

BOARD REPORT NO. 19-9-101B

TO: Members of the Board of Trustees

FROM: Michael Claire, Acting Chancellor

PREPARED BY: Bernata Slater, Chief Financial Officer, 358-6795

ADOPTION OF THE 2019-20 FINAL BUDGET

Section No. 58305(c) of the California Code of Regulations, Title 5, requires that “on or before the 15th day of September, the governing board of each district shall adopt a final budget.” The adoption of the budget will provide the District with a comprehensive financial plan of income sources and proposed expenditures for the 2019-20 fiscal year.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the 2019-20 Final Budget in the amounts detailed below, and that the CCFS-311 report be submitted to the State Chancellor’s Office.

Fund	2019-20 Budget	% of Total
Unrestricted General Fund	\$214,469,184	45.86%
Self-Insurance Fund	2,138,378	0.46%
Debt Service Fund	65,549,956	14.02%
Restricted General Fund	46,253,978	9.89%
Capital Projects Fund	100,457,464	21.48%
Bookstore Fund	7,331,681	1.57%
Cafeteria Fund	245,588	0.05%
San Mateo Athletic Club (SMAC)	5,626,206	1.20%
Community, Continuing and Corp Ed	1,638,578	0.35%
Child Development Fund	1,428,922	0.31%
Trust Funds (Financial Aid)	15,651,997	3.35%
Reserve for Post-Retirement Benefits / Housing Loan	6,916,000	1.48%
TOTAL	\$467,707,932	100.00%



SAN MATEO COUNTY
COMMUNITY
COLLEGE DISTRICT

Fiscal Year 2019-2020 Adopted Budget Report



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FY 2019-2020 FINAL BUDGET REPORT



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CHANCELLOR'S LETTER

September 2019

Dear Colleagues and Friends,

I'm proud to present this balanced budget to you that reflects the priorities and reinforces the core values of the San Mateo County Community College District. This document is an important tool that helps us fulfil our mission and appropriately resource our strategic plan goals. Above all, this budget reflects our commitment to people – students, employees and members of the community. We value the commitment that each brings to making our colleges safe and welcoming places to learn, work, visit and grow.

This budget provides critical resources to support students and ensure they are successful inside and outside the classroom. With allocations to the District's Promise Scholars Program, funding is provided to help remove financial barriers that often cause under-resourced students not to attend or complete college. In addition to providing for tuition and fee assistance, the District's Promise Program also provides these students with resources for textbooks and basic needs such as food and transportation. All of this is done in alignment with the District's Strategic Plan.

As a result of innovative and important work at the District's three Colleges, the student learning experience is being enhanced and redefined. This budget supports major initiatives like Guided Pathways, implementation of a Districtwide Constituent Relationship Management (CRM) program, along with the adoption of the Accelerated Study in Associate Programs (ASAP), so that students can be supported in a way that allows them to have a focused, yet well-rounded, educational journey that leads them to a credential, transfer and or a career.

Our focus on quality teaching and learning, alignment with community needs and commitment to serving underrepresented populations makes the San Mateo County Community College District an important part of the fabric of our region. This budget provides the resources and commitment to ensure that the District maintains its important position as the community's provider of world-class, higher education and training.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Claire", with a long horizontal line extending to the right.

Michael Claire
Acting Chancellor

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2019-20 ADOPTED STATE BUDGET

The California Legislature approved the 2019-20 State Budget with over \$148 billion in General Fund spending which the Governor signed into law on June 27, 2019. According to the information provided by the Governor's office, the 2019-20 state budget priorities focused on:



- **Building Budget Resiliency:** The state budget continued to increase the fund balance of the Rainy Day Fund by adding an additional \$1.2 billion bringing that reserve to \$16.5 billion and for the first time provides for a deposit into the Public School System Stabilization account (\$389 million). The budget also allocated \$5.4 billion to pay down CalSTRS and CalPERS liabilities in 2019-20 with additional dollars for future years. Lastly the budget provided \$4.5 billion to eliminate other debts and deferrals.
- **Emergency Preparation:** The state budget included funding for improving responses to emergencies with a focus on enhancement of 9-1-1 response systems and on addressing firefighting resources while backfilling property tax and school losses due to wildfires.
- **Affordability and Opportunity:** The state budget increased the earned income tax credit, increased the income level to qualify for Medi-Cal, and increased eligibility for Medi-Cal for young adults. The budget included funding for the production and planning of new housing and also holds cities accountable for building additional housing. The budget increased paid family leave and provided funding for additional preschoolers from low-income families. The budget increased the funding formula for K-12 and added an additional year of tuition-free community colleges for first-time, full-time students – the latter of which is discussed further in the section below.
- **Justice and Dignity:** The state budget included \$1 billion to combat homelessness; provided funds to improve water infrastructure, and to transform youth correctional facilities.

COMMUNITY COLLEGE BUDGET HIGHLIGHTS

The Board of Governors approved the 2019-20 California Community Colleges Budget and Legislative Request at their September 2018 meeting. The request was designed to align the system's advocacy with the *Vision for Success*. The 2019-20 State Budget included an additional \$245.7 million in ongoing and \$29.6 million in one-time funds for local assistance to California Community Colleges. The major components of the 2019-20 State Budget for California Community Colleges include:

Apportionment

The budget included both funds and trailer bill legislation related to changes in the recently implemented Student Centered Funding Formula (SCFF), which does not currently apply to the SMCCCD given its community-supported status. This formula allocates funding to districts based upon full-time equivalent students (FTES) as well as additional factors. There are three calculations in the formula: (1) a base allocation consistent with the prior SB361 formula; (2) a supplemental allocation based on the number of students who receive a California College Promise Grant, Pell Grant, or are AB540 students; and (3) a student success allocation, which allocates funds for outcomes related to a variety of "success metrics" including the number of associate degree transfers (ADTs), associate degrees (AAs), bachelor's degrees (BAs), or credit certificates awarded; the number of students completing transfer-level math and English within the first academic year of enrollment; the number of transfers to four-year universities; the number of students completing nine or more career technical education (CTE) units; and the number of students attaining a regional living wage. There are "bonuses" based on outcomes of the California College Promise Grant or Pell Grant recipients in the afore-mentioned metrics. The formula is to be phased in over the three years (2018-19 through 2020-21). Some lessons from the first year (2018-19) resulted in modifications beginning in the second year (2019-20), which are noted as follows:



- Formula Structure and Transition:** In 2018-19, 70 percent of funding was distributed based upon the base allocation, 20 percent of the funding based upon the supplemental allocation, with 10 percent of the funding based upon the student success allocation. The implementation plan was to redistribute the allocations from 70/20/10 in 2018-19 to 65/20/15 in 2019-20 and to 60/20/20 in 2020-21 and beyond. Rather than advancing the redistribution as planned, the 2019-20 allocation will remain 70/20/10 in 2019-20.
- Student Success Allocation:** The student success metric associated with the number of awards was redefined such that only the highest award a student achieved during the year will be counted. The definition of a transfer was defined as to only count towards a district’s allocation if the student who transferred completed 12 or more units from said district in the year prior to transfer. Further each metric will be based upon a prior three-year average as opposed to the prior-year. In addition, growth in apportionment from this allocation will be constrained to available funding.
- Hold Harmless Provision:** The provision has been extended one additional year through 2021-22 such that no district shall receive less funding than received in 2017-18 re-calculated annually for an increase to reflect a cost-of-living adjustment.
- Funding Rates:** The State Chancellor’s Office has been directed to develop funding rates that implement these policy changes. Given this, rates may change throughout the year (or even post-year) as data is collected, analyzed, and compiled.

As mentioned earlier, the funding formula does not impact SMCCCD for General Fund apportionment because the District is community-supported; however, categorical funding allocations may be appropriated using the same methodology in the future. Staff remains actively engaged at the state level and is closely following the impact that the implementation of SCFF may have on students.

California College Promise Expansion

The budget included funding to extend the California College Promise Program, as previously noted, for a second year for first-time, full-time students. It also allows districts to define full-time for students with disabilities. The second-year funding will be allocated based on the number of first-year students each district reports.

Cal Grant Expansion

The budget included additional funding to expand competitive Cal Grants, which primarily serve older students. The program also creates a supplemental grant for recipients who have dependent children. Finally, the program creates a Cal Grant B Service Award for students not eligible for Federal Work Study to receive up to \$1,500 per semester in exchange for at least 150 community or volunteer service hours.

CalSTRS and CalPERS

The budget both buys down a portion of the liability for the two pension systems and provides funding to reduce the employers’ share of current payments in the short-term. The payments of \$1.6 billion to CalSTRS and \$660 million to CalPERS should reduce the employer rates for each system by about 0.3% starting in 2021-22. The budget includes payments to the two systems in 2019-20 and in 2020-21 that would reduce each year’s employer rates for both systems by about 1%. The payment to provide funding for short-term relief to employers is welcome; however, districts are still grappling with long-term funding strategies as rates are expected to continue to rise as noted below.

	2018-19	2019-20	2020-21	2021-22	2022-23
CalSTRS	16.28 %	17.10 %	18.40 %	18.10 %*	18.10 %*
CalPERS	18.062 %	19.721 %	22.70 %*	24.60 %*	25.40 %*

*projections from School Services of California

Capital Funding

The budget provided \$535.3 million in funds from Proposition 51, which was approved by the voters in 2016. This funds 20 continuing and 39 new projects, and implements a new policy of requiring local match. SMCCCD's projects were included in the State's Adopted Budget due to the efforts of staff advocacy as originally the projects were excluded. The projects included were: the Campus Water Tank Replacement at CSM, Building 13 – Multiple Program Instructional Center at Cañada College, and Building 2 - Workforce and Economic Development Prosperity Center at Skyline College.



Additionally the budget allocated \$13.5 million for deferred maintenance, of which, the District will receive \$185,549.

STATE AND NATIONAL ECONOMIC OVERVIEW

Despite natural disasters, epic traffic congestion, and the high cost of living, California's economy remains strong as the world's fifth largest. California's population has increased 19.3 percent over the past two decades, the most of the five largest economies and a percentage point higher than the nation's population increase.¹ Furthermore, California has gained over 3 million jobs since the economic expansion began in February 2010, with 9 of 11 industry sectors adding jobs in March 2019.² However, recent forecasts anticipate California's employment growth rate will slow with recession risks rising.³

A recent update was made using the State's Fiscal Health Index, which was created by the State's Legislative Analyst's Office to track the strength of economic conditions relevant to the state's fiscal health, and combines ten key data points (home prices, home sales, residential building permits, commercial building permits, the S&P 500 stock market index, venture capital funding, unemployment insurance claims, CalFresh claims, port traffic, and new car sales). An increase in these variables signals a positive outlook while a decrease suggests the opposite. According to the update released in June 2019, although historically high, the index has declined for three consecutive months and "declines of this magnitude have not been observed since the last recession." Weakness appears most pronounced in housing and new car sales with other indices stagnating. While these indicators do not necessarily signal the imminence of a recession, the warning signs associated with an impending slowdown are present.⁴

The national economy is expected to maintain its longest expansion in history this year, albeit at a slower pace impacted by weaker global growth and trade tensions. Senior economist David Shulman describes the national outlook as a "3-2-1 economy, where growth on a fourth-quarter-to-fourth quarter basis was reported at 3.1 percent in 2018 and is forecasted to be 2.1 percent and 1.4 percent in 2019 and 2020, respectively." Concurrently, he warns that "when the economy slows to 1 percent growth, the risk of a recession becomes very real, with the second half of 2020 being most problematic."⁵ Recent market conditions inclusive of yield curve inversions may possibly accelerate a recession; however, to what degree and when is unknown.

LOCAL ECONOMIC OVERVIEW

As a community-supported district, staff pays particularly close attention to the local economy and real estate markets. The County of San Mateo continues to enjoy one of the highest employment rates in the state with unemployment at a low 2.2 percent in June 2019, compared to the statewide average of 4.2 percent and the national average of 3.8

¹ <https://markets.businessinsider.com/news/stocks/california-economy-16-mind-blowing-facts-2019-4-1028142608#california-produces-more-than-400-agricultural-products5>

² <https://www.edd.ca.gov/newsroom/unemployment-june-2019.htm>

³ <http://newsroom.ucla.edu/releases/ucla-anderson-forecast-june-2019-us-california>

⁴ <https://lao.ca.gov/LAOEconTax/Article/Detail/390>

⁵ <http://newsroom.ucla.edu/releases/ucla-anderson-forecast-june-2019-us-california>

percent, with job growth of 1.3 percent as compared to national job growth of 1.6 percent. Future job growth is predicted at 37.6 percent over the next decade.^{6 7 8}

Within the next five years employment growth is expected to continue in areas of professional services, information technology, education, health services, transportation, and hospitality. Together, these sectors are estimated to account for 88 percent of net employment growth. It is anticipated that approximately 48,000 jobs will be added by 2024 attracting new workers to the area. The obvious challenge will be housing as unfortunately, only one new home was built in San Mateo County for every 19 jobs created between 2010 and 2015.⁹ Exacerbating the housing shortage is the limited number of housing permits issued each year (approximately 1,700 annually). In 2018 residential building permits in the Bay Area were down despite the strong demand for housing. In San Mateo County the number of permits decreased by 49 percent over the previous twelve-month period.¹⁰

With very few new homes built, the housing crisis in the county continues to deepen with the housing market only slightly weakened by mortgage interest rates and turbulent financial markets. The alternating confidence and fear generated by its swings as well as impacts of federal tax law changes have been considerable factors in the Bay Area real estate markets with foreign investments recently declining by 49% for a variety of economic and political factors. Still, the local real estate market demonstrated a strong second quarter with median house sales prices bouncing back to slightly exceed the previous peak in 2018.¹¹ Despite this positive trend, UCLA economists anticipate that the housing market in California is likely to cool as 2020 approaches regardless of job growth. Accordingly staff anticipates slightly lower property tax revenue increases over the next few years.

DISTRICT FUNDING AND PRIORITIES OVERVIEW

The San Mateo County Community College District (SMCCCD) continues its community-supported status for the ninth consecutive year (since 2011-12). To ensure protection against any legislation that may threaten this status, District officials continue to play an active and vital role in policy and advocacy positions and participate in many statewide committees to represent District views and interests.

As the District pursues different avenues and approaches to address community needs, which also include responding to the educational requirements of its student population, there is a strong commitment to maintain a prudent and stable financial position. The future continues to look promising with the addition of new faculty and staff to improve and enhance District goals. These goals are aligned with the District Strategic Plan as programs are put in place and implemented. Among these programs are the Promise Scholars program, the Constituent Relationship Management (CRM) system, and an initiative to address food insecurity. Also highlighted are the International Education program and the Equity Institute.

⁶ <https://fred.stlouisfed.org/series/CASANM0URN>

⁷ <https://aawww.google.com/search?client=safari&rls=en&q=us+unemployment+rate&ie=UTF-8&oe=UTF-8>

⁸ https://www.bestplaces.net/economy/county/California/san_mateo

⁹ <https://climaterwc.com/2018/06/20/1-home-built-for-every-19-jobs-created-in-san-mateo-county/>

¹⁰ <https://sanfrancisco.cbslocal.com/2019/08/02/housing-crisis-bay-area-residential-building-permits-down-18-19/>

¹¹ <https://www.bayareamarketreports.com/trend/san-mateo-home-prices-market-trends-news>

Promise Scholars Program

The Promise Scholars Program remains available at all three colleges in the District and supports the focus of the District’s Strategic Plan: “Students First – Success, Equity, and Social Justice,” by removing financial barriers that prevent students from being able to pursue their educational goals full time. In addition to financial support, each college



provides a set of student and academic support services that are designed to increase success and persistence leading to completion. Access to textbooks and instructional materials, as well as support for transportation and meals, are also included as part of the program. This is done in recognition of the fact that it is more than the cost of enrollment that prevent students from accessing higher education. Program components and costs were discussed at the Board of Trustees’ annual retreat in March 2019 with a plan of advancing the program to serve 2,000 students in 2019-20. The total budget for the Promise Scholars Program for Fiscal Year 2019-20 (a part of this budget), includes an allocation of \$3.2 million from the funds listed below, and applied towards fee waivers and support for students.

Promise Scholars Program Funding Sources and Allocations (Direct Resources to Students)

Source	Amount
Enterprise Funds	\$400,000
Foundation	\$300,000
Housing Fund	\$300,000
State & One-Time Resources	\$700,000
Fund 1 (Fee Waivers)	\$1,500,000
2019/20 Total	\$3,200,000

The District plans to continue to grow the Promise Scholars Program in future years. The District plans to utilize any and all state funding available (AB19 Grant) and continue to fundraise both through Foundation and through grant opportunities.

Constituent Relationship Management System

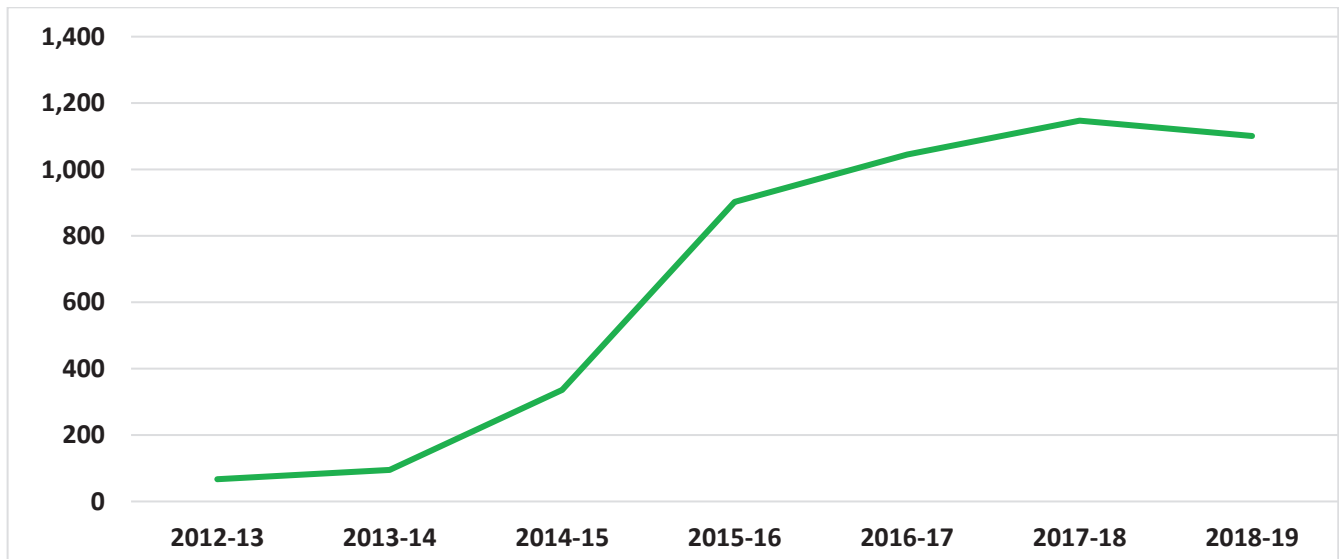
The Constituent Relationship Management (CRM) system, which is aligned to the District’s Strategic Plan’s goal of increasing program delivery options, including the expanded use of instructional technology to support student learning and success, is designed to transform the way the District interacts with students and vice versa. The initiative’s focus is to architect a suite of well-integrated solutions that will empower students and the community to support student success to scale. This includes, but is not limited to, streamlining systems to better integrate the management of student records, the monitoring of student progress of educational goals, the enhancing of the class registration process, and marketing outreach. This budget provides an additional \$1.75 million to fund the on-going technology contracts and four positions to support the system.

International Education

The District has experienced robust international student enrollment growth unseen amongst community colleges in the nation over the past several years that has catapulted the District to rank #17 among community colleges

nationwide according to the Institute for International Education ¹² and is currently among the top ten in the State. Yet, geopolitics and other dynamics beyond the District’s control are negatively impacting the traditional modes of marketing and outreach as evidenced by double digit recent declines among higher education institutions. This budget anticipates a modest increase of \$215,325 in revenues as a result of the increase to the non-resident tuition fee adopted by the Board of Trustees in spring 2019 despite an anticipated decline of approximately 100 FTES in 2019-20.

International FTES Enrollment Trend (2013 – 2019)



In order to mitigate the negative geopolitical impact on international student enrollment and to remain competitive in the higher education marketplace, the District is implementing a new initiative known as the Global Online Advanced Learning (GOAL) program. This new program will enable international students to take online courses in cohorts in their country of origin, thus allowing the District to expand its outreach to markets previously untapped and to attract students who would not have normally considered enrolling at the District’s colleges due to visa concerns and/or cost-of-living expenses. Additionally the District is encouraged by the significant potential and results in its collaboration with Silicon Valley Intensive English Program (SVIEP), the U.S. State Department, and the U.S. Commerce Department. The State and Commerce Departments are both promoting the District’s program in South America, India, the Middle East, and Africa. Students attending SVIEP have become a viable direct source of incoming students with 80 students



matriculating to academic programs. Due to the continued enrollment decline amongst resident students primarily thought to be due to low unemployment rates, international students are filling empty classroom seats. Being community-supported, the District does not have an enrollment cap and no student is denied access due to the enrollment of international students. In fact, for every 2.5 international students, the District has the resource to provide an additional course section for resident students and for every dollar spent on the college campuses by international students, \$4 are spent in the local community. Given this, it is estimated that international students contribute \$40 million to the local economy annually.

¹² <https://www.iie.org/Research-and-Insights/Open-Doors/Data/Community-College-Data-Resource/Community-College---International-Students/Top-Host-Institutions>

International students achieve academic success. In 2018, Skyline College was ranked #1 in international student transfer admission rates to UC Berkeley while 82% of international students who graduated from CSM in 2019 did so with honors. In fall 2018, 152 international students transferred to a UC while 72 transferred to a CSU.

Aside from the financial benefits to the District, international students contribute richness to campus life and classroom dialogue, and also reflect the cultural diversity of the Silicon Valley. Having international students in the classroom brings “study abroad” to the campuses which adds diversity and enhances the learning experience while preparing students for multicultural and multinational experiences; thereby creating an atmosphere of global learning and intercultural understanding.

Equity Institute

This budget includes \$800,000 in start-up funding for the Equity Institute to expand its operations. Started as a pilot program in 2018-19 at Skyline College, the Institute develops transformative experiences for organizations committed to becoming more culturally literate and equity advancing. The Institute facilitates professional development opportunities focused on strategic institutional responses to issues around race, gender, and equity. The Institute hosts fee-based equity academies quarterly, summits biennially, and cabinet roundtables for colleges throughout the state. The Institute is poised to evolve into a self-supporting, revenue-generating program.

Food Insecurity Initiative

This budget also includes up to \$1 million in one-time funding for food stipends for students in need of those resources. Working with Pacific Dining, the District’s food provider, the District is creating meal options at a price point that is either free or affordable for low-income students in need. The District is piloting this program in fall 2019 and expects to scale the program to as many as 1,000 students in the proceeding semesters.

With a voucher, students will be able to purchase nutritious, hot meals from a select menu of options while on campus. If a student is on campus three days per week for classes, he or she would receive vouchers for each of those days. Staff is exploring the ability to administer this program through a card rather than a paper voucher for increased efficiencies while reducing the stigma of food insecurity and limited financial resources for those students participating in the program.

