



BUDGET COMMITTEE MEETING
 Feb. 20, 2019 -- 2:00-3:30 p.m.
 Board Room
MINUTES

CALL TO ORDER: The meeting was called to order at 2:00 p.m. by Jill Ault.

ROLL CALL:

x	Jill Ault	x	Sue Loring		Morris Rodrigue		Student Rep.
x	Don Cingrani		Crystal Mair	x	Kathy Royce		
x	Katie Littlepage		Tom Masulis	x	Susan Schroth		

APPROVAL OF MINUTES: None

PUBLIC COMMENTS: None

REPORTS: None

DISCUSSION/ACTION

A. Review Budget 2018-19 (handout)

Fund 11 -Unrestricted /General Fund

Jill guided the committee through the 2018-19 adopted budget.

Sue asked about the TCR. Jill said the projected TCR for 2018-19 is \$44,500,000. There are two different components of the TCR; one makes up the number and one is how it is expended. The \$44,500,000 is estimated, and is calculated based on EPA, timber tax, homeowner’s exemption, property tax and 98% enrollment.

For 2017-18 the estimated income was projected at \$45,540,000 and it actually came in higher, \$47,045,000. The lottery dollars are a floating number and it affects the income amount each year. In July of each year we are given an estimate on what we will receive in lottery dollars for the year, and for last several years it has been running higher. We don’t actually know the amount when we close the books each year, so we end up rebalancing. The lottery dollars are one of the biggest variables on the income side. Don said it appears the state is being conservative. Jill agreed, and said it’s always a nice surprise, but it does cause rebalancing.

Kathy asked when the lottery dollars comes in if we know where the extra dollars will be used. Jill said they don’t always know, and believes there needs to be an equitable way of allocating it because Health Sciences has a lottery supply account, but others areas don’t.

Jill explained the difference between fund 11 and fund 12 lottery revenue: 11 is broad and can pay for things like utilities, and 12 needs to be spent on instructional items.

Sue asked about how much the District paid in retiree health benefits cost last year, and also how much money was put into the OPEB Trust above and beyond what was spent on actual costs. Jill said she will need to research the questions, and get back to her at the next meeting.

Jill said fund balances are all over the board for different districts. The average fund balances across the state are in the low 20's.

Fund 12 Restricted / Categorical and Grants

All grants and categorical funds are restricted dollars, and are expended according to specific criteria associated with each one.

These budgets are always zeroed out at the end of the grant term. Jill explained that many of the restricted grants have an administrative component, which means each one has a manager's salary included in the grant amount.

Jill said she continues to improve upon the layout and organization of the document and each year she is hoping it is becoming a better document, more understandable and easier to follow. The document is organized in the manner in which the District must report back to the state.

Debt Service (23, 24, 25)

Funds are associated with Bonds (2002 GO, LR Bonds 2008 and 2009 and GO Bond 2016).

This is special property tax levies for general obligation bonds and operational income for Lease Revenue Bonds. These funds are used to pay general long-term principal and interest associated with the bonds.

Special Revenue (34, 35, 36, and 37)

Fund- 34: Bookstore, Campus Center, Dorms, Food Services and Bistro self-supported through generated income. (The new Starbucks operation will also be in this fund).

Fund 35: Revenue comes from Fund 34, these are self-supportive funds that are used as needed for repair and replacement.

Fund 36: Auxiliary Funds from activities such as the Celebrity Dinner Auction, general athletic fundraisers, and other types of activities related to district programs or employee groups.

Fund 37: Revenue comes from parking fees and is used for District parking lot improvements.

Capital Projects (41, 43)

Funds are used as financial resource for Capital Outlay and capital facilities projects typically over \$25,000.

Funds 41: Capital Outlay Projects – District funded capital projects; Scheduled maintenance, infrastructure projects, remodels and energy projects.

Fund 43: Accounting for new Bond projects. GO Bond Capital Projects, sales and expenses associated with acquisition, construction and equipment.

Internal service funds are used to account for activities that provide goods or services to other funds or department. The District is not currently operating with any internal service funds.

Don said he believes there is always a cost benefit to internal service funds, it keeps it clean, but understands that more work is required. Jill agreed, and said it would require a different system.

Trust and Agency Funds- These are assets held by the District in a trustee or agency capacity.

Agency Funds: The District is only accountable for one agency fund.

- Fund 89- Phi Theta Kappa (PTK). The District has no control over how these agency funds are spent, the funds are held in custodial capacity only.

Trust Funds: The District has more control over trust funds and how they are used.

- Fund 71-Associated Student Body
- Fund 72- Student Representation Fee
- Fund 74- Student Financial Aid
- Fund 75- Scholarship and Loans
- Fund 77- Trustee's Scholarship fund
- Fund 78- Student Clubs. Club funds are held in a District account, and the only way dollars can be spent is through approval in the form of club minutes. The funds are held in fund 77 and moved to fund 75 as dollars are expended.

General Leger Account Structure Breakdown (handout)

Jill said she believes this information is helpful in understanding how the reporting is tracked by the state. Jill asked for questions and/or comments. No further discussion.

OTHER/ANNOUNCEMENTS: None

ADJOURNMENT: 2:50 p.m.

