



2024-25 FINAL BUDGET

Presented for Adoption September 11, 2024

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About Butte-Glenn Community College

The District

The Butte-Glenn Community College District is a single-college district that was formed in 1967 and is governed by a seven-member locally elected Board of Trustees, augmented by one non-voting student member selected by the Associated Students. Butte College was accredited for seven years in 2021 by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges.



The College

Butte College serves approximately 15,000 students a year and is an accredited community college located just 75 miles north of Sacramento. We are a Hispanic-Serving Institution and offer more than 200 degree and certificate programs. Students can earn associate degrees, train for career options, or take general education classes to transfer to a CSU, UC, or private university. Butte College has the highest transfer rate to CSU, Chico, and many of our alumni have successful careers in fire, nursing, law enforcement, welding, business, computer science, heavy equipment and more. The College also offers degrees with guaranteed transfer to California State Universities—with 32 Associate in Arts for Transfer and Associate in Science for Transfer degrees.

2024-25 BUDGET CRITERIA (Approved by the Board of Trustees 11-13-23)

The purposes of the district budget are to provide:

1. Students a high quality, accessible learning-centered education
2. Resources and support needed to deliver effective instruction and services.
3. Resources and support to facilitate the teaching-learning process.
4. The means to manage the district in an efficient and cost-effective way.

The criteria listed below are separated into categories that reflect a) philosophy; b) legal, financial, and statutory requirements; and c) procedural guides for the planning & budget development process.

Philosophy

We seek to develop a budget that:

- allocates resources to achieve objectives established in the District's Strategic Plan as approved by the Board of Trustees, the Community Colleges System's Vision 2030, and the Governor's Roadmap for the Future.
- provides resources to help the district better focus on enhancing a culture of equity and inclusion.
- maximizes state apportionment revenue via emergency conditions allowance funding or actual Student Centered Funding Formula (SCFF) total computational revenue (TCR).
- provides adequate resources for continued improvement of equitable student outcomes and success.
- provides adequate resources and support for high quality, innovative instructional programs, and services to students at all district sites.
- makes reasonable and sound projections for all the district's sources of revenue and student access, equity & success data elements.
- allocates resources to maximize revenue by optimizing enrollment, supplemental funding, and completion.
- improves classroom productivity, i.e., weekly student contact hours per full-time faculty equivalent, to make progress toward meeting the contractual goal of WSCH per FTEF.
- includes funding necessary to implement high priority District and system-wide goals and Board policies.
- increases and/or maintains sufficient levels of institutional effectiveness while becoming more efficient and cost effective.
- secures additional funding to supplement state apportionment and support student access, equity, success, and completion in accordance with the Strategic Enrollment Management (SEM) Plan.
- maximizes the employment of full-time faculty by exceeding the annual faculty obligation number (FON) to provide a robust curriculum and instructional guidance, support, and interactions essential to student success and completion.
- makes every reasonable attempt to avoid layoffs and/or hold them to a minimum should layoffs ever be necessary to ensure the long-term viability of the institution.
- maintains technological currency and security by updating equipment, services, software, and staff training.

- funds District sustainability efforts such as recycling, solar power generation, landscaping, and mechanical system improvement to reduce the district's cost of utilities if the return on investment is reasonable.
- provides adequate resources to maintain existing and newly constructed buildings and grounds.
- provides resources to implement recommendations from the accrediting commission and make progress toward implementing accreditation planning agendas identified by the institution.
- maintain a minimum District reserve balance of more than 15% of the total general fund expenditures, with a target to achieve 25%.
- Provides flexibility to respond to emergency situations.

Legal, Financial and Statutory Requirements

We will develop a budget that:

- achieves and maintains a fifteen percent (15%) unrestricted reserve sufficient to cover a minimum of 2 months General Fund operating expenditures.
- meets the fifty percent (50%) law, i.e., at least 50% of the current expense of education is allocated to instructional salaries and benefits.
- provides for staffing levels required by the Board of Governors in relation to Title 5, Division 6, Chapter 4, Subchapter 3, Articles 1 and 2. This statute is designed to ensure that districts are making good faith attempts to achieve the long-term goal that seventy-five percent (75%) of instruction is provided by full-time faculty.
- includes reasonable provisions to cover all known or projected liabilities to the district (e.g., accumulated vacation, load bank, retiree medical benefits, pension).
- meets all statutory and legally mandated income/expenditure requirements.

Procedural Guides

We will develop a budget that:

- is balanced.
- is based upon planning that reflects both current and long-term District needs makes steady progress toward correcting structural budget issues (e.g., declining revenue, rising costs, lack of ongoing dollars to cover ongoing expenses,) through budget and enrollment strategies, collective bargaining, and service levels commensurate with funding.
- has had campus community involvement and consideration during preparation.
- includes all contractually negotiated costs and expenses.
- includes all known and projected increases in fixed costs; including step, column and longevity salary increases, medical rate increases and STRS & PERS pension rate increases.
- includes salaries and benefits that do not exceed 87% of total unrestricted budgeted expenditures.
- plans to address significant but unfunded items not included in the budget.
- highlights unusual items and/or provides information on substantive changes from previous budgets.
- limits annual non-trust transfer-in allocations to the unrestricted general fund of less than 2% per year of the total unrestricted expenditure budget from non-general fund sources.

- limits annual debt service payments by the unrestricted general fund to 5% of the total unrestricted expenditure budget where such funds do not have a matching revenue stream to off-set such costs.
- creates time specific plans for the full funding of unfunded liabilities/obligations through specific trust funds and reserve accounts.

EXECUTIVE SUMMARY

The 2024-25 Final Budget utilizes a reasonable set of assumptions to project income and expenditures for Butte-Glenn Community College District (BGCCD) based on the 2024-25 California State Budget as enacted by the Governor and Legislature. The 2024-25 Final Budget will be submitted to the Board of Trustees September 11, 2024, for adoption. The Final Budget for 2024-25 has been developed as per Board Policy 6200, in accordance with Title 5 and the California Community College Budget and Accounting Manual. In addition to adhering to the state regulations and timelines, the 2024-25 Final Budget supports the Chancellor's Office Vision 2030, the Butte College Strategic Plan, and the Butte College Strategic Enrollment Management Plan. The final budget is based on the official state budget and the allocations from the Chancellor's Office.

SUMMARY OF 2024-25 STATE BUDGET

On June 26, 2024, Governor Newsom signed the Budget Act of 2024. In total the 2024-25 budget reflects state expenditures of approximately \$298 billion, a 4.2% decrease over the 2023-24 enacted budget. However, The Budget Act of 2024 reflects a slight increase in overall funding for community colleges over 2023-24 levels, primarily through ongoing funding provided as COLA and enrollment growth supported by withdrawal of funds from the Proposition 98 reserve. Ultimately, the enacted budget for the California Community Colleges focuses on stability and does not include any major core reductions to programs or services.

Apportionments Receive 1.07% COLA and 0.50% Growth

The Budget Act includes \$28 million ongoing to fund 0.5% enrollment growth and \$100.2 million ongoing to support a 1.07% COLA for apportionments, the same COLA provided for K-12. Another \$13.1 million ongoing would support a COLA of 1.07% for categorical programs and the Adult Education program. The estimated and proposed Total Computational Revenue (TCR) for the SCFF increases by \$150 million from \$9.42 billion at the 2023 Budget Act to \$9.57 billion in the enacted budget. This reflects the COLA and growth funding and modified estimates for hold harmless and other underlying estimation factors.

Expands e-Transcript California

The 2024 Budget Act includes \$12 million one-time funds to support expansion of e-Transcript California to all 116 colleges. The funding will allow colleges to capture more student record movement between segments and reduce reliance on commercial third-party transcript ordering services. Grants to colleges will offset local costs related to one-time connectivity, setup, and integration of the platform.

Funds Nursing Program Expansion with Strong Workforce Program Funds

The enacted budget establishes the Rebuilding Nursing Infrastructure Grant Program to expand nursing programs and partnerships over five years and specifies that \$60 million of Strong Workforce Program funding will be allocated each year to support the grant program. The Chancellor's Office will develop an application by November 1, 2024, with competitive grants distributed to recipient colleges by July 1, 2025.

The 2024-25 Enacted Budget includes other various funds and support including but not limited to one time for a Mapping Articulated Pathways for Credit for Prior Learning (CPL) Demonstration Project to provide greater access for working adults to pathways to high-demand, high wage careers, one-time funds for financial aid administration, to assist colleges with unexpected workload to FAFSA delays, and funding for Part-Time Faculty office hours.

INTEGRATED PLANNING AND BUDGET DEVELOPMENT

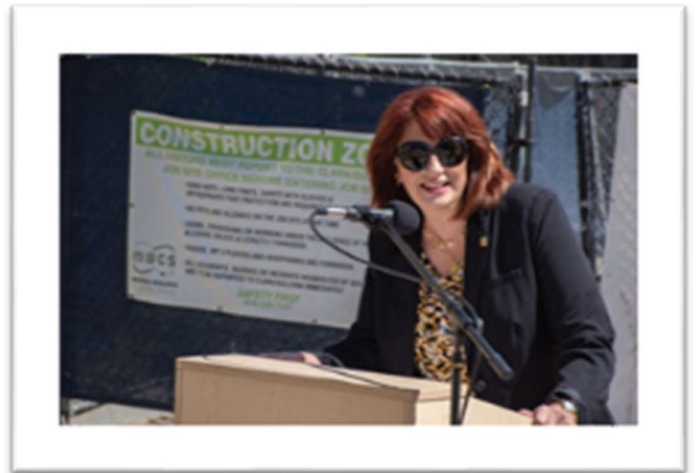
The 2024-2025 Final Budget for Butte-Glenn Community College supports the college's implementation of the planning priorities set forth in the Chancellor's Office Vision 2030, the college's Strategic Plan and the college's Strategic Enrollment Management Plan.

Vision 2030

Building on the 2017 Vision for Success and the 2022 Roadmap for the Future, the Vision 2030 solidifies the system's commitment to Equity in Success, Equity in Access, and Equity in Support. It also sets forth three Strategic Directions: Equitable baccalaureate Attainment, Equitable Workforce and Economic Development and The Future of Learning, which includes considerations of the use of generative AI (Artificial Intelligence).

Butte College Strategic Plan

Building locally on the commitments and strategic directions set forth in the Vision 2030, the Butte College Strategic Plan consists of two parts: the college's strategy and the college's plan for supporting that strategy. Specifically, the driving strategy for the college is "First Contact. First Choice. Best Choice." The college has also identified four foundations: DEIA2, Sustainability, Guided Pathways and Technological Innovation. These four foundations lay the groundwork for implementing the college's strategy.



Further, the allocation of resources proposed by the district aims to implement the strategic initiatives included in the Strategic Plan. These initiatives include:

1. Enhancing a culture of completion and goal achievement
2. Supporting student, faculty, and staff success
3. Using data-informed processes for continuous improvement
4. Maximizing resources to support student learning
5. Modeling sustainability
6. Enhancing a culture of equity and inclusiveness.

The district will continue to evaluate each new initiative annually to determine its impact on enrollment and student success. New initiatives may be funded as they arise if it can be determined to improve the district's likelihood of restoring enrollment or improving student success.

Strategic Initiatives

The following are several examples of ways in which the planning process for the Final budget support the strategic plan initiatives:

Strategic Initiative 1: Enhancing a Culture of Completion and Goal Achievement

Funding was allocated to various aspects of the Dual Enrollment program, including revising job descriptions, adding temporary student success specialists, moving support positions from grants to the unrestricted general fund, increasing operating budgets, and providing administrative support. These initiatives aim to enhance the quality and reach of dual enrollment, supporting educational excellence.

Strategic Initiative 2: Supporting Student, Faculty and Staff Success

Investments were made in marketing to improve student enrollment and retention, and in expanding the Center for Academic Success to support increasing student needs. Additional funds were allocated for essential student services, such as supporting the Safe Place and Wellness Program. Sabbatical leaves, professional development programs, and external coaching for executives were funded to promote leadership and well-being within the institution.

Strategic Initiative 3: Using Data-Informed Processes for Continuous Improvement

Funding was directed towards supporting the implementation of the strategic plan, reinstating budgets to support growth initiatives cut during previous years and maintaining essential evaluation and financial aid services. These measures are intended to improve overall institutional effectiveness.

Strategic Initiative 4: Maximizing Resources to Support Student Learning

Significant investments were made in technology and physical infrastructure, including updating computer labs, enhancing network and smart classroom operations, and supporting athletics and paramedic programs. These initiatives aim to ensure that the college's physical and technological infrastructure meets current needs and supports future growth.

Strategic Initiative 5: Modeling Sustainability

Butte College has positioned itself to be a leader in sustainability and with this budget, the college continues to model sustainability by leveraging Measure J Bond funds to remodel and construct high efficiency facilities with enough solar production to offset its electrical utility needs. Funding is also provided for the Sustainability Program to maintain existing memberships, support educational events, faculty development, and conference travel regarding sustainability. Funding was also allocated to support the conversion of fuel-powered equipment to battery-powered alternatives, aligning with sustainability goals and promoting resource efficiency.

Strategic Initiative 6: Enhancing a Culture of Equity and Inclusiveness

Funds were provided for services related to cultural inclusivity, such as the CaINAGPRA services, as well as for operational support in counseling and career services. Additionally, financial support was extended to the CASA program to ensure continued assistance and inclusivity for students.

The budget is a key component of a multi-faceted strategy used by the district to implement its priorities. In addition to investments listed above from the unrestricted general operating fund budget, the college uses other restricted funding sources such as the Innovation in Higher Education Award, Student Equity and Achievement (SEA) program funding, Career Pathways Trust grant, Guided Pathways funding, and Promise Program funding to partner more effectively with high schools (Initiative #1), automate high impact processes such as Student Educational Planning (Initiative #1), accelerate basic skills (Initiatives #1 and #2), provide professional development opportunities for faculty and staff (all Initiatives), communicate more effectively with students (Initiative #2 and #6), and improve access, success, persistence, completion, and transfer for special populations (Initiative #6).

Butte College Strategic Enrollment Management Plan

Butte College adopted a five-year Strategic Enrollment Management (SEM) plan in 2023. This five-year plan runs through 2027-28 and charts the course for district enrollment recovery to meet or exceed the 2017-18 TCR. The SEM plan includes targeted actions for the District that will increase enrollments year over year. These include:

- Expansion of the Nursing program to include new cohorts and facilities at the Glenn Center.
- Targeted course scheduling at the Glenn County Center to ensure a full complement of core General Education courses are available for both day and evening students.
- Expansion of Dual Enrollment sections to cover all high schools in our service area. At this point, over 200 sections are scheduled for 2024-25, up from approximately 115 this year.
- Re-engaging the community through noncredit course expansion, including the development of “mirrored” courses that will facilitate community enrollment.
- Expansion of ESL offerings and hiring of first full-time ESL faculty member
- Expansion of the Chico Center facilities to include a new building for Cosmetology and a new science lab. This will allow for expansion to meet enrollment demands for Cosmetology and lab sciences. The addition of the science lab will allow the college to offer new sections of key GE and pathway science courses
- Enrollment Comparison Report
- Pilot and implement opt-out scheduling for Reg2Go
- Improve targeted, program-specific marketing
- Implement Student success teams across all COIs to improve success, retention, and persistence rates.

The Student Centered Funding Formula funds colleges based on access and success by funding college workload measures that are based on full-time equivalent students (FTES), the number and size of colleges and centers, PELL and College Promise awards, and numerous indicators of success like degrees, certificates, transfers to 4-year universities, and specific career course completions. The key driver to apportionment revenue, however, is still full-time equivalent students (FTES). FTES alone still makes up over 60% of apportionment funding; and the basic, supplemental and success allocations are all highly impacted and reliant on the number of FTES served by the college.

Unit Planning

Every year, the district's unit planning process is used to prioritize and fund the highest priority augmentation requests identified by the district. Departments develop these unit plans based on administrative and program reviews, strategic initiatives, various plans, unit planning guidance and the assessment of student learning. Augmentation requests are prepared based on the needs of the departments, prioritized by the different areas, and then prioritized across the district, with the knowledge that only those new ongoing requests determined to be of highest priority for the district will be approved for funding. These lists include fixed cost increases, adjustments to faculty and staff positions, investments in capital outlay, technology infrastructure, safety needs, and programs designed to manage and/or maintain student services and generate enrollment or student outcomes. Requests from prior years that were ongoing in nature but funded with one-time funds are brought back, reevaluated and prioritized for continued funding. Projections for funding new high-priority ongoing costs are included in each year of the five-year plan.