2019-20 SMCCCD BUDGET

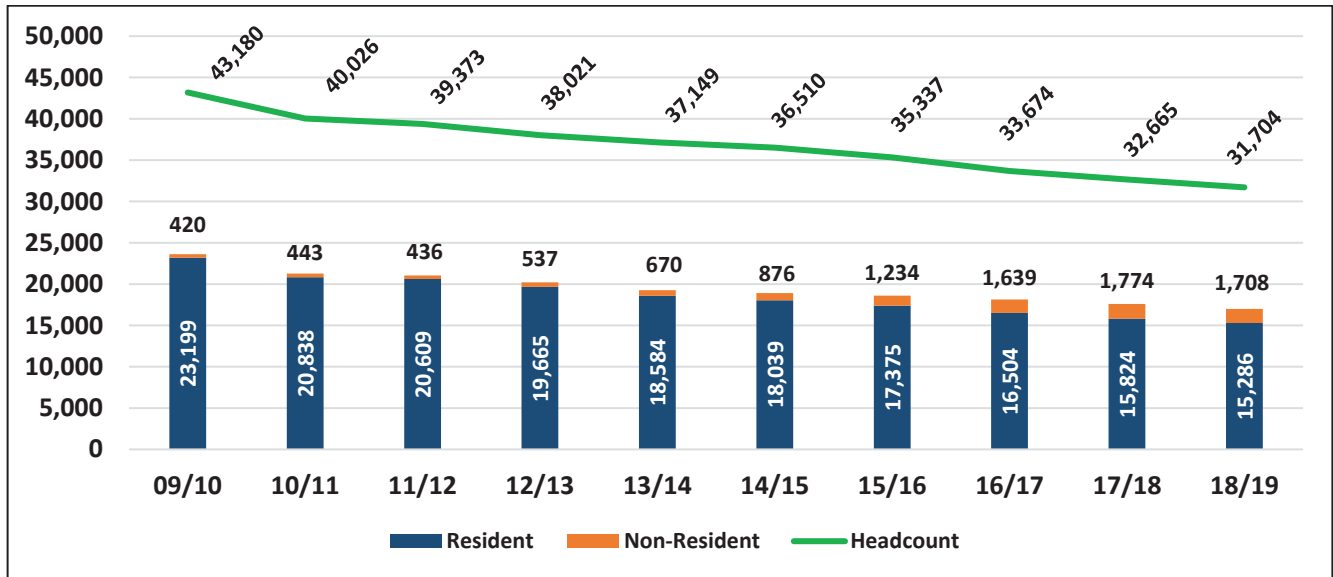
The District’s 2019-20 Tentative Budget was based on the most current revenue assumptions available in early May 2019. The Final Budget assumptions have been adjusted to reflect the State budget and the District’s community-supported status. Changes have occurred since May 2019 that form the basis for revised revenue and expenditure budgets as follows:

2019-20 Tentative Budget Assumptions	2019-20 Final Budget Assumptions																				
1. No resident tuition fee increases	1. No resident tuition fee increases																				
2. 2018-19 FTES based on the District’s P-2 (Second Principal Apportionment) report to the State as of April 15, 2019:	2. 2018-19 FTES based on the District’s P-A (Annual Principal Apportionment) report as of July 15, 2019:																				
<table border="0"> <thead> <tr> <th style="text-align: left;"><u>Campus</u></th> <th style="text-align: right;"><u>FTES</u></th> </tr> </thead> <tbody> <tr> <td>Cañada College</td> <td style="text-align: right;">3,580</td> </tr> <tr> <td>College of San Mateo</td> <td style="text-align: right;">6,597</td> </tr> <tr> <td>Skyline College</td> <td style="text-align: right;"><u>6,882</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">17,059</td> </tr> </tbody> </table>	<u>Campus</u>	<u>FTES</u>	Cañada College	3,580	College of San Mateo	6,597	Skyline College	<u>6,882</u>	Total	17,059	<table border="0"> <thead> <tr> <th style="text-align: left;"><u>Campus</u></th> <th style="text-align: right;"><u>FTES</u></th> </tr> </thead> <tbody> <tr> <td>Cañada College</td> <td style="text-align: right;">3,564</td> </tr> <tr> <td>College of San Mateo</td> <td style="text-align: right;">6,551</td> </tr> <tr> <td>Skyline College</td> <td style="text-align: right;"><u>6,881</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">16,996</td> </tr> </tbody> </table>	<u>Campus</u>	<u>FTES</u>	Cañada College	3,564	College of San Mateo	6,551	Skyline College	<u>6,881</u>	Total	16,996
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<table border="0"> <thead> <tr> <th style="text-align: left;"><u>Campus</u></th> <th style="text-align: right;"><u>FTES</u></th> </tr> </thead> <tbody> <tr> <td>Cañada College</td> <td style="text-align: right;">3,448</td> </tr> <tr> <td>College of San Mateo</td> <td style="text-align: right;">6,362</td> </tr> <tr> <td>Skyline College</td> <td style="text-align: right;"><u>6,591</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">16,401</td> </tr> </tbody> </table>	<u>Campus</u>	<u>FTES</u>	Cañada College	3,448	College of San Mateo	6,362	Skyline College	<u>6,591</u>	Total	16,401	<table border="0"> <thead> <tr> <th style="text-align: left;"><u>Campus</u></th> <th style="text-align: right;"><u>FTES</u></th> </tr> </thead> <tbody> <tr> <td>Cañada College</td> <td style="text-align: right;">3,444</td> </tr> <tr> <td>College of San Mateo</td> <td style="text-align: right;">6,223</td> </tr> <tr> <td>Skyline College</td> <td style="text-align: right;"><u>6,654</u></td> </tr> <tr> <td>Total</td> <td style="text-align: right;">16,321</td> </tr> </tbody> </table>	<u>Campus</u>	<u>FTES</u>	Cañada College	3,444	College of San Mateo	6,223	Skyline College	<u>6,654</u>	Total	16,321
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Total	16,321																				
4. On-going property tax growth of 7% - State revenue COLA does not apply	4. On-going property tax growth of 7.12% - State revenue COLA does not apply																				
5. CPI of 3.18%	5. CPI of 3.33%																				
Summary	6. Compensation adjustments based upon AFT, CSEA, and ASFCME negotiated agreements are pending allocation																				
Total Projected Revenue	\$202,032,069																				
Total Projected Expenses	<u>\$202,032,069</u>																				
Estimated Surplus	\$(-0-)																				
<i>NOTE: Beginning with the 2015-16 fiscal year, SMCCCD implemented the use of a new resource allocation model to reflect the District’s community-supported status that prioritizes programs and services according to the needs of the local community as defined in the District’s Strategic Plan.</i>	Summary																				
	Total Projected Revenue																				
	\$201,540,815																				
	Total Projected Expenses																				
	<u>\$201,540,815</u>																				
	Estimated Surplus																				
	\$(-0-)																				

Enrollment Trends

The chart below represents enrollment trends for the past ten years. The decline in enrollment is partially attributed to the dramatic improvement in the economy as more people find employment as shown in the County’s extremely low unemployment rate.

Enrollment Trends (2010 – 2019)



GENERAL FUND REVENUES

The General Fund consists of two segments: “Unrestricted” and “Restricted.” At SMCCCD, the Unrestricted General Fund is commonly referred to as “Fund 1” and the Restricted Fund is referred to as “Fund 3.” Approximately 82 percent of the General Fund consists of the unrestricted portion of the General Fund budget and supports most of the general programs of the District.

The restricted portion of the General Fund (approximately 18 percent) accounts for federal, state, and local monies that must be spent for specific purposes as defined by law, regulation, or delegation. Examples of restricted funds include state categorical programs such as Student Equity and Achievement (SEA), Extended Opportunity Programs and Services (EOPS), and Disabled Students Programs and Services (DSPS). Other restricted funds come from foundations; fundraising and partnerships with industry and the community; and grants from local, state, and federal governments.

The following information focuses primarily on the Unrestricted General Fund; however, the District’s other funds are also included.

2019-20 Unrestricted General Fund Revenue

Under state law, each district has a “revenue limit,” which is a maximum amount of the general purpose funding as determined by the State according to the SCFF. The revenue in the calculation is drawn from three primary sources: local property taxes, student enrollment fees, and state general apportionment. When property taxes and enrollment fees exceed the state revenue limit, the district is known as basic aid or “community-supported”.

Since becoming community-supported in 2011, SMCCCD does not receive state general apportionment. Rather, the District receives the bulk of its unrestricted revenue from local property taxes and student fees, including non-resident tuition. These two primary sources represent 93 percent of the unrestricted revenues.

District Cash Flow and Reserves

The District's financial standing continues to be strong and stable. With its current community-supported status, the District is no longer entirely dependent on state apportionment. This means that funding is generally more predictable and is predicated on the local economy as opposed to that of the State. The majority of revenues are received twice per year (December and April) when property tax revenues are distributed by the County.

Between the months of July and December, without significant cash receipts, cash management is vital. In order to simplify the process and obtain the best pricing for issuance costs, the District has participated in the California School Boards Association (CSBA) *California Reserve Program* for the issuance of tax-exempt, tax revenue anticipation notes (TRANS) to smooth its cash flow. In past years, it had been standard practice to issue a TRANS to provide the necessary cash flow to fund District operations to meet payroll and other District obligations during the months before property tax revenues are available. However, due to its favorable financial position, it was not necessary for the District to issue a TRANS in 2018-19 for cash flow purposes nor is this financing mechanism anticipated for 2019-20.

Various Measure H Bond construction projects are underway and the District issued the second and final tranche of the Measure H Bond Authorization in fall 2018 to fund these projects.

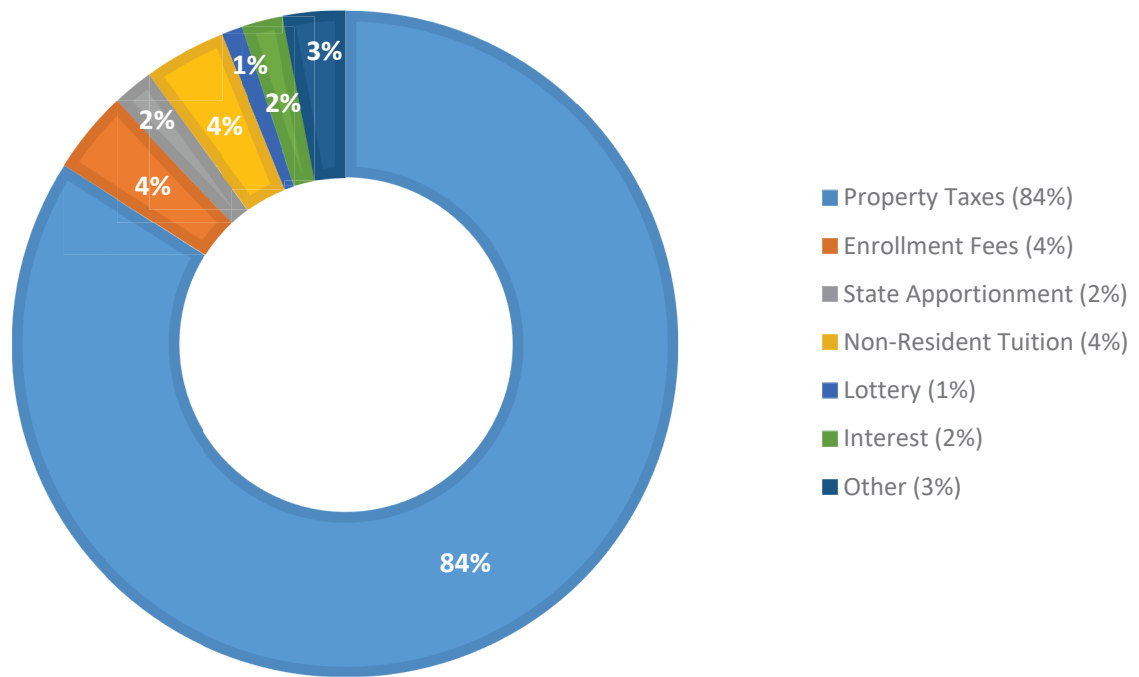
The 2019-20 Budget maintains the reserves at 15 percent of expenditures. For the current budget year, this equals approximately two months' payroll. The appropriate level of reserves (15%) will be maintained in the District's Unrestricted General Fund.

2019-20 Unrestricted General Fund Revenue Projections

2019-20 Final	REVENUE
\$177,931,774	Base Revenue: Includes property taxes, supplemental taxes, student enrollment fees, and no state general apportionment (as the District is community-supported). Property Taxes (secured, unsecured, supplemental, etc.): \$156,641,213 RDA Property Taxes (AB1290, Residual, etc.): \$12,823,584 Student Fees: \$8,466,977 (reduced due to Promise Scholars Fee Waiver)
1,462,741	Educational Protection Account (Prop 55): State allocation from personal income taxes calculated at \$100 per resident FTES.
2,481,417	Lottery: Projection is based on estimated receipts for 2019-20. Proposition 20 restricts a certain portion of lottery funding for the purchase of instructional materials which are included in the Restricted General Fund.
491,967	State allocations for Part-Time Faculty Parity, Office Hours and Medical reimbursements.
467,362	Apprenticeship: Programs at College of San Mateo and Skyline College.
477,997	Mandated Costs: The District is budgeting \$30.16 per FTES in 2019-20.
8,920,268	Non-Resident Tuition: The non-resident rate is \$265 per unit.
3,000,000	Interest: Estimated based on a combination of short-term interest rates and cash flow projections based on favorable economic climate.
6,307,289	Miscellaneous: Includes most current projections for the State's STRS On-Behalf payment (a pass-through), full-time faculty funding from the State, facility rental income, cosmetology sales, library fines, class audit fees, transcript fees, satellite dish income, and other miscellaneous student fees and income.
\$201,540,815	TOTAL PROJECTED REVENUE

The District Committee on Budget and Finance reviews and assists in formulating the District’s revenue assumptions. The chart below illustrates the various sources of revenue.

2019-20 Unrestricted Fund Revenue Sources



DISTRICT COMMITTEE ON BUDGET AND FINANCE

The District Committee on Budget and Finance is a subcommittee of the District Participatory Governance Council. Its main purpose is to focus on budget planning. The Committee reviews State budget proposals and assists in developing District income assumptions, budget goals, and budget allocations. The Committee meets monthly and members receive regular updates on State and District budget and finance issues. Each member actively contributes, participates, and is responsible for dissemination of information to their respective constituencies.

Members for 2019-20 include:

- | | |
|--|---|
| Eloisa Briones, <i>Vice President for Administration</i>
<i>Skyline College</i> | Vincent Li, <i>Academic Senate Representative</i>
<i>College of San Mateo</i> |
| Anthony Burrola, <i>AFSCME Representative</i> | Graciano Mendoza, <i>Vice President of Administration</i>
<i>Cañada College</i> |
| Mary Chries Concha Thia, <i>Budget Office</i>
<i>Cañada College</i> | Micaela Ochoa, <i>Vice President of Administration</i>
<i>College of San Mateo</i> |
| Sam Haun, <i>CSEA Representative</i> | Martin Partlan, <i>Academic Senate Representative</i>
<i>Cañada College</i> |
| Judy Hutchinson, <i>Budget Office</i>
<i>Skyline College</i> | Ludmila Prisecar, <i>Budget Office</i>
<i>College of San Mateo</i> |
| Nick Kapp, <i>Academic Senate Representative</i>
<i>Skyline College</i> | Bernata Slater, <i>Chief Financial Officer</i>
<i>District Office</i> |
| Steven Lehigh, <i>AFT Representative</i> | Student Representatives from each College |

2019-20 BEGINNING BALANCE

The 2019-20 General Fund beginning balance is \$43,159,488. The beginning balance includes reserves for specific projects and activities of the 2018-19 year that have been carried over into the new fiscal year and are committed to those purposes.

The beginning balance also includes the District’s contingency reserve of 15 percent and the 2018-19 site ending balances. The table below details the components of the District’s 2019-20 beginning balance.

Project / Activity	Balance
Miscellaneous Designated Funds:	
Apprenticeship	\$903,377
Elections Carryover	287,942
Emergency Preparedness	866,870
Indirect Cost Pool	695,429
IT Firewall & Security	1,490,623
Professional Development	224,622
Skyline International	309,583
Staff Development	420,783
Telecom Contracts	451,072
Various Projects:	
CAÑADA	537,788
CSM	2,716,304
SKYLINE	1,079,467
DISTRICT / FACILITIES	354,624
Encumbrances:	
CAÑADA	2,040
CSM	1,741
SKYLINE	3,605
DISTRICT / FACILITIES	607,904
CENTRAL SERVICES	119,810
Site Ending Balances:	
CAÑADA	679,000
CSM	133,325
SKYLINE	784,899
DISTRICT OFFICE	235,499
FACILITIES	22,058
Contingency Reserve (15%)	30,231,123
	\$43,159,488

RESERVES

The 2019-20 Budget includes a District reserve of \$30,231,123 in its fund balance which is equivalent to 15 percent. The State recommends a five percent minimum reserve. The District’s reserve includes amounts for budget contingency, emergency response, and cash flow. The contingency reserve is not budgeted as a line item as there is no intention to expend these funds except in an emergency.

2019-20 UNRESTRICTED GENERAL FUND EXPENDITURE PLAN

Expenditure projections are adjusted throughout the budget development process as new information becomes available.

The expenditure budget for the unrestricted portion of the general fund amounts to \$201,540,815, which represents a decrease of \$491,254 from the tentative budget estimate of \$202,032,069. Changes were due in large part to increased estimates to local revenue increases (e.g., property taxes and interest income) offset by reductions in state revenue estimates (e.g., part-time faculty parity). The District charges itself for future retiree medical benefits (five percent of payroll) and transfers that amount to the Reserve Fund for Post-Retirement Benefits (Fund 8) and ultimately to the OPEB trust fund. An actuarial study, prepared in October 2018, indicated the District’s liability is almost fully funded at 95 percent (liability of \$121 million with assets of \$115 million). In 2018-19 the District transferred \$2.6 million and this budget includes an additional \$3.6 million to transfer in an effort to achieve fully-funded status. Given this funding status, 2019-20 will be the second year in which the District anticipates disbursing \$3.3 million to fund its “pay as you go” retiree benefit costs from the Reserve Fund for Post-Retirement Benefits, providing relief to the Unrestricted General Fund.

2019-20 cost-of-living adjustments for non-represented employees and AFSCME were provided for in July 2019 and August 2019, respectively, with approval from the Board of Trustees. Site allocations have been adjusted for non-represented employees and will be adjusted for AFSCME in the second quarter of 2019-20. Negotiations for compensation for AFT and CSEA, are on-going and once settled will be allocated to the sites via the resource allocation model.

2019-20 Unrestricted General Fund Expenditure Plan

2019-20 Final	EXPENDITURES
\$165,867,546	Site Allocations – Includes allocations for salaries and benefits adjusted for growth per the allocation model, and for step and column changes and longevity known-to-date. Also includes EPA (Educational Protection Account) allocation. Benefits – Includes benefit increases known-to-date. This also includes the internal charge (5 percent of payroll) for the future cost for District-paid retiree medical benefits.
4,362,483	Retiree Benefits – Includes benefit costs for approximately 983 retirees and their spouses' health premiums. An additional \$3.3 million of these benefit costs will be charged to the Reserve Fund for Post-Retirement Benefits (Fund 8).
7,398,994	Other benefit costs for the adjunct faculty medical reimbursement program, faculty office hours, and STRS on-behalf payments.
3,236,840	Transfer to the Parking fund for Facilities and Public Safety staff.
561,600	Formula Adjustments/Contracts – Cosmetology sales, facility use rental fees, telecommunications satellite contract allocations, and 8% of non-resident out-of-state student tuition.
467,362	Apprenticeship – Expenditure budget corresponds with revenue assumptions. Programs include automotive technology at Skyline College and electrical at CSM.
1,705,825	Miscellaneous – Includes audit fees, banking and credit card fees, bad debt, IRS fees to process 1098 and 1099 forms, AFT and Academic Senate release time, special events fund, CalPERS/STRS administrative fee, vehicle leases, opening day and end of year expenses, and other miscellaneous expenses.
5,036,234	Utilities – Includes gas, electricity, water/irrigation, garbage, and other charges. The Facilities Department analyzes projected costs for new campus buildings as well as rate increases and offsets from the cogeneration plants and solar farm.
5,700,740	Salary commitments – Includes anticipated AFT, CSEA and AFSCME COLA for 2019-20.
200,000	Managed Hiring – Includes resources necessary for the placement of staff into unfunded classified positions, thereby avoiding layoffs.
1,817,706	Insurance – Includes transfers to the Self-Insurance fund (Fund 2) for property and liability insurance premiums and workers' compensation insurance premiums.
585,000	Consultant/Legal fees.
755,385	Staff Development – Includes annual allocation for faculty, management, and classified professional development.
3,765,100	Software/Hardware/Telephone – Includes maintenance and operating costs for ITS software and hardware, as well as telephone charges. This line item covers Districtwide existing software and new contracts.
80,000	Museum of Tolerance – Training scheduled for Fall 2019 and Spring 2020.
\$201,540,815	TOTAL PROJECTED EXPENDITURES

2019-20 BUDGETED EXPENDITURES

The total Unrestricted General Fund budget includes site allocations and the beginning balance as indicated in the following major areas:

Salaries **\$115,647,606**

The expenditure budget for salaries includes increases for step placement and longevity known-to-date and 2019-20 compensation increases. Salaries and benefits combined account for approximately 76.5 percent of the total budget.

Benefits **\$48,401,785**

Updates to benefit rates for 2019-20 are included. The budget includes the January 1, 2020, increases in non-capped premium rates for employees and retirees and increases in employee health premium caps when part of the negotiated collective bargaining settlements. This amount also includes a benefit for the future cost for District-paid retiree medical benefits.

Supplies **\$4,922,726**

Projected expenditures in this category include all types of operating supplies, including miscellaneous office supplies, subscriptions, printing, fuel, etc.

Other Expenses and Services **\$35,342,066**

The expenditure budget includes operating expenses such as utilities, conference and travel, maintenance costs, contracted services, election costs, leases, telephone service, and computer hardware and software contracts. This also includes much of the carryovers for the sites.

Equipment **\$2,260,916**

Expenditures in this category include instructional equipment, library books, furniture, and site and building improvements. A large majority of the District’s capital expenses are included in the Capital Projects Fund.

Transfers/Other **\$7,894,085**

The Unrestricted General Fund includes transfers to other District funds. The projected transfers include transfers to the Self-Insurance Fund for insurance premiums, the Restricted General Fund to support the Promise Scholars program and other programs including the Parking Fund, and to the Child Development Fund.

Total Expenditure Budget **\$214,469,185***

**This total includes site allocations, EPA, Transfers, Central Services expenses as well as committed or carryover funds from 2018-19.*

SITE ALLOCATIONS

Cañada College

Site Allocation	\$30,085,382
EPA (Prop 55)	269,531
18-19 Ending Balance	<u>679,000</u>
Total	\$31,033,913

College of San Mateo

Site Allocation	\$48,592,472
EPA (Prop 55)	435,614
18-19 Ending Balance	<u>133,325</u>
Total	\$49,161,411

Skyline College

Site Allocation	\$48,708,562
EPA (Prop 55)	436,340
18-19 Ending Balance	<u>784,899</u>
Total	\$49,929,801

District Office

Site Allocation	\$20,767,048
EPA (Prop 55)	184,115
18-19 Ending Balance	<u>235,499</u>
Total	\$21,186,662

Facilities

Site Allocation	\$16,251,340
EPA (Prop 55)	137,143
18-19 Ending Balance	<u>22,058</u>
Total	\$16,410,541

Total

Site Allocations	\$164,404,804
EPA (Prop 55)	1,462,743
18-19 Ending Balance	<u>1,854,781</u>
Total	\$167,722,328

The 2018-19 site ending balances will be used by the sites to cover both unanticipated and planned items.

