

YAVAPAI COLLEGE DISTRICT GOVERNING BOARD

**FY 2019-2020
BUDGET PUBLIC Adoption**

AGENDA AND PACKET

TUESDAY, MAY 14, 2019
1:15 P.M.

Prescott Campus
Susan N. Webb Community Room
Room 19-147
1100 E. Sheldon Street
Prescott, AZ 86301

OurBoardroom™
your Policy Governance® Partner



**Budget Adoption
Agenda Summary
Budget Adoption**

Tuesday, May 14, 2019

1:15 PM

Prescott - Susan N. Webb Community Room 19-147
1100 E. Sheldon Street
Prescott, Arizona

Pursuant to Arizona Revised Statutes (A.R.S.) §38-431.02, notice is hereby given to the members of the Yavapai College District Governing Board and to the general public that the Board will hold a public meeting, open to the public as specified below. The Board reserves the right to change the order of items on the agenda. One or more members of the Board may participate in the meeting by telephonic communication.

Pursuant to A.R.S. §38-431.03.A.2, A.3 and A.4, the Board may vote to go into Executive Session, which will not be open to the public, for legal advice concerning any item on the agenda to review, discuss and consider records exempt by law from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law; or to consult with and instruct its attorneys regarding its position on contracts, litigation or settlement discussions. If indicated in the agenda, the Board may also vote to go into executive session, which will not be open to the public, to discuss specific agenda items.

Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the Executive Assistant at (928)776-2307. Requests should be made as early as possible to allow time to arrange the accommodation.

Please note that agenda item times are for planning purposes only and do not necessarily reflect the actual time of the agenda item. When regular board meetings, public hearings (both truth in taxation and budget adoption public hearings) and budget adoption special meetings are scheduled for the same date, each hearing or meeting will begin immediately upon adjournment of the preceding hearing or meeting. Members of the public wishing to attend those subsequent hearings or meetings are advised to arrive at the time that the first hearing or meeting is scheduled to begin.

Item No.	Item	Time Req.	Start Time	Ref No.
1	Call to Order - PROCEDURAL	1	1:15 PM	786215
2	Roll Call to Adopt FY 2019- 2020 Yavapai County Community College District Budget As Proposed at the Budget Public Hearing - DISCUSSION AND/OR DECISION	14	1:16 PM	786216
3	ADJOURNMENT - PROCEDURAL	1	1:30 PM	786217

Presenter : Ray Sigafoos **Start Time :** 1:15 PM **Item No :** 1
Proposed By : Ray Sigafoos **Time Req :** 1
Proposed : 6/6/2018 **Item Type :** Procedure Item

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : Call to Order - PROCEDURAL

Details :

Attachments :

No Attachments

Presenter : Ray Sigafoos **Start Time :** 1:16 PM **Item No :** 2
Proposed By : Ray Sigafoos **Time Req :** 14
Proposed : 6/6/2018 **Item Type :** Decision Item

Policy No.	Description	Ref No
2.5	<p>With respect to the actual, ongoing financial conditions and activities, the President shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from Board-stated Ends priorities.</p> <p>Further, without limiting the scope of the above statement by the following list, the President shall not:</p>	764182

Description : Roll Call to Adopt FY 2019- 2020 Yavapai County Community College District Budget As Proposed at the Budget Public Hearing - DISCUSSION AND/OR DECISION

Details :

Attachments :

Title	Created	Filename
Agenda #2 A Proposed Budget	May 08, 2019	2-Yavapai College FY2019-2020 Proposed Budget 5-14-19 DGB Meeting.pdf
Agenda #2 B Signature Page	May 08, 2019	Signature Page - FY2019-20 DGB Budget Adoption 5-14-19.pdf

Yavapai College Proposed Budget



FY2019–2020

Presented to the District Governing Board May 14, 2019

Yavapai
COLLEGE
You Can!

Career & Technical Education Center
Chino Valley Center
Prescott Campus
Prescott Valley Center
Sedona Center
Verde Valley Campus

OFFICIAL BUDGET FORMS
YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT
FISCAL YEAR 2020

PUBLIC NOTICE
YAVAPAI COMMUNITY COLLEGE DISTRICT
PUBLIC HEARING AND SPECIAL BOARD MEETING NOTICE

Notice is hereby given to the residents and taxpayers of the Yavapai County Community College District that the District Governing Board will hold a Public Hearing and a Special Board Meeting for consideration of the proposed Budget for the 2019-2020 fiscal year.

The Hearing will be held on Tuesday, May 14, 2019, at 1:00 p.m. at the Yavapai College Prescott Campus - Community Room 19-147, 1100 E. Sheldon Street, Prescott, AZ. A Special Board Meeting for the purpose of adopting the District's 2019-2020 Budget shall be held immediately following the Hearing at the same location.

Other than additional Property Tax revenues from new construction, please note that the College is NOT requesting an increase in property tax levy for the coming fiscal year.