On September 26, 2023, the Planning and Budget Committee issued the 2024-25 Unit Planning Process and Guidance document to the college community. The document provided guidance for the development of the 2024-25-unit plans and introduced a simpler interface for unit-level managers to enter unit plan requests through Microsoft Forms. This interface was intended to continue to make it easier to communicate the disposition of all resource requests and make the decision-making process more visible to requesters.

No budget cuts were requested to be made by budget managers, nor were any specific targeted cuts proposed for the 2024-25 fiscal year. However, all departments and programs continue to examine the need for every vacant position, scheduling decision and funding request, and to identify opportunities for operational efficiencies and additional cost savings.

In coordination with the Board's revised Budget Criteria for 2024-25 identified earlier in this document, the district will strive to abide by Budget Planning, Financial and Enrollment Guidelines and Goals developed by the President's Leadership Team and the Planning and Budget Committee. These guidelines and goals were reviewed and revised to include the following:

1. Move toward ensuring that all categorical and auxiliary programs and grants are self-sustaining (program revenue covers program expenses);
2. Ensure that ongoing revenue equals or exceeds ongoing expenses.
3. Operate within the parameters of our Collective Bargaining Agreements.
4. Budget for growth revenue only after an actual increase in workload measures is achieved.
5. Cover all fixed cost increases before funding any new ongoing augmentations.
6. Account for some projected budget savings from vacancies and unspent allocations in the budget, not to exceed \$1 million.
7. Correct any structural issues in the budget by reducing reliance on one-time reserves or stability funding to cover ongoing expenses.
8. Reduce reliance on indirect cost reimbursements from grants.
9. Set realistic and sustainable enrollment targets.
10. Protect and maintain the Other Post-Employment Benefit (OPEB) Trust asset to ensure investment earnings are sufficient to cover annual retiree medical premiums.

2024-25 FINAL BUDGET ASSUMPTIONS

The Final Budget incorporates the projected income and expenditures for Butte-Glenn Community College District for the 2024-25 fiscal year. The 2024-25 Final Budget assumptions are outlined below:

- Based on the Governor’s enacted budget proposal for 2024-25.
- Includes Education Protection Account (EPA) funding from Proposition 30 tax revenue approved by the voters in November 2012 and extended by Proposition 55 in November 2016.
- Includes a cost-of-living adjustment (COLA) to apportionment revenue of 1.07%.
- Includes apportionment revenue allocations as calculated by the Student Centered Funding Formula (SCFF) using workload measures (FTES, student demographics, and student outcomes) based on 2017-18 data as agreed to per the “Emergency Conditions Allowance” (ECA hold-harmless) provision provided by the State Chancellor’s Office due to the 2018 Camp Fire.
- Includes ongoing stability funding and protection from sharp fiscal declines by the creation of a “funding floor” in 2024-25 as approved in the 2022-23 enacted state budget, a level of funding the District will not drop below.
- Includes a 1.07% adjustment to all salary schedules to help maintain staff compensation at the 20-college average.
- Does not account for any restoration or enrollment growth revenue in this budget as it is projected the district’s apportionment revenue will be held harmless until workload measures return to pre-Camp Fire levels.
- Does not include any significant unrestricted general fund budget cuts.
- Includes built-in savings of \$850K projected to be generated by salaries and benefits from vacant positions that go unfilled and from various other budget line items that potentially go unspent in 2024-25.
- Does not include any increase to student enrollment fees from the current \$46 per credit unit.
- Includes a transfer from the OPEB Trust fund of up to \$2.2 million to cover the cost of retiree medical premium payments in the General Fund.
- Includes indirect cost reimbursements from grants of approximately \$1.45 million.
- Includes additional Interest Revenue of \$3.39 million due to the rise in interest rates and higher cash balance at the county treasurer.
- Includes most, but not all, of the budgets for restricted categorical programs and grants. As federal and state categorical and grant funds are awarded and/or augmented, they will be included in the 2024-25 District budget.

- Includes projected ongoing fixed cost increases of approximately \$1.8 million for salaries (net of attrition), contributions to medical insurance premiums, and employer pension costs for the Public Employees Retirement System (PERS) and the State Teachers Retirement System (STRS).
- Includes new ongoing augmentations to address critical fixed cost needs like increases to leases, utilities, insurance, legal, and licenses of approximately \$328K.
- Includes other new high priority ongoing augmentations for all areas of approximately \$3.73 million.
- Projects the full-time faculty obligation number (FON) for 2024-25 to be 146.5. The Final Budget includes funding for approximately 169.5 full-time faculty.
- Includes approximately \$3.6 million to fund new one-time augmentation requests.
- Establishes the Reserve for Contingencies at the Board-designated prudent level of at least 15% of budgeted unrestricted expenditures.
- Maintains a Budget Planning Reserve to help with other budget and enrollment planning and temporarily eases a delay, shortfall, or deferral in state apportionment revenue.
- Transfers out \$7.5 million from the designated Reserve for Facilities to the Capital Fund in 2023-24 to complete the funding of the new Cosmetology/Science Lab/Community Center building in Chico and designates an additional \$7.0 million in the Reserve for Facilities in 2024-25 to help fund the construction of future needed District facilities.
- Does not exceed the appropriations limit as calculated in the Gann Limit Worksheet.

The Final Budget meets the following budget criteria:

- Adjustments to state apportionment and other revenues have been made to better reflect reasonable and sound projections for all the district's sources of revenue.
- Complies with the fifty percent law, i.e., at least 50% of the current expense of education is allocated to instructional salaries and benefits (50.15%)
- Investments in capital improvements, technology, and instructional equipment in this proposed budget to maintain technological currency and efficiency
- Achieves and maintains at least a fifteen percent (15%) contingency reserve
- Reflects time-specific plans for the full funding of unfunded liabilities/obligations through specific reserve accounts via the District's Other Post-Employment Benefits (OPEB) trust fund.
- Meets all statutory and legally mandated requirements for income and expenditures.
- Salaries and benefits do not exceed 87% of total unrestricted budgeted expenditures (82.2%).

REVENUE

Hold Harmless and Emergency Conditions Allowance

Hold harmless and Funding Floor Revenue Protections

The 2021-22 Enacted Budget extended the Student-Centered Funding Formula's (SCFF) hold harmless provision through 2024-25, under which districts would earn at least their 2017-18 total computational revenue (TCR) adjusted by COLA each year. To avoid sharp fiscal declines and provide support for a smooth transition to the SCFF formula over time, the 2022-23 Enacted Budget extended the revenue protections in modified form beginning in 2025-26, with a district's 2024-25 TCR representing its new "funding floor", a level of funding a district will not drop below. Starting in 2025-26, districts will be funded at the greater of their SCFF generated revenue, or their 2024-25 funding floor amount, whichever is greater. However, this modified hold harmless provision will no longer include adjustments to reflect cumulative COLAs over time, as is the case with the provision in effect through 2024-25, so a district's hold harmless amount will no longer grow after the 2024-25 fiscal year.

For Butte College, this SCFF funding floor provides additional protection from the sharp fiscal declines previously projected in 2025-26 when the college is scheduled to transition off the Emergency Conditions Allowance funding provided on account of the 2018 Camp Fire.

Emergency Conditions Allowance (ECA)

Butte College receives Emergency Conditions Allowance (ECA) funding provided by the state Chancellor's Office on September 23, 2019, after the November 2018 Camp Fire. This funding holds the district harmless to a funding level it would have received if not for the fire. Originally, this allowance was approved for four fiscal years (2018-19 through 2021-22) with a follow-up review to occur in the final fiscal year (2021-22) to determine the college's status in terms of enrollment recovery and whether the allowance should be extended. Due to the onset of the COVID-19 pandemic in 2020, the district's administration submitted a letter to the state Chancellor's Office on September 10, 2020, requesting a three-year extension of the emergency conditions allowance. On November 24, 2020, the District received an agreement from the Chancellor's Office to extend the emergency conditions allowance for three more fiscal years (2022-23, 2023-24 and 2024-25). All aspects of the original September 23, 2019, approval memo continued to be in effect.

The agreement stated that beginning in 2022-23, the Chancellor's Office would annually review the district's actual FTES to determine progress toward increasing enrollment back to the 2017-18 levels, prior to the fire. If it were determined that it is not feasible for the district to grow back to the prior enrollment levels, the Chancellor's Office would implement a step-down configuration that would gradually reduce the allowance provided to the district each year. Under this agreement, beginning in 2025-26, the emergency conditions allowance would have been reduced over two years, with the allowance eliminated in 2026-27.

Fortunately, as described earlier in this document, the 2022-23 Enacted State Budget included a "funding floor" protection for all colleges that provides a level of funding a district will not drop below. For Butte College, this funding floor will be established in 2024-25 based on the district's 2017-18 pre-Camp Fire workload measures and increased by the 2024-25 funded COLA. This eliminates any

step-down configuration where emergency conditional allowance funding would have been reduced over a two-year period, and eliminates any fiscal cliff originally projected. However, as described earlier, this level of funding will no longer include adjustments for future COLAs until such a time the district’s actual total computational revenue exceeds its funding floor amount.

State Revenue

Education Protection Account (EPA)

Voters approved Proposition 55 to extend Proposition 30 in November 2016. This measure supports extending the personal income tax increases on incomes over \$250,000 for 12 years to help fund education. Proposition 30, or The Schools and Local Public Safety Protection Act of 2012, takes funds away from state control and places them in special accounts exclusively dedicated to schools and local public safety. For schools and colleges, the act creates the Education Protection Account (EPA) within the state general fund. The EPA funds are appropriated to schools and college districts quarterly to provide general purpose funding for classroom expenses. Although the community colleges are given sole authority to determine how these general-purpose funds received from the EPA are spent, certain requirements must be met each year. These requirements include:

1. A spending plan must be approved by the governing board during an open session of a public meeting. This plan will be approved by the Board at the time the district’s annual budget is adopted each year and is included in this budget document.
2. EPA funds cannot be used for salaries or benefits of administrators or other administrative costs.
3. An accounting of the EPA revenue received and how it was spent must be published on the district’s website.
4. As part of the district’s annual financial audit, independent auditors must verify that the EPA funds were used as specified by Proposition 30.

California Community Colleges Funding

This information was taken directly from the Joint Analysis: Enacted Budget, July 3, 2024.

The table below shows Proposition 98 funding for the California Community Colleges for 2022-23, 2023-24, and 2024-25. Proposition 98 funding for the California Community Colleges increases significantly in 2024-25 over the prior year, related to actions taken on the General Fund, including suspension of Proposition 98 for 2023-24 and partial repayment of the suspended funding in 2024-25. The share of Proposition 98 funding for the system is approximately at the traditional share of 10.93% in each of these years.

California Community Colleges Proposition 98 Funding by Source (In Millions)

Source	2022-23 Enacted	2023-24 Enacted	2024-25 Enacted	Change From 2023-24	Percent Change
General Fund	\$7,406	\$6,570	\$8,025	\$1,455	22%
Local property tax	3,884	4,094	4,260	166	4%
Totals	\$11,290	\$10,664	\$12,285	\$1,621	15%

The Budget Act includes \$202.7 million in policy adjustments compared with 2023-24 expenditure levels (after the impact of technical adjustments). Most notable among the ongoing adjustments, the budget includes \$113.3 million for a 1.07% COLA for the SCFF and some categorical programs. The changes are summarized in the table below.

2024-25 Changes in Proposition 98 Funding for the System (In Millions)

Program Areas	Adjustments
POLICY ADJUSTMENTS	
Ongoing (Proposition 98)	
SCFF COLA (1.07%)	\$100.22
SCFF Growth (0.5%)	\$28.09
Provide 1.07% COLA for Adult Ed	\$6.92
Provide 1.07% COLA for Extended Opportunity Programs and Services (EOPS)	\$1.96
Adjustments for financial aid administration	\$1.93
Provide 1.07% COLA for Disabled Students Programs and Services (DSPS)	\$1.85
Provide 1.07% COLA for Apprenticeship (community college district RSI)	\$0.35
Provide 1.07% COLA for CalWORKs Student Services	\$0.59
Provide 1.07% COLA and enrollment-based adjustment for Mandated Costs Block Grant and Reimbursements	\$0.52
Provide 1.07% COLA for Cooperative Agencies Resources for Education (CARE)	\$0.36
Provide 1.07% COLA for Childcare Tax Bailout	\$0.05
Subtotal Ongoing Policy Adjustments	\$142.82
One-Time (Proposition 98)	
Expand eTranscript California	\$12.00
Mapping Pathways for Credit for Prior Learning	\$6.00
Strong Workforce Program: General Allocation	(\$65.0)
Strong Workforce Program: Pathways for Low-Income Workers Demonstration Project	\$5.0
Strong Workforce Program: Rebuilding Nursing Infrastructure Grant Program	\$60.0
Financial Aid Assistance Related to FAFSA Delays	\$20.00
Subtotal One-Time Policy Adjustments	\$38.00

TECHNICAL ADJUSTMENTS	
Student Centered Funding Formula (SCFF) Technical Adjustments ^a	\$21.91
Subtotal Technical Adjustments	\$21.91
TOTAL CHANGES	\$202.72

^aSCFF technical adjustments match estimated resources with DOF's estimates of workload measures including reported FTES, supplemental, and success metrics.

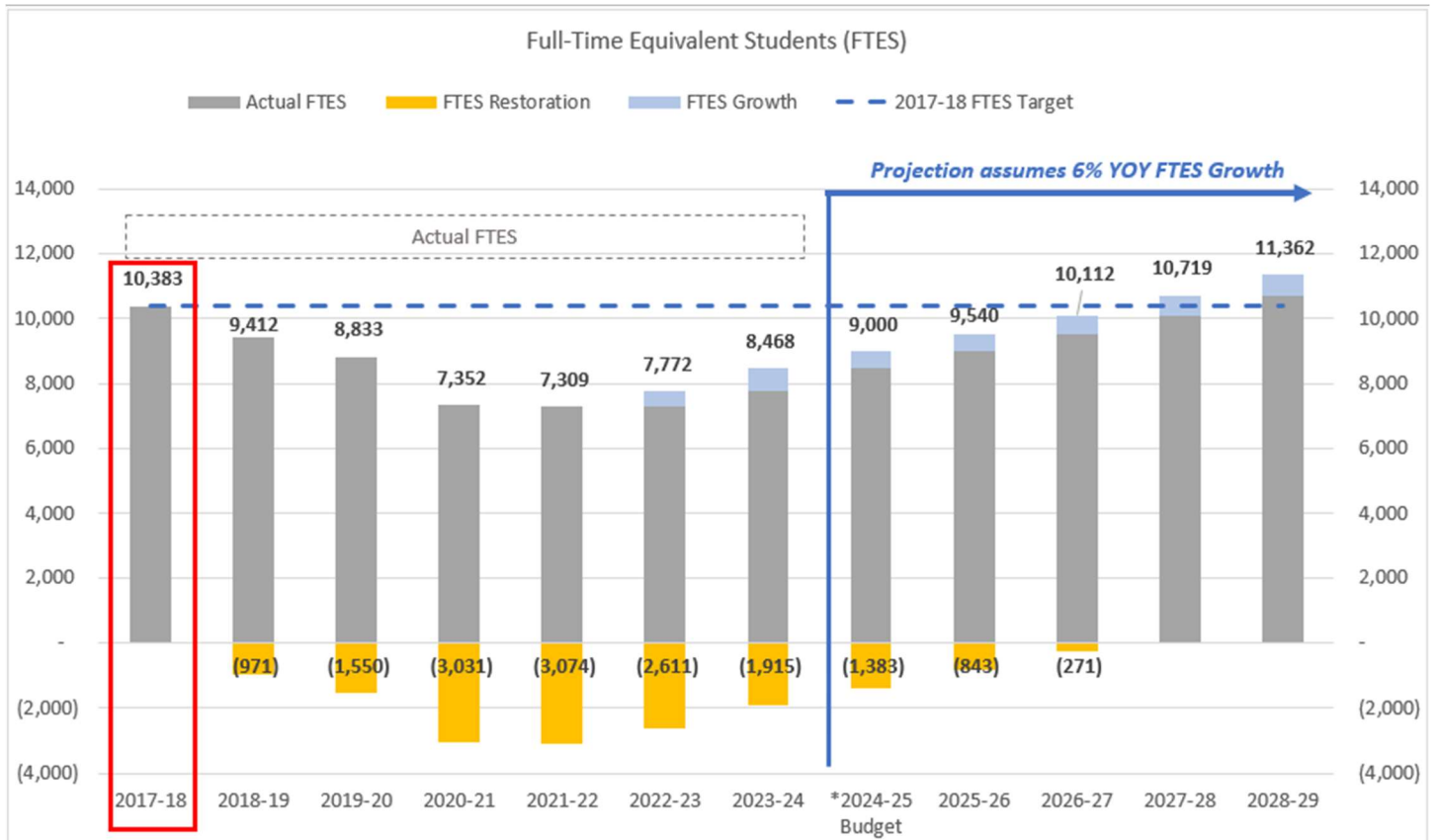
District Revenue and Full-Time Equivalent Students (FTES)

Full-Time Equivalent Students (FTES)

Apportionment funding is the district's primary source of unrestricted general fund revenue. The Student Centered Funding Formula (SCFF) represents funding per full-time equivalent student (FTES) the district receives from enrollment, as well as supplemental funding to support low-income students served by the district, and incentive funding for successful student outcomes.