BUDGET SUMMARY

Revenue

Beginning Balance	\$ 43,159,488
2019-20 Revenue	<u>201,540,815</u>
Total	\$244,700,303

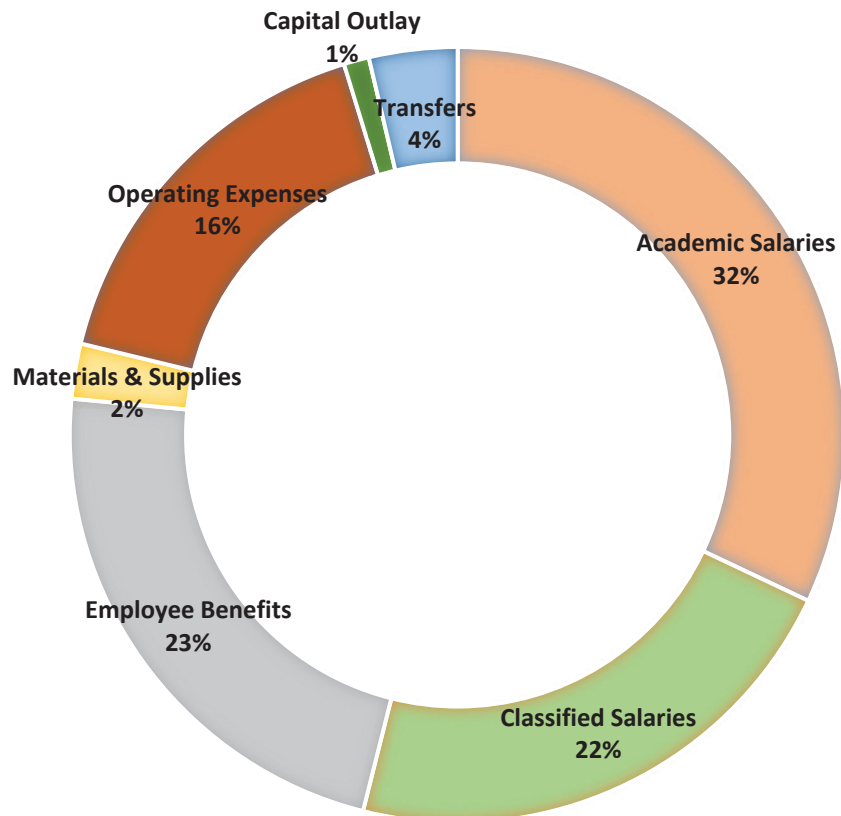
Expense

Site Allocations	\$165,867,547
Central Services	35,673,272
2019-20 Committed	<u>12,928,361</u>
Subtotal	\$214,469,180

Reserves	30,231,123
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Balanced Budget \$ (0)

2019-20 Budgeted Expenditures by Account Type



SELF-INSURANCE FUND (FUND 2)

The District is entering into its thirteenth year of a more independent risk management program since withdrawing from the Bay Area Community College Joint Powers Agency (JPA) in 2005-06. The risk management program uses a combination of self-insured retention (SIR) amounts and insured limits. The current program permits the District to manage risk with greater flexibility to meet its needs associated with its size and complexity. After withdrawing from the JPA, the District contracted for independent coverage and administration of claims from insurance underwriters and third party claims administrators. The largest risk programs are those for property, liability, and workers' compensation risk coverage. The District maintains a self-insured retention to cover expected losses, and a combination of primary insurance and re-insurance levels to cover unexpected losses. The Self-Insurance fund is used to fund and manage the expenses associated with this risk management program.

Due to current insurance market conditions, newly constructed building resulting in higher valuation, and insured loss experience, the District expects an over-all 25% increase to insurance rates for 2019-20. Staff is actively engaged in evaluating options to mitigate potential future cost increases.

Workers' compensation costs have remained relatively low, allowing the District to maintain its internal charge percentage at less than one percent (0.71 percent) of salaries. This is due in large part to the emphasis that the Facilities Department has placed on safety, resulting in extraordinarily low number of accidents and claims. The District uses an actuarially-based program to determine its internal charge for worker's compensation.

The District maintains a variety of insurance policies, levels of self-insured retention, and self-insurance. The chart below illustrates the District's primary policies, as well as the claims management contracts. In addition, the District has several smaller policies that cover business travel, crime, terrorism, cyber liability, student accidents, student athletes, international student health insurance, student malpractice, and Health Center malpractice.

Policy	CARRIER	A.M.BEST'S RATING	Type of Coverage
Excess Workers' Compensation Program	Safety National Casualty Corporation	A+ XV	Statutory Workers' Compensation and Employers' Liability Excess Workers' Compensation Program SIR: \$350,000 To STAT PLUS \$1M Employers Liability
Property, Inland Marine and Boiler and Machinery Program	Travelers Property Casualty Company of America	A++ XV	Deductible: \$150,000
Excess Liability Program Including GL, AL, EBL, School Board Legal, EPL, Law Enforcement Liability, Sexual Harassment and Sexual Abuse (Sexual Abuse is per occurrence trigger).	Princeton Excess & Surplus Lines Insurance Company, owned and operated by Munich RE Insurance	A+ XV	SIR: \$150,000, \$4,850,000 per occurrence, and \$5,000,000 aggregate \$2,500 Loss Control Fund
SELF (School Excess Liability Fund)	Joint Powers Authority for Schools in the State of California	Not Applicable	\$55,000,000 in excess of \$5M
Third Party Administrator (Liability)	Neil Butterbaugh Claims Retention Services (CRS)		
Third Party Administrator (Excess Workers' Compensation)	SEDGWICK Claims Management Services (CMS)		

The 2019-20 Self-Insurance budget, detailed on page 55, totals \$2,138,378. Estimated income is \$2,944,404, which consists of a transfer from Fund 1 to fund insurance premiums and internal benefit charges to offset Workers' Compensation costs. The net beginning balance of the Self-Insurance Fund is \$7,890,169. This balance will cover incurred – but not yet reported – losses.

DEBT SERVICE FUND (FUND 25)

The purpose of the Debt Service Fund is to account for the accumulation of resources for, and the payment of, general long-term debt. Revenue to this fund comes from the assessed property taxes to pay off the General Obligation Bonds.

The Debt Service Fund budget for 2019-20, shown on page 59 totals \$65,549,956, which includes debt reduction principal and interest payments, which is offset by an estimated income of the same amount. The net beginning balance is \$60,056,878. The schedule for long-term debt can be found in the Supplemental Information section.

RESTRICTED GENERAL FUND (FUND 3)

The Restricted General Fund accounts for specially-funded federal, state or local grants or agreements which have specific purposes and must be spent accordingly. The 2019-20 Final Budget includes the most current data available. A list of the specific programs and grants can be found on pages 64-65.

Included in the Restricted General Fund are the Health Services and Parking Programs. Health fee income is estimated at \$882,043. Parking fee income and fines are estimated at \$1,750,000. Additionally a portion of the local resources supporting the Promise Scholars Program as well as state resources (e.g., AB19 and the Innovation in Higher Education Grant) are included in the Restricted General Fund.

The Restricted General Fund budget for 2019-20, as shown on page 62 is \$46,253,978. This total reflects the 2019-20 budget for new grants and categorical program allocations as well as funds carried over from 2018-19. The net beginning balance in the Restricted General Fund is \$28,586,873.

CAPITAL PROJECTS FUND (FUND 4)

The Capital Projects Fund is a restricted fund and reflects estimated year-end data and funding carryover for projects approved – but not completed – in prior years. A project list can be found on pages 71-72. Project expenditures as of June 30 were \$115,549,902.

The General Obligation Bond Construction Fund, a sub-account of the Capital Projects Fund, was established for the deposit of proceeds from the sale of bonds. Deposits are used to meet the costs of property acquisition, facilities planning, inspections, surveys, new construction, modernization, and new equipment.

Capital Improvement Program

In November 2014, voters in San Mateo County voted (66.4 percent favorable) to approve Measure H, a \$388 million bond measure that will allow the District to complete the modernization/construction/reconstruction projects as envisioned in the 2015 Facilities Master Plan Amendment that was approved by the Board of Trustees in January 2015. The District received its first Measure H bond issuance of \$127 million in June 2015 and the second and final issuance of \$261 million in November 2018. To date, the funds have generated interest of \$7.17 million, which increased the Measure H budget from \$388 million to \$395.17 million. As of June 30, 2019, the District has expended \$171,078,251 and committed \$44,084,653 of Measure H funds – 55 percent of the total authorization.

The following is a list of site-specific activities that have been recently completed or are currently in design, pre-construction, or construction phase. Construction dates listed reflect currently planned schedules as of August 2019, but are subject to change.



Active Construction Projects – The following projects are under construction:

- Building 1N Kinesiology and Wellness Center (anticipated completion – Winter 2021)
- Building 3 Central Utility Plant Upgrades (anticipated completion – Fall 2019)
- Building 9 Envelope Repairs (anticipated completion – Spring 2020)
- Building 13 HVAC Upgrades (anticipated completion – Fall 2019)
- Building 23N Math/Science/Technology (completion – Fall 2019)
- Parking Lot 6 Expansion (anticipated completion – Winter 2021)



Building 1 Progress



Building 23

State Capital Outlay Funded Projects – The following projects have been submitted for State Capital Outlay funding:

- Building 13 Multiple Program Instructional Center (Final Project Proposal - FPP) – Approved and Funded
- Building 3 Performing Arts Center Technology and Environmental Modernization (Initial Project Proposal - IPP) – Pending Approval for FPP

College of San Mateo

Completed Projects – The following projects were completed during the fiscal year 2018-19:

- Buildings 2, 3 and 4 Roofing Repairs
- Building 3 Humanities and Arts Seating Replacement
- Interior LED Lighting Upgrade
- Campus-wide Irrigation Upgrade

Active Construction Projects – The following project is under construction:

- Building 17 Student Life and Learning Communities Renovation (anticipated completion - Winter 2019)

*Building 3**Building 17 Progress*

Projects In Planning – The following projects are in the planning and design stage:

- Building 3 Humanities and Arts AV Replacement
- Building 20 Edison Lot Expansion

State Capital Outlay Funded Projects – The following projects have been submitted for State Capital Outlay funding:

- Campus Water Tank Replacement (FPP) – Approved and Funded
- Building 9 Library Modernization (IPP) – Pending Approval for FPP



Completed Projects – The following projects were completed during the fiscal year 2018-19:

- Building 5 Center of Transformative Teaching and Learning (CTTL)
- Building 14 Loma Chica Child Development Center
- Building 19 Pacific Heights Renovation

Active Construction Projects – The following projects are under construction:

- Building 7 STEM Center (completion – Summer 2019)
- Building 12N Environmental Science (completion – Fall 2019)



Building 12 Progress



Building 14

Projects In Planning – The following projects are in the planning and design stage:

- College Ridge Employee Housing Vertical Project

State Capital Outlay Funded Projects – The following projects have been submitted for State Capital Outlay funding:

- Building 2 Workforce and Economic Development Prosperity Center (FPP) – Approved and Funded
- Building 5 Learning Resource Center Technology and Environmental Modernization (IPP) - Pending approval for FPP



Active Districtwide Projects – The following projects are underway:

- Districtwide Classroom Security Hardware Upgrade, Phase 4 (anticipated completion – Fall 2019)
- Districtwide Fire Alarm Panel Replacement (completion – Summer 2019)
- Districtwide Telephone System Replacement (anticipated completion – Spring 2020)
- Districtwide UPS Device (MDF/IDF) Replacement (anticipated completion – Summer 2020)
- Districtwide Symetra UPS Device (MPOE) Replacement (anticipated completion – Summer 2020)
- Districtwide Network Switch Upgrade (anticipated completion – Spring 2021)
- Districtwide Firewall Network Switch Replacement (anticipated completion – Spring 2021)
- Districtwide Wireless Access Point Replacement (anticipated completion – Fall 2020)
- Districtwide Server Replacement (anticipated completion – Spring 2021)
- Districtwide Emergency Alert System Speaker Replacement (completion – Summer 2019)
- Districtwide Video Server Upgrade (anticipated completion – Spring 2020)
- Districtwide Video Camera Replacement (anticipated completion – Spring 2022)
- Cañada Vista Envelope Repairs (anticipated completion – Spring 2020)
- Fitness Parkland and Accessible Route to College Ridge Project (anticipated completion – Fall 2019)
- College Ridge Employee Housing Horizontal Project (anticipated completion – Winter 2019)

Projects in Planning – The following projects are in the planning and design stage:

- Districtwide ADA Transition Plan Upgrade

AUXILIARY and ENTERPRISE FUNDS (FUND 5)

ASSOCIATED STUDENTS



The Associated Student Bodies (ASB) represent student interests at each of the District’s Colleges.

Net income comparing fiscal years 2018-19 and 2017-18 are listed below:

Associated Students - Cañada	2018-19	2017-18	\$ Change	%Change
Net Income for the year	\$14,615	\$9,788	\$4,827	49.31%
Beginning Fund Balance, July 1	\$283,359	\$273,571	\$9,788	3.58%
Ending Fund Balance, June 30	\$297,974	\$283,359	\$14,615	5.16%

Associated Students - CSM	2018-19	2017-18	\$ Change	%Change
Net Income for the year	\$5,936	\$(22,455)	\$28,391	-126.44%
Beginning Fund Balance, July 1	\$284,697	\$307,151	\$(22,455)	-7.31%
Ending Fund Balance, June 30	\$290,633	\$284,697	\$5,936	2.09%

Associated Students - Skyline	2018-19	2017-18	\$ Change	%Change
Net Income for the year	\$(52,824)	\$39,524	\$(92,348)	-233.65%
Beginning Fund Balance, July 1	\$575,549	\$536,025	\$39,524	7.37%
Ending Fund Balance, June 30	\$522,725	\$575,549	\$(52,824)	-9.18%

ASB Revenue

Activity card sales are the major source of income for the Associated Students. Payment of the Student Body Fee supports many student-sponsored activities and programs and entitles students to a photo-ID student body card.

Cash Basis Accounting policy – effective FY 2016-17

For the accounting of student fees revenues, “Accrual Basis of Accounting” was replaced by “Cash Basis” starting April 1, 2017. Under “Cash Basis” accounting, revenues recognized represent fees received from students in the current fiscal year regardless of the year in which they were billed.

ASB Expenditures

The ASBs regularly report their events and activities to the Board of Trustees. The expenditures supporting those activities include normal operating expenses (office supplies, activity cards, student assistant salaries and other miscellaneous expenses) as well as student programs, scholarships, and club assistance supporting campus life. The number and type of events that the ASBs hold may fluctuate from year to year based on the priorities of the student government.

The following table summarizes the number of events organized by the ASB at each college and also a comparison of total expenditures.

Associated Students	2018-19		2017-18			
Activities Vs Expenditure Analysis	# of Events	Expenditure	# of Events	Expenditure	\$ Change	% Change
Cañada College ASB	85	\$132,596	90	\$132,460	\$136	0.10%
College of San Mateo ASB	76	\$242,762	90	\$265,844	\$(23,082)	-8.68%
Skyline College ASB	47	\$307,889	43	\$197,843	\$110,046	55.62%

AUXILIARY OPERATIONS

San Mateo County Community College District Auxiliary Services and Enterprise Operations provide services at all three Colleges including the operations of the bookstores, dining services, vending services, Community Continuing and Corporate Education, and the San Mateo Athletic Club and Aquatic Center (at the College of San Mateo).

Each of the operations is unique in the services provided. The financial presentation for each of the enterprise operations is highlighted below with a brief narrative of each service.

Bookstores

The landscape of collegiate retailing continues to change at a rapid and dramatic pace. At one time, the College Bookstore was the one place students could go to purchase all of the required academic materials to achieve success. Today, nothing could be further from the truth. The reality is that the College Bookstores of today have had to change their way of thinking and operating to compete in this electronic content-driven environment. This paradigm, while not new, is still in its infancy but is growing at an incredible pace. Some colleges and universities are adopting a total electronic platform and have done away with textbooks altogether. Others have taken the more common hybrid approach and, while they still have textbooks for some classes, encourage faculty to seek less expensive electronic



media for their classes including open source materials and zero textbook cost materials. This is the case with the SMCCCD as a growing number of faculty are choosing to put the textbook aside and are using alternative materials exclusively.

Although the District has faced declining enrollment for the last several years, the Bookstore maintained a profit each year of operation since 2006 until the last two years when the effects of alternative materials were most significant.

Since the enrollment peak in 2009-10, the District has lost over 25 percent of its enrollment as measured in FTES. Despite these years of declining enrollment and along with the switch to alternative content delivery methods, the College Bookstores have continued to identify new products and services to attract both student and employee customers

including, but not limited to, the establishment of the textbook rental program, the opening of coffee and convenience stores at each location, and the provision of specialty services at each college.

The Bookstore team continues to focus on providing “Inclusive Access” (IA) materials despite the financial impact to the bottom line. The IA program has experienced explosive growth since its inception like no other program before it. The Bookstores have been directed by the Board of Trustees as well as all constituent groups at each the colleges to

reduce the cost of academic materials and help to increase access for all students. As IA continues on its growth trajectory in concert with all of the other textbook cost-cutting measures including the Zero Textbook Costs initiative, which provides academic materials at little or no cost, the Bookstores will face continued, serious financial pressure as illustrated in the financial statements over the prior two years. Particularly noteworthy is the fact that despite declining enrollment and sales decreases in almost every category including new and used textbook sales and textbook rentals, sales of digital and inclusive access materials skyrocketed from \$1,002,995 in 2017-18 to \$1,410,452 in 2018-19. The sales increase of \$407,457 on materials sold at a significantly reduced cost than an average textbook with a margin on average of just 15 percent, while a benefit to students on a number of fronts is detrimental to the financial health of this auxiliary operation.

Financial Information

The following data reflect Bookstore operations for the fiscal year beginning July 1, 2018 through June 30, 2019. It includes Fall 2018, Spring 2019 and a portion of the Summer 2019 semesters.

Bookstore Sales	2018-19	2017-18	\$ Change	% Change
Regular Merchandise Sales	\$5,453,125	\$5,551,332	\$(98,207)	-1.77%
Computer Products Sales	181,196	193,020	(11,824)	-6.13%
Total Merchandise Sales	5,634,321	5,744,352	(110,031)	-1.92%
Textbook Rental Income	314,383	408,633	(94,250)	-23.06%
Production Service Income	336,983	384,015	(47,032)	-12.25%
Total Sales	\$6,285,687	\$6,537,000	\$(251,313)	-3.84%

The Bookstore Fund budget for 2019-20 totals \$7,331,681 as indicated on page 76. The net beginning balance for the Bookstore Fund is \$6,760,768. The budget includes provisions for increased annual cash flow requirements, inventory, and full maintenance needs of the store facilities.

Total sales decreased slightly by 3.84 percent in 2018-19 compared to 2017-18 due to the decrease in sales across every category as a direct result in the decline in enrollment with the exception of digital and inclusive access materials which continues to grow.

Cost of sales decreased slightly by just over one percent in 2018-19. Overall inventory shrinkage was less than one percent of sales again this year due to loss prevention efforts and improvements with invoice processing. (The industry standard is two percent.) Total Operating Expenses decreased by less than two percent which is noteworthy given the increases in salary and benefit costs. Staff have made reductions in available areas without jeopardizing service.

Exacerbated by the year-over-year reductions in sales, along with increasing personnel and other costs, the Bookstores had an operational loss of \$389,320 in 2018-19 and an overall loss of \$565,306 which includes the assessment of non-operational income and expenses including a significant loss booked on the Bookstores investments of \$108,888 in 2018-19.

The following table provides a summary of comparative figures.

Bookstore Recap	2018-19	2017-18	\$ Change	%Change
Operations				
Sales				
Merchandise Sales	\$5,634,321	\$5,744,352	\$(110,031)	-1.92%
Textbook Rental Income	314,383	408,633	(94,250)	-23.06%
Production Service Income	336,983	384,015	(47,032)	-12.25%
Total Sales	6,285,687	6,537,000	(251,313)	-3.84%
Less: Cost of Sales	3,731,887	3,771,642	(39,755)	-1.05%
Gross Profit from Operations	\$2,553,800	\$2,765,358	\$(211,558)	-7.65%
Total Operating Expenses	2,993,433	3,050,424	(56,991)	-1.87%
Net Income/(Loss) from Operations	\$(439,633)	\$(285,066)	\$(154,567)	54.22%
Other Income	50,312	83,795	\$(33,482)	-39.96%
Net Operation Profit/(Loss)	\$(389,321)	\$(201,271)	\$(188,049)	93.4%
Non Operational Income/(Expenses)				
Non Operational Income	\$286,192	\$268,429	\$17,763	6.62%
Investments - Adjust to Market	(108,888)	(296,208)	187,320	63.24%
Non Operational Expenses				
Admin Salary & Benefits	155,885	157,841	(1,956)	-1.24%
Other Expenses	92,038	174,347	(82,309)	-47.21%
College Support	105,367	137,316	(31,949)	-23.27%
Total Non-Operational Income/(Expenses)	(175,986)	(497,283)	321,297	64.61%
Net Change in Fund Balance	\$(565,306)	\$(698,553)	\$133,248	19.07%

Staff anticipates that there will continue to be challenging times ahead for college bookstores in California as enrollments are trending lower and competition in course materials delivery is prevalent from online operators to alternative delivery methods. These challenges will continue to apply pressure on the Bookstores' overall financial performance despite the innovations that staff have instituted over the years. It is critically important to note the impact that the decline in enrollment at the three colleges since 2009-10 coupled with initiatives to reduce the cost of textbooks (e.g. inclusive excess, zero textbook cost, textbook rental program) has had a serious impact on the bookstores' ability to maintain profitability. With each student conservatively estimated spending just over \$200 each in the Bookstore every year, this decline in headcount has had an impact on sales exceeding \$1,000,000. Each year as enrollment declines, the sale of inclusive access and digital materials increase, and salary and benefit costs increase, the Bookstores will continue to suffer financial losses. This trajectory is unsustainable. The District will need to make decisions about how to move forward in the years to come. At the direction of the Board of Trustees in summer 2019, the Bookstore will undergo an independent financial and operational review with recommendations to the Board of Trustees this year.

Cafeterias

The Cafeteria Fund budget for 2018-19 totals \$245,488 as indicated on page 77. The net beginning balance in the Cafeteria Fund is \$775,929.

Beverage, Snack and Food Service Vendors:

- The District's beverage vending service partner is Pepsi Bottling Group. The contract was awarded July 1, 2017, ending on June 30, 2024 with the option of renewing for three one-year terms at the discretion of the District.
- The District's snack vending partner is Compass Group USA through its Canteen Vending Services Division. The contract was effective July 1, 2017, ending on June 30, 2022.

- The District's food service partner is Pacific Dining Services. The contract was awarded on July 1, 2017 through June 30, 2022 with an option for one five-year renewal at the discretion of the District.

Year-over-year comparisons are noted below:

Cafeteria Recap	2018-19	2017-18	\$ Change	%Change
Operations				
Revenues				
Food Service Income	\$208,699	\$219,208	\$(10,509)	-4.79%
Interest Income	16,370	9,373	6,997	74.65%
Event Rental	108,296	86,950	21,346	24.55%
Total Revenues	\$333,366	\$315,531	\$17,835	5.65%
Expenditures	\$254,542	\$260,898	\$(6,356)	-2.44%
Net Change in Fund Balance	\$78,824	\$54,633	\$24,191	44.28%

FOOD SERVICE INCOME	2018-19	2017-18	\$ Change	% Change
PACIFIC DINING				
Skyline	61,539	73,109	-11,569	-15.82%
Cañada	34,377	30,588	3,788	12.38%
CSM	86,344	89,771	-3,427	-3.82%
Le Bulldog	26,439	25,740	699	2.72%
Total Food Service Income	\$208,699	\$219,208	-10,509	-4.79%

Food service income has decreased by just under five percent or \$10,509 over 2017-18. The decrease is due to the decline in enrollment at the three colleges, particularly in the decreasing headcount. This decline also affected the sales of coffee and other convenience items sold at the three college bookstores in addition to all other discretionary categories.

Although the total expenses decreased by under three percent this year, expenses related to the repair and maintenance of equipment at the three College dining locations have increased as equipment ages. Additionally, the kitchen at Cañada College will require replacement of aging equipment in the coming two years.

