

June 24, 2004

04-174

RESOLUTION TO AMEND THE FISCAL YEAR 2003-2004
ADOPTED BUDGET, AUTHORIZING TRANSFER OF FUNDS
FROM THE CONTINGENCY ACCOUNT AND TRANSFERS
BETWEEN APPROPRIATION UNITS AND EXPENDITURE
ACCOUNTS.

PREPARED BY: Odie Sarmiento, Budget Manager

APPROVED BY: Wing-Kit Chung, Associate Vice President, Finance
Randy McEwen, Vice President, Administrative Services
Dr. Preston Pulliams, District President

REPORT: The purpose of this resolution is to amend the fiscal year 2003-2004 budget to reflect changes in addition to the supplemental budgets. These are budget requirements that were not available at the time of the budget was adopted in June 2003. Included in these changes are: updating the budget for cost of living increase for Administrative and Confidential employees, allocating the PERS benefit increase to the campuses and departments (the amount was centrally budgeted at the time of the adoption of the budget), providing appropriation to cover the cost of the searches of the District President and Campus President positions, and other transfers from contingencies and between appropriation categories. These adjustments were posted after July 1, 2003. It is necessary to amend the fiscal year 2003-2004 Adopted Budget to reflect these changes and to ensure compliance with the requirements of Chapter 294 of the Oregon Revised Statutes.

There is sufficient budget authority in the contingency accounts to cover the additional appropriation requirements. The amendment will not increase the fiscal year 2003-2004 Adopted Budget or require additional tax levy.

RECOMMENDATION: That the Board approve the resolution to amend the fiscal year 2003-2004 Budget as outlined in the attached Exhibit "A".

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BUDGET, AUTHORIZING TRANSFER OF FUNDS FROM THE
CONTINGENCY ACCOUNT AND TRANSFERS BETWEEN
APPROPRIATION UNITS AND EXPENDITURE ACCOUNTS -continued

	Fiscal Year 2003-2004 Adopted Budget	Budget Amendment Resolution Res. #04-142	Fiscal Year 2003-2004 BUDGET as Amended	This Budget Amendment Resolution	Fiscal Year 2003-2004 BUDGET As Adjusted
GENERAL FUND:					
Sylvania Campus	\$35,946,266	\$0	\$35,946,266	\$2,179,499	\$38,125,765
Rock Creek Campus	17,463,973	0	17,463,973	1,860,782	19,324,755
Cascade Campus	14,214,632	0	14,214,632	524,589	14,739,221
Open Campus-Adult/Continuing Ed	4,191,125	(4,191,125)	0	0	0
Open Campus-Buss. & Gov't Rel.	2,002,940	(2,002,940)	0	0	0
Extended Learning Campus	0	6,194,065	6,194,065	(34,073)	6,159,992
President and Governing Board	7,772,790	0	7,772,790	507,721	8,280,511
Administrative/Plant Services	28,252,901	0	28,252,901	(3,068,315)	25,184,586
Debt Service	6,688,734	0	6,688,734	0	6,688,734
Transfers	4,750,860	0	4,750,860	661,000	5,411,860
Contingency	3,414,835	0	3,414,835	(2,631,204)	783,631
Total Expenditures & Other requirements	\$124,699,056	\$0	\$124,699,056	\$0	\$124,699,056
Unappropriated Ending Fund Balance (see Note 1)	5,687,833	0	5,687,833		5,687,833
TOTAL GENERAL FUND	\$130,386,889	\$0	\$130,386,889	\$0	\$130,386,889
AUXILIARY FUND					
FACILITIES USAGE	\$324,348	\$0	\$324,348	\$396	\$324,744
THE BRIDGE	103,812	0	103,812	10,000	113,812
CAMPUS ACTIVITIES	108,550	0	108,550	0	108,550
PACE SERVICES	71,176	0	71,176	0	71,176
TRANSFER TO GENERAL FUND	16,710	0	16,710	0	16,710
Contingency	84,490	0	84,490	(10,396)	74,094
Total Expenditures & Other requirements	\$709,086	\$0	\$709,086	\$0	\$709,086
Unappropriated Ending Fund Balance (see Note 1)	13,000		13,000		13,000
TOTAL AUXILIARY FUND	\$722,086	\$0	\$722,086	\$0	\$722,086
STUDENT ACTIVITIES FUND					
Child Care	\$135,000	\$0	\$135,000	(\$32,000)	\$103,000
Student Governance	594,640	0	594,640	(117,990)	476,650
Intramural Activities	29,000	0	29,000	(12,650)	16,350
Student Activities	44,500	0	44,500	0	44,500
Phi Theta Kappa	20,000	0	20,000	0	20,000
Contingency	12,980	0	12,980	162,640	175,620
Total Expenditures & Other requirements	\$836,120	\$0	\$836,120	\$0	\$836,120
Unappropriated Ending Fund Balance (see Note 1)	0		0		0
TOTAL STUDENT ACTIVITIES FUND	\$836,120	\$0	\$836,120	\$0	\$836,120