The 2024-25 Final Budget for the District, targets serving approximately 9,000 FTES in 2024-25. This is fewer than the number of FTES reported in 2017-18 (10,383), but greater than the FTES the District is currently reporting to have served in 2023-24 (approximately 8,468).

The following graph shows the district's historical number of full-time equivalent students served and funded. In 2018-19, the graph reflects the significant decline in students served (9,412) due to the Camp Fire, but also reflects being held harmless to the prior year's 2017-18 FTES. From 2019-20 to 2021-22, the graph reflects additional declines in FTES mainly because of the coronavirus pandemic. The district reported some restoration of lost FTES in 2022-23 and is currently reporting some additional FTES restoration in the 2023-24 academic year. The district does not expect to restore the FTES lost in prior years in the 2024-25 budget year, but projects to be held harmless to the FTES and other workload measures achieved in 2017-18.



Plans will continue in 2024-25 to grow the summer’s course schedule, strategically add class sections to the Fall and Spring schedules and continue the Winter session via both remote and face-to-face formats. The District will continue to expand dual enrollment with local high schools, distance education and implement guided pathways. The District will also expand the Licensed Vocational Nursing Program (LVN) by proposing the relocation to the Glenn County Center. This expansion will include moving portables from the main campus to the Glenn County Center and expanding admissions into the program from one cohort every three semesters to one cohort each semester. By implementing these enrollment strategies, the District is following its Strategic Enrollment Management plan, targeting to methodically restore some of the enrollment lost over the past several years. Restoration or growth funding will be included in future year’s budgets only after the FTES and other SCFF workload measures are achieved, and the funding received exceeds the funding floor TCR amount established in 2024-25.

District Revenue

This budget continues to include Emergency Conditions Allowance (hold-harmless) revenue protection. This temporary emergency relief funding is equivalent to the funding the district would have received had it not been for enrollments lost due to the 2018 Camp Fire and the COVID-19 pandemic. As described earlier in this document, the state Chancellor’s Office has agreed to extend this relief by funding the SCFF workload measures reported in 2017-18 through the end of the 2024-25 fiscal year or until our actual workload measures exceed those reported in that year.

The funding floor protection included in the 2022-23 State Budget Act further protects the district’s revenue by creating a level of funding in 2024-25 the district will not drop below. If funded, the district will receive a cost-of-living adjustment of 1.07% on apportionment in 2024-25. However, the District will not receive any future COLAs on apportionment revenue after the 2024-25 year until it fully restores to the funding floor amount.

The Student Centered Funding Formula (SCFF) provides a basic allocation for single college districts with FTES greater than 10,000, and approved centers with FTES greater than 1,000 FTES. These funds are included in the Final Budget and will continue to be included during our hold-harmless period even as our FTES remains below the 10,000 and 1,000 FTES levels.

The following table demonstrates the estimated Total Computational Revenue and Revenue Sources:

Summary of Total Computational Revenue (TCR)

	2024-25 Total Computational Revenue
I. Base Allocation: Basic + FTES (10,383)	\$65,276,376
II. Supplemental Allocation	\$17,155,628
III. Student Success Allocation	\$9,955,526
Total Computational Revenue (TCR)	\$92,387,530

Based on funding proposed in the 2024-25 state budget proposal, the District projects the following additional funds in the Final Budget:

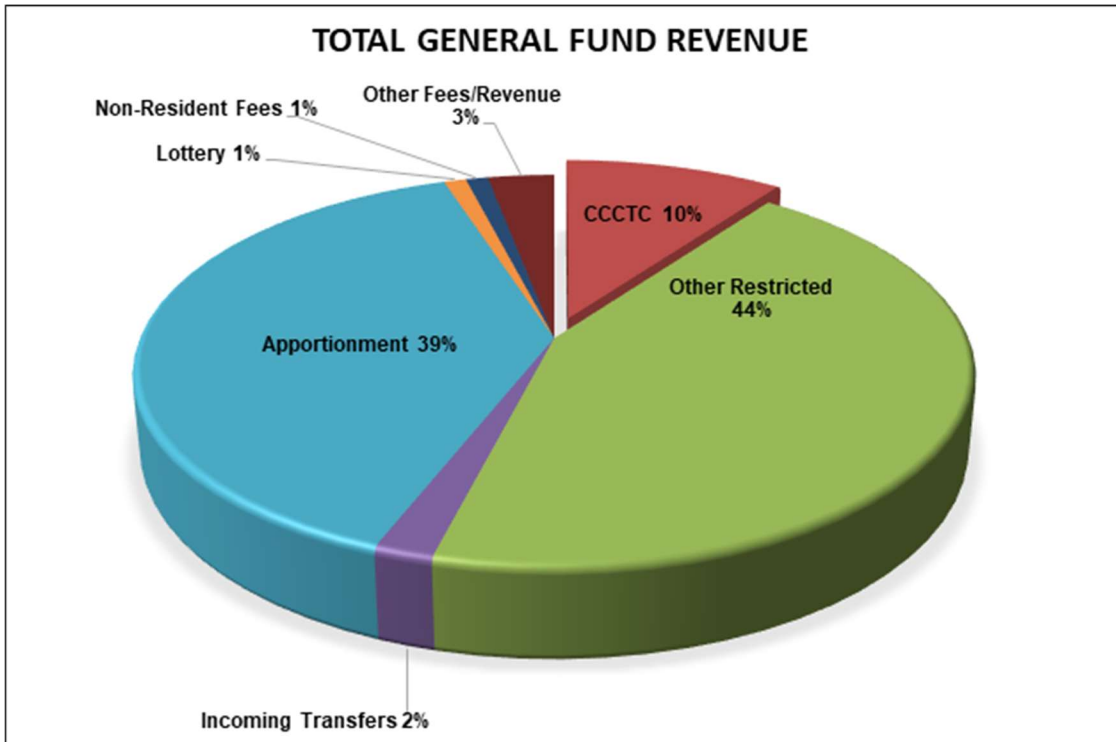
Unrestricted Revenue

- \$968K in new ongoing SCFF apportionment revenue due to the 1.07% COLA.

Restricted Revenue

- 1.07% COLA funding is included for certain categorical programs, as well as other categorical adjustments included in the state budget.
- As new restricted funds are allocated to colleges from the 2024-25 State Budget Act, they will be included in the District’s budget throughout the year.

The District's total general fund revenue projection for 2024-25 is approximately \$236 million, 55% of which is for restricted programs and incoming transfers to pay for retiree medical premiums and backfill excess costs for student transportation, dining services, and the student health center. Approximately 39% of the District's total revenue comes directly from state apportionment. The remaining 6% is from other sources, many of which are also based on student enrollment. For example, non-resident tuition is revenue the District receives from out-of-state and international students. Lottery revenue is allocated to the colleges based on the number of both resident and nonresident students it serves and provides supplemental funding to all levels of public education.



Workload Efficiency

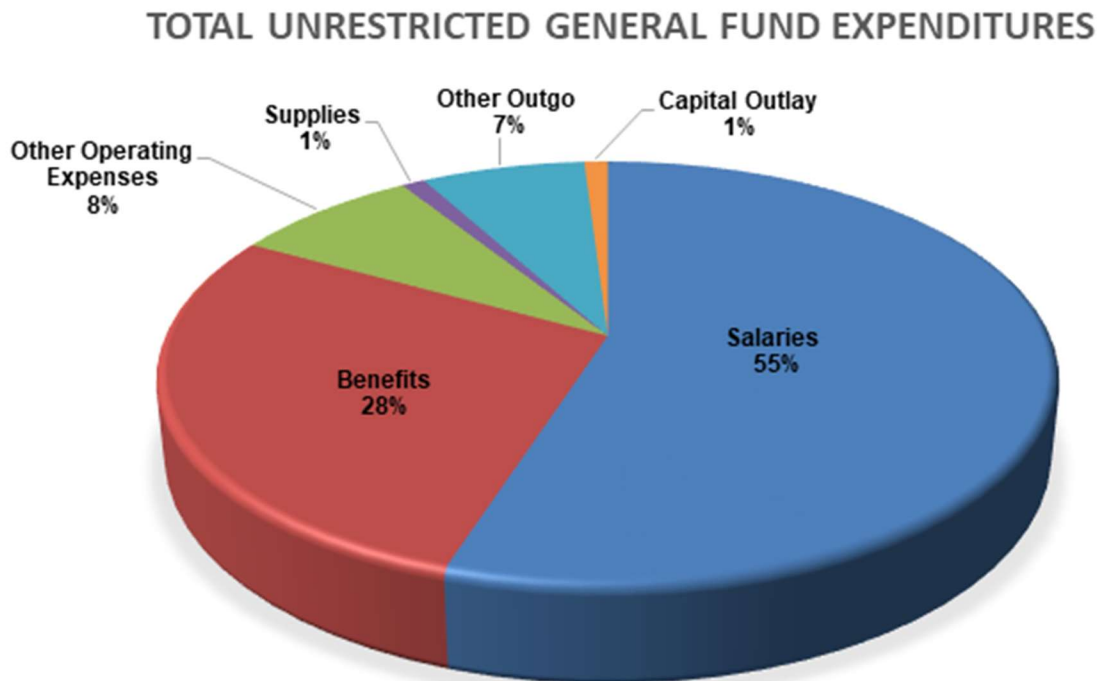
In 2023-24, the District is reporting to serve 8,468 full-time equivalent students (FTES). As the District experiences a decline in enrollment, its workload efficiency suffers. The number of students per section shows a decline from an average high of 27.85 students per section in 2017-18 to a projected average of 25.89 students per section in 2023-24. This is also reflected by a corresponding decrease in the number of full-time equivalent students (FTES) served (22.6) per full-time equivalent faculty (FTEF).



EXPENDITURES

Building the 2024-25 expenditure budget involves six major components:

1. Identifying all fixed cost increases.
2. Determining the number of full-time faculty hires needed to cover the class schedule and to meet/exceed the Full-Time Faculty Obligation Number (FON).
3. Identifying areas for reductions that can be implemented with minimal impact on enrollment or services.
4. Identifying critical areas for augmentation using one-time funds.
5. Identifying critical areas for augmentation using ongoing funds.
6. Closing the budget gap between ongoing revenue and ongoing costs.



Fixed Cost Increases

Fixed cost increases represent the largest increase in the expenditure budget. These cost increases are generated by collective bargaining agreements, retirement pension systems, retiree health benefits, utilities, service contracts, and insurance rate increases. For 2024-25, fixed costs are estimated to increase by \$2.16 million.

Projected Change over 2023-24 - Increase (Reduction)	
Fixed Cost Description	Budget 2024-25
Pricing impact to Salary Schedules - 1.07% COLA	\$ 1,119,410
Leases, utilities, service contracts	328,363
Employee and Retiree Health Benefits	272,813
PERS Pension rate	192,211
Unemployment Insurance	169,111
Step/Column/Longevity (less attrition/vacancy)	78,451
STRS Pension rate	-
Total Fixed Cost Increase	\$ 2,160,359

COLA, Step, Column and Longevity, Health Benefits, PERS/STRS Pension Rates

For the 2024-25 fiscal year, all salary schedules will be increased by the funded statutory COLA. The state budget proposes to fund the statutory COLA of 1.07% for 2024-25. The cost to increase the salary schedules by the funded COLA is approximately \$1.1 million.

Step, column and longevity salary increases are included in Budget and tend to represent 1.5% - 2.0% of regular salaries each year.

The District's contribution to medical benefits is capped to increase by up to 3%, but no greater than the funded statutory COLA in the budget year 2024-25 and provides benefits for medical, dental, vision and life insurance to active employees. For retirees, the District covers the medical plan only. The cost to increase both premium contributions by the 1.07% statutory COLA in 2024-25 is approximately \$262K. Actual medical premiums are projected to increase between 5.0% and 8.0%. There were no increases to dental, vision or life insurance. The cost increases to health benefits are managed by cost containment measures, employee contributions made to active medical plans, and a Medicare supplement plan for retirees over the age of 65. In 2017-18, the District's medical Joint Powers Authority (BSSP JPA) joined a larger JPA (SISC) to further help lower and stabilize its costs. SISC is the largest public-school purchaser of health care in the United States.

The employer rate for CalSTRS will remain at 19.1% of salaries in 2024-25. The CalPERS employer contribution rate increased from 26.68% of salaries in 2023-24 to 27.05%, an estimated increase of \$192,211.

Leases, Utilities, Service Contracts and Unemployment Insurance

Prior to the construction of the District's solar arrays, the District spent approximately 2.13% of its unrestricted General Fund budget on energy costs. Once constructed, the electricity portion of the budget was redirected from utilities to cover the financing costs of solar energy generation projects. The solar energy loans for Phases I and II have since been paid off leaving only the Phase III solar energy loan outstanding. Since then, Proposition 39 funds have been used to add solar arrays to the Skyway Center, and additional solar arrays have been constructed to service the Welding and Manufacturing building using Measure J bond funds and district reserves. Solar arrays were also constructed for Orland's Glenn County Center in 2022 using District reserves, and additional solar arrays are planned to service the new Science Building scheduled for completion in fall 2025. The energy generated by the solar arrays helps the District mitigate the impact of significant electricity rate increases and will save the District millions of dollars over the life of the solar panels.

Despite the protection the solar arrays provide against electricity rate hikes, the district will still see an increase in utility costs in 2024-25 of approximately \$134.8K. Other fixed costs like leases, mandatory inspections, contract services, and software licenses will increase another \$328K in the budget year.

The District is experiencing significant rate increases of between 15.0% and 18.0% for property and liability insurance.

In addition to fixed cost increases, expenditure augmentations proposed for funding in this budget are based on high priority requests through the unit planning process. Those budget augmentations are described in more detail later in this document. Most of the \$2.16 million in fixed cost increases added to this budget are related to salaries and benefits which equal approximately 82.2% of the unrestricted General Fund expenditure budget. The remaining 17.8% includes supplies, operating expenses, capital outlay purchases, and other outgoing expenses like debt retirement and transfers to other funds.

Full-time Faculty Obligation Number (FON)

By statute, when a district's credit FTES grows by a certain percentage, the District is required to increase its obligation to the number of full-time faculty by the same percentage. The opposite holds true as the number of credit FTES declines. The full-time faculty obligation number (FON) will also increase when the state provides additional full-time faculty hiring funds in the budget to hire more full-time faculty. This obligation will decrease when the state applies a deficit that reduces a district's apportionment funding.

Each year the District is required to meet its FON. Per the Board's Budget Criteria, the District strives to maximize the employment of full-time faculty by exceeding the faculty obligation number (FON).

The District's FON is still based on the credit FTES served in 2017-18 (9,162) and is currently funded by the emergency conditions allowance funding. This obligation number increased by eleven (11) due to the additional full-time faculty hiring funds provided in 2021-22, bringing the District's obligation to 169.5 full-time faculty. However, a 10.827% deficit factor was applied to apportionment revenue late in the 2022-23 fiscal year due to a shortfall in the state's Education Protection Account (EPA) revenue. This deficit factor reduces district full-time faculty obligations due to the funding reduction. For Butte

College, the impact on its FON was a decrease of 19 full-time faculty. This deficit factor was later corrected in the 2023-24 enacted state budget; however, this deficit was carried over with an additional 2.29% deficit factor applied to the 2023-24 advance apportionment, dropping the District's faculty obligation number by another 4 full-time faculty to 146.5 in 2024. The District will continue to maintain its FON at no less than 169.5 or higher until its funded credit FTES exceeds the 9,162 FTES it is currently being funded for.