Event rental income has increased this year by almost twenty five percent. This is notable since the District continues to host numerous outside events including community, corporate, and county sponsored events. However, only one third of events held in the Bayview Dining Room paid full price for facilities rental fees. The majority of the remaining events fell into one of the following categories: internal events (no rental fees), non-profit organizations with a 50 percent discounted rate (two of these events had fees entirely waived), or an employee rented the space with a reduced rental fee. The events hosted in the Bayview Dining Room is in keeping with the District's mission as an organization that encourages community use of District facilities. The Bayview Dining Room was rented almost every weekend in 2018-19 for at least one event. The opening of the Environmental Studies Building at Skyline College this fall will also mark the opening of the Farallon Room which is housed in the new building dedicated to teaching and learning. Making these spaces available to the public engages the community in a very special way and introduces tens of thousands of people each year to the colleges. Event rental fees are directed back into the facility for continued upgrade, upkeep, and enhanced maintenance allowing for the District to maintain the facility.

Income from food service and vending contracts enables the District to provide food and beverage services to students. These combined resources, along with interest income, also provide a stable Cafeteria Fund not requiring support from the Unrestricted General Fund.

As part of the Enterprise Fund, the cafeteria and vending operations and are fully self-supporting. No General Fund dollars go towards the support of any Enterprise operation. The fund is also responsible for the long-term maintenance

and upgrading of aging facilities and equipment, as well as all expenses relating to the on-going operational requirements under the food service and vending contracts.

San Mateo Athletic Club and San Mateo Aquatic Center (SMAC)

Operating as an enterprise through Auxiliary Services and Enterprise Operations, the San Mateo Athletic Club (SMAC) is a self-sustaining, community-centered, fee-based operation offering a variety of service options to the San Mateo campus community and the community at large. The concept of a multi-use space enables the District to maximize the use of facility resources and consequently create a revenue stream that will supplement the facility budgetary needs, including equipment maintenance and replacement.

The San Mateo Athletic Club budget for 2019-20 totals \$5,626,206 as indicated on page 78. The net beginning balance is \$3,887,611.

Year-over-year comparisons are shown below:

San Mateo Athletic Club and Aquatic Center	2018-19	2017-18	\$ Change	%Change
Operating Revenues				
Registration & Membership	\$3,616,609	\$3,506,080	\$110,529	3.15%
Personal Training	438,873	455,346	(16,473)	-3.62%
Aquatics	1,117,183	940,123	177,060	18.83%
Parking	67,955	72,895	(4,939)	-6.78%
Group Exercise	384,661	253,750	130,911	51.59%
Retail	28,516	26,819	1,697	6.33%
Other Income	10,369	14,353	(3,985)	-27.76%
Total Operating Revenue	\$5,664,166	\$5,269,367	\$394,800	7.49%
Operating Expenses *	\$4,283,543	\$3,960,550	\$322,993	8.16%
Net Operating Income/(Loss), prior to District and College Support	\$1,380,623	\$1,308,816	\$71,807	5.49%
District Support				
District Support Income				
Donations from BKST for CCCE	\$105,367	\$-	\$105,367	100.00%
Interest Income on Investments	113,307	103,573	9,734	9.40%
Unrealized Gain – Investment	24,926	-	24,926	100.00%
Operating Exp. chargeback to District	114,289	95,358	18,931	19.85%
Total District Support Income	\$357,889	\$198,931	\$158,958	79.91%
District Support Expense				
Admin Salaries & Benefits **	\$518,725	\$421,694	\$97,031	23.01%
Equipment Use Fee & Depreciation	58,074	56,361	1,714	3.04%
Miscellaneous Expenses	28,704	21,476	7,229	33.66%
Pool Maintenance	48,299	43,860	4,440	10.12%
Unrealized Loss - Investment	39,636	13,459	26,177	194.50%
Total District Support Expense	\$693,439	\$556,849	\$136,590	24.53%
Net Income/(Loss) after District Support, prior to College Support	\$1,045,073	\$950,899	\$94,175	9.90%

College Support Expense				
Operating Expense charge back waived	\$114,289	\$95,358	\$18,931	19.85%
Donation to Colleges	694,517	367,910	326,607	88.77%
Total College Support Expense	\$808,806	\$463,268	\$345,538	74.59%
Net Income/(Loss) after District & College Support	\$236,267	\$487,631	\$(251,363)	-51.55%

*Operating expenses consists of salaries and benefits paid by EXOS.

**District Support Expense consists of SMCCCD Administrative and Facilities salaries and benefits.

At the conclusion of a full nine years of service to the District and to the San Mateo community, the financial performance of SMAC continues to be remarkable and supports numerous academic and non-academic District programs. The total operating revenue for SMAC increased by over seven percent to \$5,664,166, an increase of \$394,800 over 2017-18. Net Operating Income, prior to District and College support, was \$1,380,623 compared to \$1,303,008 in 2017-18, representing an increase of \$71,807. Operating expenses increased in 2018-19 by \$322,993 or just over eight percent due to increases in salary and benefit costs, equipment related expenses, and programmatic improvements. Despite being a mature health club, SMAC continues to exceed revenue budget expectations and has increased revenue every year in operation. SMAC membership is currently just over 6,300 members, and, month-over-month, the SMAC adds slightly more members than it loses, creating a stable membership.

The revenue from the operations at SMAC pays for all of the direct and indirect expenses of the athletic club. In addition, it covers all expenses incurred by the CSM academic programs operating in the gym and the pools including shared supplies, cleaning, equipment maintenance, and repair of all equipment, as well as all facilities-related costs. In addition to all of these expenses being allocated to SMAC, with the support and approval of the District Board of Trustees, \$400,000 of the 2018-19 operating profit was transferred to the District's Promise Scholars Program. This money was used to provide books and supplies to participants in the program.

The building of the financial reserve is critical as SMAC not only funds the maintenance and repair of every piece of equipment in the facility, but is also funding the replacement of equipment with an average lifecycle of between five and seven years. Addressing these equipment needs benefits both the academic and community program and reduces fiscal impact on Unrestricted General Fund as maintenance and replacement expenses are funded completely by the SMAC reserve.

Community, Continuing and Corporate Education (CCCE)

The California Community College system established not-for-credit Community Education programs such as CCCE to address the needs of *all* the members of a community, by offering additional educational opportunities beyond for-credit instruction. As such, CCCE works to educate and enhance the lives of San Mateo County residents, families, businesses, nonprofits, government agencies, and internationals through self-supportive and innovative educational programs, partnerships, signature programs and global impact initiatives. Included in this narrative are select programmatic highlights reflective of the community-based work of this division.

Silicon Valley Intensive English Program (SVIEP)

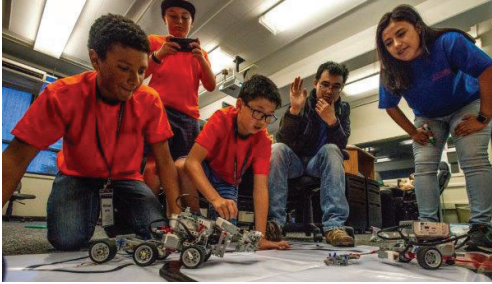
The Silicon Valley Intensive English Program (SVIEP) was founded in summer 2015 and launched with federal approval in the fall 2016 semester with the goal of providing a high-quality, in-house pathway to college for international students unable to matriculate directly to our three colleges due to insufficient TOEFL or IELTS test scores. SVIEP's strategic focus remains consistent with the District Strategic Plan's Goal 4 strategy to link the District's community and international education efforts to create synergies that strengthen both programs.

SVIEP remained the number two all-time referral source of international students for the District in 2019, a distinction earned through its strategic allocation of time, energy and resources – and the SVIEP team's close alignment with the District's international team and brand, San Mateo Colleges of Silicon Valley. Impressively, SVIEP's total number of

matriculated students totals 80 with 29 for Cañada College, 24 for CSM, and 27 for Skyline College. To date, this matriculation pipeline conservatively represents well over \$1 million dollars in tuition and enrollment fees for the District over the students' course of study. Significantly, none of these students would have been eligible to attend any of the District's three colleges without the existence of SVIEP.

Bay Area Pathways Academy (BAPA)

The Bay Area Pathways Academy (BAPA) is a comprehensive summer learning experience for students entering grades 6 to 9. The program hosts a broad selection of academic, enrichment, technology, fitness and aquatics programs that serves as a pathway-experience for children and families to embark upon the journey to community college and beyond.



BAPA 2019 proved to be yet another incredible year for students, with over 400 attending over the six-week summer program at the College of San Mateo. BAPA students of all socio-economic backgrounds and ethnicities participated side-by-side in one of the Bay Area's most comprehensive summer camp experiences, enjoying exciting and enriching classes in Academics, Robotics and Artificial Intelligence (AI), Fitness and Aquatics, Languages, Nature, and much more.

BAPA remains tuition supported yet is open to all local students through the provision of need-based scholarships. Pursuant to its goal of fostering educational equity, the BAPA 2018-19 program continued its tradition of hosting scholarship-supported students from families in need within our local communities.

Equity in Action – Transforming Lives

CCCE collaborated with Project Change and the San Mateo County Office of Education to provide classes to female youth at a local detention facility in 2018-19. Due to the success of this initiative, Project Change and SMCOE partners have requested that CCCE provide additional classes for 2019-20 in service of these and other students. Future classes will focus on learning to code, as well as other courses designed to foster growth.

Economic Development through Training & Partnerships

Corporate Education provides training for both domestic and international clients, designed to support the organizational goals of each client through customized solutions that range from basic skills to highly specialized training.

Corporate Education revenues for 2018-19 were \$278,641 (or 23 percent of total CCCE revenues). Domestic training during this period accounted for \$216,677 (or 78 percent) of Corporate Education revenues, while international training accounted for \$61,964 (or 22 percent).

Area businesses served through domestic training included a wide range of organizational types, including private industry (large and small employers), union education funds, and government agencies. International organizations served included delegations and groups from countries such as China, Japan, Colombia, and Cambodia.

Key goals for Corporate Education in 2019-20 include strategic leveraging of existing partnerships as well as increased new business development throughout the Bay Area and beyond, with a goal to double 2018-19 revenues through enhanced domestic training opportunities stemming from Corporate Education is growing reputation as a high-quality training provider and partner.

*Domestic Training***Private Industry**

CCCE worked with several private industry companies in 2018-19, including global tech companies seeking extensive, customized training for key work teams, as well as smaller regional companies seeking technical training to upskill key staff for optimized client success. These highly customized trainings were very successful. These partnerships will lead to subsequent opportunities in the coming fiscal year and beyond.

Union Education Fund

CCCE was contracted by a California-based Union Education Fund to design and implement an online platform paired with live classroom instruction to prepare incumbent healthcare workers to take and pass a required examination for continued employment. The training was a success and further discussions are under way for 2019-20.

Government Agencies

CCCE was hired to provide specially customized, technical training to select government technicians as a direct result of previous work done for the same client. Similarly, CCCE was contracted to provide credit-based contract education classes to clients of a local county agency, based on positive past client experiences with CCCE. This relationship continues to be fruitful for all concerned, resulting in new opportunities for collaboration in 2019-20.

International Training

In line with the mission to serve San Mateo County and the world at large, CCCE provided customized programming for international groups from China, Japan, Colombia, and Cambodia. CCCE collaborated with SFSU Extended Learning to create and provide a customized training program for two delegations of Chinese leaders - one delegation represented university leaders from important technical universities and the other represented vocational institutes seeking new learning experiences related to Career and Technical Education. Participants were impressed with campus facilities, as well as, what they learned about SMCCCD, resulting in increased awareness of San Mateo Colleges of Silicon Valley. CCCE hosted several groups of Japanese high school and middle school students from a partner international school. The high school students participated in a Silicon Valley Innovation Camp focused on entrepreneurship, while the middle school students learned English and co-learned alongside American peers in a Global BAPA experience. The group plans to send additional students from Japan in 2019-20. Additionally CCCE hosted a high-level delegation of Colombian leaders from the largest non-profit university in Colombia. The delegation participated in a Silicon Valley Innovation Program consisting of targeted guest lecturers and visits to a range of Silicon Valley companies and organizations to learn about innovation from a Silicon Valley perspective. The university plans to visit again in 2019-20 with a new delegation, which will further deepen ties with the District. Lastly the CCCE hosted a group of students from Cambodia for an Innovation Camp experience resulting in deepening ties with the Cambodian government and the matriculation of many within the group, some via SVIEP and others directly to the colleges.

Community, Continuing & Corporate Education (with SVIEP)	2018-19	2017-18	\$ Change	% Change
Operating Revenues	\$1,230,447	\$1,204,235	\$26,212	2.18%
Operating Expenditures				
Salaries and Benefits	800,111	856,628	(56,518)	-6.60%
Other Operating Expenses	709,981	769,518	(59,537)	-7.74%
Total Operating Expenses	\$1,510,091	\$1,626,146	\$(116,054)	-7.14%
Net Operating Profit/(Loss) before College Support Income	\$(279,645)	\$(421,911)	\$142,267	33.72%
College Support Income	\$279,667	\$-	\$279,667	100.0%
Net Change in Fund Balance	\$22	\$(421,911)	\$421,933	100.0%

Since CCCE's inception in January 2015, total program revenues have increased by 123 percent (or \$679,801) from \$550,646 in 2013-14 (which was the last fiscal year prior to Community Education becoming CCCE) to \$1,230,447 in 2018-19. This tremendous growth reflects both enhanced support for CCCE's vision by Auxiliary Services, as well as, the hard work and dedication of the entire CCCE team. Continued growth is anticipated for CCCE, coupled with ongoing new program development and programmatic pivots reflective of changing market conditions in CCCE's four-fold service areas.

As seen in the table above, CCCE experienced a relatively small increase in year-over-year revenue of 2.2 percent (or \$26,212) from 2017-18 to 2018-19, reflecting a year of strikingly differentiated growth, challenges, and opportunities for CCCE's four respective operational areas: BAPA, SVIEP, Corporate Education, and Community Education.

Growth and Challenges

Continuing its mission to provide superior summer learning and year-round impact, BAPA provided a significant bright spot for CCCE in both mission and self-sustainability, ending 2018-19 with \$431,721 in revenues and a surplus of \$104,133, which will yield continuous programmatic enhancements and results for area youth for the coming year.

Another core area of growth for CCCE continues to be Corporate Education, which ended 2018-19 with \$278,641 in revenues – a 40 percent (or \$79,641) increase over 2017-18, and a surplus of \$83,527 attributable to Corporate Education's high quality service, client satisfaction, and increased focus on business development. This important business unit contributes to the growth of leaders and teams for organizational success, resulting in increased workforce development and economic impact for our county and region. BAPA and Corporate Education together provided 58 percent (or \$710,362) of CCCE revenues for 2018-19, and both expect continued growth rate acceleration for 2019-20 through enhanced services and customer-focused success.

Recognized for its success in providing a guaranteed pathway for international students seeking to build their English skills in preparation for matriculation to college and eventual university transfer, SVIEP represented both growth and challenges relative to changing market conditions for English language programs in 2018-19. On the growth side, SVIEP increased year-over-year revenues by 30 percent (or \$66,060) over 2017-18. More impressively, SVIEP increased its total number of matriculated students to the colleges by 60 percent (from 50 to 80), which conservatively represents well over \$1 million dollars in tuition and enrollment fees for the District over their course of study. Most importantly, and easiest to overlook, is the fact that none of these 80 students would have been eligible to attend any of the three colleges without the existence of SVIEP.

SVIEP expenses for 2018-19 exceeded gross revenues. 2018-19's net loss, however, represents a significant reduction in net losses for SVIEP in the prior year – a strong testament to the success of comprehensive restructuring efforts carried out by SVIEP throughout 2018-19. While persistent headwinds remain against international recruitment of F-1 English language learners for the near future, new changes for SVIEP in 2019-20 bode well for continued enrollment and matriculation growth. These include staffing changes to the SVIEP team with a great focus on agent recruitment, a new online ESL initiative to increase access for overseas SVIEP audiences, collaboration and support for SMCSV GOAL projects, and collaboration with Skyline College on a customized, not-for-credit ESL for ECE course in support of a credit-bearing distance education program.

Despite its pedigree as a community resource for lifelong learners, Community Education presented a significant fiscal challenge to CCCE in 2018-19. With \$235,115 in revenues and \$526,325 in expenses, Community Education yielded a net loss of \$291,210 – resulting in substantive negative impact to overall financial performance. In order to address changing needs, new approaches to operationalizing Community Education are being prototyped for 2019-20 that aim to retain Community Education's positive community impact while simultaneously reconstructing a viable fiscal path forward for 2019-20 through cost-saving measures and revenue-generating strategies.

In an effort to reduce costs of the Community Education program, the program has embraced a "Going Green" strategy to reduce catalog costs and environmental impact by replacing its 34-page mailer with a postcard inviting community

members to view a digital catalog online prior to registration. Additionally, Community Education projects significantly decreased staffing costs for 2019-20 due to a re-allocation of staff time resulting in increased support for Corporate Education and a reduced staffing footprint for Community Education. These initial changes above are projected to yield approximately \$175,000 in cost savings for 2019-20, and more are currently under exploration.

In an effort to increase revenue for Community Education, staff is pursuing a three-pronged approach to growth for 2019-20, each designed to leverage Community Education's human and programmatic strengths to generate new revenue streams. Initial growth approaches include development of year-round custom youth camps leveraging the popularity of BAPA with middle school families; short (one or two-day) professional development boot camps for area professionals leveraging local employer needs for accessible upskilling of talent; and comprehensive conference services for the healthcare industry (initially) leveraging our Community Education Coordinator's expertise in running Allied Health conferences.

Opportunities

Opportunities abound to drive growth and fiscal success for CCCE in 2019-20 – opportunities which, as described herein, have the capacity to leverage known strengths and build upon prior successes. In embrace of these opportunities, CCCE remains committed and focused on self-sustainability through a rich combination of cost-saving measures, revenue-generating innovations, and value-creation for those served. Furthermore, CCCE intends to maintain its focus on meeting District Strategic Plan Goals 2 and 3 through continued corporate training outreach and marketing to Silicon Valley companies, short-term training and camp outreach to international student groups and professionals from overseas, strategic new program development, strategic partnerships, and other new value-creating initiatives.

CHILD DEVELOPMENT FUND (FUND 6)

The Child Development Fund detailed on page 80 maintains the required financial accounting for the District's Child Development Centers at the College of San Mateo and Skyline College. The Fund was established by the Board of Trustees on April 8, 1981, to account for the Child Development Center (CDC) at College of San Mateo (Mary Meta Lazarus Child Development Center). During spring 1996, the Skyline College Children's Center (Skyline College Child Development Laboratory Center) was established. Cañada College currently does not operate a Child Development Center.

The 2019-20 budget for the Child Development Fund totals \$1,428,922. Estimated income is projected at \$861,475. There is no net beginning balance for the Child Development Fund. Income and expenditures are estimated based on 2018-19 amounts. The Board has approved a transfer from redevelopment fund balances to cover deficits for the CDC.

TRUST FUNDS (STUDENT FINANCIAL AID FUND 7)

The Student Aid Fund detailed on page 84 includes the 2019-20 estimated allocations from the Federal government for Pell Grants (PELL), Supplemental Educational Opportunity Grants (SEOG) and Federal Direct Student Loans (FDSL), as well as estimated State funding for Cal Grants and scholarships from the SMCCC Foundation that are disbursed through District accounts.

The 2019-20 budget for the Student Aid Fund totals \$15,651,997. Estimated income in the Student Aid Fund is also \$15,651,997.

The California College Promise Grant (formerly known as BOG Grant) funding is not reflected within this fund, but rather as an offset to enrollment fees within the Unrestricted General Fund.

The Fund does not include Federal Work Study payments, which are considered wages for work rather than financial assistance in the form of aid. Work Study funds are maintained in the Restricted General Fund.

Direct financial aid payments to students from College EOPS and CARE grants typically are paid from the Student Aid Fund. Other College programs that pay direct grants and scholarships to students include federal TRIO and National Science Foundation (NSF) funds, the Grove Foundation Scholarships, and the Student Success Completion Grant (SSCG) program. Income and expenditures will be recognized in this Fund when these grants are finalized and amounts are determined for aid purposes.

RESERVE FUND FOR POST-RETIREMENT BENEFITS / HOUSING LOAN (FUND 8)

The Reserve Fund for Post-Retirement Benefits budget for 2019-20 totals \$6,916,000 as shown on page 89. The net beginning balance in the fund for Post-Retirement Benefits totals \$8,052,062 and \$5,544,560 for the Housing Loan program for a total of \$13,596,622. The Fund consists of estimated interest income, a portion of charges for retirees “pay as you go” medical benefit costs and transfers from other funds.

According to GASB 45 requirements, the District must determine its overall liability of post-retirement medical benefits plan regularly. An actuarial study uses assumptions for future benefit costs. The District charges itself an amount to cover the future medical benefit costs for current employees. These charges appear as part of the benefit expenses in all funds and are transferred to this fund.

In 2009, the District established an irrevocable trust, the Futuris Other Post-Employment Benefits (OPEB) Trust. Establishing the trust and the agreements does not obligate the District to place funds in the trust, and funds may be disbursed from the trust for any current retiree benefit expense. This tends to lessen the restrictive aspects of the trust and continues to allow for cash management flexibility. The Trust enables the District to invest in longer term investments and receive a better return which in turn reduces the District’s liability.

In 2018-19, the District deposited \$2.6 million into the irrevocable trust fund and the current budget allows for another \$3.6 million to be transferred into the trust by the end of June 2020.

As of June 30, 2019, the District’s Investment Trust portfolio had an asset allocation in mutual funds of 55 percent in fixed income funds, 40 percent in equity funds (equity funds were comprised of 33 percent in domestic equity and seven percent in international equity), and five percent in real estate. The value of the portfolio as of June 30, 2019 was \$123,079,056 and included contributions during the year of \$2.6 million. The District has contracted to prepare an Actuarial Study as of June 30, 2019 of Retiree Health Liabilities in compliance with Governmental Accounting Standards Board (GASB) Statements 74 and 75. As of this writing, the report is not yet available and is expected in September 2019; however, the last study prepared as of June 30, 2018 determined an OPEB liability of \$121 million with assets of \$115 million (or 95% funded). While considering new hires, increased cost of medical benefits, employee and retiree demographics, market fluctuations, and additional contributions staff is anticipating the result of the updated study to indicate that the liability will be fully funded. Given this funding status, this budget anticipates disbursing \$3.3 million from the Reserve Fund for Post-Retirement to fund its “pay as you go” retiree benefit costs in 2019-20.