NEXT MEETING: March 6, 2019

Recorded by:

Sherry Nicholas

Executive Assistant, Administrative Services

2/20/19 Jui

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget**

Summary of All Funds					
Fund	Fund Title	Estimated Beginning Fund Balance	2018-2019		Estimated Ending Fund Balance
			Budgeted Income	Budgeted Expenditures	
General Funds					
11	General Fund - Unrestricted	\$ 10,915,989	\$ 47,917,816	\$ 47,794,867	\$ 11,038,938
12	General Fund - Restricted	-	16,550,000	16,550,000	-
Debt Service Funds					
21	Bond Interest and Redemption Fund	-	-	-	-
23	2002 General Obligation Bond Interest & Redemption Fund	2,126,063	1,975,500	1,865,005	2,236,558
24	Lease Revenue Bond Interest & Redemption Fund	16,827	5,955,157	5,954,838	17,146
25	2016 General Obligation Bond Interest & Redemption Fund	12,337,280	4,100,000	4,716,800	11,720,480
Special Revenue Funds					
34	Revenue Fund	663,615	1,939,500	1,936,080	667,035
35	Repair and Replacement Reserve Fund	333,001	60,505	57,500	336,006
36	Auxiliary Fund	572,737	346,000	275,000	643,737
37	Parking Improvement Fund	580,670	7,000	38,979	548,691
Capital Projects Funds					
41	Capital Outlay Projects Fund	3,339,706	800,000	1,350,000	2,789,706
42	Lease Revenue Bond Projects Fund	-	-	-	-
43	2016 General Obligation Bond Project Fund	39,794,756	-	10,000,000	29,794,756
Trust Funds					
71	Associated Students	183,406	41,200	20,000	204,606
72	Student Rep Fee	7,297	600	-	7,897
74	Student Financial Aid Fund	5,273	21,066,500	21,066,500	5,273
75	Scholarship and Loan Fund	216,036	355,000	355,000	216,036
77	Shasta College Trustees' Scholarship Fund	4,532,375	125,000	80,000	4,577,375
78	Student Clubs	140,402	116,300	116,300	140,402
Agency Funds					
89	Phi Theta Kappa Agency	4,189	5,700	4,050	5,839
Totals 2018-2019 Adopted Budget		\$ 75,769,623	\$ 101,361,778	\$ 112,180,919	\$ 64,950,482

Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
General Fund - Unrestricted

Fund 11	2016-2017	2017-2018	2017-2018	2018-2019
	Actuals	Adopted Budget	Estimated Actuals	Proposed Budget
Beginning Fund Balance	\$ 10,425,389	\$ 10,430,576	\$ 10,476,735	
Estimated Beginning Balance 7/1/17				\$ 10,915,989
INCOME				
Federal Income				
Forest Reserve Fund	\$ 11,415	\$ 44,000	\$ 73,187	\$ 62,500
Miscellaneous (Adm. Fees, Federal Projects)	119,608	135,627	138,617	158,351
Total Federal Income	\$ 131,023	\$ 179,627	\$ 211,804	\$ 220,851
State Income				
State Apportionment	16,820,843	\$ 17,498,903	\$ 18,032,798	\$ 19,120,896
Educational Protection Act	5,756,545	5,824,286	5,877,788	5,994,709
Board Financial Assistance	103,180	99,470	93,486	100,473
Basic Skills	90,120	90,000	83,516	259,309
Faculty One-time Parity	176,182	176,175	201,013	185,218
Faculty Part-time Office Hours	25,334	20,000	41,972	20,000
Home Owners Exemption - All Counties	218,813	226,600	222,659	226,700
Timber Tax Receipts	108,700	102,600	144,782	106,935
Lottery	789,261	1,055,580	1,320,487	800,000
Mandated Cost Block Grant	778,905	200,000	405,807	200,000
Miscellaneous: Adm. Fees, State Projects	666,202	501,911	642,094	548,637
Total State Income	\$ 25,534,085	\$ 25,795,525	\$ 27,066,401	\$ 27,562,877
Local Income				
Property Taxes	\$ 15,328,123	\$ 16,048,100	\$ 16,217,456	\$ 16,717,300
Contract Education	22,545	-	23,965	20,000
Sales	103,556	100,500	90,484	102,250
Rentals and Leases (Facilities)	174,555	160,000	174,491	168,000
Interest	121,264	76,500	119,548	95,200
Community Education	118,262	120,000	162,440	120,000
Enrollment Fees	2,027,589	2,135,700	1,913,799	1,927,000
Non-Resident Tuition	572,260	615,000	778,215	635,000
Student Fees and Charges	116,936	136,535	102,726	135,140
Miscellaneous Local Income	176,519	167,776	150,159	209,198
Total Local Income	\$ 18,761,609	\$ 19,560,111	\$ 19,733,281	\$ 20,129,088
Other Financing Sources				
Interfund Transfers In	\$ 267	\$ 0	\$ 25,000	\$ 0
Other Income	25,945	5,000	8,591	5,000
Total Other Financing Sources	\$ 26,212	\$ 5,000	\$ 33,591	\$ 5,000
Total Income	\$ 44,452,929	\$ 45,540,263	\$ 47,045,077	\$ 47,917,816

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
General Fund - Unrestricted**

Fund 11

2016-2017	2017-2018	2017-2018	2018-2019
Actuals	Adopted Budget	Estimated Actuals	Proposed Budget