The Final Budget includes enough funding for approximately 195 full-time faculty, however, due to vacancies, possible late retirements, delayed recruitments and/or failed searches, the amount reported this fall may be less.

Budget Augmentations (Ongoing and One-Time)

High priority budget augmentations for 2024-25 were requested from areas through the unit-planning process. These unit plans included augmentation requests for ongoing items and one-time requests for items of a one-time and/or critical nature. Items funded in 2023-24 with one-time dollars were considered for ongoing funding, or for one-time funding again, in 2024-25. When new ongoing funds are available, the budget will propose to include these items for ongoing funding that are of an imperative nature needed to:

1. Maintain/improve current operations
2. Ensure the health, safety, and compliance
3. Improve services or enrollment for specific programs.

The District's 2023-24 Final Budget reflected a "re-benching" of the operating budgets for Instruction, Student Services and Administration that included close to \$9 million in new ongoing costs and nearly \$5 million in additional one-time augmentations. In prior years, as the District prepared for the step-down in ECA funding that loomed in the 2025-26 fiscal year, operating budgets were reduced, and new augmentations were limited to one-time funding. With the additional funding protection provided by the creation of a funding floor in 2024-25, the step-down, and the fiscal cliff, were in effect, eliminated. The 2023-24 District budget included bringing back some of the budget cuts made by programs in 2021-22, increased salary schedules by over 8% and converted certain high priority one-time augmentations, to ongoing. Numerous operational budgets were either restored or augmented to effectively meet the needs of programs and the students they serve. The 2024-25 Budget proposes to protect those investments made in the 2023-24 budget and continue to make significant investments to restoring enrollment.

Ongoing Augmentations

In addition to the fixed cost increases of \$2.16 million described previously, the following augmentation requests (approximately \$1.54 million) are proposed for ongoing funding from the unrestricted general fund in this budget:

Summary of Ongoing Augmentation Requests by Division

Ongoing Augmentations

President's Office	\$ 99,600
Administration	508,795
Instruction	677,431
Student Services	250,476

Total Ongoing Augmentation	\$ 1,536,302
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Detail Listing for Ongoing Augmentations	\$1,536,302
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President's Office	\$ 99,600
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1 FTE - Development Director for Foundation	97,500
Compensation for Student Trustee	2,100

Administrative Services	\$ 508,795
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1 FTE Desktop Support Position	149,176
1 FTE - Administrative Assistant, Information Technology	116,565
.75 FTE Account Clerk Sr. from Auxiliary Services to Business Services	91,743
Position Control/Operating Budget Software	60,000
Information Technology Overtime Budget	40,000
Help Desk Solution & Management and Inventory Software	22,500
Custodial Services - Overtime budget for Athletic activities and events	10,000
Softdocs ED Cloud and Retention	9,000
TB Testing	5,000
Custodial Services - Cleaning Supplies	4,811

Instruction	\$ 677,431
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LVN Expansion	158,000
Dual Enrollment Operating Budget	135,000
1 FTE - Nursing Faculty	85,827
1 FTE - Nursing Program Assistant	81,945
1 FTE - Nursing Simulation Lab Tech	68,992
Athletics Operating Budget	50,000
Increase Distance Education and Accessible Learning - Resource Coord. Reassigned Time	45,000
TMI - Academic Integrity Replacement Service	22,000
Dual Enrollment Program Administrator	10,667
Proctorio Test Monitoring Software	10,000
Hourly Wage Increase EMT & Paramedics PE's	10,000

Student Services	\$ 250,476
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Move 25% Dean of Enrollment salary/bens to GF	63,955
Increase Glenn Center Learning Resource Specialist	38,959
Move 10% VPSS salary/bens to GF	31,043

CASA District Match	29,983
Career Specialist	26,410
Move 7% Dean of Students salary/bens to GF	18,982
Marketing Operating Budget	8,000
Campus Logic	6,808
Career Center – Handshake License	5,850
BP 367 Feminine Hygiene Products	4,400
Cleary Center Membership	3,800
Counseling Operating Budget	3,000
College Private Security cost increase	2,950
CAS Operating Budget	2,800
Safe Place Operating Budget	2,000
College Source Transcription Service	1,536

One-time Augmentations

The unit planning process for 2024-25 also included numerous requests for one-time funding. The District proposes to continue to backfill auxiliary and enterprise functions like Student Transportation, Dining Services, and the Student Health Center, that rely heavily on sales revenue and fees charged for the services they provide. The pandemic has had, and continues to have, a direct and significant impact on the number of students using these services and a corresponding negative impact on the revenues that support these programs. District reserves are proposed to cover lost revenue and backfill rising costs for these auxiliary programs in the budget year. The cost to the District's reserves to provide backfill support for these programs is estimated to be \$1.35 million in the budget year. Other one-time requests made through the unit planning process of approximately \$3.6 million have been prioritized for one-time funding and are included in the 2024-25 Final Budget.

Summary of One-Time Augmentation Requests by Division

One-time Augmentations

President's Office	\$ 353,759
Administration	1,417,684
Instruction	296,331
Student Services	413,935
District - Auxiliary Services	1,352,776
District - Other	1,171,177
Total One-time Augmentations	\$ 5,005,662

President's Office	\$ 353,759
Strategic Plan Implementation	125,000
Trustee Election	120,000
President's Office Operating Budget	60,000
CaINAGPRA/NAGPRA Repatriation	20,000
BCLDI	10,000
Expansion of ProDev Coordinator	6,259
VPSS Finalist Travel Reimbursement	5,000
IDEA Office Operating Budget	2,500
Computer Equipment - Foundation Director	2,500
Directory Signage for SAS	2,500

Administrative Services	\$ 1,417,684
Add Generator to Chico Center	350,000
Computer Lab and Cart Upgrades	306,498
Website Redesign project	130,000
Technical Computer Refresh (Faculty/Staff)	130,000
Walk Off Mats in Campus Center	110,267
Citrix License Additions	77,524
Butte College Monument Sign	76,500

Smart Classroom Annual Operating Budget	62,000
Implementation Fee Position Control/Operating Budget software	40,000
Data Governance consulting	25,000
Network Access Annual Operations & Repair Budget	25,000
Campus Center Interior Stairs Carpet	24,145
Convert Fuel Powered Equipment to Batter Power	17,000
AHPS (Allied Health & Public Services) South Signage Change	17,000
PayPal switch to ACI	10,000
Softdocs ED Cloud & Retention	8,750
Computer Hardware Operations & Repair	5,000
JAMF Certified Solutions	3,000

Instruction	\$ 296,331
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Athletics Operating Budget	191,000
.5 FTE Temporary - Student Success Specialist - Dual Enrollment	47,577
.5 FTE Temporary - Administrative Assistant - Dual Enrollment	46,254
Add two new office spaces in Office of Instruction	10,000
TMI - Academic Integrity replacement Service	1,500

Student Services	\$ 413,935
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Marketing Targeted Enrollment & Retention Campaigns	300,000
SCH Medical Director	42,528
Substitute SCH Provider Coverage	33,657
SCH Operating Budget	21,500
LAEP Student Assistant Benefits only	6,000
NABITA Super Membership	5,250
TRIO District Match	5,000

District - Auxiliary Services	\$ 1,352,776
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Auxiliary Services - Shortfall - Student Transportation	686,264
Auxiliary Services - Shortfall - Dining Services	514,921
Auxiliary Services - Shortfall - Student Health Center	151,591

District - Other	\$ 1,171,177
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Instructional Equipment Block Grant replacement	450,000
Professional Development	300,000
Sabbatical Leaves	158,501
Leadership Discretionary Allocation	120,000
Districtwide Software/Equipment License Rate Increase	67,729

Implementation Fee Position Control/Operating Budget software	40,000
Classified Subs/Reclasses	32,947
Phi Theta Kappa	2,000

ONE-TIME FUNDS

Reserves and Carry-over Funds

High priority one-time augmentation requests are funded with General Fund reserves. Approximately \$9.2 million is proposed for funding from the General Fund reserves in the Final Budget to fund the high priority one-time augmentation requests as described previously.

The following graph shows a partial history of the ending reserve balances, and the projected ending reserve balances for 2023-24 and 2024-25.



The ending reserve balance for 2023-24 was originally budgeted to increase by approximately \$5.5 million in the 2023-24 Final Budget. The above graph reflects a revision to the projected ending reserve balance in 2023-24 after the transfer of \$7.5 million from the designated Reserve for Facilities to the Capital Fund to help fund the construction of future needed District facilities. Reserves are then budgeted to increase by \$1.2 million by the end of the 2024-25 budget year.

The State Chancellor’s Office performs an ongoing fiscal health analysis that includes the review of key financial indicators, results of annual audit reports, and other factors. A primary financial health indicator is a district’s unrestricted reserve balance. The Chancellor’s Office recommends that districts

adopt policies to maintain sufficient unrestricted reserves with a suggested minimum of two months of general fund operating expenditures or revenues, consistent with Budgeting Best Practices published by the Government Finance Officers Association. The Board of Trustees have approved Budget Criteria for 2024-25 to “achieve and maintain a 15.0% unrestricted reserve sufficient to cover a minimum of two months of General Fund operating expenditures” and seeks to develop a budget that “maintains adequate reserves in excess of 15.0% with a goal to exceed 25.0%”.

The projected reserve balances at end of fiscal years 2023-24 and 2024-25 represent approximately 49.1 % and 43.1% of the 2024-25 Unrestricted General Fund’s ongoing expenditure budgets, respectively. A 42.0% reserve will provide enough funding for approximately 5 months of operations.

A separate designated Reserve for Facilities of \$7.5 million was established in the 2023-24 District budget for transfer to the Capital Fund to accumulate funds for the purchase and/or construction of a facility that will help meet the needs of instruction, the students, and the local community. This budget reflects the \$7.5 million transfer to the Capital Fund in 2023-24 and proposes to designate an additional \$7 million in 2024-25 to this reserve for future transfer.

The Reserve for Budget Planning has been reestablished for planning in 2024-25 in the amount of approximately \$19.8 million.

Other unrestricted reserves are also available in the Capital Fund, the Redevelopment Fund, the Retiree Benefits Fund, and the Self-Insurance Fund. These funds are available to fund high priority augmentation requests, of a capital outlay nature, or to cover unfunded liabilities and/or uninsured losses. Funds remaining in the Retiree Benefits Fund of approximately \$1.0 million are proposed for transfer to the Capital Fund in 2023-24 for the purchase and/or construction of a new District facility. Funds remaining in the Redevelopment Fund of approximately \$5.7 million are also proposed for transfer to the Capital Fund in 2023-24 for this purpose. Details of these funds are provided later in this document.

As described earlier, the District is projecting its ending balance reserves in 2023-24 to decrease slightly from \$38.99 million in 2022-23 to \$38.98 million in 2023-24 after the \$7.5 million transfer to the Capital Fund for the construction of a future needed facility. Reserves are then budgeted to increase by \$1.2 million in 2024-25.

THE FIVE-YEAR PLAN

The district continually develops a five-year plan, which is updated to reflect changes in projected costs and estimated revenue. The economic expansion, the Camp Fire, and the health epidemic have all contributed to declines in enrollment in the past, and the rising costs of salaries, benefits and pension continue to make it challenging for the district's new ongoing revenues to keep pace with its increasing fixed costs.

The most recent version of the district's five-year plan includes being held-harmless to the enrollment declines (emergency conditions allowance) caused by the Camp Fire and the pandemic, and projects a methodical restoration of enrollment over a five-year period. Projected enrollment restoration, estimated fixed cost increases, and proposed high priority augmentations are included in each of the five planning years from 2024-25 through 2028-29.

Revenue generated from the Student Centered Funding Formula using 2017-18 data has been incorporated into the revised five-year plan and will offset the significant declines in enrollment experienced over the past several years. Apportionment revenue is increased by the projected COLA in 2024-25 and will establish the college's "funding floor". This funding floor is not projected to increase by any COLAs in 2025-26, 2026-27 or 2027-28 since it is not expected that the district's actual total computational revenue (TCR) will exceed its funding floor amount. To keep from using reserves to balance the budget, the district will need to have restored to its funding floor TCR amount by the 2028-29 fiscal year. Once restored, the district will begin to receive COLA revenue funded by the state budget to help cover its fixed cost increases.

Per the District's current collective bargaining agreements, in years when the district receives funding from the statutory COLA, most of the funding is used to increase the various salary schedules to keep pace with inflation and the 20-school average. Increases to the salary schedules in 2024-25 are projected for the proposed statutory COLA, and/or some negotiated increase based on classification and compensation studies, and collective bargaining. Reasonable and affordable increases to salary schedules are projected in the years after 2024-25 when the district does not receive COLA revenue from the state to help maintain competitive salaries to attract and retain high quality employees.

The district has been successful accumulating reserves which exceed the Board's target of 25% of unrestricted general fund expenditures. These reserves will provide the district with the ability to fund one-time budget augmentation requests, invest in capital projects to better serve students, and can provide for additional time and flexibility if needed, so that other adjustments can be made to the budgets over time as the district restores its enrollment.

Modified enrollment targets have been set for each of the five planned years. It is customary for the district not to budget for growth or restoration revenue until it is achieved. The district does not project that it will restore to, or grow past, the enrollment level achieved in 2017-18 during this five-year period. The district SEM plan projects TCR restoration on all SCFF measures by 2027-28. However, as stated earlier, to keep from using reserves to balance the budget, the district will need to restore to its funding floor TCR amount by the 2028-29 fiscal year.

Future revisions to this plan may require adjustments be made to the budget over the next five years to ensure ongoing expenditures remain in line with ongoing revenue, or to minimize the use of one-time reserves to balance the budget.

Throughout the five-year plan, the district proposes to continue to transfer revenue generated from the OPEB Trust fund to cover the cost of retiree medical premiums. The amount included in the Final Budget proposal, and in each year of the plan, is \$2.2 million. This is the annual amount of earnings the trust fund is projected to generate on average to offset these costs. A separate funding plan is included in the Budget document to ensure the Trust remains fully funded and continues to generate sufficient earnings to cover the cost of retiree medical premiums in future years. (See Irrevocable Other Post-Employment Benefit Trust Fund.)

The district will achieve some salary savings from attrition every year. Attrition savings from the retirements and resignations of higher salaried employees replaced with lower salaried new hires are projected to be generated each year. Salary savings from attrition, and positions eliminated from the budget, will offset a portion of the costs of step/column/longevity increases in each of the five planning years.



Construction on the Science Building & Planetarium

Support for Auxiliary and Fee Based Programs

Higher Education Relief Funds (HEERF) have provided temporary revenue relief for several District programs like Student Transportation, the Student Health Center, and Campus Dining Services. These federal funds provided reimbursement to these programs for revenue lost because of the pandemic by backfilling revenue based on a three-year pre-pandemic revenue average. In the 2024-25 Final Budget, it is projected that without any further support from HEERF, the District will need to provide approximately \$1.35 million in financial support for these auxiliary programs to maintain the critical services they provide for our students.

In February 2024, after receiving recommendations from the student transportation task force, the Board approved a gradual increase to the student transportation fee and recommendations to streamline bus routes to maintain the transportation system for the students. The system will still need additional financial support from the district, but staff will continue to look for ways to minimize the impact on the district's reserves by this program.

After requesting proposals from vendors, the district selected Follett Higher Education Group to run its bookstore operations. This transition took place in March 2024 with all bookstore employees either opting for retirement or transferring to other positions within the college. Follett has a long history of running community college bookstores and university stores including CSU Chico. This transition to having Follett run the college's bookstore eliminates the demand on reserves for this program and creates a small revenue source. Planning discussions are currently in progress to help address ways to return other programs to be self-supporting and/or reduce the demand on the district's general fund reserves.