2019-20 ALL FUNDS BUDGET SUMMARY

The 2019-20 budgets for each fund include revenue and expenditure budgets. For summary information, please refer to the tables on pages 42-43. The relationship of each fund's expenditures to the total Final Budget is illustrated in the following table:

Fund	2019-20 Budget	% of Total
Unrestricted General Fund	\$214,469,184	45.86%
Self-Insurance Fund	2,138,378	0.46%
Debt Service Fund	65,549,956	14.02%
Restricted General Fund	46,253,978	9.89%
Capital Projects Fund	100,457,464	21.48%
Bookstore Fund	7,331,681	1.57%
Cafeteria Fund	245,588	0.05%
San Mateo Athletic Club (SMAC)	5,626,206	1.20%
Community, Continuing, and Corp Ed	1,638,578	0.35%
Child Development Fund	1,428,922	0.31%
Trust Funds (Financial Aid)	15,651,997	3.35%
Reserve for Post-Retirement Benefits / Housing Loan	6,916,000	1.48%
TOTAL	\$467,707,932	100.00%

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BUDGET TABLES

Funds Chart

2019-2020 Adoption Budget

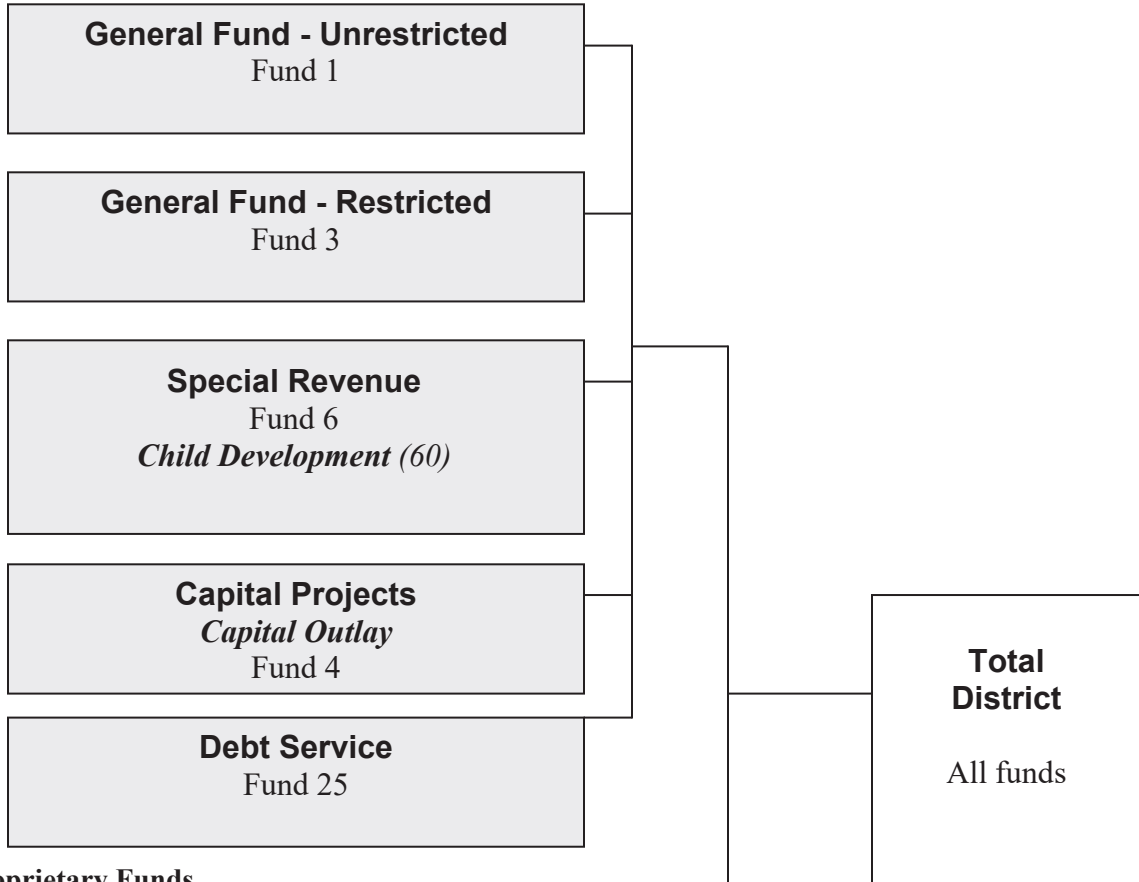
2018-2019 Year-End Actuals



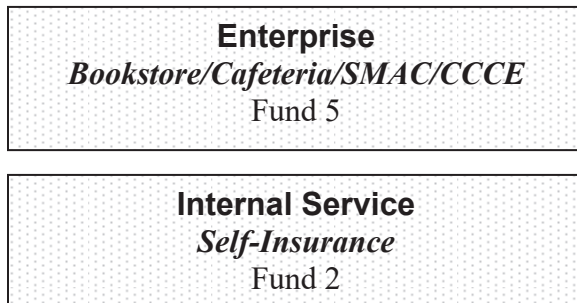
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San Mateo County Community College District Funds

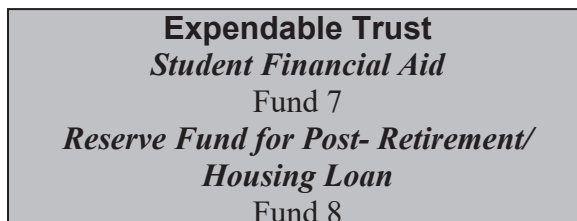
Governmental Funds



Proprietary Funds



Fiduciary Funds



San Mateo County Community College District
2019-2020
Final Budget - All Funds

Governmental Funds					Proprietary	
Total General Fund		Special Revenue	Capital Projects	Debt Service	Enterprise Fund	
Unrestricted	Restricted	Child Development	Capital Outlay	Debt Service	CCC Education	

Revenue

1	Federal Revenue	0	7,309,655	49,000	0	0	0
2	State Revenue	11,776,966	26,880,521	245,475	2,702,549	0	0
3	Local Revenue	189,763,849	6,623,481	567,000	2,233,166	65,549,956	1,650,000
4	Total Revenue	201,540,815	40,813,657	861,475	4,935,715	65,549,956	1,650,000

Expenses

5	Cost of Sales	0	0	0	0	0	0
6	Certificated Salaries	68,698,033	6,299,117	226,843	1,500	0	0
7	Classified Salaries	46,949,573	12,992,133	661,108	3,562,405	0	652,350
8	Employee Benefits	48,401,785	8,948,428	424,834	1,603,082	0	308,228
9	Materials & Supplies	4,922,726	2,313,913	93,996	2,666,667	0	68,000
10	Operating Expenses	35,342,066	12,610,078	22,140	18,922,474	0	610,000
11	Capital Outlay	2,260,916	855,780	0	73,333,333	0	0
12	Total Expenses	206,575,099	44,019,449	1,428,922	100,089,461	0	1,638,578

Transfers & Other

13	Transfers In	0	5,440,321	567,447	0	0	0
14	Other Sources	0	0	0	0	0	0
15	Transfers out	(7,616,427)	0	0	(368,003)	0	0
16	Contingency/Deficit	0	0	0	0	0	0
17	Other Out Go	(277,658)	(2,234,529)	0	0	(65,549,956)	0
18	Total Transfers/Other	(7,894,085)	3,205,792	567,447	(368,003)	(65,549,956)	0

Fund Balance

19	Net Change in Fund Balance	(12,928,369)	0	0	(95,521,749)	0	11,422
20	Beginning Balance, July 1	43,159,488	28,586,873	0	364,478,511	66,056,878	109,635
21	Adjustments to Beginning Balance	0	0	0	0	0	0
22	Net Fund Balance, 6/30	30,231,119	28,586,873	0	268,956,762	66,056,878	121,057

***Note: Minor differences in dollar amounts due to rounding*

San Mateo County Community College District
2019-2020
Final Budget - All Funds

Proprietary Funds				Fiduciary Funds		Total District All Funds
Enterprise Funds		Internal Service		Expendable Trusts		
Bookstore	Cafeteria	San Mateo Athletic Club	Self- Insurance	Trust Fund (Student Aid)	Retirement Reserve	
0	0	0	0	13,521,997	0	20,880,652 1
0	0	0	0	1,090,000	0	42,695,511 2
7,000,000	350,000	5,982,835	0	1,040,000	120,000	280,880,287 3
7,000,000	350,000	5,982,835	0	15,651,997	120,000	344,456,451 4
4,000,000	0	0	0	0	0	4,000,000 5
0	0	0	0	0	0	75,225,493 6
1,988,439	87,036	373,299	48,413	0	0	67,314,756 7
728,242	28,552	156,846	22,250	0	3,300,000	63,922,247 8
15,000	0	0	0	0	0	10,080,302 9
600,000	130,000	4,596,061	2,067,715	0	16,000	74,916,534 10
0	0	0	0	0	0	76,450,029 11
7,331,681	245,588	5,126,206	2,138,378	0	3,316,000	371,909,361 12
0	0	0	1,976,663	0	0	7,984,430 13
0	0	218,000	967,741	0	5,111,793	6,297,534 14
0	0	0	0	0	0	(7,984,430) 15
0	0	0	0	0	0	0 16
0	0	(500,000)	0	(15,651,997)	(3,600,000)	(87,814,141) 17
0	0	(282,000)	2,944,404	(15,651,997)	1,511,793	(81,516,607) 18
(331,681)	104,412	574,629	806,026	0	(1,684,207)	(108,969,517) 19
6,760,768	775,929	3,887,611	7,890,169	81,380	13,596,622	535,383,865 20
0	0	0	0	0	0	0 21
6,429,087	880,341	4,462,240	8,696,195	81,380	11,912,415	426,414,348 22

San Mateo County Community College District
2018-2019
Year End Actuals - All Funds

Governmental Funds					Proprietary
Total General Fund		Special Revenue	Capital Projects	Debt Service	Enterprise Fund
Unrestricted	Restricted	Child Development	Capital Outlay	Debt Service	CCC Education

Revenue

1	Federal Revenue	2,986	6,848,457	45,104	0	881	0
2	State Revenue	18,433,641	25,505,747	309,983	598,306	150,744	0
3	Local Revenue	184,427,566	7,412,046	553,980	267,680,326	70,048,420	1,230,447
4	Total Revenue	202,864,193	39,766,250	909,066	268,278,632	70,200,045	1,230,447

Expenses

5	Cost of Sales	0	0	0	0	0	0
6	Certificated Salaries	61,572,227	9,304,369	213,956	1,103	0	0
7	Classified Salaries	41,558,195	13,746,534	712,419	3,499,965	0	590,907
8	Employee Benefits	50,430,439	9,690,750	450,577	1,506,968	0	209,204
9	Materials & Supplies	2,279,268	1,870,261	97,566	2,325,814	0	69,326
10	Operating Expenses	13,937,132	8,747,419	2,475	10,571,674	0	640,654
11	Capital Outlay	428,867	1,276,911	0	96,190,432	0	0
12	Total Expenses	170,206,127	44,636,245	1,476,993	114,095,957	0	1,510,091

Transfers & Other

13	Transfers In	828,587	6,107,692	567,927	17,944,428	0	0
14	Other Sources	16,942	21,474,033	0	30,827,322	0	279,667
15	Transfers out	(28,518,716)	(1,924,449)	0	(1,392,628)	0	0
16	Contingency	0	0	0	0	0	0
17	Other Out Go	(2,798)	(2,349,717)	0	(61,317)	(55,281,036)	0
18	Total Transfers/Other	(27,675,985)	23,307,559	567,927	47,317,805	(55,281,036)	279,667

Fund Balance

19	Net Change in Fund Balance	4,982,080	18,437,564	0	201,500,480	14,919,009	23
20	Beginning Balance, July 1	38,177,408	10,149,309	0	162,978,031	51,137,869	109,612
21	Adjustments to Beginning Balance	0	0	0	0	0	0
22	Net Fund Balance, June 30	43,159,488	28,586,873	0	364,478,511	66,056,878	109,635

***Note: Minor differences in dollar amounts due to rounding.*

**San Mateo County Community College District
2018-2019
Year End Actuals- All Funds**

Proprietary Funds				Fiduciary Funds			
Enterprise Funds			Internal Service	Expendable Trusts			
Bookstore	Cafeteria	San Mateo Athletic Club	Self-Insurance	Trust Fund (Student Aid)	Retirement Reserve	Total District All Funds	
0	0	0	0	13,428,190	0	20,325,616 1	
0	0	0	4,389	1,075,383	0	46,078,193 2	
6,622,191	333,366	5,664,166	0	1,029,818	329,753	545,332,078 3	
6,622,191	333,366	5,664,166	4,389	15,533,390	329,753	611,735,887 4	
3,731,887	0	0	0	0	0	3,731,887 5	
0	0	0	0	0	0	71,091,655 6	
1,923,200	82,831	374,328	76,693	0	0	62,565,073 7	
679,124	18,934	144,398	60,765	0	3,337,793	66,528,953 8	
29,318	0	0	0	0	0	6,671,553 9	
718,601	152,776	4,458,256	2,275,559	0	14,680	41,519,226 10	
0	0	0	0	0	0	97,896,210 11	
7,082,130	254,541	4,976,982	2,413,018	0	3,352,473	350,004,557 12	
0	0	0	1,482,215	1,924,449	3,000,270	31,855,568 13	
0	0	357,889	933,934	0	5,944,185	59,833,972 14	
0	0	0	0	(19,776)	0	(31,855,568) 15	
0	0	0	0	0	0	0 16	
(105,367)	0	(808,806)	0	(17,438,064)	(2,600,000)	(78,647,105) 17	
(105,367)	0	(450,917)	2,416,148	(15,533,390)	6,344,455	(18,813,133) 18	
(565,306)	78,825	236,267	7,519	0	3,321,735	242,918,197 19	
7,326,074	697,104	3,651,344	7,882,650	81,380	10,274,887	292,465,668 20	
0	0	0	0	0	0	0 21	
6,760,768	775,929	3,887,611	7,890,169	81,380	13,596,622	535,383,865 22	

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Unrestricted General Fund (Fund 1)

The Unrestricted General Fund is maintained to account for those monies that are not restricted in their use by external sources. This is one of the largest of the funds and the one we most commonly think of when discussing the budget.

Proposition 55 (EPA) funds are included as part of Fund 1. The site allocation budgets are shown in detail following the General Fund pages in this section.

In general, there are no external restrictions imposed on the use of these monies; however, the District's Board of Trustees may designate portions of this fund as special allocations or set-asides for specific purposes. Examples of these designated allocations include the set aside for Faculty Professional Development or Classified Staff Development, which provides financing for efforts to enhance staff development skills.



San Mateo County Community College District
2019-20 Budget
Unrestricted General Fund (Fund 1)

	Cañada	CSM	Skyline	District Office	Central Services	2019-20 Adoption Budget	
Revenue							
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	1
2 State Revenue	269,531	435,614	436,340	321,256	10,314,225	11,776,966	2
3 Local Revenue	2,832,181	9,072,904	5,790,360	0	172,068,404	189,763,849	3
4 Total Revenue	\$3,101,712	\$9,508,518	\$6,226,700	\$321,256	\$182,382,629	\$201,540,815	4
Expenses							
5 Certificated Salaries	\$13,974,375	\$24,035,302	\$23,200,340	\$1,314,261	\$6,173,755	\$68,698,033	5
6 Classified Salaries	6,459,854	9,059,610	9,756,093	18,206,737	3,467,279	46,949,573	6
7 Employee Benefits	7,392,278	10,581,417	11,680,654	9,503,110	9,244,325	48,401,785	7
8 Materials & Supplies	226,733	405,869	1,420,358	2,159,165	710,600	4,922,726	8
9 Operating Expenses	2,896,137	8,488,966	5,371,011	7,061,895	11,524,057	35,342,066	9
10 Capital Outlay	0	2,938	26,885	2,127,094	104,000	2,260,916	10
11 Total Expenses	\$30,949,378	\$52,574,102	\$51,455,341	\$40,372,261	\$31,224,017	\$206,575,099	11
Transfers & Other							
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	12
13 Other Sources	0	0	0	0	0	0	13
14 Transfers Out	(826,766)	(608,268)	(636,037)	(361,000)	(5,184,356)	(7,616,427)	14
15 Contingency	\$0	0	0	0	0	0	15
16 Other Out Go	\$0	0	(277,658)	0	0	(277,658)	16
17 Total Transfers/Other	(\$826,766)	(\$608,268)	(\$913,695)	(\$361,000)	(\$5,184,356)	(\$7,894,085)	17
Fund Balance							
18 Net Change in Fund Balance	(\$28,674,432)	(\$43,673,852)	(\$46,142,336)	(\$40,412,005)	\$145,974,256	(\$12,928,369)	18
19 Beginning Balance, July 1	0	0	0	0	0	43,159,488	19
20 Adjustments to Beginning Balance	0	0	0	0	0	0	20
21 Net Fund Balance, June 30	(\$28,674,432)	(\$43,673,852)	(\$46,142,336)	(\$40,412,005)	\$145,974,256	\$30,231,119	21

Includes Education Protection Account (EPA) and beginning balances.

San Mateo County Community College District

Unrestricted General Fund (Fund 1) - Total District

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget	
Revenue				
1 Federal Revenue	\$2,986	\$2,986	\$0	1
2 State Revenue	12,475,472	18,433,641	11,776,966	2
3 Local Revenue	183,491,759	184,427,566	189,763,849	3
4 Total Revenue	\$195,970,217	\$202,864,193	\$201,540,815	4
Expenses				
5 Certificated Salaries	\$62,467,014	\$61,572,227	\$68,698,033	5
6 Classified Salaries	42,212,546	41,558,195	46,949,573	6
7 Employee Benefits	44,834,866	50,430,439	48,401,785	7
8 Materials & Supplies	3,607,608	2,279,268	4,922,726	8
9 Operating Expenses	21,755,272	13,937,132	35,342,066	9
10 Capital Outlay	1,049,090	428,867	2,260,916	10
11 Total Expenses	\$175,926,396	\$170,206,127	\$206,575,099	11
Transfers & Other				
12 Transfers In	\$828,587	\$828,587	\$0	12
13 Other Sources	16,942	16,942	0	13
14 Transfers out	(28,209,233)	(28,518,716)	(7,616,427)	14
15 Contingency	(83,627)	0	0	15
16 Other Out Go	(3,009,970)	(2,798)	(277,658)	16
17 Total Transfers/Other	(\$30,457,301)	(\$27,675,985)	(\$7,894,085)	17
Fund Balance				
Net Change in Fund				
18 Balance	(\$10,413,480)	\$4,982,080	(\$12,928,369)	18
19 Beginning Balance, July 1	38,177,408	38,177,408	43,159,488	19
Adjustments to Beginning				
20 Balance	0	0	0	20
21 Net Fund Balance, June 30	\$27,763,928	\$43,159,488	\$30,231,119	21

Includes Education Protection Account (EPA).

Includes combined total of Central Services, District Office, Cañada College, College of San Mateo, and Skyline College.

San Mateo County Community College District
2019-20 Budget
Education Protection Account (EPA)

	Cañada	CSM	Skyline	District Office	2019-20 Adoption Budget	
Revenue						
1	\$0	\$0	\$0	\$0	\$0	1
2	269,531	435,614	436,340	321,256	1,462,741	2
3	0	0	0	0	0	3
4	\$269,531	\$435,614	\$436,340	\$321,256	\$1,462,741	4
Expenses						
5	\$184,976	\$326,557	\$321,061	\$0	\$832,594	5
6	0	0	0	206,634	206,634	6
7	84,555	109,057	115,279	114,622	423,513	7
8	0	0	0	0	0	8
9	0	0	0	0	0	9
10	0	0	0	0	0	10
11	\$269,531	\$435,614	\$436,340	\$321,256	\$1,462,741	11
Transfers & Other						
12	\$0	\$0	\$0	\$0	\$0	12
13	0	0	0	0	0	13
14	0	0	0	0	0	14
15	0	0	0	0	0	15
16	\$0	0	0	0	0	16
17	\$0	\$0	\$0	\$0	\$0	17
Fund Balance						
18	\$0	\$0	\$0	\$0	\$0	18
19	0	0	0	0	0	19
20	0	0	0	0	0	20
21	\$0	\$0	\$0	\$0	\$0	21

San Mateo County Community College District

Education Protection Account (EPA)

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget	
Revenue				
1	\$0	\$0	\$0	1
2	1,518,250	1,518,250	1,462,741	2
3	0	0	0	3
4	\$1,518,250	\$1,518,250	\$1,462,741	4
Expenses				
5	\$868,485	\$870,523	\$832,594	5
6	267,841	205,216	206,634	6
7	393,022	442,511	423,513	7
8	0	0	0	8
9	-	0	0	9
10	0	0	0	10
11	\$1,529,348	\$1,518,250	\$1,462,741	11
Transfers & Other				
12	\$0	\$0	\$0	12
13	0	0	0	13
14	0	0	0	14
15	0	0	0	15
16	0	0	0	16
17	\$0	\$0	\$0	17
Fund Balance				
18	(\$11,098)	\$0	\$0	18
19	0	0	0	19
20	0	0	0	20
21	(\$11,098)	\$0	\$0	21

Includes combined total of Central Services, District Office, Cañada College, College of San Mateo, and Skyline College.

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INTERNAL SERVICE FUND (Fund 2)

The Self-Insurance Fund is the fund designated to account for revenue and expense of the District's self-insurance programs, including both Property and Liability and Workers' Compensation insurance needs.

An amount is transferred into this fund each year from the Unrestricted General Fund in anticipation of estimated losses, as well as for insurance premiums. This is a reserve for current and future losses; it may or may not be depleted during the year.



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San Mateo County Community College District

Internal Service - Self-Insurance Fund (Fund 2) - Central Services

		2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget	
Revenue					
1	Federal Revenue	\$0	\$0	\$0	1
2	State Revenue	0	4,389	0	2
3	Local Revenue	0	0	0	3
4	Total Revenue	\$0	\$4,389	\$0	4
Expenses					
5	Certificated Salaries	\$0	\$0	\$0	5
6	Classified Salaries	46,479	76,693	48,413	6
7	Employee Benefits	21,422	60,765	22,250	7
8	Materials & Supplies	5,000	0	0	8
9	Operating Expenses	1,591,580	2,275,559	2,067,715	9
10	Capital Outlay	0	0	0	10
11	Total Expenses	\$1,664,481	\$2,413,018	\$2,138,378	11
Transfers & Other					
12	Transfers In	\$1,602,125	\$1,482,215	\$1,976,663	12
13	Other Sources	993,494	933,934	967,741	13
14	Transfers out	0	0	0	14
15	Contingency	0	0	0	15
16	Other Out Go	0	0	0	16
17	Total Transfers/Other	\$2,595,619	\$2,416,148	\$2,944,404	17
Fund Balance					
18	Net Change in Fund Balance	\$931,138	\$7,519	\$806,026	18
19	Beginning Balance, July 1	7,882,650	7,882,650	7,890,169	19
20	Adjustments to Beginning Balance	0	0	0	20
21	Net Fund Balance, June 30	\$8,813,788	\$7,890,169	\$8,696,195	21

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DEBT SERVICE FUND (Fund 25)

The Debt Services Fund is used to account for the accumulation of resources for, and the payment of general long-term debt.

The fund which is used to record transactions related to the receipt and expenditure of the general obligation bond is called the Bond Interest Redemption Fund.



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San Mateo County Community College District

Debt Service Fund (Fund 25) - Central Services

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget		
Revenue					
1	Federal Revenue	\$200	\$881	\$0	1
2	State Revenue	0	150,744	0	2
3	Local Revenue	52,132,000	70,048,420	65,549,956	3
4	Total Revenue	\$52,132,200	\$70,200,045	\$65,549,956	4
Expenses					
5	Certificated Salaries	\$0	\$0	\$0	5
6	Classified Salaries	0	0	0	6
7	Employee Benefits	0	0	0	7
8	Materials & Supplies	0	0	0	8
9	Operating Expenses	0	0	0	9
10	Capital Outlay	0	0	0	10
11	Total Expenses	\$0	\$0	\$0	11
Transfers & Other					
12	Transfers In	\$0	\$0	\$0	12
13	Other Sources	0	0	0	13
14	Transfers out	0	0	0	14
15	Contingency	0	0	0	15
16	Other Out Go	(52,082,176)	(55,281,036)	(65,549,956)	16
17	Total Transfers/Other	(\$52,082,176)	(\$55,281,036)	(\$65,549,956)	17
Fund Balance					
18	Net Change in Fund Balance	\$50,024	\$14,919,009	\$0	18
19	Beginning Balance, July 1	51,137,869	51,137,869	66,056,878	19
20	Adjustments to Beginning Balance	0	0	0	20
21	Net Fund Balance, June 30	\$51,187,893	\$66,056,878	\$66,056,878	21

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RESTRICTED GENERAL FUND (Fund 3)

The Restricted General Fund is maintained to account for those monies that are restricted in their use by law, regulations, donors, or other outside Federal, State, and Local agencies.

Examples of restricted sources of monies include Student Equity & Achievement (SEA), Extended Opportunity Programs and Services (EOPS), Disabled Students Programs & Services (DSPS), State Instructional Equipment, Federal Work-Study Program, KCSM grants and donations, Parking (includes parking permit and parking citation revenue), and Health Services.

A complete list of these specially funded programs showing project budgets are detailed on the following pages.