EXPENDITURES

Academic Salaries

Instructional Contract	\$ 9,578,490	\$ 9,924,174	\$ 9,929,703	\$ 10,187,310
Non Instructional Contract	1,004,503	1,065,902	1,036,987	1,101,799
Academic Administrators	1,941,794	2,287,111	1,926,639	1,871,606
Instructional Hourly	4,859,639	4,854,571	5,152,072	4,811,682
Non Instructional Hourly	214,910	174,608	222,036	171,870
Total Academic Salaries	\$ 17,599,336	\$ 18,306,366	\$ 18,267,437	\$ 18,144,267

Classified Salaries

Non Instructional Contract	\$ 5,343,820	\$ 6,066,261	\$ 5,709,525	\$ 6,399,923
Instructional Aides Contract	565,136	651,518	658,853	655,109
Classified Management/Supervisory/Confidential	1,749,486	1,979,282	1,937,108	2,253,592
Non Instructional Hourly	641,661	577,343	732,697	603,839
Instructional Aides Hourly	141,290	169,616	142,722	183,487
Student Hourly	289,175	348,937	282,903	379,183
Total Classified Salaries	\$ 8,730,568	\$ 9,792,957	\$ 9,463,808	\$ 10,475,133

Employee Benefits

STRS - State Teachers Retirement	\$ 1,828,144	\$ 2,301,879	\$ 2,173,957	\$ 2,813,799
PERS - Public Employees Retirement	1,161,964	1,403,800	1,422,135	1,751,653
Social Security & Medicare	1,022,648	997,371	1,084,885	1,098,643
Medical/Dental/Vision/Life Insurance	3,170,356	3,195,708	3,180,551	3,387,796
Unemployment Insurance	33,773	40,482	41,805	42,743
Workers Compensation Insurance	511,936	545,810	503,283	525,079
Retirees Health Benefits	2,809,580	2,625,000	3,194,330	2,700,000
Total Employee Benefits	\$ 10,538,402	\$ 11,110,050	\$ 11,600,946	\$ 12,319,713

Supplies

Instructional	\$ 269,452	\$ 347,844	\$ 133,802	\$ 341,936
Non-Instructional	717,376	733,716	697,633	772,193
Total Supplies	\$ 986,827	\$ 1,081,560	\$ 831,435	\$ 1,114,129

Other Operating Expenses

Dues and Memberships	\$ 99,170	\$ 125,278	\$ 98,487	\$ 146,718
Insurance	419,876	408,612	403,830	431,366
Legal and Professional Services	189,368	414,100	162,932	350,275
Election	220,627	134	133	60,000
Postage	53,671	74,300	50,330	76,810
Staff Development, Travel, and Conference	228,267	396,083	233,637	326,194
Building and Equipment Rental/Leases	150,523	192,893	146,233	170,293
Personal/Consultant Services	260,914	340,763	259,377	355,050
Repairs	331,979	388,866	337,197	369,286
Utilities/Electricity/Gas/Water/Waste/Telephone	1,074,601	1,005,962	1,091,009	1,100,000
Service Fees/Other Charges	875,615	875,754	1,026,912	1,173,790

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
General Fund - Unrestricted**

Fund 11	2016-2017	2017-2018	2017-2018	2018-2019
	Actuals	Adopted Budget	Estimated Actuals	Proposed Budget
Software Licenses and Maintenance	692,108	689,799	754,424	902,089
Advertising, Printing, and Miscellaneous Operating	364,903	389,602	376,665	434,084
Field Trips (Classroom related, athletics)	277,114	386,624	315,672	367,533
Operating Backcharges	(237,822)	(371,500)	(246,038)	(292,500)
Total Other Operating Expenses	\$ 5,000,914	\$ 5,317,270	\$ 5,010,802	\$ 5,970,988
Capital Outlay				
Site Development	\$ 5,237	\$ 2,800	\$ -	\$ 2,800
Building Improvement	9,172	3,000	3,621	3,000
Library Books	13,386	15,660	-	-
Equipment	357,770	666,181	324,737	744,854
Total Capital Outlay	\$ 385,565	\$ 687,641	\$ 328,358	\$ 750,654
Other Outgo				
Interfund Transfers (Debt Service, Cap. Outlay, Rev.)	\$ 1,041,344	\$ 1,009,728	\$ 988,419	\$ 892,580
Student Aid	11,446	12,405	7,437	11,675
Debt Principal and Interest	107,181	107,205	107,181	107,181
Total Other Outgo	\$ 1,159,971	\$ 1,129,338	\$ 1,103,037	\$ 1,011,436
Total Expenditures	\$ 44,401,583	\$ 47,425,182	\$ 46,605,823	\$ 49,786,320
Discount Factor @ 4% (see Note below)		\$ (1,897,007)		\$ (1,991,453)
Projected Expenditures	\$ 44,401,583	\$ 45,528,175	\$ 46,605,823	\$ 47,794,867
Net Income (Loss)	\$ 51,346	\$ 12,088	\$ 439,254	\$ 122,949
Ending Fund Balance	\$ 10,476,735	\$ 10,442,664	\$ 10,915,989	\$ 11,038,938
	23.6%	22.9%	23.4%	23.1%

Note

Budgets at the college are created using conservative estimates which will tend to overestimate expenses. A "discount factor" used in the past 5 year actual to budget is being used to provide a more realistic estimate for expenses and the ending fund balance.