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2024/2025

DISTRICT NAME: Butte-Glenn Community College District DATE: May 30, 2024

I. 2024-2025 Appropriations Limit:		
A. 2023-2024 Appropriations Limit		\$ <u>87,825,342</u>
B. 2023/24 Price Factor:	1.0362	
C. Population Factor:		
1. 2022-2023 Second Period Actual FTES	<u>7,578</u>	
2. 2023-2024 Second Period Actual FTES	<u>8,456</u>	
3. 2024-2025 Population change factor	<u>1.1158</u>	
(line C.2. divided by line C.1.)		
D. 2023-2024 Limit adjusted by inflation and population factors		\$ <u>101,542,954</u>
(line A multiplied by line B and line C.3.)		
E. Adjustments to increase limit:		
1. Transfers in of financial responsibility	\$ <u>-</u>	
2. Temporary voter approved increases	<u>-</u>	
3. Total adjustments - increase		<u>-</u>
Sub-Total		\$ <u>101,542,954</u>
F. Adjustments to decrease limit:		
1. Transfers out of financial responsibility	\$ <u>-</u>	
2. Lapses of voter approved increases	<u>-</u>	
3. Total adjustments - decrease		(<u>-</u>)
G. 2024-2025 Appropriations Limit		\$ <u>101,542,954</u>

II. 2024-2025 APPROPRIATIONS SUBJECT TO LIMIT:		
A. State Aid (General Apportionment, Apprenticeship Allowance, and Education Protection Account tax revenue		\$ <u>67,933,112</u>
B. State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)		<u>185,000</u>
C. Local Property taxes		<u>21,080,768</u>
D. Estimated excess Debt Service taxes		<u>0</u>
E. Estimated Parcel taxes, Square Foot taxes, etc.		<u>0</u>
F. Interest on proceeds of taxes		<u>52,702</u>
G. Local appropriations from taxes for unreimbursed State, court, and federal mandates		(<u>0</u>)
H. 2024-2025 Appropriations Subject to Limit		\$ <u>89,251,582</u>

III. **District is within Appropriations Limit** 12,291,372

**Butte-Glenn Community College District
Budget - Revenue - General Fund**

	22-23 Actual Revenue	23-24 Unaudited Revenue	24-25 Budgeted
Beginning Balance	\$ 33,527,922	\$ 38,999,637	\$ 39,985,231
8110 Forest Reserve	\$ 15,252	\$ 10,000	\$ 10,000
8121 College Work Study - Admin	7,469	12,560	12,560
8122 College Work Study - Wages	149,371	218,913	218,913
8123 College Work Study - Job Devel.	20,329	27,575	27,575
8124 College Work Study - Comm. Service	-	16,478	16,478
8136 Foster Care	59,430	108,123	104,115
8140 Transitional Assistance to Needy Families (TANF)	13,175	12,446	12,446
8151 Supplemental Educational Opportunity Grants (SEOG) - Admin.	15,121	13,117	13,117
8152 Pell Grant - Admin.	20,415	40,000	40,000
8160 Veterans' Attendance Allowance	-	35,410	28,386
8163 Development of Hispanic Serving Institutions	170,800	1,481,354	499,043
8170 Perkins	812,994	655,313	616,634
8193 US Dept of Ed TRIO	552,379	820,703	1,209,990
8194 Small Business Development	349,531	277,862	333,916
8198 Higher Education Emergency Relief Fund (HEERF)	11,813,463	2,990,923	-
8199 Other Federal Revenue	380,452	1,939,873	857,967
8100 TOTAL FEDERAL REVENUE	\$ 14,380,181	\$ 8,660,650	\$ 4,001,140
8612 State General Apportionment	\$ 47,758,705	\$ 50,169,339	\$ 49,399,918
8613 Full Time Faculty Hiring	1,476,958	1,476,958	1,476,958
8614 Part-Time Faculty Compensation	246,028	242,305	242,305
8614 Part-Time Faculty Office Hours	66,906	75,000	75,000
8615 Enrollment Fee Admin. Fee	98,174	103,628	103,628
8618 COVID-19 Discretionary Block Grant	-	6,944,393	800,000
8619 Prior Year Corrections (Apportionment)	(226,629)	-	-
8620 Student Equity (and Achievement)	4,167,181	8,557,228	7,677,185
8621 Cal Works	279,557	366,988	335,204
8622 Extended Opportunity Programs and Services (EOPS)	1,505,757	3,247,971	3,064,587
8623 Cooperative Agency Resources and Education (CARE)	683,344	413,089	340,045
8624 Disabled Student Services and Programs (DSPS)	894,222	1,714,084	1,713,693
8626 Telecommunications	17,189,367	14,000,000	3,000,000
8626 TTIP/CENIC	3,011,304	7,000,000	6,500,000
8627 Student Financial Aid Admin.	441,298	465,193	644,118
8629 Deferred Maintenance and Instructional Equipment	4,003,918	236,177	-
8630 Education Protection Account	12,095,958	18,312,838	18,508,785
8630 Undocumented Resources Liaison Program	110,818	121,578	86,633
8631 Transitional Assistance to Needy Families (TANF)	41,722	37,336	37,336
8633 Funds for Student Success - MESA (Math, Engineering, Science Achievement)	137,137	1,013,820	786,033
8634 Classified Professional Development	5,724	52,737	41,797
8635 Equal Employment Opportunity (EEO)	38,834	342,905	152,268
8636 Foster Care Grant	322,535	215,645	211,915
8637 Small Business Devel Ctr	-	565,217	-
8638 Technology Center	23,267,016	8,171,798	15,084,407
8640 Veterans Resource Center	111,541	333,798	155,049
8642 California College Promise	948,503	967,359	947,153
8643 Student Success Completion	5,203,347	4,280,811	4,280,811
8644 Financial Aid Technology	76,544	142,344	48,325
8646 Early Action Emergency Financial Aid	1,249,134	1,149,494	-
8646 Retention & Enrollment Outreach	685,361	646,000	655,331
8647 Affordable Student Housing Planning Grant	350,695	-	-
8648 Library Services Platform	2,047,212	10,922	-
8653 Adult Education Block Grant	2,511,697	2,769,993	2,685,618
8654 College Homeless Pilot	996,871	2,167,136	900,000
8657 Economic Development	2,528,323	5,884,312	2,466,949
8658 Strong Workforce Program	55,822,799	29,737,569	62,910,000
8671 Homeowners' Exemptions Taxes	199,127	102,879	103,879
8672 Timber Yield Tax	13,555	64,397	81,121
8681 State Lottery Proceeds	3,306,908	2,367,324	2,585,367
8683 Mandated Costs	339,316	362,354	308,660
8690 Guided Pathways	222,551	793,235	797,713
8692 STRS On Behalf	1,806,711	1,881,453	1,881,453
8693 Innovation Award	168,326	410,000	304,638
8699 Learning-Aligned Employment Program (LAEP)	-	2,929,061	468,000
8699 Basic Needs Programs	275,198	720,295	269,104

**Butte-Glenn Community College District
Budget - Revenue - General Fund**

	22-23 Actual Revenue	23-24 Unaudited Revenue	24-25 Budgeted	
8699 Native American SSSP	-	900,000	600,000	(c)
8699 UMOJA Program	-	145,000	263,779	(c)
8699 Mental Health Support	179,973	250,238	145,000	(c)
8699 Other State Income	1,197,485	5,770,321	514,164	(c)
8600 TOTAL STATE REVENUE	\$ 197,857,011	\$ 188,632,522	\$ 193,653,929	
8811 Secured Taxes	\$ 18,593,355	\$ 17,436,029	\$ 19,273,693	(q)
8812 Supplemental Roll Taxes	630,731	288,254	326,736	(q)
8813 Unsecured Taxes	1,130,152	1,227,622	1,391,512	(q)
8816 Prior Year Taxes	112,011	56,563	64,113	(q)
8817 Education Revenue Augmentation Fund (ERAF)	(3,040,649)	(3,236,517)	(3,668,598)	(q)
8818 Redevelopment - Local & Residual	3,081,979	3,000,000	3,693,312	(q)
8829 Gifts and Contributions	1,524	17,673	4,000	
8831 Contract Instructional Services	-	49,225	49,225	
8839 Contract Education	3,357,935	6,870,086	2,617,254	(v)
8840 Sales and commissions	1,687	47,500	47,500	(w)
8842 Sale of Equipment and Supplies	50,255	48,000	46,500	
8859 Other Rentals and Leases	9,637	27,140	27,140	
8861 Interest	1,892,844	3,519,799	3,525,000	(x)
8872 Community Service Classes	76,145	319,523	135,162	
8874 Enrollment Fees	3,046,729	3,122,503	3,278,629	(y)
8876 Health Service Fees	389,279	465,859	475,000	
8877 Material Fees	278,425	319,477	220,000	
8879 Student Records / ID Card	28,277	63,859	63,859	
8880 Non-Resident Student Fees	1,514,634	1,647,299	1,484,048	(z)
8881 Transportation Fees	729,452	977,713	1,078,634	(aa)
8882 Audit Fees	2,316	2,000	2,000	
8885 Other Student Fees & Charges	(9,044)	10,000	10,000	
8886 Technology Fee	44,830	-	-	(ab)
8888 Library Charges	7,165	66,646	10,000	
8893 Prior Year Outlawed Warrants	74,011	83,560	28,000	
8894 Workers Comp. Reimbursements	103,502	28,000	28,000	
8896 Safety Credits	42,989	51,400	22,500	
8897 Parking Meters and Fines	277	500	500	
8899 Other Local Income	826,584	1,383,794	703,459	(ac)
8800 TOTAL LOCAL REVENUE	\$ 32,977,032	\$ 37,893,507	\$ 34,937,178	
8980 Incoming Transfers	\$ 2,312,697	\$ 8,208,506	\$ 3,487,855	(ad)
TOTAL REVENUE	\$ 247,526,921	\$ 243,395,185	\$ 236,080,102	
One-time Revenue	\$ -	\$ -	\$ -	
Total Ongoing Revenue	\$ 247,526,921	\$ 243,395,185	\$ 236,080,102	
TOTAL REVENUE AND BEGINNING BALANCE	\$ 281,054,843	\$ 282,394,822	\$ 276,065,333	

Apportionment Summary:			
Includes General Apportionment, Education Protection Account, Property taxes, and 98% Enrollment Fees	\$ 83,621,653	\$ 90,543,907	\$ 92,387,527

- (a) Higher Education Emergency Relief Funds (HEERF) were made available to colleges in 2020 and 2021 to address the impacts of the COVID-19 pandemic. The District was approved to defer the final (\$2.99 million) to 2023/24.
- (b) 2024/25 general apportionment budget contains an 1.07% COLA increase. Education Protection Account is a part of total apportionment but is reported in a separate object code.
- (c) Categorical apportionments are budgeted using the most current certification levels from the Chancellor's Office. Additional allocations or reductions will be budgeted when new information is received.
- (d) The budget a deferred balance of the one-time COVID-19 Recovery block grant funds originally awarded in 2022/2023.
- (e) Prior year corrections represent adjustments to apportionment revenue due to excess offsetting property tax revenue received or a reduction in the prior year deficit factor.
- (f) Student Equity and Achievement is a student success categorical program that addresses achievement gaps among underrepresented students.

**Butte-Glenn Community College District
Budget - Revenue - General Fund**

**22-23
Actual
Revenue**

**23-24
Unaudited
Revenue**

**24-25
Budgeted**

-
- (g) These funds provide service coordination, counseling, tutoring, career guidance, and student support for qualified students. Previously called the Cooperating Agencies Foster Youth Educational Support (CAFYES) Program, the NextUp program is included within EOPS.
 - (h) Telecommunications and TTIP/Cenic represents technology programs operated for the system through the Chancellor's Office like CCCTran, OpenCCCApply, eTranscriptCA, and other programs. Fluctuating revenue in recent years is a result of the carry-over of unspent funds plus current year allocations.
 - (i) The 2023/24 budget reflects the Governor's cut to Deferred Maintenance and Instructional Equipment, where the district received \$70,055. There is no Deferred Maintenance and Instructional Equipment funding included in this year's Budget.
 - (j) The Educational Protection Account (EPA) was created when voters approved Prop 30 in November 2012. EPA funds are included in the apportionment summary but do not represent additional funds available for the district.
 - (k) These balances represent system-wide technology grants managed by the CCC Technology Center. Some initiatives end each year and are replaced by other multi-year, system-wide technology grants.
 - (l) The California College Promise Grant is a State funded program providing financial aid to students. The California College Promise Grant offers up to two years of free tuition and fees for first-time, full-time college students.
 - (m) The Student Success Completion Grant is a State funded program providing financial aid to full-time Cal Grant B or C students.
 - (n) The Student Housing award was single year funding for planning housing development projects on real property owned by community colleges. Butte College worked on a planning and submittal report for potential student housing on the CSU Chico campus.
 - (o) The Library Services shared platform offers consortium functionality to collaboratively manage CCC library collections, eliminating duplicate work at each campus, and leveraging local expertise. Ongoing funding for the LSP Program was included beginning in the 2021-22 California Final Budget. Individual college costs for the FY 21-22 LSP Program were reimbursed by the Butte-Glenn Committee College District, as the Fiscal Agent assigned by the California Community Colleges Chancellor's Office (CCCCO)
 - (p) The Strong Workforce Program allocates over \$200 million annually to expand career technical education programs so colleges can add new career pathways, increase faculty, strengthen curriculum, and improve regional cooperation among colleges, businesses, and other groups. Butte College serves as the fiscal agent for the Sacramento and Far North Region.
 - (q) Property taxes for Butte and Glenn counties have been budgeted based on overall apportionment estimates.
 - (r) The District receives approximately \$30 per FTES in ongoing revenue through the Mandated Block Grant program.
 - (s) STRS on-behalf revenues and expenses are now required to be reported in the general ledger to comply with Government Accounting Standards Board Statement 68. The state pays a portion of certificated employee pension costs directly to CalSTRS.
 - (t) The District received a multi-year Innovation award of \$2.5 million and an estimated carryover is budgeted in 2024/25.
 - (u) The Learning-Aligned Employment Program (LAEP) offers eligible students at public colleges and universities the opportunity to earn money to help defray their educational costs while gaining education-aligned, career-related employment.
 - (v) Contract education relates to Statewide activity as well as the locally operated Training Place. Academies revenue from ISA agreements is also included here.
 - (w) These sales represent sales of services provided by the Cosmetology program and covers products used and sold during clients visits.
 - (x) Interest rates continued to increase over the past year. 2024/25 reflects earnings based on stabilized rates and average fund balance.
 - (y) Enrollment fees for 2024/25 are estimated based on the 2023/24 CCFS 320 FTES period 2 attendance report. This revenue will be adjusted as Chancellor's Office apportionment reports are updated.
 - (z) Non-resident student fees reflect both out-of-state and international students. The fee for 2023/24 was \$295 per unit. The fee will increase to \$330 per unit for the 2024/25 academic year.
 - (aa) Currently, students are only being assessed transportation fees based on the number of scheduled units for on-campus instruction. For 2024/2025, these fees range from \$25 for enrollment in 0.1 to 1.0 units, to \$80 for enrollment in 6 or more units per semester.
 - (ab) The Technology Fee assisted with one-time purchases of technology improvements and computer lab refreshes that benefit students. Due to State funding for technology needs, technology fees are no longer charged to students.
 - (ac) Other local income reflects local grants awarded and carried over for 2023/24 and 2024/25. New local grants will be budgeted as they are awarded in 2024/25.
 - (ad) Budgeted incoming transfers in 2024/25 reflect \$2,200,000 from the OPEB Trust to help offset retiree medical expenses for the fiscal year. The District is budgeting general fund transfers of \$686,264 to Transportation, \$450,000 to the Instructional Equipment program, and \$151,591 to the Student Health Center to cover ongoing student transportation and student health center operations. Incoming transfers in 2023/24 reflect \$5,930,000 of Covid Recovery Block Grant funds used for deferred maintenance projects, general fund transfers of \$727,883 to the transportation program and \$75,256 to the Student Health Center for enrollment related lost revenue, and \$1,475,367 from the OPEB Trust to help offset retiree medical expenses.