San Mateo County Community College District
2019-20 Budget
Restricted General Fund (Fund 3)

	Cañada	CSM	Skyline	District Office	2019-20 Adoption Budget	
Revenue						
1 Federal Revenue	\$3,679,742	\$1,544,823	\$2,085,090	\$0	\$7,309,655	1
2 State Revenue	6,655,168	8,302,973	10,685,645	1,236,735	26,880,521	2
3 Local Revenue	603,045	2,589,414	1,272,347	2,158,675	6,623,481	3
4 Total Revenue	\$10,937,955	\$12,437,210	\$14,043,082	\$3,395,410	\$40,813,657	4
Expenses						
5 Certificated Salaries	\$2,038,697	\$2,139,963	\$2,120,457	\$0	\$6,299,117	5
6 Classified Salaries	3,422,480	2,881,393	3,117,688	3,570,572	12,992,133	6
7 Employee Benefits	2,330,210	2,323,095	2,271,676	2,023,447	8,948,428	7
8 Materials & Supplies	562,696	610,232	1,041,935	99,050	2,313,913	8
9 Operating Expenses	2,705,031	4,225,125	4,411,041	1,268,881	12,610,078	9
10 Capital Outlay	175,925	125,451	393,294	161,110	855,780	10
11 Total Expenses	\$11,235,039	\$12,305,259	\$13,356,091	\$7,123,060	\$44,019,449	11
Transfers & Other						
12 Transfers In	\$791,268	\$500,000	\$421,403	\$3,727,650	\$5,440,321	12
13 Other Sources	0	0	0	0	0	13
14 Transfers out	0	0	0	0	0	14
15 Contingency	0	0	0	0	0	15
16 Other Out Go	(494,184)	(631,951)	(1,108,394)	0	(2,234,529)	16
17 Total Transfers/Other	\$297,084	(\$131,951)	(\$686,991)	\$3,727,650	\$3,205,792	17
Fund Balance						
18 Net Change in Fund Balance	\$0	\$0	\$0	\$0	\$0	18
19 Beginning Balance, July 1	0	0	0	0	28,586,873	19
20 Adjustments to Beginning Balance	0	0	0	0	0	20
21 Net Fund Balance, June 30	\$0	\$0	\$0	\$0	\$28,586,873	21

San Mateo County Community College District

Restricted General Fund (Fund 3) - Total District

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget	
Revenue				
1 Federal Revenue	\$12,475,417	\$6,848,457	\$7,309,655	1
2 State Revenue	38,173,409	25,505,747	26,880,521	2
3 Local Revenue	8,314,590	7,412,046	6,623,481	3
4 Total Revenue	\$58,963,417	\$39,766,250	\$40,813,657	4
Expenses				
5 Certificated Salaries	\$11,079,707	\$9,304,369	\$6,299,117	5
6 Classified Salaries	16,530,454	13,746,534	12,992,133	6
7 Employee Benefits	10,024,362	9,690,750	8,948,428	7
8 Materials & Supplies	4,570,251	1,870,261	2,313,913	8
9 Operating Expenses	21,441,951	8,747,419	12,610,078	9
10 Capital Outlay	10,004,440	1,276,911	855,780	10
11 Total Expenses	\$73,651,165	\$44,636,245	\$44,019,449	11
Transfers & Other				
12 Transfers In	\$4,531,954	\$6,107,692	\$5,440,321	12
13 Other Sources	12,101,161	21,474,033	0	13
14 Transfers out	(1,924,449)	(1,924,449)	0	14
15 Contingency	0	0	0	15
16 Other Out Go	(3,191,101)	(2,349,717)	(2,234,529)	16
17 Total Transfers/Other	\$11,517,565	\$23,307,559	\$3,205,792	17
Fund Balance				
18 Net Change in Fund Balance	(\$3,170,183)	\$18,437,564	\$0	18
19 Beginning Balance, July 1	10,149,309	10,149,309	28,586,873	19
20 Adjustments to Beginning Balance	0	0	0	20
21 Net Fund Balance, June 30	\$6,979,126	\$28,586,873	\$28,586,873	21

Includes combined total of Central Services, District Office, Cañada College, College of San Mateo, and Skyline College.

San Mateo County Community College District

2019-20 FINAL BUDGET - SPECIALLY FUNDED PROGRAMS
New funds and carry-over balances from the prior year for current fiscal year expenditures

<u>Fund</u>	<u>Program</u>	<u>Source</u>	<u>Cañada College</u>	<u>College of San Mateo</u>	<u>Skyline College</u>	<u>District Office</u>	<u>Total</u>
30005	Work Study	Federal	83,799	106,385	267,570		457,754
30007	CTEA Perkins IV-1C	Federal	107,802	164,517	183,156		455,475
30105	CTE Transitions	Federal	46,196	46,195	46,195		138,586
30117	NSF S-STEM Scholarships C/O	Federal	41,681				41,681
30121	HSI Institutional ESO C/O	Federal	783,707				783,707
30127	TRIO - SSS	Federal			570,842		570,842
30128	TRIO - SSS	Federal	265,802				265,802
30129	Math Science Eng Improvement Prog Coop C/O	Federal	56,544				56,544
30133	Math Science Eng Improvement Prog Inst C/O	Federal	197,239				197,239
30134	HSI Institutional ESO Adelante	Federal	645,691				645,691
30135	HSI STEM GANAS	Federal	873,737				873,737
30136	HSI STEM Plus	Federal		1,167,066			1,167,066
30138	NSF S-STEM Scholarships C/O	Federal			257,703		257,703
30143	TRIO - Upward Bound	Federal	301,913				301,913
30147	NSF S-STEM Scholarships	Federal	215,744				215,744
30148	HSI Coop Strengthening STEM Pathways	Federal			749,767		749,767
30149	Math Science Eng Improvement Prog Suppl C/O	Federal	49,887				49,887
30150	Small Business Dev Ctr - HSUSPF C/O	Federal		60,660			60,660
30151	NSF - (includes SJECCD CCCEM)	Federal	10,000		9,856		19,856
31002	DSP&S	State	472,073	1,043,777	602,115		2,117,965
31003	EOP&S	State	583,828	589,502	588,644		1,761,974
31004	EOP&S/CARE	State	70,269	37,784	60,471		168,524
31012	Foster Care Education	State	48,256				48,256
31012	Foster Care Education	Federal	31,709				31,709
31016	AB602 - Board Fin Asst Prog Adm Allow	State	219,427	255,104	296,900		771,431
31031	CalWORKs	State	139,101	126,049	133,955		399,105
31033	TANF	Federal	29,302	27,342	28,529		85,173
31045	Staff Diversity	State			3,215	87,825	91,039
31055	MESA/CCCP/FSS	State	74,515	74,515	74,515		223,545
31069	Lottery Prop 20 Instructional Materials C/O	State	198,774	356,342	330,763		885,878
31157	UC Regents Puente Program CAN	State	1,500				1,500
31168	CalSTRS On-behalf Payments	State				550,000	550,000
31175	RSCCD CTE Data Unlocked Initiative C/O	State	33,859	50,000			83,859
31177	Go-Biz HSUSPF C/O	State		22,618			22,618
31192	Adult Ed Block Grant 2017-18 C/O	State		39,869	70,854		110,722
31195	Guided Pathways Year 3	State	128,794	163,514	199,294		491,602
31196	CCCCO Strong Workforce 17-18 60% C/O	State	256,634	111,895	645,552		1,014,082
31207	CAI Pre-Apprenticeship OJT Grant C/O	State		126,179			126,179
31209	CCC Mental Health Services Grant Prog C/O	State	55,324	72,906	115,134		243,364
31210	Cabrillo CCD Strong Workforce 17-18 40% C/O	State	329,137	317,010	366,080		1,012,227
31214	CCCCO Innovation in Higher Ed C/O	State	289,316	266,713	1,523,198	490,542	2,569,769
31215	AB 19 California College Promise C/O	State	101,933	233,208	249,359		584,500
31216	Student Equity and Achievement Program	State	821,361	1,158,836	1,258,910		3,239,106
31217	Nursing Program Support	State		189,039			189,039
31218	SMUHSD - ACCEL AEBG 18-19 C/O	State	157,808	129,799	161,090		448,698
31219	CCCCO 1819 Strong Workforce Local C/O	State	639,322	754,778	940,560		2,334,660
31220	Student Success Completion Grant	State	284,972	471,436	629,902		1,386,310
31221	CCCCO Financial Aid Technology 18-19 C/O	State	112,744	103,330	102,786		318,860
31222	CCCCO CA Apprenticeship Initiative C/O	State			686,406		686,406
31226	Veteran Res Center Grant Prog C/O	State			97,240		97,240
31228	UC Regents Puente Program CSM	State		1,500			1,500
31229	Cabrillo CCD Strong Workforce, RJV C/O	State			45,663		45,663
31230	SBDC-HSUSPF GO-Biz TAEP C/O	State		63,320			63,320
31231	Hunger Free Campus Support 2018-20 C/O	State	4,307	43,344	34,049		81,700
31232	Mental Health Support 2018-20 C/O	State	32,669	52,021			84,690
31233	Veteran Resource Center 1819 approp C/O	State	28,409	47,854	43,399		119,662
31234	Incarcerated Students Reentry Prog	State	113,636				113,636
31235	Student Equity and Achievement Program C/O	State	338,219	626,543	252,589		1,217,351
31236	Classified Prof Dev 18-19 C/O	State				108,368	108,368
31237	Umoja Program C/O	State		16,000			16,000
31238	RSCCD DSN Energy Constr & Util C/O	State		50,000			50,000
31239	WHCCD ZTC Degree Champion Grant C/O	State			2,000		2,000
31242	CCCCO Improving Online CTE Pathways	State	432,595		500,000		932,595
31243	RSCCD DSN Global Trade	State	200,000				200,000
31244	RSCCD DSN Health	State	200,000				200,000

31245	Veteran Resource Center 19-20	State	17,699	17,699	17,699	53,097
31246	California College Promise 19-20	State	207,675	663,147	624,777	1,495,599
32004	Public Bdcst-CSG-FM	Local		118,069		118,069
32017	Menlo Park Redevelopment	Local	323,000			323,000
32047	UC Regents Puente Program SKY	Local			1,500	1,500
32063	SMCOE - First 5 Early Childhood - EQuIP	Local	57,727			57,727
32081	SMCGS Grant - Canada Coll Library C/O	Local	3,424			3,424
32110	Public Bdcst-CSG-FM Restricted	Local		42,635		42,635
32119	County of San Mateo TA Shuttle Program C/O	Local			167,652	167,652
32123	Genentech Grant C/O	Local			116,291	116,291
32124	J M Littlefield Foundation C/O	Local			51,903	51,903
32130	County of San Mateo 4R's Grant	Local				24,300
32132	BAAQMD Climate Corps Fellows C/O	Local			184,375	184,375
32133	SAGA Foundation C/O	Local	46,894			46,894
32134	UWBA-SparkPoint CSM C/O	Local		5,183		5,183
32135	CFW Grant, CSM - Project Change C/O	Local		240,013		240,013
35023	KCSM FM	Local		1,800,000		1,800,000
35045	Financial Aid Admin Cost Allow	Local	12,000	15,000	20,000	47,000
35046	Peninsula Library System	Local				50,000
35062	Scholars Promise Program	Local			121,403	121,403
35063	Scholars Promise Program	Local	587,315			587,315
35064	Scholars Promise Program	Local		548,514		548,514
35066	Scholars Promise Program	Local				150,000
38187	Middle College HS	Local			900,000	900,000
38188	Middle College HS	Local	116,911			116,911
39001	Parking	Local				5,477,650
39030	Health Services	Local	247,043	320,000	315,000	882,043
Total 2019-2020 Final Budget			<u>11,729,223</u>	<u>12,937,210</u>	<u>14,464,485</u>	<u>46,253,978</u>

C/O - carry-over

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CAPITAL PROJECTS FUND (Fund 4)

The District's Capital Outlay Fund is used to account for construction and acquisition of major capital improvements. Included are the acquisition or construction of all major fixed assets. In addition, site improvements, buildings, and equipment purchased as part of a large facility project are included.

The General Obligation Bond Construction Fund, which is included as a sub-account of the Capital Projects Fund, has been established for the deposit of proceeds from the sale of general obligation bonds. The deposits are used to meet the costs of property acquisition, facilities planning, inspections, surveys, new construction, modernization, and new equipment.



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San Mateo County Community College District

Capital Projects Fund (Fund 4) - Total District

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget	
Revenue				
1 Federal Revenue	\$0	\$0	\$0	1
2 State Revenue	398,017	598,306	2,702,549	2
3 Local Revenue	266,350,883	267,680,326	2,233,166	3
4 Total Revenue	\$266,748,900	\$268,278,632	\$4,935,715	4
Expenses				
5 Certificated Salaries	\$1,103	\$1,103	\$1,500	5
6 Classified Salaries	5,748,897	3,499,965	3,562,405	6
7 Employee Benefits	2,188,146	1,506,968	1,603,082	7
8 Materials & Supplies	13,067,869	2,325,814	2,666,667	8
9 Operating Expenses	31,982,499	10,571,674	18,922,474	9
10 Capital Outlay	433,099,776	96,190,432	73,333,333	10
11 Total Expenses	\$486,088,291	\$114,095,957	\$100,089,461	11
Transfers & Other				
12 Transfers In	\$17,944,428	\$17,944,428	\$0	12
13 Other Sources	42,572,463	30,827,322	0	13
14 Transfers out	(1,392,628)	(1,392,628)	(368,003)	14
15 Contingency	0	0	0	15
16 Other Out Go	(3,288,336)	(61,317)	0	16
17 Total Transfers/Other	\$55,835,928	\$47,317,805	(\$368,003)	17
Fund Balance				
18 Net Change in Fund Balance	(\$163,503,463)	\$201,500,480	(\$95,521,749)	18
19 Beginning Balance, July 1	162,978,031	162,978,031	364,478,511	19
20 Adjustments to Beginning Balance	0	0	0	20
21 Net Fund Balance, June 30	(\$525,432)	\$364,478,511	\$268,956,762	21

Includes combined total of Central Services, District Office, Cañada College, College of San Mateo, and Skyline College.

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**2018-2019 Capital Projects Financial Summary
Budget Expenditures as of June 30, 2019**

LOCATION	PROJECT NAME	FUND NUMBER	2018-19 BUDGET	EXPENDITURE YTD *	ENCUMBRANCE	AVAILABLE BALANCE *
CANADA	CAN Vista Housing Repairs	40301	9,391,843.74	5,729,703.62	8,314,889.66	(4,652,749.54)
CAÑADA	CAN B9 Exterior Envelope Repairs	40302	10,511,295.25	6,553,429.06	3,910,315.84	47,550.35
CAÑADA	CAN Housing Maintenance Reserve	40303	1,674,553.84	1,263,757.84	1,250.00	409,546.00
CAÑADA	CAN Housing Capital Reserve	40305	0.00	(5,149,201.41)	0.00	5,149,201.41
CAÑADA	CAN FY1617 SMSR Projects	43341	407,000.50	407,000.50	0.00	0.00
CAÑADA	CAN Instructional Equipment	43383	2,217,973.37	83,671.90	0.00	2,134,301.47
CAÑADA	CAN Solar Photovoltaic System	44345	412,933.45	20,857.40	0.00	392,076.05
CAÑADA	CAN Bldg 1 Kinesiology and Wellness	44347	24,300,000.00	0.00	21,018,259.16	3,281,740.84
CAÑADA	CAN Bldg 1 Kinesiology and Wellness	45309	67,219,709.70	9,586,605.32	30,469,677.61	27,163,426.77
CAÑADA	CAN B23N Math/Science/Tech	45310	49,548,121.28	40,795,393.49	2,191,261.67	6,561,466.12
CAÑADA	CAN Emergency Building Repairs	45311	669,551.63	109,449.74	17,764.00	542,337.89
CAÑADA	CAN Technology and Equipment	45312	632,010.34	369,722.01	6,128.69	256,159.64
CAÑADA	CAN Access Compliance Corrective Items	45313	33,164.29	0.00	0.00	33,164.29
CAÑADA	CAN Central Plant Upgrade	45315	134,041.70	126,111.70	7,930.00	0.00
CAÑADA	CAN Small Projects	45322	578,803.01	(56,444.00)	59,451.00	575,796.01
CSM	CSM Housing Maintenance Reserve	40403	1,852,644.86	1,373,900.86	1,250.00	477,494.00
CSM	CSM Housing Capital Reserve	40405	0.00	(5,268,817.20)	0.00	5,268,817.20
CSM	CSM Equipment Recycling	42404	34,897.50	34,897.50	0.00	0.00
CSM	CSM Instructional Equipment	43483	2,247,566.18	269,415.19	41,224.13	1,936,926.86
CSM	CSM FY1617 SMSR Projects	43489	976,555.34	976,555.34	0.00	0.00
CSM	CSM FY1819 SMSR Projects	43490	796,034.00	504,860.26	291,173.74	0.00
CSM	Ergonomic office furniture (completion)	44435	3,319.44	3,044.24	275.20	0.00
CSM	Haz. Mat. clean-up/disposal	44438	8,962.24	8,962.24	0.00	0.00
CSM	CSM Claims Contingency	44457	1,180,356.02	5,002.50	67,951.14	1,107,402.38
CSM	CSM B10 Bayview Furniture Refresh	44460	0.00	(208,138.00)	0.00	208,138.00
CSM	CSM Bldg 3 Modernization	45407	1,942,953.19	255,534.56	125,318.91	1,562,099.72
CSM	CSM B17 Student Life/Learning Comm	45408	11,031,223.63	7,836,126.01	1,795,116.80	1,399,980.82
CSM	CSM B19 Center for Emerging Tech.	45409	2,705,176.34	0.00	0.00	2,705,176.34
CSM	CSM Emergency Building Repairs	45411	388,743.25	351,790.95	4,532.40	32,419.90
CSM	CSM Technology and Equipment	45412	94,139.27	94,139.27	0.00	0.00
CSM	CSM Edison Lot	45414	4,819,476.17	106,249.57	259,829.00	4,453,397.60
CSM	CSM Water Supply System Upgrade	45415	70,591.68	3,550.00	3,800.00	63,241.68
CSM	CSM Asphalt Repairs Project	45416	(67,738.00)	(67,738.00)	0.00	0.00
CSM	CSM Corp Yard	45417	2,000,000.00	5,450.00	0.00	1,994,550.00
CSM	CSM Small Projects	45422	1,108,988.05	408,344.43	137,623.64	563,019.98
DISTRICTWIDE	General Capital Projects	40000	17,459,856.63	15,250,866.20	0.00	2,208,990.43
DISTRICTWIDE	College Contingency	40001	32,677,534.71	(28,681,004.85)	0.00	61,358,539.56
DISTRICTWIDE	College Housing Project	40003	0.00	7,191,000.00	0.00	(7,191,000.00)
DISTRICTWIDE	College One Time Fd Reserve	40006	4,730,282.98	(1,000,000.00)	0.00	5,730,282.98
DISTRICTWIDE	Aux Services Use Fee	40007	141,831.99	130,539.99	0.00	11,292.00
DISTRICTWIDE	DW Construction Planning Internal Svc Fund	40009	25,062.47	18,561.77	0.00	6,500.70
DISTRICTWIDE	State Capital Project Match	40010	10,446,018.03	0.00	0.00	10,446,018.03
DISTRICTWIDE	DW Interior LED Lighting Retrofit	41106	1,198,818.50	1,198,818.50	0.00	0.00
DISTRICTWIDE	DO Parking Lot Retaining Wall	42005	447,900.00	0.00	0.00	447,900.00
DISTRICTWIDE	DO Rm 303 Furniture Upgrade	42006	5,458.33	0.00	0.00	5,458.33
DISTRICTWIDE	DW Athletic Fields Replacement	42103	732,835.73	22,072.25	0.00	710,763.48
DISTRICTWIDE	Redevelopment Program	43001	3,017,793.04	400,000.00	0.00	2,617,793.04
DISTRICTWIDE	Physical Plant Instructional Support FY1718	43004	1,017,038.00	867,450.31	144,598.47	4,989.22
DISTRICTWIDE	Property Management	44001	2.53	0.00	0.00	2.53
DISTRICTWIDE	PE Vans Purchase	44003	326,100.10	22,285.19	0.00	303,814.91
DISTRICTWIDE	District Facilities Projects	44102	2,352,357.91	409,912.39	9,129.48	1,933,316.04
DISTRICTWIDE	District Funded FCI Contingency	44103	5,224,618.78	224,619.00	0.00	4,999,999.78
DISTRICTWIDE	District Facility Improvements	44106	17,000.00	17,000.00	0.00	0.00
DISTRICTWIDE	Energy Efficiency Projects Fund	44108	3,469,008.74	16,529.59	0.00	3,452,479.15
DISTRICTWIDE	DW L-T Support/Service/Maintenance	44111	32,987.23	15,918.30	0.00	17,068.93
DISTRICTWIDE	District Staff Relocation/Expansion	44112	100,092.19	100,092.19	0.00	0.00
DISTRICTWIDE	HMB Idle Well Termination	44113	150,000.00	0.00	0.00	150,000.00
DISTRICTWIDE	DW Irrigation Efficiency	44114	200,000.00	162,478.74	0.00	37,521.26
DISTRICTWIDE	DW CIP3 Master	45000	1,903,551.99	0.00	0.00	1,903,551.99
DISTRICTWIDE	DW CIP3 Planning	45001	118,129,411.65	1,930,409.48	577,414.75	115,621,587.42
DISTRICTWIDE	DW Network Core Switch upgrade	45002	107,212.18	34,284.08	7,125.00	65,803.10
DISTRICTWIDE	DW UPS Device(MDF/IDF) Replacement	45003	257,995.54	66,329.76	0.00	191,665.78
DISTRICTWIDE	DW Symetra UPS Device(MPOE) Replace	45004	29,710.95	235.52	0.00	29,475.43
DISTRICTWIDE	DW Network Firewall Switch Replacmt	45005	636,175.68	114,409.82	11,980.21	509,785.65
DISTRICTWIDE	DW Telephone System Replacement	45006	874,517.28	32,066.76	0.00	842,450.52
DISTRICTWIDE	DW Wireless Access Point(WAP) Repl	45007	178,265.51	0.00	0.00	178,265.51
DISTRICTWIDE	DW Network Switch Upgrade (10 GB)	45008	346,846.70	154,464.23	4,300.00	188,082.47
DISTRICTWIDE	DW Server Replacement	45009	1,746,619.33	356,938.59	0.00	1,389,680.74

* NOTE: All negative budget and expenditures reflect prior year corrections. Budgets for projects with negative balances will be revised in the next quarter.