FUND BALANCE				
Mandated 5% Reserve	\$ 2,220,079	\$ 2,371,259	\$ 2,330,291	\$ 2,489,316
Reserve for Emergency 5%	2,220,079	2,371,259	2,330,291	2,489,316
Revolving Cash	152,500	152,500	152,500	152,500
Designated - Fund 21			25,000	25,000
Undesignated Fund Balance	5,884,076	5,547,646	6,077,907	5,882,806
Total Ending Fund Balance-	\$ 10,476,735	\$ 10,442,664	\$ 10,915,989	\$ 11,038,938
	23.6%	22.9%	23.4%	23.1%

	16/17 final	17/18 adopted	17/18 estimated	18/19 projected
TCR	39,983,945	41,793,475	41,788,858	44,500,000
Prior year adjustment/ (deficit factor)	236,116	-	411,419	(445,000)
EPA	(5,756,545)	(5,824,286)	(5,877,788)	(5,994,709)
prop tax	(15,328,123)	(16,048,100)	(16,217,456)	(16,717,300)
HO & tim tax	(327,513)	(329,200)	(367,441)	(333,635)
enrol @ 98%	(1,987,037)	(2,092,986)	(1,875,523)	(1,888,460)
General Apportionment	16,820,843	17,498,903	17,862,069	19,120,896

Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
General Fund - Restricted

Fund 12	2017-2018		2017-2018		2018-2019	
	Adopted		Estimated Actual		Proposed	
Beginning Fund Balance	\$	-	\$	-	\$	-
INCOME						
Federal Income						
College To Career	\$	201,426	\$	240,639	\$	240,000
College Work Study Program		210,658		182,802		225,000
CTE Transitions		42,000		39,611		40,000
Office on Violence Against Women		150,410		117,903		150,000
TANF		69,000		69,218		69,000
TRIO/SSS		231,458		256,501		260,000
TRIO/Talent Search		212,061		197,788		200,000
TRIO/Upward Bound		237,033		217,036		225,000
VTEA		276,614		283,381		280,000
Miscellaneous Federal Grants		76,834		15,794		45,000
Total Federal Income	\$	1,707,494	\$	1,620,673	\$	1,734,000
State Income						
Adult Ed Block Grant - AEBG	\$	1,168,444	\$	1,709,563	\$	1,100,000
Bachelor Degree Pilot		142,840		130,474		-
Basic Skills Student Outcomes		313,419		436,645		500,000
Block Grant/Instructional Equipment		462,995		368,808		350,000
Board Financial Assistance		352,176		312,428		325,000
CalWORKs		375,000		428,687		400,000
CARE Program		139,650		138,538		138,000
College Promise		645,536		546,456		550,000
CTE Grants		85,150		248,773		250,000
CTE Pathways Grant		2,687,088		1,308,876		400,000
EWD Grants		1,436,704		774,132		775,000
Totals 2018-2019 Proposed Final Budget		946,173		867,229		875,000
Foster Parent Training		169,796		173,562		175,000
Innovation Award		824,413		761,152		750,000
Lottery		300,000		496,622		300,000
NEXTUP, formerly CAFYES		286,867		331,594		330,000
PACE, formerly DSPS		536,735		614,079		615,000
Strong Workforce Program		1,299,408		1,251,635		1,300,000
Student Equity		1,013,824		1,019,611		1,320,000
Student Success and Support Program		1,636,346		1,540,419		1,550,000
TAP Employability Skills		-		597,890		600,000
Telecommunication Grant (TTIP)		54,000		5,030		49,000
Miscellaneous State Grants		289,201		274,752		375,000
Total State Income	\$	15,165,765	\$	14,336,955	\$	13,027,000

Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
General Fund - Restricted

Fund 12	2017-2018	2017-2018	2018-2019
	Adopted	Estimated Actual	Proposed
Local Income			
Health Services Fees	\$ 345,790	\$ 377,697	\$ 370,000
North State Together-pass through	286,257	269,000	269,000
Parking Services Fees	306,940	306,557	325,000
Renewing Communities	214,139	160,092	250,000
Step-Up	185,553	157,226	185,000
TAP Training Contracts	-	291,141	290,000
Miscellaneous Local Grants	211,291	33,035	100,000
Total Local Income	\$ 1,549,970	\$ 1,594,748	\$ 1,789,000
Total Income	\$ 18,423,229	\$ 17,552,376	\$ 16,550,000
EXPENDITURES			
Academic Salaries			
Instructional Contract	\$ 243,488	\$ 404,214	\$ 464,052
Non Instructional Contract	1,232,871	1,336,360	1,172,833
Academic Administrators	996,776	1,178,682	957,903
Instructional Hourly	84,000	77,316	-
Non Instructional Hourly	544,435	418,247	195,515
Total Academic Salaries	\$ 3,101,570	\$ 3,414,819	\$ 2,790,303
Classified Salaries			
Non Instructional Contract	\$ 1,710,482	\$ 1,833,225	\$ 1,800,595
Instructional Contract	-	30,790	76,133
Classified Management	1,094,246	1,186,404	1,463,480
Non Instructional Hourly	433,236	563,515	387,636
Instructional Aides Hourly	30,665	68,036	10,000
Student Hourly	254,751	285,719	353,200
Total Classified Salaries	\$ 3,523,380	\$ 3,967,689	\$ 4,091,044
Employee Benefits			
STRS - State Teachers Retirement	\$ 361,202	\$ 382,962	\$ 386,951
PERS - Public Employees Retirement	440,262	506,335	626,722
Social Security & Medicare	216,857	333,339	331,488
Medical/Dental/Vision/Life Insurance	783,864	822,382	827,255
Unemployment Insurance	8,007	10,056	9,487
Workers Compensation Insurance	105,690	138,484	121,302
Retirees Health Benefits	114,859	138,754	137,712
Total Employee Benefits	\$ 2,030,741	\$ 2,332,312	\$ 2,440,917
Supplies			
Instructional	\$ 481,060	\$ 507,992	\$ 235,341
Non-Instructional	940,071	533,829	797,349
Total Supplies	\$ 1,421,131	\$ 1,041,821	\$ 1,032,690

Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
General Fund - Restricted

Fund 12	2017-2018	2017-2018	2018-2019
	Adopted	Estimated Actual	Proposed
Other Operating Expenses			
Building and Copier Leases	\$ 11,850	\$ 26,516	\$ 29,556
Personal/Consultant Services	720,576	521,575	656,495
Service Fees/Other Charges	2,875,053	1,778,639	2,199,797
Software License	359,054	121,173	106,428
Travel	478,752	379,451	427,343
Advertising, Printing, and Miscellaneous Operating	364,939	145,615	143,870
Field Trips	65,686	70,847	90,307
Total Other Operating Expenses	\$ 4,875,910	\$ 3,043,816	\$ 3,653,796
Capital Outlay			
Site Improvement	\$ 18,000	\$ -	\$ 18,000
Buildings	6,000	6,133	45,000
Library Books	67,300	59,191	73,200
Equipment	1,474,788	1,514,375	850,003
Total Capital Outlay	\$ 1,566,088	\$ 1,579,699	\$ 986,203
Other Outgo			
Interfund Transfers	\$ -	\$ 350,000	
AEBG Fiscal Agent Transfers	\$ 1,085,000	\$ 1,081,437	650,125
Student Aid-Grant	33,150	29,069	30,000
Student Aid-Reimbursement, other	786,259	711,714	874,922
Total Other Outgo	\$ 1,904,409	\$ 2,172,220	\$ 1,555,047
Total Expenditures, Capital Outlay & Other Outgo	\$ 18,423,229	\$ 17,552,376	\$ 16,550,000
Net Income	\$ -	\$ 0	\$ -
Ending Fund Balance	\$ -	\$ 0	\$ -

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Bond Interest and Redemption Fund**

Fund 21	2017-2018 Estimated Actual	2018-2019 Proposed
Beginning Fund Balance	\$ 25,000	\$ -
INCOME		
Taxes	\$ -	\$ -
Total Income	\$ -	\$ -

	2017-2018 Estimated Actual	2018-2019 Proposed
EXPENDITURES		
Debt Principal Reduction	\$ -	\$ -
Impound Transfer	25,000	-
Total Expenditures	\$ 25,000	\$ -
Net Income/(Loss)	\$ (25,000)	\$ -
Ending Fund Balance	\$ -	\$ -

transferred to Fund 11, designated

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
2002 General Obligation Bond Interest and Redemption**

Fund 23

2017-2018 Estimated Actual	2018-2019 Proposed
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Beginning Fund Balance	\$ 1,882,572	\$ 2,126,063
INCOME		
Interest	\$ 15,050	\$ 4,500
Taxes	2,093,446	1,971,000
Total Income	\$ 2,108,496	\$ 1,975,500

2017-2018 Estimated Actual	2018-2019 Proposed
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EXPENDITURES		
Debt Principal Reduction	\$ 765,000	\$ 765,000
Debt Interest Reduction	1,100,005	1,100,005
Total Expenditures	\$ 1,865,005	\$ 1,865,005
Net Income/(Loss)	\$ 243,491	\$ 110,495
Ending Fund Balance	\$ 2,126,063	\$ 2,236,558

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Lease Revenue Bond Interest and Redemption**

Fund 24	2017-2018		2018-2019	
	Estimated Actual		Proposed	
Beginning Fund Balance	\$	476,052	\$	16,827
INCOME				
Interest	\$	725	\$	320
Transfer from General Fund		433,812		428,766
Transfer from GO Bond Fund - Escrow		3,402,783		5,175,262
Transfer from Revenue Fund		313,402		311,830
Transfer from Parking Fund		39,134		38,979
Total Income	\$	4,189,856	\$	5,955,157

	2017-2018		2018-2019	
	Estimated Actual		Proposed	
EXPENDITURES				
Debt Principal Reduction	\$	3,470,000	\$	5,375,000
Debt Interest Reduction		1,179,081		579,838
Total Expenditures	\$	4,649,081	\$	5,954,838
Net Income/(Loss)	\$	(459,225)	\$	319
Ending Fund Balance	\$	16,827	\$	17,146

2008 Series Lease Revenue Bonds pay off with 2016 General Obligation Bond (17/18)
2009 Series Lease Revenue Bonds pay off with 2016 General Obligation Bond (18/19)

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
2016 General Obligation Bond Interest and Redemption**