Butte-Glenn Community College District
Budget - Expenditures - General Fund

	22-23 Actual Expenditures	23-24 Unaudited Expenditures	24-25 Budgeted
1100 INSTRUCTION, REGULAR	\$ 17,231,487	\$ 19,148,755	\$ 19,176,213
1200 NON-INSTRUCTION, REGULAR	8,809,294	9,675,873	9,696,125
1300 INSTRUCTION, NON-REGULAR	8,632,884	9,409,393	9,562,205
1400 NON-INSTRUCTION, NON-REGULAR	2,081,399	2,082,284	1,091,086
1000 TOTAL ACADEMIC SALARIES	\$ 36,755,064	\$ 40,316,305	\$ 39,525,629
2100 NON-INSTRUCTIONAL, REGULAR	\$ 26,736,993	\$ 33,105,992	\$ 33,537,647
2200 INSTRUCTIONAL AIDES, REGULAR	1,610,452	1,864,167	1,856,329
2300 NON-INSTRUCTIONAL, NON-REGULAR	2,451,452	2,746,685	1,411,714
2400 INSTRUCTIONAL AIDES, NON-REGULAR	789,233	952,395	581,439
2000 TOTAL CLASSIFIED SALARIES	\$ 31,588,130	\$ 38,669,239	\$ 37,387,129
3100 STATE TEACHERS RETIREMENT SYSTEM	\$ 7,199,549	\$ 9,389,632	\$ 9,427,833
3200 PUBLIC EMPLOYEES RETIREMENT SYSTEM	7,288,765	9,319,443	9,602,852
3300 OLD AGE, SURVIVORS & DIS. INSURANCE	2,987,798	3,356,725	3,345,574
3400 HEALTH, DENTAL AND LIFE INSURANCE	11,416,441	12,297,029	15,547,732
3500 STATE UNEMPLOYMENT INSURANCE	427,098	262,855	492,953
3600 WORKERS COMPENSATION INSURANCE	936,507	1,198,972	1,171,989
3700 ALTERNATE RETIREMENT PLAN	9,859	10,181	-
3900 INCOME PROTECTION INSURANCE	224,332	319,367	326,954
3000 TOTAL EMPLOYEE BENEFITS	\$ 30,490,349	\$ 36,154,204	\$ 39,915,887
4200 DUPLICATING SUPPLIES	\$ 38,521	\$ 90,227	\$ 54,641
4300 SUPPLIES, INSTRUCTIONAL	951,432	1,213,646	908,316
4500 SUPPLIES, NON-INSTRUCTIONAL	1,963,472	3,301,685	2,418,760
4000 TOTAL SUPPLIES	\$ 2,953,425	\$ 4,605,558	\$ 3,381,717
5100 PERSONAL SERVICES & CONSULTANTS	\$ 76,943,819	\$ 54,428,067	\$ 67,765,590
5200 TRAVEL, CONFERENCE, MILEAGE & BANQUET SERVICES	1,023,163	2,600,769	1,002,118
5300 DUES & MEMBERSHIPS	490,460	613,370	116,706
5400 INSURANCE	810,667	955,431	955,431
5500 UTILITIES & HOUSEKEEPING SERVICES	1,107,370	1,401,044	1,472,723
5600 RENTS, REPAIRS & SERVICE CONTRACTS	4,493,586	6,741,176	5,714,617
5700 LEGAL, ELECTION & AUDIT	406,735	417,020	524,836
5800 OTHER SERVICES & EXPENSES	15,019,160	13,163,497	20,425,177
5000 TOTAL OTHER OPERATING EXPENSES	\$ 100,294,960	\$ 80,320,374	\$ 97,977,198
TOTAL 1000-5000	\$ 202,081,928	\$ 200,065,680	\$ 218,187,560
6100 SITE IMPROVEMENTS	\$ 1,806,353	\$ 251,866	\$ 22,420
6200 BUILDINGS	2,758,732	1,786,948	5,167
6300 LIBRARY BOOKS	126,931	217,184	213,789
6400 EQUIPMENT & FILMS	5,331,793	2,124,468	1,266,406
6500 LEASE PURCHASE AGREEMENTS	37,840	40,000	99,375
6600 CAPITALIZED EQUIPMENT	3,354,375	5,106,836	9,275
6000 TOTAL CAPITAL EXPENSES	\$ 13,416,024	\$ 9,527,302	\$ 1,616,432

**Butte-Glenn Community College District
Budget - Expenditures - General Fund**

	22-23 Actual Expenditures	23-24 Unaudited Expenditures	24-25 Budgeted
1000 - 6000 TOTAL EXPENDITURES	\$ 215,497,952	\$ 209,592,982	\$ 219,803,992
7100 DEBT RETIREMENT	\$ 1,189,511	\$ 923,227	\$ 923,227
7200 INTRAFUND TRANSFERS	-	5,930,000	158,030
7300 INTERFUND TRANSFERS	13,605,299	16,081,928	6,787,317
7500 STUDENT FINANCIAL AID	7,722,867	7,235,037	6,143,678
7600 OTHER PAYMENTS TO STUDENTS	4,039,577	2,646,417	1,107,019
7000 TOTAL OTHER OUTGO	\$ 26,557,254	\$ 32,816,609	\$ 15,119,271 (f)
TOTAL EXPENDITURES	\$ 242,055,206	\$ 242,409,591	\$ 234,923,263
BUDGETED ONE-TIME EXPENDITURES:			\$ 9,186,162 (g)
TOTAL ONGOING EXPENDITURES	\$ 242,055,206	\$ 242,409,591	\$ 225,737,101
RESERVES:	22-23 Actual	23-24 Unaudited	24-25 Tentative
9710 RESERVE FOR CONTINGENCIES	\$ 12,102,760	\$ 12,120,480	\$ 14,327,965 (h)
9710 RESERVE FOR FACILITIES	-	-	7,000,000 (i)
9728 RESERVE FOR BUDGET PLANNING	26,896,877	27,864,751	19,814,105 (j)
9000 TOTAL RESERVES	\$ 38,999,637	\$ 39,985,231	\$ 41,142,070
TOTAL EXPECTED ENDING BALANCE	\$ 38,999,637	\$ 39,985,231	\$ 41,142,070
TOTAL EXPENDITURES AND ENDING BALANCE	\$ 281,054,843	\$ 282,394,822	\$ 276,065,333

- (a) The proposed budget includes step, column, and longevity salary increases, and a 1.07% cost of living increase.
- (b) The 2024/25 changes in employee benefits is due to the following: a \$192.2K increase in PERS to reflect the rate change from 26.68% to 27.70%, a \$169.1K increase from increases in the unemployment insurance rates, and an additional \$272.8K tied to District health contribution increases.
- (c) The supply budgets fluctuate based on changes to restricted categorical and grant fund budgets and unrestricted budget augmentations.
- (d) A significant portion of the consultant expenditures and other operating expense categories are from the CCC Technology Center, Telecommunications, CTE grants, and one-time expenditures.
- (e) Capital expenses include one-time purchases from reserves. Other capital projects are budgeted in the Capital Projects fund. (See note (f) for interfund transfers)
- (f) Interfund transfers in 2023/24 include transfers for the flexible use of Covid Recovery Block Grant funds for prior year unfunded deferred maintenance projects (\$5.93 million), one time augmentations for various campus projects (\$661,050), equipment replacement (\$105,900), solar repairs (\$68,229), general fund contributions for ongoing lost revenues in Transportation (\$727,883), Dining Services (\$510,632), Bookstore (\$502,978), and Student Health Center (\$75,256), and (\$7.5 million) from fund balance reserves for future facilities projects. Interfund transfers in 2024/25 are budgeted to include Phase 1 Solar Field improvements (\$2.5 million), portable building relocation to Glenn County Center for LVN Program (\$1.72 million), one time augmentations for various campus projects (\$590,412), equipment replacement (\$105,900), and solar repairs (\$68,229), and general fund contributions for ongoing lost revenues in Transportation (\$686,264), Dining Services (\$514,921), Instructional equipment (\$450,000), and Student Health Center (\$151,591).
- (g) High priority one-time augmentations are identified and subtracted from total expenditures to determine the District's "ongoing" expenditures.
- (h) The contingency reserve for 2024/25 is set at 15% of budgeted unrestricted general fund ongoing expenditures.
- (i) A portion of the District's reserves is designated for planning and construction of future facility needs.
- (j) The balance of District reserves is designated for future budget planning purposes.

**Butte-Glenn Community College District
Budget - Revenue - General Fund**

	24-25 Unrestricted Fund 11 Revenue	24-25 Restricted Fund 12 Revenue	24-25 Budgeted
Beginning Balance			\$ 39,985,231
8110 Forest Reserve	\$ 10,000	\$ -	\$ 10,000
8121 College Work Study - Admin	12,560	-	12,560
8122 College Work Study - Wages	-	218,913	218,913
8123 College Work Study - Job Devel.	27,575	-	27,575
8124 College Work Study - Comm. Service	-	16,478	16,478
8136 Foster Care	-	104,115	104,115
8140 Transitional Assistance to Needy Families (TANF)	-	12,446	12,446
8151 Supplemental Educational Opportunity Grants (SEOG) - Admin.	13,117	-	13,117
8152 Pell Grant - Admin.	40,000	-	40,000
8160 Veterans' Attendance Allowance	-	28,386	28,386
8163 Development of Hispanic Serving Institutions	-	499,043	499,043
8170 Perkins	-	616,634	616,634
8193 US Dept of Ed TRIO	-	1,209,990	1,209,990
8194 Small Business Development	-	333,916	333,916
8197 US Dept Ed / OPE	-	-	-
8198 Higher Education Emergency Relief Fund (HEERF)	-	-	-
8199 Other Federal Revenue	-	857,967	857,967
8100 TOTAL FEDERAL REVENUE	\$ 103,252	\$ 3,897,888	\$ 4,001,140
8612 State General Apportionment	\$ 49,399,918	\$ -	\$ 49,399,918
8613 Full Time Faculty Hiring	1,476,958	-	1,476,958
8614 Part-Time Faculty Compensation	242,305	-	242,305
8614 Part-Time Faculty Office Hours	75,000	-	75,000
8615 College Promise Grants (BOG Fee Waivers Admin)	103,628	-	103,628
8618 COVID-19 Discretionary Block Grant	-	800,000	800,000
8619 Prior Year Corrections (Apportionment)	-	-	-
8620 Student Equity (and Achievement)	-	7,677,185	7,677,185
8621 Cal Works	-	335,204	335,204
8622 Extended Opportunity Programs and Services (EOPS)	-	3,064,587	3,064,587
8623 Cooperative Agency Resources and Education (CARE)	-	340,045	340,045
8624 Disabled Student Services and Programs (DSPS)	-	1,713,693	1,713,693
8626 Telecommunications	-	3,000,000	3,000,000
8626 TTIP/CENIC	-	6,500,000	6,500,000
8627 Student Financial Aid Admin.	-	644,118	644,118
8629 Scheduled Maintenance and Instructional Equipment	-	-	-
8630 Education Protection Account	18,508,785	-	18,508,785
8630 Undocumented Resources Liaison	-	86,633	86,633
8631 Transitional Assistance to Needy Families (TANF)	-	37,336	37,336
8633 Funds for Student Success - MESA (Math, Engineering, Science Achievement)	-	786,033	786,033
8634 Classified Professional Development	-	41,797	41,797
8635 Equal Employment Opportunity (EEO)	-	152,268	152,268
8636 Foster Care Grant	-	211,915	211,915
8637 Small Business Devel Ctr	-	-	-
8638 Technology Center	-	15,084,407	15,084,407
8640 Veterans Resource Center	-	155,049	155,049
8642 California College Promise	-	947,153	947,153
8643 Student Success Completion	-	4,280,811	4,280,811
8644 Financial Aid Technology	-	48,325	48,325
8646 Early Action Emergency Financial Aid	-	-	-
8646 Retention & Enrollment Outreach	-	655,331	655,331
8647 Affordable Student Housing Planning Grant	-	-	-
8648 Library Services Platform	-	-	-
8653 Adult Education Block Grant	-	2,685,618	2,685,618
8654 College Homeless Pilot	-	900,000	900,000
8657 Economic Development	-	2,466,949	2,466,949
8658 Strong Workforce Program	-	62,910,000	62,910,000
8671 Homeowners' Exemptions Taxes	103,879	-	103,879
8672 Timber Yield Tax	81,121	-	81,121

**Butte-Glenn Community College District
Budget - Revenue - General Fund**

	24-25 Unrestricted Fund 11 Revenue	24-25 Restricted Fund 12 Revenue	24-25 Budgeted
8681 State Lottery Proceeds	1,837,791	747,576	2,585,367
8683 Mandated Costs	308,660	-	308,660
8690 Guided Pathways	-	797,713	797,713
8692 STRS On Behalf	1,605,759	275,694	1,881,453
8693 Innovative Award	-	304,638	304,638
8699 Learning-Aligned Employment Program (LAEP)	-	468,000	468,000
8699 Basic Needs Programs	-	269,104	269,104
8699 Native American SSSP	-	600,000	600,000
8699 Mental Health Support	-	263,779	263,779
8699 UMOJA Program	-	145,000	145,000
8699 Other State Income	24,409	489,755	514,164
8600 TOTAL STATE REVENUE	\$ 73,768,213	\$ 119,885,716	\$ 193,653,929
8811 Secured Taxes	\$ 19,273,693	\$ -	\$ 19,273,693
8812 Supplemental Roll Taxes	326,736	-	326,736
8813 Unsecured Taxes	1,391,512	-	1,391,512
8816 Prior Year Taxes	64,113	-	64,113
8817 Education Revenue Augmentation Fund (ERAF)	(3,668,598)	-	(3,668,598)
8818 Redevelopment - Local & Residual	3,693,312	-	3,693,312
8829 Gifts and Contributions	-	4,000	4,000
8831 Contract Instructional Services	-	49,225	49,225
8839 Contract Education	-	2,617,254	2,617,254
8840 Sales and commissions	47,500	-	47,500
8842 Sale of Equipment and Supplies	-	46,500	46,500
8859 Other Rentals and Leases	13,000	14,140	27,140
8861 Interest	3,525,000	-	3,525,000
8872 Community Service Classes	-	135,162	135,162
8874 Enrollment Fees	3,278,629	-	3,278,629
8876 Health Service Fees	-	475,000	475,000
8877 Material Fees	220,000	-	220,000
8879 Student Records / ID Card	63,859	-	63,859
8880 Non-Resident Student Fees	1,484,048	-	1,484,048
8881 Transportation Fees	-	1,078,634	1,078,634
8882 Audit Fees	2,000	-	2,000
8885 Other Student Fees & Charges	10,000	-	10,000
8886 Technology Fee	-	-	-
8888 Library Charges	-	10,000	10,000
8893 Prior Year Outlawed Warrants	28,000	-	28,000
8894 Workers Comp. Reimbursements	28,000	-	28,000
8896 Safety Credits	-	22,500	22,500
8897 Parking Meters and Fines	500	-	500
8899 Other Local Income	10,000	693,459	703,459
8800 TOTAL LOCAL REVENUE	\$ 29,791,304	\$ 5,145,874	\$ 34,937,178
8980 Incoming Transfers	\$ 2,200,000	\$ 1,287,855	\$ 3,487,855
TOTAL REVENUE	\$ 105,862,769	\$ 130,217,333	\$ 236,080,102
One-time Revenue	\$ -	\$ -	\$ -
Total Ongoing Revenue	\$ 105,862,769	\$ 130,217,333	\$ 236,080,102
TOTAL REVENUE AND BEGINNING BALANCE			\$ 276,065,333