**2018-2019 Capital Projects Financial Summary
Budget Expenditures as of June 30, 2019**

LOCATION	PROJECT NAME	FUND NUMBER	2018-19 BUDGET	EXPENDITURE YTD *	ENCUMBRANCE	AVAILABLE BALANCE *
DISTRICTWIDE	DW Fire Alarm Panels Upgrade	45010	2,105,693.05	1,550,939.61	159,231.06	395,522.38
DISTRICTWIDE	DW Classroom Security Hardware	45011	636,492.50	482,954.32	49,502.86	104,035.32
DISTRICTWIDE	DW Signage Upgrades	45013	14,486.42	3,205.19	0.00	11,281.23
DISTRICTWIDE	DW EAS Speaker Coverage Expansion	45014	810,000.00	455,897.85	1,385.00	352,717.15
DISTRICTWIDE	DW Video Server Upgrade	45015	344,921.45	301,598.81	0.00	43,322.64
DISTRICTWIDE	DW Video Camera Replacement	45016	715,000.00	3,173.67	15,308.07	696,518.26
DISTRICTWIDE	DW Classroom Projection Screen Repl	45017	70,000.00	17,967.42	0.00	52,032.58
DISTRICTWIDE	DW Batting Cage Upgrade	45018	500,000.00	17,100.00	0.00	482,900.00
DISTRICTWIDE	DW Technology Replacement	45019	1,326,673.13	366,997.09	5,307.97	954,368.07
DISTRICTWIDE	DW Interior LED Lighting Retrofit	45021	577,151.00	154,359.46	0.00	422,791.54
DISTRICTWIDE	Facilities Excellence (Foundation)	46112	12,549.28	12,549.28	0.00	0.00
DISTRICTWIDE	IVES ITS Project	46113	5.53	5.53	0.00	0.00
SKYLINE	SKY Bldg 6 Servery	42206	386,821.27	117,380.00	0.00	269,441.27
SKYLINE	SKY Housing	42210	15,188,980.79	2,248,429.61	213,809.12	12,726,742.06
SKYLINE	SKY Small Projects	42211	53,928.17	(417,200.66)	8,230.95	462,897.88
SKYLINE	SKY Yr16-17 SMSR Projects	43246	69,008.28	69,008.28	0.00	0.00
SKYLINE	SKY Instructional Equipment	43283	770,118.69	40,437.51	0.00	729,681.18
SKYLINE	Sky B1 Social Science/Creative Arts	44243	16,000,000.00	16,000,000.00	0.00	0.00
SKYLINE	SKY B6 Fireside Project	44244	0.00	(100,000.00)	0.00	100,000.00
SKYLINE	SKY Bldg 1 Social Science/Creative Arts	45204	2,174,199.11	1,983,349.61	0.00	190,849.50
SKYLINE	SKY Bldg 12 Environmental Science	45205	30,226,842.48	19,931,168.32	6,739,022.59	3,556,651.57
SKYLINE	SKY Lot L Expansion	45208	58,303.56	117.78	0.51	58,185.27
SKYLINE	SKY Bldg 19 and North Campus Improvements	45209	2,213,353.17	1,324,979.06	13,750.00	874,624.11
SKYLINE	SKY B14 Loma Chica/CDC Renovations	45210	2,542,904.35	2,016,042.77	9,605.00	517,256.58
SKYLINE	SKY Emergency Building Repairs	45211	768,295.18	317,780.51	116,918.01	333,596.66
SKYLINE	SKY Technology and Equipment	45212	737,583.30	571,529.15	46,581.76	119,472.39
SKYLINE	SKY Accessible Path of Travel	45213	1,482,782.00	1,185,834.62	270,832.14	26,115.24
SKYLINE	SKY Bldg 5 CTTL Modification	45215	438,072.00	337,603.74	1,230.00	99,238.26
SKYLINE	SKY B7 STEM Center	45216	1,280,610.00	326,950.16	756,320.00	197,339.84
SKYLINE	SKY Promise Schlr WKFC Career Relo	45217	500,000.00	430,181.55	53,483.09	16,335.36
SKYLINE	SKY B3 South Wall Waterproofing	45218	300,000.00	52,463.60	37,252.00	210,284.40
SKYLINE	SKY B3 Portable Replacement	45219	1,000,000.00	0.00	0.00	1,000,000.00
SKYLINE	SKY Small Projects	45222	756,972.85	157,633.36	129,669.38	469,670.11
	TOTAL		490,969,543.52	115,549,901.90	78,107,010.01	297,312,631.61

* NOTE: All negative budget and expenditures reflect prior year corrections. Budgets for projects with negative balances will be revised in the next quarter.



ENTERPRISE FUND (Fund 5) Auxiliary Fund

The Enterprise funds account for operations that the Board requires to be self-supporting. These funds are maintained independently of other District funds to facilitate the entrepreneurial nature of the activities involved and also provide the necessary flexibility to report the retail and operational requirements of these self-supporting services.

The Bookstore Fund is used to account for revenues received and expenses made to operate the District's bookstores. The Cafeteria Fund is used to account for revenues received and expenses related to contracted food service and vending operations of the District. The San Mateo Athletic Club (SMAC) accounts for revenues received and expenses related to the operations of the athletic club and aquatic center. The Community, Continuing, and Corporate Education (CCCE) is used to increase and meet educational opportunities and needs in San Mateo County.



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San Mateo County Community College District
Enterprise Fund (Fund 5)
Community, Continuing, and Corporate Education

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget		
Income					
1	Federal Income	\$0	\$0	\$0	1
2	State Income	0	0	0	2
3	Local Income	1,600,000	1,230,447	1,650,000	3
4	Total Income	\$1,600,000	\$1,230,447	\$1,650,000	4
Expenses					
5	Certificated Salaries	\$0	\$0	\$0	5
6	Classified Salaries	620,000	590,907	652,350	6
7	Employee Benefits	238,000	209,204	308,228	7
8	Materials & Supplies	44,000	69,326	68,000	8
9	Operating Expenses	730,000	640,654	610,000	9
10	Capital Outlay	0	0	0	10
11	Total Expenses	\$1,632,000	\$1,510,091	\$1,638,578	11
Transfers & Other					
12	Transfers In	\$0	\$0	\$0	12
13	Other Sources	0	279,667	0	13
14	Transfers out	0	0	0	14
15	Contingency	0	0	0	15
16	Other Out Go	0	0	0	16
17	Total Transfers/Other	\$0	\$279,667	\$0	17
Fund Balance					
18	Net Change in Fund Balance	(\$32,000)	\$23	\$11,422	18
19	Beginning Balance, July 1	109,612	109,612	109,635	19
20	Adjustments to Beginning Balance	0	0	0	20
21	Net Fund Balance, June 30	\$77,612	\$109,635	\$121,057	21

**San Mateo County Community College District
Enterprise Fund (Fund 5)
Bookstore**

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget	
Income				
1	\$0	\$0	\$0	1
2	0	0	0	2
3	7,000,000	6,622,191	7,000,000	3
4	\$7,000,000	\$6,622,191	\$7,000,000	4
Expenses				
5	\$3,500,000	\$3,731,887	\$4,000,000	5
6	0	0	0	6
7	1,960,000	1,923,200	1,988,439	7
8	640,000	679,124	728,242	8
9	15,000	29,318	15,000	9
10	900,000	718,601	600,000	10
11	0	0	0	11
12	\$7,015,000	\$7,082,130	\$7,331,681	12
Transfers & Other				
13	\$0	\$0	\$0	13
14	0	0	0	14
15	0	0	0	15
16	0	0	0	16
17	0	(105,367)	0	17
18	\$0	(\$105,367)	\$0	18
Fund Balance				
19	(\$15,000)	(\$565,306)	(\$331,681)	19
20	7,326,074	7,326,074	6,760,768	20
21	0	0	0	21
22	\$7,311,074	\$6,760,768	\$6,429,087	22

**San Mateo County Community College District
Enterprise Fund (Fund 5)
Cafeteria**

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget	
Income				
1 Federal Income	\$0	\$0	\$0	1
2 State Income	0	0	0	2
3 Local Income	350,000	333,366	350,000	3
4 Total Income	\$350,000	\$333,366	\$350,000	4
Expenses				
5 Certificated Salaries	\$0	\$0	\$0	5
6 Classified Salaries	78,000	82,831	87,036	6
7 Employee Benefits	16,000	18,934	28,552	7
8 Materials & Supplies	40,000	0	0	8
9 Operating Expenses	130,000	152,776	130,000	9
10 Capital Outlay	0	0	0	10
11 Total Expenses	\$264,000	\$254,541	\$245,588	11
Transfers & Other				
12 Transfers In	\$0	\$0	\$0	12
13 Other Sources	0	0	0	13
14 Transfers out	0	0	0	14
15 Contingency	0	0	0	15
16 Other Out Go	0	0	0	16
17 Total Transfers/Other	\$0	\$0	\$0	17
Fund Balance				
18 Net Change in Fund Balance	\$86,000	\$78,825	\$104,412	18
19 Beginning Balance, July 1	697,104	697,104	775,929	19
20 Adjustments to Beginning Balance	0	0	0	20
21 Net Fund Balance, June 30	\$783,104	\$775,929	\$880,341	21

San Mateo County Community College District
Enterprise Fund (Fund 5)
San Mateo Athletic Club / CSM Fitness Center

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget		
Revenue					
1	Federal Revenue	\$0	\$0	\$0	1
2	State Revenue	0	0	0	2
3	Local Revenue	5,300,000	5,664,166	5,982,835	3
4	Total Revenue	\$5,300,000	\$5,664,166	\$5,982,835	4
Expenses					
5	Cost of Goods Sold	\$0	\$0	\$0	5
6	Salaries	320,000	374,328	373,299	6
7	Employee Benefits	110,000	144,398	156,846	7
8	Materials & Supplies	0	0	0	8
9	Operating Expenses*	3,900,000	4,458,256	4,596,061	9
10	Capital Outlay	0	0	0	10
11	Total Expenses	\$4,330,000	\$4,976,982	\$5,126,206	11
Transfers & Other					
12	Transfers In	\$0	\$0	\$0	12
13	Other Sources	200,000	357,889	218,000	13
14	Transfers out	0	0	0	14
15	Contingency	0	0	0	15
16	Other Out Go	(600,000)	(808,806)	(500,000)	16
17	Total Transfers/Other	(\$400,000)	(\$450,917)	(\$282,000)	17
Fund Balance					
18	Net Change in Fund Balance	\$570,000	\$236,267	\$574,629	18
19	Beginning Balance, July 1	3,651,344	3,651,344	3,887,611	19
20	Adjustments to Beginning Balance	0	0	0	20
21	Net Fund Balance, June 30	\$4,221,344	\$3,887,611	\$4,462,240	21

*Operating expenses consists of salaries and benefits paid by EXOS



SPECIAL REVENUE FUND (Fund 6)

This fund is used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

Special Revenue Funds encompass activities not directly related to the educational program of the College but that provide a service to students—and which may provide non-classroom instructional or laboratory experience for students and incidentally produce revenue and non-instructional expense.

The District maintains one such fund, the Child Development Fund, which is used to account for the activities of the child development centers at the Colleges.



San Mateo County Community College District
2019-20 Budget
Child Development Fund (Fund 60) - Total District

	Skyline	CSM	2019-20 Adoption Budget		
Revenue					
1	Federal Revenue	\$30,500	\$18,500	\$49,000	1
2	State Revenue	149,900	95,575	245,475	2
3	Local Revenue	191,000	376,000	567,000	3
4	Total Revenue	\$371,400	\$490,075	\$861,475	4
Expenses					
5	Certificated Salaries	\$123,948	\$102,895	\$226,843	5
6	Classified Salaries	334,483	326,625	661,108	6
7	Employee Benefits	212,198	212,636	424,834	7
8	Materials & Supplies	48,000	45,996	93,996	8
9	Operating Expenses	21,540	600	22,140	9
10	Capital Outlay	0	0	0	10
11	Total Expenses	\$740,169	\$688,753	\$1,428,922	11
Transfers & Other					
12	Transfers In	\$368,769	\$198,678	\$567,447	12
13	Other Sources	0	0	0	13
14	Transfers out	0	0	0	14
15	Contingency	0	0	0	15
16	Other Out Go	0	0	0	16
17	Total Transfers/Other	\$368,769	\$198,678	\$567,447	17
Fund Balance					
18	Net Change in Fund Balance	\$0	\$0	\$0	18
19	Beginning Balance, July 1	0	0	0	19
20	Adjustments to Beginning Balance	0	0	0	20
21	Net Fund Balance, June 30	\$0	\$0	\$0	21

San Mateo County Community College District
Child Development Fund (Fund 60) - Total District

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget		
Revenue					
1	Federal Revenue	\$45,104	\$45,104	\$49,000	1
2	State Revenue	258,144	309,983	245,475	2
3	Local Revenue	553,980	553,980	567,000	3
4	Total Revenue	\$857,227	\$909,066	\$861,475	4
Expenses					
5	Certificated Salaries	\$213,956	\$213,956	\$226,843	5
6	Classified Salaries	712,419	712,419	661,108	6
7	Employee Benefits	398,738	450,577	424,834	7
8	Materials & Supplies	97,566	97,566	93,996	8
9	Operating Expenses	2,475	2,475	22,140	9
10	Capital Outlay	0	0	0	10
11	Total Expenses	\$1,425,154	\$1,476,993	\$1,428,922	11
Transfers & Other					
12	Transfers In	\$567,927	\$567,927	\$567,447	12
13	Other Sources	0	0	0	13
14	Transfers out	0	0	0	14
15	Contingency	0	0	0	15
16	Other Out Go	0	0	0	16
17	Total Transfers/Other	\$567,927	\$567,927	\$567,447	17
Fund Balance					
18	Net Change in Fund Balance	\$0	\$0	\$0	18
19	Beginning Balance, July 1	0	0	0	19
20	Adjustments to Beginning Balance	0	0	0	20
21	Net Fund Balance, June 30	\$0	\$0	\$0	21

Includes combined total of College of San Mateo and Skyline College.

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EXPENDABLE TRUST FUND (Fund 7)

Student Financial Aid

Funds of this type account for assets held by the District as trustee. Funds in this category include financial aid such as Federal Student Aid PELL/SEOG, Cal Grants, and EOPS Direct Aid to Students.



San Mateo County Community College District
2019-20 Budget
Student Aid Fund (Fund 7) - Total District

	Cañada	CSM	Skyline	2019-20 Adoption Budget		
Revenue						
1	Federal Revenue	\$3,074,319	\$4,336,002	\$6,111,676	\$13,521,997	1
2	State Revenue	225,000	390,000	475,000	1,090,000	2
3	Local Revenue	250,000	485,000	305,000	1,040,000	3
4	Total Revenue	\$3,549,319	\$5,211,002	\$6,891,676	\$15,651,997	4
Expenses						
5	Certificated Salaries	\$0	\$0	\$0	\$0	5
6	Classified Salaries	0	0	0	0	6
7	Employee Benefits	0	0	0	0	7
8	Materials & Supplies	0	0	0	0	8
9	Operating Expenses	0	0	0	0	9
10	Capital Outlay	0	0	0	0	10
11	Total Expenses	\$0	\$0	\$0	\$0	11
Transfers & Other						
12	Transfers In	\$0	\$0	\$0	\$0	12
13	Other Sources	0	0	0	0	13
14	Transfers out	0	0	0	0	14
15	Contingency	0	0	0	0	15
16	Other Out Go	(3,549,319)	(5,211,002)	(6,891,676)	(15,651,997)	16
17	Total Transfers/Other	(\$3,549,319)	(\$5,211,002)	(\$6,891,676)	(\$15,651,997)	17
Fund Balance						
18	Net Change in Fund Balance	\$0	\$0	\$0	\$0	18
19	Beginning Balance, July 1	0	0	0	81,380	19
	Adjustments to Beginning					
20	Balance	0	0	0	0	20
21	Net Fund Balance, June 30	\$0	\$0	\$0	\$81,380	21

San Mateo County Community College District

Student Aid Fund (Fund 7) - Total District

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget	
Revenue				
1 Federal Revenue	\$15,477,489	\$13,428,190	\$13,521,997	1
2 State Revenue	1,260,000	1,075,383	1,090,000	2
3 Local Revenue	1,133,917	1,029,818	1,040,000	3
4 Total Revenue	\$17,871,406	\$15,533,390	\$15,651,997	4
Expenses				
5 Certificated Salaries	\$0	\$0	\$0	5
6 Classified Salaries	0	0	0	6
7 Employee Benefits	0	0	0	7
8 Materials & Supplies	0	0	0	8
9 Operating Expenses	0	0	0	9
10 Capital Outlay	0	0	0	10
11 Total Expenses	\$0	\$0	\$0	11
Transfers & Other				
12 Transfers In	\$1,924,449	\$1,924,449	\$0	12
13 Other Sources	0	0	0	13
14 Transfers out	(19,776)	(19,776)	0	14
15 Contingency	0	0	0	15
16 Other Out Go	(19,776,080)	(17,438,064)	(15,651,997)	16
17 Total Transfers/Other	(\$17,871,406)	(\$15,533,390)	(\$15,651,997)	17
Fund Balance				
18 Net Change in Fund Balance	\$0	\$0	\$0	18
19 Beginning Balance, July 1	81,380	81,380	81,380	19
Adjustments to Beginning				
20 Balance	0	0	0	20
21 Net Fund Balance, June 30	\$81,380	\$81,380	\$81,380	21

Includes combined total of Cañada College, College of San Mateo, and Skyline College.

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RESERVE FUND FOR POST-RETIREMENT BENEFITS AND EMPLOYEE HOUSING LOAN (Fund 8) Expendable Trust

Also an Expendable Trust, the Reserve for Post- Retirement Benefits was established to reflect the District's liability that has already been incurred and continues to incur as employees earn the right to health benefits upon retirement.

This Fund has been generated by transfers made from the Unrestricted General Fund. Effective July 2009, these transfers come from all funds and are now charged as part of the benefit expense in those funds. The goal is to eventually have enough funds in this reserve to pay the ongoing costs of retiree benefits.

Fund 8 also accounts for the District Employee Housing Loan Program for first-time homebuyers that supplement the employees' down payment savings up to \$150,000 and a closing cost grant for \$1,000.



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San Mateo County Community College District

Reserve Fund for Post Retirement Benefits / Housing Loan (Fund 8) - Central Services

	2018-19 Revised Budget	2018-19 Actual	2019-20 Adoption Budget	
Revenue				
1 Federal Revenue	\$0	\$0	\$0	1
2 State Revenue	0	0	0	2
3 Local Revenue	3,800	329,753	120,000	3
4 Total Revenue	\$3,800	\$329,753	\$120,000	4
Expenses				
5 Certificated Salaries	\$0	\$0	\$0	5
6 Classified Salaries	0	0	0	6
7 Employee Benefits	3,337,793	3,337,793	3,300,000	7
8 Materials & Supplies	0	0	0	8
9 Operating Expenses	11,270	14,680	16,000	9
10 Capital Outlay	0	0	0	10
11 Total Expenses	\$3,349,063	\$3,352,473	\$3,316,000	11
Transfers & Other				
12 Transfers In	\$270	\$3,000,270	\$0	12
13 Other Sources	4,790,142	5,944,185	5,111,793	13
14 Transfers out	0	0	0	14
15 Contingency	0	0	0	15
16 Other Out Go	(2,600,000)	(2,600,000)	(3,600,000)	16
17 Total Transfers/Other	\$2,190,412	\$6,344,455	\$1,511,793	17
Fund Balance				
18 Net Change in Fund Balance	(\$1,154,851)	\$3,321,735	(\$1,684,207)	18
19 Beginning Balance, July 1	10,274,887	10,274,887	13,596,622	19
20 Adjustments to Beginning Balance	0	0	0	20
21 Net Fund Balance, June 30	\$9,120,036	\$13,596,622	\$11,912,415	21

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SUPPLEMENTAL INFORMATION

Resource Allocation Model

Full Absorption Budget

FTE Analysis

Cash Flow Summary

Debt Service Payment Schedule

County Treasurer Report of Interest Rates



FY19-20 RESOURCE ALLOCATION - FUND 1

Step One: Base Allocation and FTES Allocation

Prior Year Allocations:

	Skyline	Canada	CSM	DO	Facilities	Central Service	Total
	\$44,804,889	\$27,676,351	\$44,730,328	\$18,905,539	\$14,082,329	\$33,399,787	\$183,599,223
	38.23%	23.61%	38.16%				

Prior Year TOTAL FTES:

14-15 FTES	7,911	4,097	6,907				18,915
15-16 FTES	7,649	4,051	6,909				18,609
16-17 FTES	7,294	3,959	6,890				18,143
17-18 FTES	7,119	3,662	6,819				17,599
18-19 FTES	6,881	3,564	6,551				16,996
Five Year Avg.	7,371	3,867	6,815				18,053
% of Total FTES	40.83%	21.42%	37.75%				

Adjustment to PY Allocation:

	\$0.00	\$0.00	\$0.00				
--	--------	--------	--------	--	--	--	--

Step Two: Central Services Anticipated Expense Net Increase/Decrease

	Skyline	Canada	CSM	DO	Facilities	Central Services	Total
						\$2,273,484	\$2,273,484

Step Three: Allocate Square Footage

\$4.22

	Skyline	Canada	CSM	DO	Facilities	Central Service	Total
					\$258,738		\$258,738

Step Four: Allocate Growth Based Upon Increase/Decrease in FTES Average vs. Goals

	Skyline	Canada	CSM	DO	Facilities	Central Service	Total
19-20 FTES Goals	6,653	3,446	6,225				16,324
"New" Five Year Average	7,119	3,736	6,679				17,534
Difference	(252)	(130)	(136)				(518)
FTES Growth Allocation	\$0	\$0	\$0				\$0
International Students	\$7,447	-\$48,952	-\$29,046				-\$70,551
Sub Total	\$7,447	-\$48,952	-\$29,046				-\$70,551

Step Five: Allocate 20% of College Growth Allocation to DO

	Skyline	Canada	CSM	DO	Facilities	Central Service	Total
FTES Growth Allocation				\$0			\$0
International Students				-\$17,638			-\$17,638
Total				-\$17,638			-\$17,638

Step Six: Allocate Any Special Amounts Agreed Upon

	Skyline	Canada	CSM	DO	Facilities	Central Service	Total
COLA	\$305,391	\$269,033	\$324,686	\$497,815	\$69,488		\$1,466,412
Step & LSI	\$639,270	\$403,830	\$516,183	\$267,621	\$199,267		\$2,026,172
CPI	\$111,474	\$37,867	\$183,476	\$111,928	\$113,051		\$557,796
Other	\$465,936	\$280,717	\$496,642		\$782,263		\$2,025,558
Innovation Fund						\$0	\$0
Total	\$1,522,071	\$991,448	\$1,520,987	\$877,366	\$1,164,068	\$0	\$6,075,937

Step Seven: Allocate Any Remaining Available Funds (+/-)

Prior Year Allocation	\$183,599,223	
Property Tax Growth	\$11,278,400	
Other Revenue	\$5,200,450	
FY19-20 Revenue	\$200,078,073	(excludes Proposition 30/55)

Increase/Decrease from PY Allocation	\$16,478,850
Reserve	\$0
	<u>\$16,478,850</u>

Less Allocations:

Step One	\$0
Step Two	\$2,273,484
Step Three	\$258,738
Step Four	-\$70,551
Step Five	-\$17,638
Step Six	\$6,075,937
	<u>\$8,519,971</u>

Available for Allocation **\$7,958,880**

	Skyline	Canada	CSM	DO	Facilities	Central Service	Total
PY Site Allocations	\$44,804,889	\$27,676,351	\$44,730,328	\$18,905,539	\$14,082,329		\$150,199,436
% of Total	29.83%	18.43%	29.78%	12.59%	9.38%		100.00%
ADJUSTMENT PER STEP SEVEN:	<u>\$2,374,155</u>	<u>\$1,466,535</u>	<u>\$2,370,204</u>	<u>\$1,001,781</u>	<u>\$746,205</u>		<u>\$7,958,880</u>

Step Eight: FINAL ALLOCATION

	Skyline	Canada	CSM	DO	Facilities	Central Service	Total
PY Site Allocation	\$44,804,889	\$27,676,351	\$44,730,328	\$18,905,539	\$14,082,329	\$33,399,787	\$183,599,223
Step One	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Step Two	\$0	\$0	\$0	\$0	\$0	\$2,273,484	\$2,273,484
Step Three	\$0	\$0	\$0	\$0	\$258,738	\$0	\$258,738
Step Four	\$7,447	-\$48,952	-\$29,046	\$0	\$0	\$0	-\$70,551
Step Five	\$0	\$0	\$0	-\$17,638	\$0	\$0	-\$17,638
Step Six	\$1,522,071	\$991,448	\$1,520,987	\$877,366	\$1,164,068	\$0	\$6,075,937
Step Seven	\$2,374,155	\$1,466,535	\$2,370,204	\$1,001,781	\$746,205	\$0	\$7,958,880
Total Increase/Decrease	\$3,903,673	\$2,409,031	\$3,862,144	\$1,861,509	\$2,169,011	\$2,273,484	\$16,478,850
Subtotal	<u>\$48,708,562</u>	<u>\$30,085,382</u>	<u>\$48,592,472</u>	<u>\$20,767,048</u>	<u>\$16,251,340</u>	<u>\$35,673,271</u>	<u>\$200,078,073</u>
Proposition 30/55 Allocation	\$436,340	\$269,531	\$435,614	\$184,115	\$137,143	\$0	\$1,462,741
FY19-20 Site Allocation	<u>\$49,144,902</u>	<u>\$30,354,912</u>	<u>\$49,028,086</u>	<u>\$20,951,162</u>	<u>\$16,388,483</u>	<u>\$35,673,271</u>	<u>\$201,540,815</u>