Fund 25

2017-2018 Estimated Actual	2018-2019 Proposed
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Beginning Fund Balance	\$	-	\$	12,337,280
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INCOME

Interest	\$	116,489	\$	100,000
Taxes		3,944,522		4,000,000
Bond Proceeds		8,655,354		-
Bond Premium		4,214,390		0
Total Income	\$	16,930,755	\$	4,100,000

2017-2018 Estimated Actual	2018-2019 Proposed
-------------------------------	-----------------------

EXPENDITURES

Debt Principal Reduction	\$	-	\$	2,780,000
Debt Interest Reduction		785,840		1,936,800
Cost of Issuance		405,859		
Debt Reduction-2008/2009 Lease Rev Bonds		3,401,776		287,564
Total Expenditures	\$	4,593,475	\$	4,716,800
Net Income/(Loss)	\$	12,337,280	\$	(616,800)
Ending Fund Balance	\$	12,337,280	\$	11,720,480

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Revenue Fund**

Fund 34	2017-2018	2018-2019
	Estimated Actual	Proposed
Beginning Fund Balance	\$ 749,468	\$ 663,615
INCOME		
Food Service	\$ 785,311	\$ 786,500
Starbucks	-	150,000
Dormitory Rentals/Other Fees	485,369	463,500
Campus Center Fees	354,278	350,000
Bookstore Commissions	120,244	145,000
Food Service Instruction	22,330	22,300
Interest	8,121	6,000
Transfer In - Capital Outlay Fund	50,000	0
Other Miscellaneous Income	16,328	16,200
Total Income	\$ 1,841,981	\$ 1,939,500
EXPENDITURES		
2-Salaries	\$ 708,055	\$ 663,020
Fringe Benefits	228,651	225,000
Supplies	374,918	452,825
Utilities	102,129	111,120
Other Operating Expenses	93,701	71,310
Building	3,315	5,000
Equipment	17,963	9,000
Principal and Interest on Debt (Energy Loan)	26,795	26,795
Transfer to Interest and Redemption Fund	313,402	313,105
Transfers to Revenue Fund-Dorm Loan	37,905	37,905
Transfers to Revenue Fund-R&R	21,000	21,000
Total Expenditures	\$ 1,927,834	\$ 1,936,080
Net Income/(Loss)	\$ (85,853)	\$ 3,420
Ending Fund Balance	\$ 663,615	\$ 667,035

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Repair and Replacemnt Reserve Fund**

Fund 35

	2017-2018 Estimated Actual	2018-2019 Proposed
Beginning Fund Balance	\$ 276,977	\$ 333,001
INCOME		
Interest	\$ 3,519	\$ 1,600
Transfers from Revenue Fund-Dorm Loan	37,905	37,905
Transfers from Revenue Fund	21,000	21,000
Total Income	\$ 62,424	\$ 60,505

	2017-2018 Estimated Actual	2018-2019 Proposed
EXPENDITURES		
Supplies	\$ -	\$ 1,500
Repairs	6,400	4,000
Service Fees	-	1,000
Site Improvements	-	1,000
Buildings		50,000
Total Expenditures	\$ 6,400	\$ 57,500
Net Income/(Loss)	\$ 56,024	\$ 3,005
Ending Fund Balance	\$ 333,001	\$ 336,006

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Auxiliary Fund**

Fund 36	2017-2018	2018-2019
	Estimated Actual	Proposed
Beginning Fund Balance	\$ 370,447	\$ 572,737
INCOME		
Local Income	\$ 324,739	\$ 346,000
Incoming Transfers	92,423	-
Total Income	\$ 417,162	\$ 346,000
EXPENDITURES		
1-Salaries	\$ -	\$ -
Supplies	79,319	125,000
Other Operating Expenses	95,962	125,000
Equipment	39,533	25,000
Student Aid and Awards	58	-
Total Expenditures	\$ 214,872	\$ 275,000
Net Income/(Loss)	\$ 202,290	\$ 71,000
Ending Fund Balance	\$ 572,737	\$ 643,737

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Parking Improvement Fund**

Fund 37	<table border="0" style="margin: auto;"> <tr> <td style="text-align: center; padding: 2px;">2017-2018</td> <td style="text-align: center; padding: 2px;">2018-2019</td> </tr> <tr> <td style="text-align: center; padding: 2px;">Estimated Actual</td> <td style="text-align: center; padding: 2px;">Proposed</td> </tr> </table>		2017-2018	2018-2019	Estimated Actual	Proposed
2017-2018	2018-2019					
Estimated Actual	Proposed					
Beginning Fund Balance	\$ 698,891	\$ 580,670				
INCOME						
Interest	\$ 7,078	\$ 7,000				
Transfer from Restricted Fund	-	-				
Total Income	\$ 7,078	\$ 7,000				
	<table border="0" style="margin: auto;"> <tr> <td style="text-align: center; padding: 2px;">2017-2018</td> <td style="text-align: center; padding: 2px;">2018-2019</td> </tr> <tr> <td style="text-align: center; padding: 2px;">Estimated Actual</td> <td style="text-align: center; padding: 2px;">Proposed</td> </tr> </table>		2017-2018	2018-2019	Estimated Actual	Proposed
2017-2018	2018-2019					
Estimated Actual	Proposed					
EXPENDITURES						
Supplies	\$ 4,733					
Repairs and Operating Expenses	76,665	-				
Equipment	9,500	-				
Site Improvement	-	-				
Transfer to Interest and Redemption Fund	39,134	38,979				
Total Expenditures	\$ 125,299	\$ 38,979				
Net Income/(Loss)	\$ (118,221)	\$ (31,979)				
Ending Fund Balance	\$ 580,670	\$ 548,691				