Note 1: Unappropriated Ending Fund Balance is not an appropriation.

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BUDGET, AUTHORIZING TRANSFER OF FUNDS FROM THE
CONTINGENCY ACCOUNT AND TRANSFERS BETWEEN
APPROPRIATION UNITS AND EXPENDITURE ACCOUNTS -continued

	Fiscal Year 2003-2004 <u>Adopted</u>	Budget Amendment <u>Res.#04-157</u>	Fiscal Year 2003-2004 <u>BUDGET</u>	This Budget Amendment <u>Resolution</u>	Fiscal Year 2003-2004 <u>BUDGET</u>
<u>CONTRACTS AND GRANTS FUND</u>					
State Grants	\$4,022,133		\$4,022,133	\$0	\$4,022,133
Federal Contracts	14,576,466		14,576,466	0	14,576,466
Local Contracts-general	2,336,567		2,336,567	0	2,336,567
Transfers	1,949,900	116,771	2,066,671	0	2,066,671
Contingency	1,130,622	(116,771)	1,013,851	0	1,013,851
Total Expenditures & Other requirements	\$24,015,688	\$0	\$24,015,688	\$0	\$24,015,688
Unappropriated Ending Fund Balance (see Note 1)	527,374	0	527,374	0	527,374
TOTAL CONTRACTS AND GRANTS FUND	\$24,543,062	\$0	\$24,543,062	\$0	\$24,543,062
<u>STUDENT FINANCIAL AID FUND</u>					
College Fund Programs	\$942,500	\$0	\$942,500	\$25,000	\$967,500
Federal Programs	21,236,780	0	21,236,780	264,847	21,501,627
Scholarship Programs	975,000	0	975,000	0	975,000
Short Term Student Loan Program	262,670	0	262,670	0	262,670
Transfer to the General Fund	206,043	0	206,043	0	206,043
Contingency	384,847	0	384,847	(289,847)	95,000
Total Expenditures & Other requirements	\$24,007,840	\$0	\$24,007,840	\$0	\$24,007,840
Unappropriated Ending Fund Balance (see Note 1)	246,094		246,094	0	246,094
TOTAL STUDENT FINANCIAL AID FUND	\$24,253,934	\$0	\$24,253,934	\$0	\$24,253,934
<u>FOOD SERVICES FUND</u>					
Food Services Operations	\$3,127,131	\$0	\$3,127,131	\$279,572	\$3,406,703
Transfer to General Fund	44,687	0	44,687	0	44,687
Contingency	469,000	0	469,000	(279,572)	189,428
Total Expenditures & Other requirements	\$3,640,818	\$0	\$3,640,818	\$0	\$3,640,818
Unappropriated Ending Fund Balance (see Note 1)	82,818		82,818		82,818
TOTAL FOOD SERVICES FUND	\$3,723,636	\$0	\$3,723,636	\$0	\$3,723,636
<u>PARKING OPERATIONS FUND</u>					
Parking Operations	\$1,592,072	\$0	\$1,592,072	\$2,868	\$1,594,940
Transfers	354,203	0	354,203		354,203
Contingency	238,800	0	238,800	(2,868)	235,932
Total Expenditures & Other requirements	\$2,185,075	\$0	\$2,185,075	\$0	\$2,185,075
Unappropriated Ending Fund Balance (see Note 1)	619,556		619,556		619,556
TOTAL PARKING OPERATIONS FUND	\$2,804,631	\$0	\$2,804,631	\$0	\$2,804,631

