

February 19, 2015

15-087

RESOLUTION ADOPTING THE PORTLAND  
COMMUNITY COLLEGE SUPPLEMENTAL BUDGET  
FOR THE 2013-2015 BIENNIUM, AUTHORIZING  
TRANSFERS BETWEEN APPROPRIATION UNITS,  
CATEGORIES AND FUNDS; AND INCREASES IN  
TOTAL BUDGET AUTHORITY

PREPARED BY: Christina Day, Budget Manager, Financial Services

APPROVED BY: James Langstraat, Associate Vice President,  
Financial Services  
Gordon Herbst, Interim Vice President, Administrative  
Services  
Dr. Jeremy Brown, President

REPORT: In June 2013, the District adopted a biennial budget based on estimated fund balances and labor negotiation results. In February 2014, the District adopted a supplemental budget (#1) to adjust the FY13-15 Adopted Budget for changes related to labor negotiations, finalization of the annual audit, and changes in State of Oregon community college allocations. Staff found it necessary to present a 2nd supplemental budget for the FY13-15 Biennium (#2) in June 2015 to adjust for increases due to tuition-funded incentive course enrollment, transfers to fund capital construction projects and other minor adjustments. Staff again finds it necessary to present a supplemental budget for the 2013-15 Biennium (#3). This supplemental budget request includes adjustments primarily related to labor negotiation changes and revenue from surplus sales.

The changes presented are necessary to ensure compliance with the requirement of Sections 294.463 (Transfer of appropriations within fund or between funds) and 294.471/294.473 (Supplemental Budgets) of the Oregon Revised Statutes. This budget amendment will not require an additional tax levy.

RECOMMENDATION: Staff recommends the Board of Directors approve this Resolution to amend the Biennial Fiscal Year 2013-15 Budget as outlined in the attached Exhibit A.

BE IT THEREFORE RESOLVED that the budget for the Portland Community College District as adopted for the 2013-15 biennium commencing July 1, 2013 is hereby amended as outlined in Exhibit A.

ADOPTED BY THE GOVERNING BOARD OF THE PORTLAND COMMUNITY COLLEGE DISTRICT THIS 19th DAY OF February 2015.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Dr. Jeremy Brown  
President

\_\_\_\_\_  
Deanna Palm  
Chair  
Board of Directors

EXHIBIT A

	2013-15				2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	ADJUSTED
	BUDGET	Budget	Budget	Budget	BUDGET
<b>GENERAL FUND</b>					
<b>REVENUES:</b>					
From local sources					
Property Tax - current year	\$55,743,294	0	0	0	\$55,743,294
Property Tax - prior year	1,453,482	0	0	0	1,453,482
Tuition and fees	210,809,836	0	4,091,109	0	214,900,945
Interest from investments	1,079,268	0	0	0	1,079,268
Other local sources	2,229,376	0	240,000	169,965	2,639,341
From state sources	118,158,464	15,698,705	0	0	133,857,169
Operating transfers in:		0		0	0
From Contracts & Grants Fund	3,276,181	0	0	0	3,276,181
From CEU/CED	355,119	411,227	0	0	766,346
From PERS Internal Reserve	3,360,884	0	0	0	3,360,884
From Bookstore Fund	996,779	0	0	0	996,779
From Auxiliary Fund	142,545	0	0	0	142,545
From Student Financial Aid Fund	511,936	0	0	0	511,936
From Capital Lease Purchase	1,000	18,000	0	0	19,000
From Print Center Fund	91,542	0	0	0	91,542
From Parking Operations Fund	771,502	0	0	0	771,502
From Food Services Fund	113,939	0	0	0	113,939
Total Operating Revenues	399,095,147	16,127,932	4,331,109	169,965	419,724,153
Beginning Fund Balance	21,500,000	(3,887,451)	0	0	17,612,549
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$420,595,147</b>	<b>\$12,240,481</b>	<b>\$4,331,109</b>	<b>169,965</b>	<b>437,336,702</b>
<b>BY APPROPRIATION UNIT:</b>					
<b>Program Areas</b>					
Sylvania	89,007,521	\$3,402,826	233,040	1,601,415	94,244,802
Rock Creek	59,325,658	\$1,751,921	687,745	1,871,490	63,636,814
Cascade	51,049,112	\$859,396	479,706	874,814	53,263,028
Extended Learning	24,001,282	\$2,438,387	1,473,617	1,711,487	29,624,773
<b>Non-program areas:</b>					
Personal Services	109,852,394	\$4,135,680	1,479,723	2,849,283	118,317,080
Materials, Services & Supplies	47,043,087	(\$1,826,245)	(814,376)	354,080	44,756,546
Capital Outlay	2,337,788	(\$6,945)	0	(690,038)	1,640,805
Transfers	4,580,991	(\$8,194)	950,000	0	5,522,797
Contingency	25,354,426	1,493,655	(158,346)	(8,402,566)	18,287,169
Total Appropriation	412,552,259	12,240,481	4,331,109	169,965	429,293,814
Unappropriated Ending Fund Balance	8,042,888	0	0	0	8,042,888
<b>TOTAL GENERAL FUND REQUIREMENTS</b>	<b>420,595,147</b>	<b>12,240,481</b>	<b>4,331,109</b>	<b>169,965</b>	<b>437,336,702</b>