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Lease Revenue Bond Projects Fund**

Fund 42

2017-2018 Estimated Actual	2018-2019 Proposed
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Beginning Fund Balance	\$	2	\$	-
INCOME				
Interest		-	\$	-
Total Income	\$	-	\$	-

2017-2018 Estimated Actual	2018-2019 Proposed
-------------------------------	-----------------------

EXPENDITURES				
Supplies	\$	-	\$	-
Site Improvement		-		-
Buildings		-		-
Transfer to Interest and Redemption		2		-
Total Expenditures	\$	2	\$	-
Net Income/(Loss)	\$	(2)	\$	-
Ending Fund Balance	\$	-	\$	-

Lease Revenue Bond Fund closed 17/18 fiscal year.

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
2016 General Obligation Bond Project Fund**

Fund 43			
		2017-2018	2018-2019
		Estimated Actual	Proposed
Beginning Fund Balance	\$	-	\$ 39,794,756
INCOME			
Interest	\$	391,254	\$ 390,000
Bond Proceeds		41,804,373	-
Total Income	\$	41,804,373	\$ -
EXPENDITURES			
Bond Projects		2,009,617	10,000,000
Total Expenditures	\$	2,009,617	\$ 10,000,000
Net Income/(Loss)	\$	39,794,756	\$(10,000,000)
Ending Fund Balance	\$	39,794,756	\$ 29,794,756

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Associated Students and Student Rep Fee Trusts**

ASSOCIATED STUDENTS	2017-2018		2018-2019	
	Estimated Actual		Proposed	
Beginning Fund Balance - Fund 71	\$	159,969	\$	183,406
INCOME				
General	\$	16,001	\$	15,000
Activity Cards		26,294		25,000
Interest		1,296		1,200
Events		-		-
Total Income	\$	43,591	\$	41,200
EXPENDITURES				
Supplies	\$	10,728	\$	11,000
Operating Expenses		3,746		4,000
Equipment		3,680		3,000
Scholarships		2,000		2,000
Total Expenditures	\$	20,154	\$	20,000
Net Income/(Loss)	\$	23,437	\$	21,200
Ending Fund Balance	\$	183,406	\$	204,606

STUDENT REP FEE	2017-2018		2018-2019	
	Estimated Actual		Proposed	
Beginning Fund Balance - Fund 72	\$	6,784	\$	7,297
INCOME				
Student Rep Fee	\$	513	\$	600
Interest Income		82		80
Total Income	\$	513	\$	600
EXPENDITURES				
Operating Expenses	\$	-	\$	-
Total Expenditures	\$	-	\$	-
Net Income/(Loss)	\$	513	\$	600
Ending Fund Balance	\$	7,297	\$	7,897

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Scholarship and Loan Fund**

Fund 75

2017-2018 Estimated Actual	2018-2019 Proposed
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Beginning Fund Balance	\$	207,551	\$	216,036
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INFLOW

Inflow				
Donations	\$	385,777	\$	275,000
Transfer from Trustee Scholarship Fund		88,450		80,000
Total Inflow	\$	474,227	\$	355,000

2017-2018 Estimated Actual	2018-2019 Proposed
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OUTGO

Awards	\$	465,742	\$	355,000
Total Outgo	\$	465,742	\$	355,000
Net Inflow/Outgo	\$	8,485	\$	-
Ending Fund Balance	\$	216,036	\$	216,036

**Shasta-Tehama-Trinity Joint Community College District
2018-2019
Adopted Budget
Shasta College Trustees' Scholarship Fund**

Fund 77

2017-2018 Estimated Actual	2018-2019 Proposed
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Beginning Fund Balance	\$ 4,501,227	\$ 4,532,375
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REVENUES

Investment Earnings	\$ 100,197	\$ 115,000
Contributions	19,402	10,000
Total Income	\$ 119,598	\$ 125,000

2015-2016 Estimated Actual	2016-2017 Proposed
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EXPENDITURES

Transfer to Scholarship/Loan Fund	\$ 88,450	\$ 80,000
Other Operating Expenses	-	-
Total Expenditures	\$ 88,450	\$ 80,000
Net Income/(Loss)	\$ 31,148	\$ 45,000
Ending Fund Balance	\$ 4,532,375	\$ 4,577,375

**Shasta-Tehama-Trinity Joint Community College District
 Adopted Budget
 2018-2019
 Clubs Trust and Phi Theta Kappa Agency Funds**