Note 1: Unappropriated Ending Fund Balance is not an appropriation.

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RESOLUTION TO AMEND THE FISCAL YEAR 2003-2004 ADOPTED BUDGET, AUTHORIZING TRANSFER OF FUNDS FROM THE CONTINGENCY ACCOUNT AND TRANSFERS BETWEEN APPROPRIATION UNITS AND EXPENDITURE ACCOUNTS -continued

	Fiscal Year 2003-2004 Adopted Budget	Budget Amendment Res. #04-033	Fiscal Year 2003-2004 BUDGET as Amended	This Budget Amendment Resolution	Fiscal Year 2003-2004 BUDGET As Adjusted
<u>BOOKSTORE FUND</u>					
Bookstore Operations	\$10,014,051	\$0	\$10,014,051	\$12,536	\$10,026,587
Transfers	636,737	0	636,737	0	636,737
Contingency	1,500,000	0	1,500,000	(12,536)	1,487,464
Sub-total	\$12,150,788	\$0	\$12,150,788	\$0	\$12,150,788
Unappropriated Ending Fund Balance (see Note 1)	3,320,464	0	3,320,464	0	3,320,464
TOTAL BOOKSTORE FUND	\$15,471,252	\$0	\$15,471,252	\$0	\$15,471,252
<u>PRINT CENTER FUND</u>					
Print Center Operations	\$1,199,804		\$1,199,804	\$5,539	\$1,205,343
Transfers	76,403		76,403	0	76,403
Contingency	179,900		179,900	(5,539)	174,361
Sub-total	\$1,456,107	\$0	\$1,456,107	\$0	\$1,456,107
Unappropriated Ending Fund Balance (see Note 1)	332,887	0	332,887	0	332,887
TOTAL PRINT CENTER FUND	\$1,788,994	\$0	\$1,788,994	\$0	\$1,788,994
<u>RISK MANAGEMENT FUND</u>					
Self-Insurance Administration	\$1,578,344	\$0	\$1,578,344	\$3,685	\$1,582,029
Contingency	233,750	0	233,750	(3,685)	230,065
Total Expenditures & Other requirements	\$1,812,094	\$0	\$1,812,094	\$0	\$1,812,094
Unappropriated Ending Fund Balance (see Note 1)	2,822,805		2,822,805		2,822,805
TOTAL RISK MANAGEMENT FUND	\$4,634,899	\$0	\$4,634,899	\$0	\$4,634,899
<u>EARLY RETIREMENT FUND</u>					
Personal Services	\$1,170,586	(\$174,100)	\$996,486	\$22,000	\$1,018,486
Contingency	135,900	174,100	310,000	(22,000)	288,000
Sub-total	\$1,306,486	\$0	\$1,306,486	\$0	\$1,306,486
Unappropriated Ending Fund Balance (see Note 1)	464,402	0	464,402	0	464,402
TOTAL EARLY RETIREMENT FUND	\$1,770,888	\$0	\$1,770,888	\$0	\$1,770,888

Note 1: Unappropriated Ending Fund Balance is not an appropriation.