	2013-15				2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	ADJUSTED
	<u>BUDGET</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>BUDGET</u>
<b><u>AUXILIARY FUND</u></b>					
<b><u>REVENUES:</u></b>					
Facilities Usage	\$603,982	0	0	0	\$603,982
Campus Activities	\$177,346	0	0	0	\$177,346
Other Revenues	\$60,800	0	0	0	\$60,800
Transfers	1,000	9,385	0	0	\$10,385
Total Operating Revenues	\$843,128	\$9,385	\$0	\$0	\$852,513
Beginning Fund Balance	639,160	28,911	0	0	668,071
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$1,482,288</b>	<b>\$38,296</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,520,584</b>
<b><u>EXPENDITURES AND OTHER REQUIREMENTS:</u></b>					
Facilities Usage	\$779,102	\$6,920	\$0	\$2,414	\$788,436
Campus Activities	\$314,454	\$580	\$0	\$289	\$315,323
Sustainability	\$15,000	\$0	\$0	\$0	\$15,000
Transfers	\$142,545	(\$8,138)	\$0	\$0	\$134,407
Contingency	200,000	38,934	0	(2,703)	236,231
<b>Sub-total</b>	<b>\$1,451,101</b>	<b>\$38,296</b>	<b>\$0</b>	<b>\$0</b>	<b>1,489,397</b>
Unappropriated Ending Fund Balance	31,187	0	0	0	\$31,187
<b>TOTAL AUXILIARY FUND REQUIREMENTS</b>	<b>\$1,482,288</b>	<b>\$38,296</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,520,584</b>
<b><u>CEU/CED FUND</u></b>					
<b><u>REVENUES:</u></b>					
CEU/CED Charges	11,603,901	0	0	0	11,603,901
Other local sources	2,329,707	0	0	0	2,329,707
Transfer	633,037	0	0	0	633,037
Total Operating Revenues	\$14,566,645	\$0	\$0	\$0	\$14,566,645
Beginning Fund Balance	372,751	440,100	0	0	812,851
<b>TOTAL REVENUES</b>	<b>\$14,939,396</b>	<b>\$440,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,379,496</b>
<b><u>EXPENDITURES AND OTHER REQUIREMENTS:</u></b>					
Sylvania Campus	\$432,869	(\$2,830)	\$0	\$845	\$430,884
Extended Learning Campus	12,998,617	\$17,959	\$0	\$140,011	\$13,156,587
Cascade Campus	84,424	\$668	\$0	\$1,351	\$86,443
Transfers	988,156	\$0	\$0	\$0	\$988,156
Contingency	435,330	424,303	0	(\$142,207)	717,426
<b>Sub-total</b>	<b>\$14,939,396</b>	<b>\$440,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,379,496</b>
Unappropriated Ending Fund Balance	0	0	\$0	\$0	\$0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$14,939,396</b>	<b>\$440,100</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,379,496</b>