Full Absorption Budget for 19/20 Fund 1

	Skyline	Cañada	CSM	District Office	Facilities	Central Svcs	Total
19/20 Site Allocations	\$ 49,144,902	\$ 30,354,912	\$ 49,028,086	\$ 20,951,162	\$ 16,388,483	\$ 35,673,272	\$ 201,540,817
Central Services	\$ 10,971,770	\$ 7,313,916	\$ 12,446,275	\$ 2,729,031	\$ 2,212,281	\$ (35,673,272)	\$ -
Subtotal	\$ 60,116,672	\$ 37,668,828	\$ 61,474,361	\$ 23,680,193	\$ 18,600,764	\$ -	\$ 201,540,817
Facilities Allocation	\$ 6,239,456	\$ 4,172,363	\$ 7,911,237	\$ 277,707	\$ (18,600,764)		\$ -
Subtotal	\$ 66,356,128	\$ 41,841,190	\$ 69,385,599	\$ 23,957,900	\$ -	\$ -	\$ 201,540,817
District Office	\$ 8,069,792	\$ 5,867,183	\$ 9,806,966	\$ (23,743,941)			\$ -
Total	\$ 74,425,920	\$ 47,708,374	\$ 79,192,565	\$ 213,959	\$ -	\$ -	\$ 201,540,817
% of Total funding	37%	24%	39%				
FTES Goal for 19/20	6,653	3,446	6,225				16,324
% of Total FTES	41%	21%	38%				
\$ per FTES	\$ 11,187	\$ 13,845	\$ 12,722				\$ 12,346
\$ before absorption	\$ 7,387	\$ 8,809	\$ 7,876				
% of base amt/total	66%	64%	62%				

Detail of Allocations

Central Services:

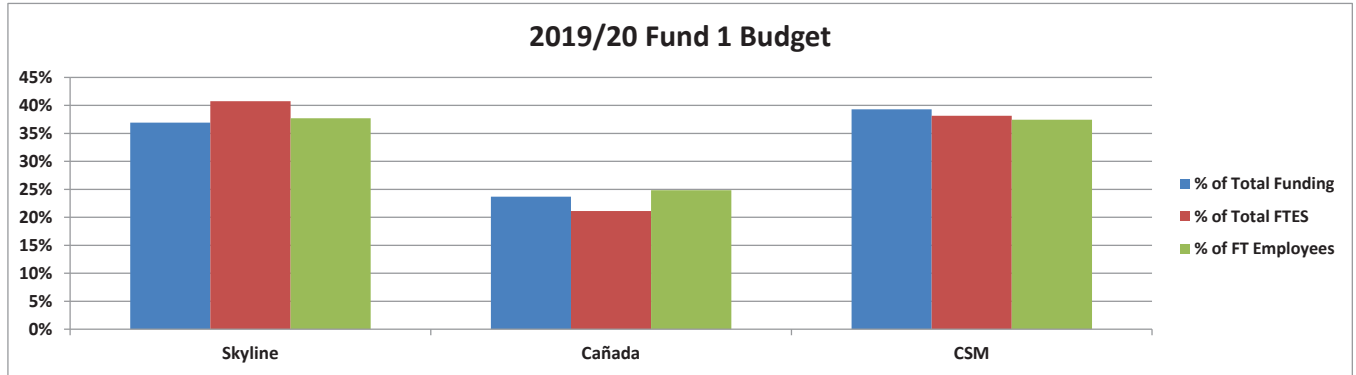
Utilities	34%	22%	43%	1%			
Square footage	560,098	374,541	710,169	24,929			1,669,737
	\$ 1,689,359	\$ 1,129,685	\$ 2,142,000	\$ 75,190		\$ (5,036,234)	\$ -
Retiree/other benefits	27%	18%	27%	12%	15%		
Number of FT employees	296	195	294	131	161		1,077
	\$ 1,198,974	\$ 789,865	\$ 1,190,873	\$ 530,627	\$ 652,145	\$ (4,362,483)	
Insurance							
Based upon square footage	\$ 609,733	\$ 407,732	\$ 773,103	\$ 27,138		\$ (1,817,706)	
Managed hiring				\$ 200,000		\$ (200,000)	
Salary commitments							
Based upon # of Faculty & Classified	266	167	268				701
	\$ 2,163,191	\$ 1,358,094	\$ 2,179,456	\$ -	\$ -	\$ (5,700,740)	
Staff development							
Based upon # of FT Employees	\$ 207,608	\$ 136,769	\$ 206,205	\$ 91,881	\$ 112,922	\$ (755,385)	
Districtwide Technology							
PCs	1,225	1,230	1,560	127			
Macs	150	172	541	8			
Total	1,375	1,402	2,101	135			
Percent of Computers	27%	28%	42%	3%			
	\$ 1,032,717	\$ 1,052,996	\$ 1,577,992	\$ 101,394		\$ (3,765,100)	
Consultant/Legal/Election							
Percent of Budget	30%	18%	30%	13%	10%		
	\$ 173,330	\$ 107,059	\$ 172,918	\$ 73,893	\$ 57,801	\$ (585,000)	
Formula Adjustment / Contracts							
Per Site	\$ 204,600	\$ 46,440	\$ 70,560	\$ 70,000	\$ 170,000	\$ (561,600)	
Apprenticeship							
Per college	\$ 8,880		\$ 458,482			\$ (467,362)	
Miscellaneous & Museum of Tolerance							
Per college	\$ 26,667	\$ 26,667	\$ 26,667	\$ -		\$ (80,000)	
Percent of Budget	\$ 3,656,712	\$ 2,258,610	\$ 3,648,020	\$ 1,558,908	\$ 1,219,413	\$ (12,341,662)	

District Office:

General Services							
Percent of Budget	\$ 311,000	\$ 192,093	\$ 310,261	\$ (813,353)			
Business / Administrative Services							
Percent of Budget	\$ 1,718,667	\$ 1,061,555	\$ 1,714,582	\$ (4,494,804)			
Information Technology							
PCs	1,225	1,230	1,560	127			
Macs	150	172	541	8			
Total	1,375	1,402	2,101	135			
Percent of Computers	27%	28%	42%	3%			
	\$ 2,179,219	\$ 2,222,011	\$ 3,329,847	\$ 213,960	\$ 7,945,038		
Human Resources							
Number of FT employees	\$ 865,415	\$ 570,121	\$ 859,568	\$ (2,295,104)			

Full Absorption Budget for 19/20 Fund 1

	Skyline	Cañada	CSM	District Office	Facilities	Central Svcs	Total
International Education							
Number of Int'l FTES	265	117	600				982
	\$ 481,878	\$ 212,754	\$ 1,091,044	\$ (1,785,676)			
Chancellor's Office/Foundation/Board							
Number of FT employees	\$ 727,674	\$ 479,380	\$ 722,758	\$ (1,929,812)			
Educational Services							
Number of FT employees	\$ 446,790	\$ 294,338	\$ 443,771	\$ (1,184,898)			
Community & Government Relations							
Number of FT employees	\$ 189,469	\$ 124,819	\$ 188,189	\$ (502,478)			
Remaining Allocation							
Percent of Budget	\$ 1,149,679	\$ 710,113	\$ 1,146,946	\$ (3,006,738)			



San Mateo County Community College District
FTES Analysis

	Annual 2013-14	Annual 2014-15	Annual 2015-16	Annual 2016-17	Annual 2017-18	Annual 2018-19
College of San Mateo						
Resident						
Fall & Spring	5,942	5,574	5,429	5,187	5,016	4,842
Fall & Spring (N/C*)	3	4	3	3	3	2
Summer	786	757	718	654	649	639
Summer (N/C*)	1	1	0	0	0	0
Total, Resident	<u>6,732</u>	<u>6,336</u>	<u>6,150</u>	<u>5,845</u>	<u>5,667</u>	<u>5,484</u>
Apprenticeship	88	62	64	94	99	101
Flex-time	5	5	8	5	5	6
Non-Resident						
Fall & Spring	343	472	642	881	966	886
Fall & Spring (N/C*)	0	1	1	1	1	0
Summer	23	31	44	64	79	74
Summer (N/C*)	0	0	0	0	0	0
Total, Non-Resident	<u>366</u>	<u>504</u>	<u>687</u>	<u>947</u>	<u>1,046</u>	<u>960</u>
Total, College of San Mateo	7,191	6,907	6,909	6,891	6,818	6,551
Cañada College						
Resident						
Fall & Spring	3,593	3,419	3,333	3,203	2,933	2,836
Fall & Spring (N/C*)	23	24	16	0	0	0
Summer	463	488	450	460	456	439
Summer (N/C*)	8	9	8	4	0	0
Total, Resident	<u>4,087</u>	<u>3,940</u>	<u>3,807</u>	<u>3,668</u>	<u>3,390</u>	<u>3,276</u>
Apprenticeship	0	0	0	0	0	0
Flex-time	4	5	6	6	5	5
Non-Resident						
Fall & Spring	103	134	216	255	225	248
Fall & Spring (N/C*)	1	2	2	0	0	0
Summer	10	16	19	30	42	35
Summer (N/C*)	0	0	1	0	0	0
Total, Non-Resident	<u>114</u>	<u>152</u>	<u>238</u>	<u>285</u>	<u>267</u>	<u>282</u>
Total, Cañada College	4,205	4,097	4,051	3,959	3,661	3,563

**San Mateo County Community College District
FTES Analysis**

	Annual 2013-14	Annual 2014-15	Annual 2015-16	Annual 2016-17	Annual 2017-18	Annual 2018-19
Skyline College						
Resident						
Fall & Spring	6,626	6,531	6,245	5,911	5,784	5,580
Fall & Spring (N/C*)	37	81	55	46	34	24
Summer	998	1,067	1,025	918	829	800
Summer (N/C*)	4	7	6	5	5	2
Total, Resident	7,665	7,686	7,331	6,880	6,652	6,406
Apprenticeship	2	2	5	3	2	2
Flex-time	1	3	4	4	4	7
Non-Resident						
Fall & Spring	170	193	276	369	408	414
Fall & Spring (N/C*)	1	4	2	3	3	2
Summer	18	23	31	35	50	50
Summer (N/C*)	0	0	0	0	0	0
Total, Non-Resident	189	220	309	407	461	465
Total, Skyline College	7,857	7,911	7,649	7,294	7,118	6,881
District						
Resident						
Fall & Spring	16,161	15,524	15,007	14,302	13,733	13,259
Fall & Spring (N/C*)	63	109	74	49	36	26
Summer	2,247	2,312	2,193	2,032	1,935	1,878
Summer (N/C*)	13	17	14	9	5	2
Total, Resident	18,484	17,962	17,288	16,392	15,709	15,165
Apprenticeship	90	64	69	97	101	103
Flex-time	10	13	18	15	14	18
Non-Resident						
Fall & Spring	616	799	1,134	1,506	1,599	1,547
Fall & Spring (N/C*)	2	7	5	4	4	2
Summer	51	70	94	129	170	159
Summer (N/C*)	1	0	1	0	0	0
Total, Non-Resident	670	876	1,234	1,639	1,774	1,708
Total, District	19,254	18,915	18,609	18,144	17,597	16,995

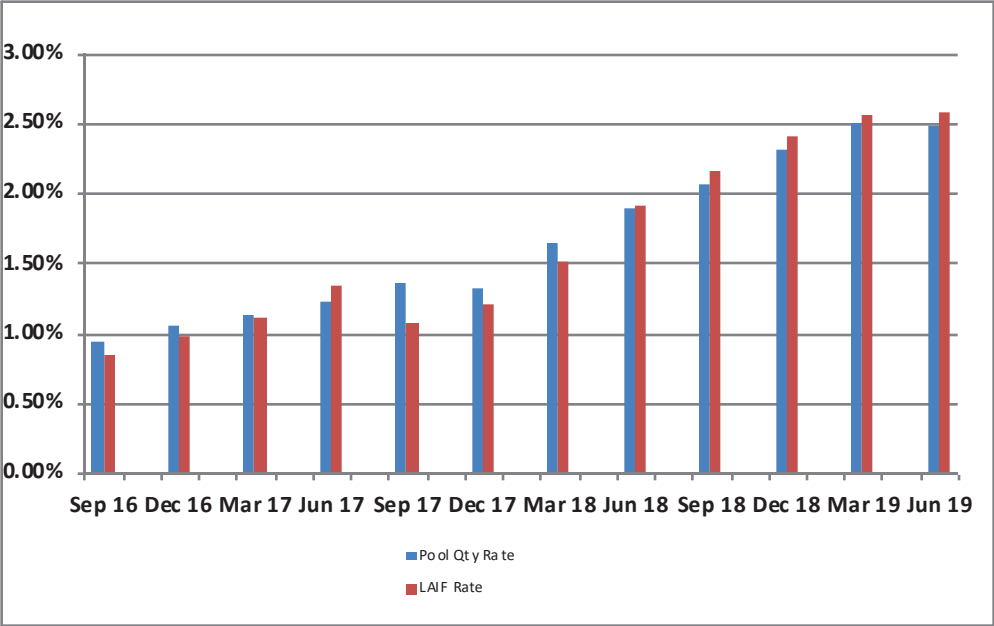
*N/C = Non-credit

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
DISTRICT CASH FLOW SUMMARY
FOR THE YEAR ENDING JUNE 30, 2019

	<u>GENERAL FUND</u>	<u>PAYROLL FUND</u>	<u>GENERAL RESTRICTED FUND</u>	<u>INSURANCE & DEBT SERVICE FUND</u>	<u>CAPITAL OUTLAY FUND</u>	<u>CHILD CARE FUND</u>	<u>STUDENT AID FUND</u>	<u>POST-RETIREMENT RESERVES</u>
Beg. Cash Balance in County Treasury	20,346,854.63	3,752,871.73	18,976,731.93	60,917,687.22	161,658,298.04	181,152.60	205,573.24	-
Cash inflow from operations:								
Year-to-date Income	197,751,552.98		66,003,069.57	72,616,193.11	316,850,093.29	1,425,154.03	17,457,839.21	9,274,207.94
Accounts Receivable	1,482,653.15	(7,180.47)	(1,177,372.39)	(560,495.40)	1,195,841.81	13,622.55	69,298.83	(326,881.26)
Advances / Prepaid	(261,026.53)	2,473.97	283,660.53	60,000.00	3,093,679.72			
Cash awaiting for deposit	(116,179.38)							
Total Income	219,203,854.85	3,748,165.23	84,086,089.64	133,033,384.93	482,797,912.86	1,619,929.18	17,732,711.28	8,947,326.68
Cash outflow for operations:								
Year to date expenditure	192,769,472.59		47,565,505.59	57,689,664.79	115,349,612.90	1,425,154.03	17,457,839.21	5,952,473.00
Deferred Income	1,621,081.79		(195,468.87)	(50.50)	29,672.00	(1,481.98)	213,331.00	
Account Payable	5,093,435.93	(585,073.92)	1,191,538.67	(282,648.66)	(5,771,699.46)	113,284.84	27,908.69	
Cash Balance From Operations	19,719,864.54	4,333,239.15	35,524,514.25	75,626,419.30	373,190,327.42	82,972.29	33,632.38	2,994,853.68
Other Cash inflow								
Medical Flex Plan / Revolv. Fund	-							
TRANS	-							
Trusts (JPA & 3CBG)								
Beg. Investment Balance								
LAI Balance	582.75							
County Pool Balance	-							
Special Bond								
C.O.P. & Others	29,943,425.87							
Total Beg. Balance	29,944,008.62				5,000.00			
					5,000.00			
Y.T.D. Investment Balance								
LAI Balance	599.79							
County Pool Balance	-							
Special Bond								
C.O.P./Bank CD	30,158,533.85							
Y.T.D. Balance	30,159,133.64				5,000.00			
					5,000.00			
Net Cash changes from Investment	(215,125.02)							
Net changes from unrealized gain / (loss)								
Cash Balance in County Treasury	19,504,739.52	4,333,239.15	35,524,514.25	75,626,419.30	373,190,327.42	82,972.29	33,632.38	-
Net Cash (Excluding TRANS & Trusts)	19,504,739.52	4,333,239.15	35,524,514.25	75,626,419.30	373,190,327.42	82,972.29	33,632.38	-

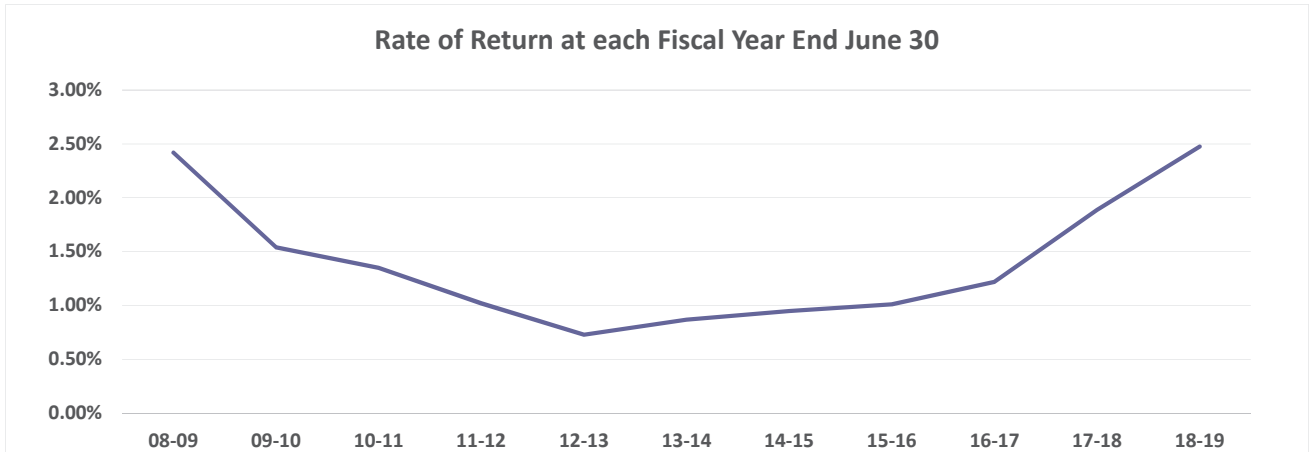
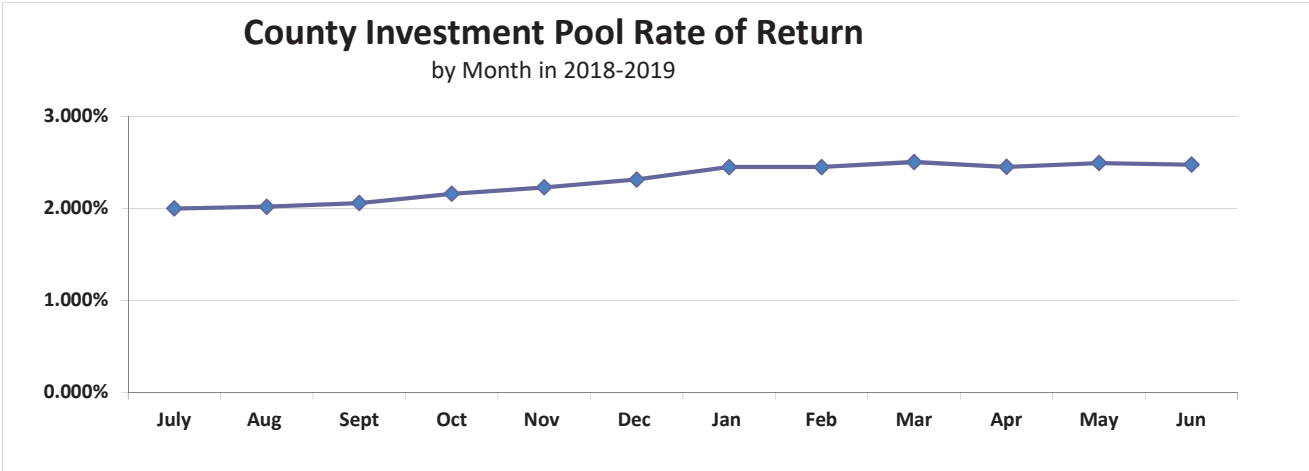
Quarterly Interest Rate for County Pool Vs Sacramento LAIF

	<u>Pool Qty Rate</u>	<u>LAIF Rate</u>
Sep 16	0.94%	0.84%
Dec 16	1.04%	0.98%
Mar 17	1.13%	1.10%
Jun 17	1.22%	1.33%
Sep 17	1.35%	1.07%
Dec 17	1.32%	1.20%
Mar 18	1.63%	1.51%
Jun 18	1.89%	1.90%
Sep 18	2.06%	2.16%
Dec 18	2.32%	2.40%
Mar 19	2.51%	2.55%
Jun 19	2.48%	2.57%



County Interest Rate : <http://www.sanmateocountytreasurer.org/investmentReports.html>

	<u>08-09</u>	<u>09-10</u>	<u>10-11</u>	<u>11-12</u>	<u>12-13</u>	<u>13-14</u>	<u>14-15</u>	<u>15-16</u>	<u>16-17</u>	<u>17-18</u>	<u>18-19</u>
July	3.20%	1.12%	1.25%	1.04%	0.77%	0.75%	0.70%	0.72%	0.900%	1.250%	2.000%
Aug	3.00%	0.92%	1.48%	1.25%	0.88%	0.75%	0.77%	0.85%	0.920%	1.350%	2.020%
Sept	3.44%	1.02%	1.64%	1.31%	0.98%	0.79%	0.82%	0.84%	0.944%	1.351%	2.060%
Oct	2.30%	1.04%	1.25%	1.04%	0.88%	0.75%	0.80%	0.90%	0.900%	1.300%	2.160%
Nov	2.45%	1.10%	1.25%	1.04%	1.00%	0.75%	0.80%	0.90%	1.130%	1.300%	2.230%
Dec	2.54%	1.11%	1.04%	1.19%	0.97%	0.72%	0.83%	0.88%	1.042%	1.321%	2.315%
Jan	2.05%	1.02%	1.10%	1.01%	0.75%	0.75%	1.00%	0.89%	1.050%	1.400%	2.450%
Feb	1.92%	1.02%	1.15%	1.02%	0.75%	0.75%	0.88%	0.92%	1.100%	1.500%	2.450%
Mar	1.60%	1.01%	1.12%	1.04%	0.84%	0.75%	0.98%	0.99%	1.129%	1.633%	2.505%
Apr	1.77%	0.94%	1.07%	1.00%	0.73%	0.62%	0.65%	0.88%	1.130%	1.709%	2.452%
May	2.15%	1.15%	1.10%	1.00%	0.73%	0.67%	0.80%	0.97%	1.180%	1.828%	2.494%
Jun	2.42%	1.54%	1.35%	1.02%	0.73%	0.87%	0.95%	1.01%	1.218%	1.888%	2.476%



LAIF

	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19
	Rate													
July														
August														
September	3.18%	4.93%	5.24%	2.77%	0.90%	0.51%	0.38%	0.35%	0.26%	0.24%	0.32%	0.60%	1.07%	2.16%
October														
November														
December	3.63%	5.11%	4.96%	2.54%	0.60%	0.46%	0.38%	0.32%	0.26%	0.25%	0.37%	0.68%	1.20%	2.40%
January														
February														
March	4.03%	5.17%	4.18%	1.91%	0.56%	0.51%	0.38%	0.28%	0.23%	0.26%	0.46%	0.78%	1.51%	2.55%
April														
May														
June	4.53%	5.23%	3.11%	1.51%	0.56%	0.48%	0.38%	0.24%	0.22%	0.28%	0.55%	0.92%	1.90%	2.57%
Qty Avg	3.84%	5.11%	4.37%	2.18%	0.66%	0.49%	0.38%	0.30%	0.24%	0.26%	0.43%	0.75%	1.42%	2.42%