**Butte-Glenn Community College District
Budget - Expenditures - General Fund**

	24-25 Unrestricted Fund 11 Expenditures	24-25 Restricted Fund 12 Expenditures	24-25 Budgeted
1100 INSTRUCTION, REGULAR	\$ 18,320,587	\$ 855,626	\$ 19,176,213
1200 NON-INSTRUCTION, REGULAR	7,085,326	2,610,799	9,696,125
1300 INSTRUCTION, NON-REGULAR	9,502,763	59,442	9,562,205
1400 NON-INSTRUCTION, NON-REGULAR	889,609	201,477	1,091,086
1000 TOTAL ACADEMIC SALARIES	\$ 35,798,285	\$ 3,727,344	\$ 39,525,629
2100 NON-INSTRUCTIONAL, REGULAR	\$ 18,786,343	\$ 14,751,304	\$ 33,537,647
2200 INSTRUCTIONAL AIDES, REGULAR	1,620,898	235,431	1,856,329
2300 NON-INSTRUCTIONAL, NON-REGULAR	605,898	805,816	1,411,714
2400 INSTRUCTIONAL AIDES, NON-REGULAR	409,554	171,885	581,439
2000 TOTAL CLASSIFIED SALARIES	\$ 21,422,693	\$ 15,964,436	\$ 37,387,129
3100 STATE TEACHERS RETIREMENT SYSTEM	\$ 8,440,220	\$ 987,613	\$ 9,427,833
3200 PUBLIC EMPLOYEES RETIREMENT SYSTEM	5,553,215	4,049,637	9,602,852
3300 OLD AGE, SURVIVORS & DIS. INSURANCE	2,121,732	1,223,842	3,345,574
3400 HEALTH, DENTAL AND LIFE INSURANCE	11,231,345	4,316,387	15,547,732
3500 STATE UNEMPLOYMENT INSURANCE	369,309	123,644	492,953
3600 WORKERS COMPENSATION INSURANCE	878,854	293,135	1,171,989
3900 INCOME PROTECTION INSURANCE	232,925	94,029	326,954
3000 TOTAL EMPLOYEE BENEFITS	\$ 28,827,600	\$ 11,088,287	\$ 39,915,887
4200 DUPLICATING SUPPLIES	\$ 43,421	\$ 11,220	\$ 54,641
4300 SUPPLIES, INSTRUCTIONAL	110,140	798,176	908,316
4500 SUPPLIES, NON-INSTRUCTIONAL	1,156,005	1,262,755	2,418,760
4000 TOTAL SUPPLIES	\$ 1,309,566	\$ 2,072,151	\$ 3,381,717
5100 PERSONAL SERVICES & CONSULTANTS	\$ 1,099,280	\$ 66,666,310	\$ 67,765,590
5200 TRAVEL, CONFERENCE, MILEAGE & BANQUET SERVICES	810,077	192,041	1,002,118
5300 DUES & MEMBERSHIPS	113,661	3,045	116,706
5400 INSURANCE	932,763	22,668	955,431
5500 UTILITIES & HOUSEKEEPING SERVICES	1,469,818	2,905	1,472,723
5600 RENTS, REPAIRS & SERVICE CONTRACTS	3,250,147	2,464,470	5,714,617
5700 LEGAL, ELECTION & AUDIT	524,836	-	524,836
5800 OTHER SERVICES & EXPENSES	270,919	20,154,258	20,425,177
5000 TOTAL OTHER OPERATING EXPENSES	\$ 8,471,501	\$ 89,505,697	\$ 97,977,198
TOTAL 1000-5000	\$ 95,829,645	\$ 122,357,915	\$ 218,187,560

**Butte-Glenn Community College District
Budget - Expenditures - General Fund**

	24-25 Unrestricted Fund 11 Expenditures	24-25 Restricted Fund 12 Expenditures	24-25 Budgeted
6100 SITE IMPROVEMENTS	\$ 22,420	\$ -	\$ 22,420
6200 BUILDINGS	5,167	-	5,167
6300 LIBRARY BOOKS	203,789	10,000	213,789
6400 EQUIPMENT & FILMS	751,718	514,688	1,266,406
6500 LEASE PURCHASE AGREEMENTS	99,375	-	99,375
6600 CAPITALIZED EQUIPMENT	-	9,275	9,275
6000 TOTAL CAPITAL EXPENSES	\$ 1,082,469	\$ 533,963	\$ 1,616,432
1000 - 6000 TOTAL EXPENDITURES	\$ 96,912,114	\$ 122,891,878	\$ 219,803,992
7100 DEBT RETIREMENT	\$ 923,227	\$ -	\$ 923,227
7200 INTRAFUND TRANSFERS	\$ -	158,030	158,030
7300 INTERFUND TRANSFERS	6,787,317	-	6,787,317
7500 STUDENT FINANCIAL AID	-	6,143,678	6,143,678
7600 OTHER PAYMENTS TO STUDENTS	83,272	1,023,747	1,107,019
7000 TOTAL OTHER OUTGO	\$ 7,793,816	\$ 7,325,455	\$ 15,119,271
TOTAL EXPENDITURES	\$ 104,705,930	\$ 130,217,333	\$ 234,923,263
BUDGETED ONE-TIME EXPENDITURES:	\$ 9,186,162	\$ -	\$ 9,186,162
TOTAL ONGOING EXPENDITURES	\$ 95,519,768	\$ 130,217,333	\$ 225,737,101
RESERVES:			
9710 RESERVE FOR CONTINGENCIES			\$ 14,327,965
9710 RESERVE FOR FACILITIES			7,000,000
9728 RESERVE FOR BUDGET PLANNING			19,814,105
9000 TOTAL RESERVES			\$ 41,142,070
TOTAL EXPECTED ENDING BALANCE			\$ 41,142,070
TOTAL EXPENDITURES AND ENDING BALANCE			\$ 276,065,333

SPECIAL PURPOSE ACCOUNTS

Special Purpose Accounts are used to account for activity designated for a special purpose. In some cases, the purpose may be to account for revenue and expenditures for a fee-based program such as transportation and health services.

The District has the following special purpose accounts:

Transportation

Health Services

TRANSPORTATION

In 1993, a state law was passed that provided Butte College with the financial means to provide bus transportation to its students in surrounding areas. The law stated that the transportation fee could be charged to all enrolled students upon a favorable vote by the majority of students. In September 2010, SB 82 was signed into law to increase the transportation fee to \$70 per semester and to allow annual increases based on certain criteria. Per Education Code section 76361.1, the governing board maintaining transportation services may adopt rules and regulations governing the exemption of low-income students from the required fees, or to require low-income students to pay all or part of this fee. The maximum allowable transportation fee that may be charged in 2023-24 is \$96 per semester. The District has set the transportation fee at \$80 per semester for all full-time students, \$68 per semester for part-time students enrolled in more than one unit and less than six units, and \$25 per semester for students enrolled in up to one unit. The fee for summer is \$37 regardless of unit load. Fees are currently waived for students registered for full-remote instruction.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ -	\$ -
Revenue:		
Transportation Fees	\$ 980,576	\$ 1,078,634
General Fund Interfund Transfer In	727,883	686,264
Total Revenue:	\$ 1,708,459	\$ 1,764,898
Expenditures:		
2000 Classified Salaries	\$ 818,153	\$ 773,356
3000 Staff Benefits	486,235	511,541
4000 Supplies	276,905	391,921
5000 Other Operating Expenses	67,595	66,955
6000 Capital Outlay	59,571	21,125
Total Expenditures:	\$ 1,708,459	\$ 1,764,898
Available Balance	\$ -	\$ -

* General fund contributions are being used to help cover operational costs in excess of Transportation fee revenue. The District is currently investigating more sustainable ways to provide this service for our students.

HEALTH SERVICES

Health service is provided for all students of the District. Health fees have been set by the Board at \$26 for full or part time students. The District also charges \$22 for full or part-time students during the summer session.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ -	\$ -
Revenue:		
Sale of Nurses Supplies	\$ 42,628	\$ 42,500
Student Fees	466,906	475,000
General Fund Interfund Transfer In	75,256	151,591 *
Total Revenue:	\$ 584,790	\$ 669,091
Expenditures:		
1000 Academic Salaries	\$ 437	\$ -
2000 Classified Salaries	357,760	394,453
3000 Staff Benefits	176,831	225,384
4000 Supplies	25,407	25,407
5000 Other Operating Expenses	23,847	23,847
6000 Capital Outlay	508	-
Total Expenditures:	\$ 584,790	\$ 669,091
Available Balance	\$ -	\$ -

* General fund contributions are being used to offset rising operational costs in excess of health services revenue.

SPECIAL REVENUE FUNDS

Special Revenue Funds account for the proceeds of specific revenue sources whose expenditures are legally restricted. Special Revenue Funds encompass activities not directly related to the educational program of the college, but that provide a service to students (such as the Child Development Center). Such activities may provide non-classroom or laboratory experience for students and incidentally create goods or services that may be sold. In the process of creating the incidental goods or services, expenditures are incurred in addition to those necessary solely for the educational benefits of students. These expenditures are charged against revenue received as a direct result of the operations. Other instructional expenses are accounted for as part of the General Fund. The Child Development Center Fund is a special revenue fund. The District has taken steps to make the center more self-supporting in both the General Fund and the Child Development Center Fund.

CHILD DEVELOPMENT CENTER FUND

	2023/2024 <u>Unaudited</u>	2024/2025 <u>Budgeted</u>
Beginning Balance	\$ 400,406	\$ 406,037
Revenue:		
Federal Revenue	\$ 13,590	\$ -
State Revenue	470,524	670,313
Fees	37,787	78,950
Interest	12,745	12,000
Total Income:	\$ 534,646	\$ 761,263
Expenditures:		
2000 Classified Salaries	\$ 291,864	\$ 415,532 *
3000 Staff Benefits	196,746	314,907
4000 Supplies	29,535	12,688
5000 Other Operating Expenses	10,870	6,136
Total Expenditures:	\$ 529,015	\$ 749,263
Ending Balance	\$ 406,037	\$ 418,037

* In the General Fund, the district also subsidizes \$598,924 in salaries and benefits of six (6) classified employees for the Child Development Center. These employees provide practicum instructional assistance. While they are part of the cost of running the center, they are currently covered by the District's general fund as a part of instruction.

FIDUCIARY FUNDS

Fiduciary or "trust" funds are used to account for assets held on behalf of another party in which the district has some discretionary authority for decision making or responsibility for approving expenditures.

Trust funds are appropriate when one or more of the following conditions is present:

- a) There is an agreement granting the district discretionary authority.
- b) There are contractual or regulatory conditions restricting the use of the funds or requiring the district to exercise a management role or report the results of operations in its financial statements.
- c) There is a compelling reason to measure operations (revenues, expenses, and fund balance) and report the results in the district's financial statements. Examples of compelling reasons may include the materiality of the revenues and expenses, or the usefulness of the information to the readers of the financial statements.

The District has five fiduciary funds:

Associated Students Fund

Student Representation Fee Fund

Student Aid (Scholarships and Loans) Fund and EOPS Loan Fund

Government Aid to Students Fund

Student Clubs Agency Fund

ASSOCIATED STUDENTS FUND

The Associated Students is an elected body of students seeking self-governance and unified representation. They oversee activities that stimulate the intellectual and social life of the student population as a whole. Revenue for the Associated Students comes from the optional student activity fee that is charged to the majority of students on campus. The optional student activity fee is currently \$18 per semester.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ 640,467	\$ 654,291
Revenue:		
8861 Interest	\$ 22,589	\$ 22,500
8879 Student Fees	279,351	285,000
Total Revenue:	\$ 301,940	\$ 307,500
Expenditures:		
1000 Academic Salaries	\$ -	\$ 9,750
2000 Classified Salaries	92,536	112,038
3000 Benefits	46,392	58,012
4000 Supplies	54,405	55,000
5000 Other Operating Expenses	92,258	71,200
6000 Capital Outlay	1,900	-
7000 Transfers Out and Payments To/For Students	625	1,500
Total Expenditures:	\$ 288,116	\$ 307,500
Ending Balance	\$ 654,291	\$ 654,291

STUDENT REPRESENTATION FEE TRUST FUND

The Student Representation Fee Trust Fund is used to account for fees collected pursuant to EC §76060.5 if approved by a majority of the students voting in the election. The fee is two dollars (\$2) and is to be expended to provide for the support of governmental affairs representatives who may be stating their positions and viewpoints before city, county, and district governments and before offices and agencies of the State government. The district may charge a fee to recover its actual cost of administering these fees up to, but not more than, seven percent of the fees collected and deposited.

One dollar (\$1) of every two-dollar (\$2) fee collected shall be expended to establish and support the operations of a statewide community college student organization, recognized by the Board of Governors of the California Community Colleges, with effective student representation and participation in state-level community college shared governance and with governmental affairs representatives to advocate before the Legislature and other state and local governmental entities.

	2023/2024 <u>Unaudited</u>	2024/2025 <u>Budgeted</u>
Beginning Balance	\$ 67,959	\$ 59,801
Revenue:		
8861 Interest	\$ 2,819	\$ 2,800
8884 Student Representation Fee	39,190	39,500
8899 Other Local Income	75	-
Total Revenue:	\$ 42,084	\$ 42,300
Expenditures:		
4000 Supplies	\$ -	\$ 1,250
5000 Other Operating Expenses	30,647	21,300
5000 Payments To Board of Governors	19,595	19,750
7000 Payments To/For Students	-	-
Total Expenditures:	\$ 50,242	\$ 42,300
Ending Balance	\$ 59,801	\$ 59,801

STUDENT AID AND EOPS LOAN FUNDS

The Student Aid Fund is comprised of twenty-three separate loan funds established over the years by community organizations and college staff. The intent of these funds is to provide short-term, emergency loans to students. The EOPS Loan Fund provides short-term, emergency loans to EOPS students.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ 129,851	\$ 132,184
Revenue:		
Contributions and Loan Payments	\$ 7,800	\$ 49,000
Interest	2,033	2,000
Total Revenue:	\$ 9,833	\$ 51,000
Expenditures:		
Loans	\$ 7,500	\$ 49,975
Total Expenditures:	\$ 7,500	\$ 49,975
Ending Balance	\$ 132,184	\$ 133,209

GOVERNMENT AID TO STUDENTS FUND

Government funded financial aid grant payments are issued to students through the Government Aid Fund. The PELL program is federally funded and offers a maximum dollar amount of \$7,395 per student per school year beginning July 1, 2023. The SEOG (Supplemental Educational Opportunity Grant) program awards up to \$720 per student, and eligibility is determined by the District based on federal guidelines. CAL Grant and the Full-Time Incentive Grant programs are state-funded and the BIA (Bureau of Indian Affairs) program is federally funded. Students apply through their tribal affiliates for BIA grants. AmeriCorps funds support students who have previously worked in approved community service sites to earn AmeriCorps service credits.

Financial aid programs that are reported directly through the General Fund include: EOPS, CARE, CalWORKs, Federal Work Study, and California College Promise Grant. The District receives an administrative allowance for administering PELL, Federal Work Study, SEOG, and the California College Promise Grant fee waiver programs.

	2023/2024 <u>Unaudited</u>	2024/2025 <u>Budgeted</u>
Beginning Balance	\$ -	\$ -
Revenue:		
PELL Grants	\$ 17,382,797	\$ 17,643,539
Direct Loans	2,563,982	2,602,442
CAL Grants	3,599,234	3,653,223
CA College Promise	657,290	667,149
EOPS Book Vouchers	337,307	342,367
SEOG Grants	420,840	427,153
Chafee Grants	292,500	296,888
AmeriCorps Grants	38,411	38,987
BIA Grants	63,443	64,395
Other	575,450	584,082
Total Revenue:	\$ 25,931,254	\$ 26,320,224
Expenditures:		
PELL Grants	\$ 17,382,797	\$ 17,643,539
Direct Loans	2,563,982	2,602,442
CAL Grants	3,599,234	3,653,223
CA College Promise	657,290	667,149
EOPS Book Vouchers	337,307	342,367
SEOG Grants	420,840	427,153
Chafee Grants	292,500	296,888
AmeriCorps Grants	38,411	38,987
BIA Grants	63,443	64,395
Other	575,450	584,082
Total Expenditures:	\$ 25,931,254	\$ 26,320,224
Ending Balance	\$ -	\$ -

STUDENT CLUBS AGENCY FUND

This fund is used to account for activities of student clubs formed under EC §76062. Revenue collected from student club activities are to be deposited in a bank or banks, subject to the approval of the governing board. Revenue is generated through fundraising activities such as plant, book, or bake sales; barbeques; and vendor fees from events.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ 80,416	\$ 93,641
Revenue:		
8861 Interest	\$ 1,716	\$ 1,700
8899 Other Local Income	24,786	25,000
8980 Interfund Transfer In	625	-
Total Revenue:	\$ 27,127	\$ 26,700
Expenditures:		
5000 Other Operating Expenses	\$ 13,902	\$ 20,200
6000 Capital Outlay	-	3,500
7000 Other Outgo	-	3,000
Total Expenditures:	\$ 13,902	\$ 26,700
Ending Balance	\$ 93,641	\$ 93,641

CAPITAL PROJECTS FUND

The Capital Projects Fund accounts for major facility projects and equipment acquisitions. Project expenditures in 2023/2024 and 2024/2025 include facilities remodeling, equipment replacement, energy efficiency, and scheduled maintenance projects. Beginning in 2021/2022, reserve funds from the General Fund, the Redevelopment Fund and the Retiree Benefit Fund are being designated and transferred to the Capital Fund for the construction of a new instructional facility in Chico, which is tentatively scheduled for completion in 2026.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ 23,451,561	\$ 37,894,847
Revenue:		
8861 Interest	\$ 874,416	\$ 540,390
8899 Other Local Income	-	73,270
8980 Interfund Transfer In	20,999,277 *	4,984,541 **
Total Revenue:	\$ 21,873,693	\$ 5,598,201
Expenditures:		
4000 Supplies	\$ 64,936	\$ 24,700
5000 Other Operating Expenses	107,620	3,000
6000 Capital Outlay	7,257,851	42,050,542
Total Expenditures:	\$ 7,430,407	\$ 42,078,242
Ending Balance	\$ 37,894,847	\$ 1,414,806

**Transfers In for 2023/2024 include \$661,050 in augmentations for various smaller facilities improvement projects, \$105,900 for equipment replacement, \$68,229 for future solar panel/equipment replacement, \$5.93 million for the planetarium/science infrastructure/scheduled maintenance projects, \$1,034,098 from the Retiree Benefits Fund, \$5.7 million from the Redevelopment Fund, and \$7.5 million from fund balance reserves for future facilities projects.