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	Fiscal Year 2003-2004 Adopted Budget	Budget Amendment Res.#04-142 & Res.#04-157	Fiscal Year 2003-2004 BUDGET as Amended	This Budget Amendment Resolution	Fiscal Year 2003-2004 BUDGET As Adjusted
CEU/CED (1900) Fund					
REVENUES:					
From local sources:					
CEU/CED charges	\$8,564,462	\$0	\$8,564,462		\$8,564,462
Transfer from General Fund	0	0	0	\$600,000	600,000
Transfer from Contracts & Grants	0	116,177	116,177		116,177
Total Operating Revenues	\$8,564,462	\$116,177	\$8,680,639	\$600,000	\$9,280,639
Beginning Fund Balance			0		0
TOTAL REVENUES	\$8,564,462	\$116,177	\$8,680,639	\$600,000	\$9,280,639
Sylvania Campus	\$293,894		\$293,894	365	\$294,259
Extended Learning Campus	0	7,993,676	7,993,676	649,527	8,643,203
Open Campus-Community Ed	3,360,408	(3,360,408)	0	0	0
Open Campus-Buss. & Gov't	4,517,091	(4,517,091)	0	0	0
Transfer to General Fund	190,203	0	190,203	0	190,203
Contingency	202,866	0	202,866	(49,892)	152,974
Total Operating Expenditures	\$8,564,462	\$116,177	\$8,680,639	\$600,000	\$9,280,639
Unappropriated Ending Balance	0		0		0
TOTAL CEU/CED (1900) FUND	\$8,564,462	\$116,177	\$8,680,639	\$600,000	\$9,280,639

Note 1: Unappropriated Ending Fund Balance is not an appropriation.

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RESOLUTION TO AMEND THE FISCAL YEAR 2003-2004 ADOPTED BUDGET, AUTHORIZING TRANSFER OF FUNDS FROM THE CONTINGENCY ACCOUNT AND TRANSFERS BETWEEN APPROPRIATION UNITS AND EXPENDITURE ACCOUNTS -continued

	Fiscal Year 2003-2004 Adopted Budget	Budget Amendment	Fiscal Year 2003-2004 BUDGET as Amended	This Budget Amendment Resolution	Fiscal Year 2003-2004 BUDGET As Adjusted
CAPITAL CONSTRUCTION FUND					
REVENUES:					
Interest from investments	\$2,000,000		\$2,000,000		\$2,000,000
Sale of property	5,560,000		5,560,000		5,560,000
Transfer from Bookstore Fund	171,134		171,134		171,134
Transfer from General Fund	0		0	\$61,000	61,000
Total Operating Revenues	\$7,731,134	0	7,731,134	61,000	7,792,134
Beginning Fund Balance	119,335,173		119,335,173		119,335,173
TOTAL REVENUES	\$127,066,307	\$0	\$127,066,307	\$61,000	\$127,127,307

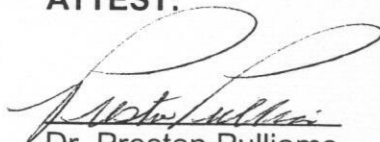
Expenditures & Other requirements

Plant Services	\$3,096,770	\$0	\$3,096,770	\$59,432	\$3,156,202
Sylvania Campus	28,393,348	0	28,393,348	0	28,393,348
Cascade Campus	42,095,586	0	42,095,586	0	42,095,586
Rock Creek Campus	29,450,862	0	29,450,862	0	29,450,862
Southeast Center	14,143,070	0	14,143,070	61,000	14,204,070
District-Wide Projects	441,094	0	441,094	0	441,094
Contingency	9,445,577	0	9,445,577	(59,432)	9,386,145
Total Expenditures & Other requirements	\$127,066,307	\$0	\$127,066,307	\$61,000	\$127,127,307
Unappropriated Ending Fund Balance (see Note 1)	0	0	0	0	0
Total Capital Construction Fund	\$127,066,307	\$0	\$127,066,307	\$61,000	\$127,127,307


Note 1: Unappropriated Ending Fund Balance is not an appropriation.

ADOPTED BY THE GOVERNING BOARD OF THE PORTLAND COMMUNITY COLLEGE DISTRICT THIS 24th DAY OF JUNE, 2004.

ATTEST:


Dr. Preston Pulliams
District President

APPROVED:


Bob Palmer
Chair, Board of Directors