	2013-15				2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	ADJUSTED
	<u>BUDGET</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>BUDGET</u>
<b><u>STUDENT ACTIVITIES FUND</u></b>					
<b><u>REVENUES:</u></b>					
Student Activities Fee	3,649,800	0	0	0	\$3,649,800
Other local sources	75,000	0	0	0	\$75,000
Interest Income	2,725	0	0	0	\$2,725
Total Operating Revenues	\$3,727,525	\$0	\$0	\$0	\$3,727,525
Beginning Fund Balance	500,000	54,381	0	0	\$554,381
<b>TOTAL REVENUES</b>	<b>\$4,227,525</b>	<b>\$54,381</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,281,906</b>
<b><u>EXPENDITURES AND OTHER REQUIREMENTS:</u></b>					
Sylvania Campus	\$1,357,878	\$7,025	0	8,820	\$1,373,723
Rock Creek Campus	\$1,034,516	\$4,924	0	5,813	\$1,045,253
Cascade Campus	882,688	\$16,724	0	2,180	\$901,592
Extended Learning Campus	356,434	\$11,943	0	3,840	\$372,217
District-wide programs	335,733	\$106	0	53	\$335,892
Contingency	260,276	13,659	0	(20,706)	\$253,229
<b>Sub-total</b>	<b>\$4,227,525</b>	<b>\$54,381</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,281,906</b>
Unappropriated Ending Fund Balance	0	0	0	0	\$0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$4,227,525</b>	<b>\$54,381</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,281,906</b>

	2013-15				2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	ADJUSTED
<b>CAPITAL CONSTRUCTION FUND - 2200</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
<b>REVENUES:</b>					
Interest	3,650,000	0	0	0	\$3,650,000
Proceeds from Bond Sales	0	0	0	0	\$0
State Sources	9,000,000	0	0	0	\$9,000,000
Other Revenues	860,514	0	0	0	\$860,514
Transfers	0	7,000	950,000	0	\$957,000
Total Operating Revenues	\$13,510,514	\$0	\$950,000	\$0	\$14,467,514
Beginning Fund Balance	251,868,573	(13,328,903)	0	0	\$238,539,670
<b>TOTAL REVENUES</b>	<b>\$265,379,087</b>	<b>(13,328,903)</b>	<b>\$950,000</b>	<b>\$0</b>	<b>\$253,007,184</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>					
Sylvania Campus	\$37,000,000	0	700,000	0	\$37,700,000
Cascade Campus	\$45,500,000	0	0	0	\$45,500,000
Rock Creek Campus	\$50,000,000	0	250,000	0	\$50,250,000
Southeast Campus	\$43,000,000	0	0	0	\$43,000,000
District-wide Projects	\$47,000,000	(115,687)	0	79,802	\$46,964,115
Bond Issuance Costs	\$0	0	0	0	\$0
Transfers	\$0	0	0	0	\$0
Contingency	40,000,000	(13,206,216)	0	(79,802)	\$26,713,982
<b>Sub-total</b>	<b>\$262,500,000</b>	<b>(13,321,903)</b>	<b>\$950,000</b>	<b>\$0</b>	<b>\$250,128,097</b>
Unappropriated Ending Fund Balance	2,879,087	0	\$0	0	\$2,879,087
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$265,379,087</b>	<b>(13,321,903)</b>	<b>\$950,000</b>	<b>\$0</b>	<b>\$253,007,184</b>
	2013-15				2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	ADJUSTED
<b>COLLEGE BOOKSTORE FUND</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
<b>REVENUES:</b>					
Sale of Merchandise	33,056,639	0	0	0	\$33,056,639
Interest	166,864	0	0	0	\$166,864
Miscellaneous Income	169,348	0	0	0	\$169,348
Total Operating Revenues	\$33,392,851	\$0	\$0	\$0	\$33,392,851
Beginning Fund Balance	13,566,612	884,835	0	0	\$14,451,447
<b>TOTAL RESOURCES</b>	<b>\$46,959,463</b>	<b>\$884,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$47,844,298</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>					
Bookstore Operations	\$33,470,951	67,942	0	49,809	\$33,588,702
Transfers	\$996,779	0	0	0	\$996,779
Contingency	3,114,147	(67,942)	0	(49,809)	\$2,996,396
<b>Sub-total</b>	<b>\$37,581,877</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$37,581,877</b>
Unappropriated Ending Fund Balance	9,377,586	884,835	0	0	\$10,262,421
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$46,959,463</b>	<b>\$884,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$47,844,298</b>