		2017-2018		2018-2019	
		Estimated	Actual	Estimated	Proposed
CLUBS TRUST					
Beginning Fund Balance - Fund 78					
	\$	114,633	\$	140,402	
INFLOW					
Club Activities					
	\$	139,443		116,300	
Total Inflow					
	\$	139,443	\$	116,300	
OUTGO					
Supplies					
	\$	105,150	\$	105,000	
Operating Expenses					
		3,000		5,000	
Scholarships					
		5,523		6,300	
Total Outgo					
	\$	113,673	\$	116,300	
Net Inflow/Outgo					
	\$	25,770	\$	-	
Ending Fund Balance					
	\$	140,402	\$	140,402	
PHI THETA KAPPA AGENCY					
Beginning Fund Balance - Fund 89					
	\$	4,202	\$	4,189	
INFLOW					
Membership and Other Local Income					
	\$	6,669	\$	5,700	
Total Inflow					
	\$	6,669	\$	5,700	
OUTGO					
Supplies					
	\$	5,032	\$	4,050	
Scholarships					
		1,650		1,650	
Total Outgo					
	\$	6,682	\$	4,050	
Net Inflow/Outgo					
	\$	(13)	\$	1,650	
Ending Fund Balance					
	\$	4,189	\$	5,839	

2/20/19
(Juc)

Shasta College Fund Groups and Funds

General Funds

The General Fund is the primary operating fund of the District. It is used to account for transactions that, in general, cover the full scope of operations of the District (instruction, administration, student services, maintenance and operations, etc.)

Fund 11 – Unrestricted General Fund: used to account for resources available for the general purposes of the District operations and support of its educational program. This fund includes board designated funds which represent a commitment of unrestricted resources, such as matching funds for categorical programs.

Fund 12 – Restricted General Fund: used to account for resources available for the operation and support of the educational programs; expenditures are specifically restricted by laws, regulations, donors, or other outside agencies.

Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Revenues to these funds are from special property tax levies for General Obligation (GO) bonds and operational income for Lease Revenue (LR) Bonds.

Fund 23 – General Obligation Bond Interest and Redemption Fund, for the 2002 GO bond issuance and any related bond refundings.

Fund 24 – Lease Revenue Bond Interest and Redemption Fund, for the 2008, 2009, and any related bond refundings.

Fund 25 – General Obligation Bond Interest and Redemption Fund for the 2016 GO bond issuance.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources whose expenditure are legally restricted. In general these funds encompass support services that are not directly related to the educational program of the college.

Fund 34 – Revenue Fund: bookstore, campus center, dorms, food services and bistro. These activities are supported through current and accumulated income generated within this fund.

Fund 35 – Repair and Replacement Reserve Fund: used to accumulate funds from Fund 34 income and interdepartmental charges for transportation to fund future repair or replacement of property and equipment in Fund 34 activities and transportation vehicles.

Fund 36 – Auxiliary Funds: used to account for auxiliary type activities of the College such as Celebrity Dinner Auction, General Athletics Auxiliary and other auxiliary activities related to programs or employee groups at the College.

Fund 37 – Parking Improvement Fund: used to accumulate and account for net income from parking fees collected and for improvements to parking areas on campuses.

2/20/19

Capital Projects Funds

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities and other capital outlay projects. Resources accumulated for future acquisition or construction of capital projects are recorded in this fund.

Fund 41 – Capital Outlay Projects Fund: used to accumulate funds and account for District funded capital projects such as Scheduled Maintenance funds, infrastructure projects, building remodels, energy projects.

Fund 43 – Capital Projects Fund for the 2016 GO Bond: used to account for the deposit of GO bond sales and expenses used for the acquisition and construction of facilities and equipment.

Internal Service Funds

Internal Service Funds are used to account for activities that provide goods or services to other funds or departments. The District is not currently operating with any internal services funds

Trust and Agency Funds

Trust and Agency Funds are part of the Fiduciary Fund Group. They account for assets held by the district in a trustee or agency capacity. No District activities are reported in this fund type. The primary distinction between trust and agency funds is that the district may exercise some discretion in the disbursement of funds in a trust fund, but does not have discretionary power in agency funds.

Trust Funds

Fund 71 – Associated Student Body: used to account for money held in trust by the District for associated student body activities, funds generated primarily from student activity cards sold.

Fund 72 – Student Rep Fee: used to account for moneys collected from Student Representation Fee.

Fund 74 – Student Financial Aid Fund: used to account for the deposit and direct payment of government-funded student financial aid.

Fund 75 – Scholarship and Loan Fund: used to account for gifts, donation, and bequests, subject to donor restrictions, which are to be used for scholarship, grants or loans to students.

Fund 77 – Shasta College Trustees' Scholarship Fund: used to account for any cash bequests or gifts not required for immediate needs of the District, funds transferred to Fund 75 for disbursement to students.

Fund 78 – Student Clubs: used to account for funds held in trust for clubs.

Agency Funds

Fund 89 – Phi Theta Kappa (PTK) Agency: used to account for funds held in custodial capacity for PTK.

GENERAL LEDGER ACCOUNT STRUCTURE BREAKDOWN

11-00-19-000-67200-439900

FUND	11	BAM
LOCATION	00	District
DEPARTMENT	19	District
PROGRAM	000	District
ACTIVITY	67200	BAM
OBJECT	439900	BAM

BAM = Budget and Accounting Manual, issued by the Chancellor's Office

This is what we live and breathe by for all reporting submitted to the Chancellor's Office.

FUND	governmental accounting requires fund accounting. This breaks out expenses based on the type of overall activity.
LOCATION	based on physical address
DEPARTMENT	area of responsibility and function
PROGRAM	funding source
ACTIVITY	(what it's for) purpose of expense; ie, instructional, non instructional, administrative, or support.
OBJECT	(what it is) salaries, benefits, supplies, equipment