Day, Director, Fiscal Services  
Cathy Bojorquez, Budget Director  
Mike Bush, Vice President, Business Services, Oxnard College  
Silvia Barajas, Vice President, Business Services, Moorpark College  
Dave Keebler, Vice President, Business Services, Ventura College  
Alexander Kolesnik, Academic Senate President, Ventura College  
Alan Hayashi, AFT Representative

### Absent:

Julius Sokenu, Interim Executive Vice President, Moorpark College  
Linda Kama'ila, Academic Senate President, Oxnard College  
Nenagh Brown, Academic Senate President, Moorpark College  
Jennifer Clark, Fiscal Services Supervisor, Oxnard College

The meeting was called to order at 9:10 a.m.

### **APPROVAL OF NOTES**

The DCAS Meeting notes of November 17, 2016 were approved by consensus.

### **DAC LEASE PAYMENTS**

Vice Chancellor El Fattal reviewed the rental income related to the Daily Drive building as well as the future budget savings from the absence of rental payments to VUSD for the Stanley Avenue building. The rental revenue from the Daily Drive building will be \$272,000 per year with 3% increases. The cost of being a property owner is approximately \$250,000/year. With expenses such as insurance, elevator maintenance, and association dues, the cost to operate the building is close to being net zero. The rental income should cover the costs of operating the building. There are seven buildings in the complex and all are part of the Association. The association dues cover security patrol, parking lot lighting, tree removal, etc.

Vice Chancellor El Fattal further discussed the Stanley Avenue lease. The current rent of the Stanley Avenue building is approximately \$420,000 per year, which will result in an annual savings upon the District's Administrative Center relocation to Daily Drive. There has been discussion about what will happen to the rental savings. Vice Chancellor El Fattal is recommending the funds stay with the District Administrative Center (DAC) budget for at least the 2017-18 budget year. Mr. Kolesnik expressed concern about the residual funds being used for hires at the DAC.

Dr. Bush stated the DAC does not currently participate in the Infrastructure Funding Model. If the DAC's percentage of the Budget Allocation Model may be reduced, the entire picture needs to be addressed so that funds are set aside to address infrastructure needs of the Daily Drive building.

Mr. Hayashi stated that there is potential for budget to shift from building maintenance to something else. The DAC needs to come up with a detailed plan of maintenance.

Vice Chancellor El Fattal indicated the Daily Drive building construction bids were received this week and will be presented to the Board in January.

Vice Chancellor El Fattal will share a detailed list of Daily Drive building expenses at the January DCAS meeting.

### **SUMMER SESSION 2017 FUNDING**

Vice Chancellor El Fattal stated that the colleges will fund summer session 2017 (4-week). Mr. Keebler said Ventura College will be using mandated cost funds. Dr. Bush explained Oxnard College has limited funding and will offer the same sections as last year.

Vice Chancellor El Fattal queried the colleges about their progress towards FTES targets. Mr. Keebler indicated that Ventura College seems to be currently over target (compared to the same period last year); Dr. Bush said that Oxnard College is just shy of their spring target. Ms. Barajas stated that Moorpark College is ahead of target, but those numbers include the 4-week summer session. There was a discussion about the possibility of missing the 26,468 FTES target. If the District doesn't make that target for FY17, this will be considered the District's *stability* year. Ms. Barajas said that Moorpark College is poised to have a high number of high school students. She will get projected numbers, but it appears they could make up some of the FTES deficit districtwide.

### **BUDGET ALLOCATION MODEL**

Ms. Bojorquez indicated there was an incorrect number on the previously distributed Budget Allocation Model. The number under the *Transitional/Implementation Funding* section was corrected to be \$166,668.

### **INFRASTRUCTURE FUNDING MODEL**

Ms. Bojorquez explained the Infrastructure Funding Model has been reformatted similar to the Budget Allocation Model. The background and update portions have been separated for clarity. The other sections detail the structure of the model and how the allocations are calculated. Ms. Bojorquez asked for the group to review and provide input at the January DCAS meeting.

Meeting adjourned 9:53 a.m.

Next meeting: Thursday, January 19, 2017