	2013-15				2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	Biennium
<b>FOOD SERVICES FUND</b>	<b>ADOPTED</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>ADJUSTED</b>
<b>REVENUES:</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
Food Sales	11,393,876	0	0	0	\$11,393,876
Interest	6,000	0	0	0	\$6,000
Transfers	0	0	0	0	\$0
Total Operating Revenues	\$11,399,876	\$0	\$0	\$0	\$11,399,876
Beginning Fund Balance	582,084	32,755	0	0	\$614,839
<b>TOTAL REVENUES</b>	<b>\$11,981,960</b>	<b>\$32,755</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,014,715</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>					
Food Service Operations	\$11,037,899	(18,451)	0	76,290	\$11,095,738
Transfers	\$113,939	0	0	0	\$113,939
Contingency	830,122	51,206	0	(76,290)	\$805,038
<b>Sub-total</b>	<b>\$11,981,960</b>	<b>\$32,755</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,014,715</b>
Unappropriated Ending Fund Balance	0	0	0	0	\$0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$11,981,960</b>	<b>\$32,755</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,014,715</b>
	2013-15				2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	Biennium
<b>PARKING OPERATIONS FUND</b>	<b>ADOPTED</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>ADJUSTED</b>
<b>REVENUES:</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
Parking Permits	6,500,168	0	0	0	\$6,500,168
Parking Fines	513,486	0	0	0	\$513,486
Misc Revenue	2,355,600	0	0	0	\$2,355,600
Interest	28,766	0	0	0	\$28,766
Transfers	94,810	0	0	0	\$94,810
Total Operating Revenues	\$9,492,830	\$0	\$0	\$0	\$9,492,830
Beginning Fund Balance	3,384,911	491,298	0	0	\$3,876,209
<b>TOTAL REVENUES</b>	<b>\$12,877,741</b>	<b>\$491,298</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,369,039</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>					
Operations	\$9,392,270	10,518	0	29,798	\$9,432,586
Transfers	\$771,502	0	0	0	\$771,502
Contingency	1,713,969	480,780	0	(29,798)	\$2,164,951
<b>Sub-total</b>	<b>\$11,877,741</b>	<b>\$491,298</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,369,039</b>
Unappropriated Ending Fund Balance	1,000,000	0	0	0	\$1,000,000
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$12,877,741</b>	<b>\$491,298</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,369,039</b>

	2013-15				2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	Biennium
<b>PRINT CENTER FUND</b>	<b>ADOPTED</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>ADJUSTED</b>
<b>REVENUES:</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
Internal Charges	1,083,971	0	0	0	\$1,083,971
External Charges	49,706	0	0	0	\$49,706
Copy Machine revenues	1,153,586	0	0	0	\$1,153,586
Misc revenues	145,405	0	0	0	\$145,405
Total Operating Revenues	\$2,432,668	\$0	\$0	\$0	\$2,432,668
Beginning Fund Balance	309,441	(12,408)	0	0	\$297,033
<b>TOTAL REVENUES</b>	<b>\$2,742,109</b>	<b>(\$12,408)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,729,701</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>					
Operations	\$2,294,057	(8,252)	0	21,617	\$2,307,422
Transfers	\$91,542	0	0	0	\$91,542
Contingency	298,319	(4,156)	0	(21,617)	\$272,546
<b>Sub-total</b>	<b>\$2,683,918</b>	<b>(\$12,408)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,671,510</b>
Unappropriated Ending Fund Balance	58,191	0	0	0	\$58,191
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$2,742,109</b>	<b>(\$12,408)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,729,701</b>
	2013-15				2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	Biennium
<b>RISK MANAGEMENT FUND</b>	<b>ADOPTED</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>ADJUSTED</b>
<b>REVENUES:</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
Charges to Depts	3,450,568	0	0	0	\$3,450,568
Insurance Reimbursements	48,636	0	0	0	\$48,636
Interest	129,580	0	0	0	\$129,580
Transfers	0	189,356	0	0	189,356
Total Operating Revenues	\$3,628,784	\$189,356	\$0	\$0	\$3,818,140
Beginning Fund Balance	3,849,209	(193,102)	0	0	\$3,656,107
<b>TOTAL REVENUES</b>	<b>\$7,477,993</b>	<b>(\$3,746)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,474,247</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>					
Self-insurance and Risk Admin	\$3,711,061	211,282	0	20,692	\$3,943,035
Transfers	\$0	0	0	0	\$0
Contingency	975,775	(215,028)	0	(20,692)	\$740,055
<b>Sub-total</b>	<b>\$4,686,836</b>	<b>(\$3,746)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,683,090</b>
Unappropriated Ending Fund Balance	2,791,157	0	0	0	\$2,791,157
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$7,477,993</b>	<b>(\$3,746)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,474,247</b>