**Transfers In for 2024/2025 include \$2.5 million for the Phase 1 solar field restoration, \$1.72 million for the relocation of modular units from the main campus to the Glenn County Center for the LVN program, \$350,000 for a generator at the Chico Center, \$240,412 for approved main campus signage and facilities augmentation projects, \$105,900 for equipment replacement, and \$68,229 for future solar panel/equipment replacement.

MEASURE J (SERIES B) BOND CONSTRUCTION FUND

A general obligation bond measure (Measure J) was approved by 66% of the Butte-Glenn Community College District voters on November 8, 2016. The measure authorizes the issuance of \$190,000,000 in bonds to fund classroom upgrades and safety and infrastructure improvements.

The District plans to issue the bonds in five series in order to properly fund the approved projects. This second series of the bonds (Series B) totaling \$49,500,000 was sold in July, 2019. These bonds will be repaid with semi-annual payments with the final payment made in August, 2048.

Series B focuses on the construction of a new science building, a remodel of the Technology (Mathematics) Building, the Scenario Village at the Public Training Grounds, and completion of the replacement of the press box/field house at the John Cowen Sports Complex. The budget is built in anticipation of rapid progress on these projects, with funds projected to be expended by December 31, 2024.

	2023/2024 <u>Unaudited</u>	2024/2025 <u>Budgeted</u>
Beginning Balance	\$ 23,278,438	\$ 702,545
Revenue:		
8861 Interest	\$ 640,420	\$ 7,538
Total Revenue:	\$ 640,420	\$ 7,538
Expenditures:		
6000 Capital Outlay	\$ 23,216,313	\$ 710,083
Total Expenditures:	\$ 23,216,313	\$ 710,083
Ending Balance	\$ 702,545	\$ -

MEASURE J (SERIES C) BOND CONSTRUCTION FUND

A general obligation bond measure (Measure J) was approved by 66% of the Butte-Glenn Community College District voters on November 8, 2016. The measure authorizes the issuance of \$190,000,000 in bonds to fund classroom upgrades and safety and infrastructure improvements.

The District plans to issue the bonds in five series in order to properly fund the approved projects. This third series of the bonds (Series C) totaling \$50,000,000 was sold in June, 2022. These bonds will be repaid with semi-annual payments with the final payment made in August, 2047.

Series C focuses on the continued construction of a new science building, a remodel of the Physical Science Building, information technology system upgrades focusing on Chico Center smart classrooms and document imaging system upgrades, and facilities infrastructure upgrades. The budget is built in anticipation of rapid progress on these projects, with funds projected to be expended by December 31, 2025.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ 50,851,047	\$ 51,705,614
Revenue:		
8861 Interest	\$ 2,034,848	\$ 1,017,400
Total Revenue:	\$ 2,034,848	\$ 1,017,400
Expenditures:		
6000 Capital Outlay	\$ 1,180,281	\$ 44,231,039
Total Expenditures:	\$ 1,180,281	\$ 44,231,039
Ending Balance	\$ 51,705,614	\$ 8,491,975

MEASURE A and J DEBT SERVICE FUNDS

The Debt Service Funds are used to account for the accumulation of property tax and interest revenue for the payment of outstanding bonds. The Butte County Auditor and Treasurer deposit property taxes from Butte and Glenn counties into this fund and make the principle and interest payments on the Measure A general obligation bonds approved by voters in 2002, as well as the 2016 Measure J general obligation bonds. The District has no access to this fund as it is controlled by the county. The ending balance is the amount available to the county to make current and future payments on the bonds.

Butte County collects property taxes to make payments on Measure A bonds, set at \$14.88/\$100,000 of assessed valuation through April, 2023. The County also assessed \$20.65/\$100,000 for Measure J bonds through April, 2023. In 2023/24, assessment rates for both bond measures were adjusted to \$17.91 and \$19.02, respectively, due to changes in the maturity schedules. The excess funds collected will be utilized as debt service payments increase in future years.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ 30,152,343	\$ 30,947,329
Revenue:		
Property Tax Revenue	\$ 13,655,473	\$ 15,641,226
Interest Income	760,932	760,000
Total Revenue:	\$ 14,416,405	\$ 16,401,226
Expenditures:		
Measure A:		
Principle and Interest Payments, Refunded Series A	\$ 2,179,600	\$ 2,251,400
Principle and Interest Payments, Refunded Series B	3,155,625	3,350,750
Principle and Interest Payments, Refunded Series C	779,050	779,050
Measure J:		
Principle and Interest Payments, Series A	1,578,225	1,734,225
Principle and Interest Payments, Series B	1,798,219	1,590,219
Principle and Interest Payments, Series C	4,130,700	4,193,700
Total Expenditures:	\$ 13,621,419	\$ 13,899,344
Ending Balance	\$ 30,947,329	\$ 33,449,210

OTHER SPECIAL REVENUE FUNDS

These funds are used to account for all other specific revenue sources that are legally restricted to expenditures for specified purposes that are not an integral part of the District's instructional or administrative and support operation.

REDEVELOPMENT FUNDS

The Redevelopment Fund is a Special Revenue Fund. Funds are received from the cities of Chico, Gridley, Oroville, and Paradise as pass-through tax revenue.

In 2011, ABx1 26 dissolved Redevelopment Agencies (RDAs) and created oversight boards to wind down the operations. The dissolution of the RDAs is intended to create "excess revenues" after payment of pass-throughs, recognized obligations, and certain administrative costs. Butte College will continue to receive pass-through tax revenue until all recognized obligations are paid in full. Excess revenues will be reported as local property taxes in the General Fund as an apportionment offset.

Pass-through tax payments are expected to decrease as our share of the Greater Chico RDA net tax increment revenues will go from 61% to an estimated 50%.

Pass-through payments of Redevelopment Agency Funds are available for capital outlay projects.

	2023/2024 <u>Unaudited</u>	2024/2025 <u>Budgeted</u>
Beginning Balance	\$ 4,145,502	\$ 15,248
Revenue:		
Pass-through Tax Revenue	\$ 1,422,358	\$ 1,400,000
Interest Income	147,388	19,500
Total Revenue:	\$ 1,569,746	\$ 1,419,500
Expenditures:		
Operating Expenses	\$ -	\$ -
Transfer Out	5,700,000 *	-
Total Expenditures:	\$ 5,700,000	\$ -
Ending Balance	\$ 15,248	\$ 1,434,748

*RDA funds were transferred to the Capital Projects fund in 2023/24 for the construction of a new instructional facility in Chico.

INTERNAL SERVICES FUND

The California Community Colleges Budget and Accounting Manual defines the primary purpose of fund accounting to be the segregation of financial information as it relates to specific activities or objectives. In public agency accounting, separate funds and accounts are required to maintain records of separately designated assets, liabilities, and balances. Internal Service funds have been established to account for retiree benefits and self insurance assets, liabilities and balances. A benefit in establishing separate funds for future liabilities is that interest will accrue to these funds and be used for those specific purposes.

RETIREE BENEFITS FUND

Every two years the District conducts an actuarial study. This study provides information to enable the District to manage the costs and liabilities associated with its retiree health benefits. Governmental Accounting Standards Board Statement Nos. 74/75 (GASB 74- Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans, and GASB 75-*Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions* (OPEB)) requires that the District account for and report the annual cost of OPEB and the outstanding obligations and commitments related to OPEB . “Pre-funding” retiree health benefits refers to the practice of setting aside funds specifically for retiree health benefits while employees are still actively employed. By pre-funding retiree health benefits, there will be enough funds available at retirement, with interest, that will be sufficient to pay all promised retiree health benefits without the need for any additional post-retirement District contributions. In 1995, the District created the Retiree Benefits Fund in the County Treasury and began setting aside funds to accumulate designated reserves to pre-fund retiree health benefits.

In 2010, the District established an Irrevocable Retiree Benefits Trust fund with CalPERS and began moving these funds to the Trust. (See Irrevocable OPEB Trust)

	2023/2024 <u>Unaudited</u>	2024/2025 <u>Budgeted</u>
Beginning Balance	\$ 1,020,741	\$ -
Revenue:		
Interest Income	\$ 13,357	\$ -
Total Revenue:	\$ 13,357	\$ -
Expenditures:		
Transfers Out	\$ 1,034,098 *	\$ -
Ending Balance	\$ -	\$ -

*In 2023-24, the remaining fund balance was transferred to the capital projects fund for future facilities projects.

SELF INSURANCE FUND

The Self-Insurance Fund represents insurance premium rebates or equity distributions from Property and Liability, Workers' Compensation, and Student Accident insurance Joint Powers Authorities (JPAs). These funds are designated to be used for any uninsured property or liability expense, until such time the funds are designated by the Board for some other purpose.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ 766,229	\$ 3,267,159
Revenue:		
Insurance Reimbursements	\$ 2,538,217 *	\$ 47,500
Interest Income	36,323	37,000
Total Revenue:	\$ 2,574,540	\$ 84,500
Expenditures:		
Supplies and Materials	\$ -	\$ 1,000
Other Operating Expenses	59,945	53,500
Capital Outlay	13,665	30,000
Total Expenditures:	\$ 73,610	\$ 84,500
Ending Balance	\$ 3,267,159	\$ 3,267,159

*In 2023/24, insurance reimbursement related to Camp Fire claims in the amount of \$2,378,510 was received.

IRREVOCABLE OTHER POST EMPLOYMENT BENEFIT (OPEB) TRUST

In 2010, the District established an irrevocable retiree benefits trust fund with CalPERS and began moving funds accumulated in the Retiree Benefit Fund to this Trust. The District also made regular service cost payments to the Trust for active employees until March 2022. Earnings from the CalPERS Trust Fund are transferred to the general fund to cover the cost of retiree medical premiums.

The most recent roll-forward actuarial valuation report issued January 24, 2024, reporting on the year ended June 30, 2023, shows the total OPEB liability to be \$23,472,318. A new roll-forward actuarial valuation report will be completed in Fall 2024 for the period ended June 30, 2024. Although retirement benefit costs are expected to keep increasing, this Trust is considered fully funded.

	<u>2023/2024</u> <u>Unaudited</u>	<u>2024/2025</u> <u>Budgeted</u>
Beginning Balance	\$ 35,012,366	\$ 35,984,716
Revenue:		
Investment Income	\$ 2,965,776	\$ 1,979,159 *
Total Revenue:	\$ 2,965,776	\$ 1,979,159
Expenditures:		
Admin & Investment Fees	\$ 22,543	\$ 35,000
Transfers Out	1,970,883	1,967,156
Ending Balance	\$ 35,984,716	\$ 35,961,719

* Due to the trust being considered overfunded, the District voted to move from the CERBT Strategy 1 option, which is focused on more aggressive growth, to Strategy 2, which has less risk from market volatility. Per CERBT portfolio options information provided, the target expected return for Strategy 2 is 5.5%.

ENTERPRISE FUNDS

Enterprise funds are maintained to account for revenues and expenditures of fully or partially self-supporting (revenue-producing) service activities. These activities, which are commercial in nature, are carried on to provide essential services to students, faculty, and staff. The District has two enterprise funds, one for the Bookstore and one for Dining Services.

Both Dining Services and the Bookstore serve the entire campus community. Dining Services operates the main campus dining facility and the Wired Cafe. There are plans to open a satellite operation in the renovated concession stand at the gymnasium to provide food service to the southwest side of campus. Additionally, Dining Services offers catering for all campus events and groups. In Spring 2023, to better serve the campus community, Bookstore operations were contracted to Follett Corporation.

Bookstore Fund

Dining Services Fund

BUTTE COLLEGE BOOKSTORE FUND

	2023/2024 <u>Unaudited</u>	2024/2025 <u>Budgeted</u>
Beginning Balance and Reserves	\$ -	\$ -
Revenue:		
8845 Sales	\$ 227,220	\$ -
8846 Commissions	57,233	30,049 *
8861 Interest Income	3,779	-
8980 Interfund Transfer In	502,978	- **
Total Revenue:	\$ 791,210	\$ 30,049
Cost of Sales	\$ 155,039	\$ -
Gross Profit or (Loss)	\$ 636,171	\$ 30,049
Expenditures:		
2000 Classified Salaries	\$ 397,034	\$ 19,771
3000 Staff Benefits	211,342	10,278
4000 Supplies	1,746	-
5000 Other Operating Expenses	26,049	-
Total Expenditures:	\$ 636,171	\$ 30,049
Net Profit/(Loss)	\$ -	\$ -
Ending Balance	\$ -	\$ -

* Due to declining Bookstore revenue and rising costs, in July, 2019, the District entered into a contract with MBS Direct to provide online book services to students. The District earned commissions based upon MBS book sales and rentals to Butte College students. To further reduce Bookstore losses, in March, 2024, the District entered into a contract with Follett Higher Education Group, Inc. to provide all Bookstore services for the campus. The District will continue to earn commissions based upon Follett sales through the Bookstore.

** Enrollment declines caused by the pandemic significantly reduced Bookstore operations. The District continues to cover lost revenue using general fund reserves.

BUTTE COLLEGE DINING SERVICES FUND

	2023/2024 <u>Unaudited</u>	2024/2025 <u>Budgeted</u>
Beginning Balance and Reserves	\$ -	\$ -
Revenue:		
8844 Sales	\$ 1,258,979	\$ 1,269,183
8846 Commissions	53,839	54,000
8861 Interest Income	4,799	4,750
8980 Interfund Transfer In	510,632	514,921 *
Total Revenue:	\$ 1,828,249	\$ 1,842,854
Cost of Sales	\$ 783,471	\$ 798,575
Gross Profit or (Loss)	\$ 1,044,778	\$ 1,044,279
Expenditures:		
2000 Classified Salaries	\$ 616,145	\$ 586,618
3000 Staff Benefits	296,751	308,118
4000 Supplies	15,750	16,750
5000 Other Operating Expenses	113,187	120,793
6000 Capital Outlay	2,945	12,000
Total Expenditures:	\$ 1,044,778	\$ 1,044,279
Net Profit/(Loss)	\$ -	\$ -
Ending Balance	\$ -	\$ -

* Enrollment declines caused by the pandemic significantly impacted Dining Services operations. The District continues to cover lost revenue using general fund reserves as adjustments are made to the new campus environment.

PROPRIETARY FUNDS

Proprietary funds account for those ongoing governmental activities that have an income-producing character, similar to that found in the private sector. The Farm Fund is a proprietary fund that includes activities related to farming, equipment, ornamental horticulture, fire suppression, ag mechanics, manufacturing technology, and viticulture.

FARM FUND

	2023/2024 <u>Unaudited</u>	2024/2025 <u>Budgeted</u>
Beginning Balance	\$ 61,740	\$ 66,868
Revenue:		
Sales	\$ 29,704	\$ 32,900
Interest	1,719	1,750
Total Revenue:	\$ 31,423	\$ 34,650
Expenditures:		
Classified Salaries	\$ 12,100	\$ 12,819
Staff Benefits	602	195
Supplies	5,636	18,796
Other Operating Expenses	6,632	1,090
Capital Outlay	1,325	-
Total Expenditures:	\$ 26,295	\$ 32,900
Ending Balance	\$ 66,868	\$ 68,618