The Budget will be posted on the Yavapai College website (www.YC.edu/Budget) on April 24, 2019. Budget data will conform to mandates of law specified in A.R.S. 15-1461 concerning the advertisement and publication of budget information. Yavapai County Community College District is in compliance with primary tax levy limitation for 2019-2020 assessed valuation estimates. It is the intent of the District to be in full compliance with all applicable provisions of A.R.S. 42-17051. When actual 2019 assessed valuation amounts are determined, the District primary tax levy proposed for 2019-2020 will be adjusted, if necessary, to meet legal requirements.

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

**BUDGET FOR FISCAL YEAR 2020
SUMMARY OF BUDGET DATA**

	<u>Budget 2020</u>	<u>Budget 2019</u>	<u>Increase/Decrease From Budget 2019 To Budget 2020</u>	
			<u>Amount</u>	<u>%</u>
I. CURRENT GENERAL AND PLANT FUNDS				
A. Expenditures:				
Current General Fund	\$ 47,927,700	\$ 46,918,900	\$ 1,008,800	2.2%
Unexpended Plant Fund	13,400,300	15,088,200	(1,687,900)	-11.2%
Retirement of Indebtedness Plant Fund	6,560,600	6,887,700	(327,100)	-4.7%
TOTAL	<u>\$ 67,888,600</u>	<u>\$ 68,894,800</u>	<u>\$ (1,006,200)</u>	<u>-1.5%</u>
B. Expenditures Per Full-Time Student Equivalent (FTSE):				
Current General Fund	\$ 13,694 /FTSE	\$ 13,405 /FTSE	\$ 288 /FTSE	2.2%
Unexpended Plant Fund	\$ 3,829 /FTSE	\$ 4,311 /FTSE	\$ (482) /FTSE	-11.2%
Projected FTSE Count	<u>3,500</u>	<u>3,500</u>		
II. TOTAL ALL FUNDS ESTIMATED PERSONNEL COMPENSATION				
Employee Salaries and Hourly Costs	\$ 31,907,800	\$ 30,946,000	\$ 961,800	3.1%
Retirement Costs	3,407,500	3,226,000	181,500	5.6%
Healthcare Costs	4,024,800	3,783,000	241,800	6.4%
Other Benefit Costs	3,048,500	2,996,000	52,500	1.8%
TOTAL	<u>\$ 42,388,600</u>	<u>\$ 40,951,000</u>	<u>\$ 1,437,600</u>	<u>3.5%</u>
III. SUMMARY OF PRIMARY AND SECONDARY PROPERTY TAX LEVIES AND RATES:				
A. Amount Levied:				
Primary Tax Levy	\$ 46,692,900	\$ 45,709,700	\$ 983,200	2.2%
Secondary Tax Levy	4,218,600	4,918,600	(700,000)	-14.2%
TOTAL LEVY	<u>\$ 50,911,500</u>	<u>\$ 50,628,300</u>	<u>\$ 283,200</u>	<u>0.6%</u>
B. Rates Per \$100 Net Assessed Valuation:				
Primary Tax Rate	1.6883	1.7584	(0.0701)	-4.0%
Secondary Tax Rate	0.1525	0.1892	(0.0367)	-19.4%
TOTAL RATE	<u>1.8408</u>	<u>1.9476</u>	<u>(0.1068)</u>	<u>-5.5%</u>
IV. MAXIMUM ALLOWABLE PRIMARY PROPERTY TAX LEVY FOR FISCAL YEAR 2020 PURSUANT TO A.R.S. §42-17051				\$ <u>52,730,399</u>
V. AMOUNT RECEIVED FROM PRIMARY PROPERTY TAXES IN FISCAL YEAR 2019 IN EXCESS OF THE MAXIMUM ALLOWABLE AMOUNT AS CALCULATED PURSUANT TO A.R.S. §42-17051				\$ <u>-</u>

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

**BUDGET FOR FISCAL YEAR 2020
RESOURCES**

	CURRENT FUNDS			PLANT FUNDS		Other Funds 2020	Total All Funds 2020	Total All Funds 2019	% Increase/ Decrease		
	General Fund 2020	Restricted Fund 2020	Auxiliary Fund 2020	Unexpended Plant Fund 2020	Retirement of Indebtedness 2020						
BEGINNING BALANCES-July 1*											
Restricted	\$	426,700	\$	\$	679,300	\$	1,106,000	\$	1,076,960	2.7%	
Unrestricted	12,804,400		467,600	5,050,000			18,322,000	16,840,000	8.8%		
Total Beginning Balances	\$	426,700	\$	5,050,000	\$	679,300	\$	19,428,000	\$	17,916,960	8.4%
REVENUES AND OTHER INFLOWS											
Student Tuition and Fees											
General Tuition	\$	9,874,000	\$	667,200	\$		10,541,200	\$	10,909,300	-3.4%	
Out-of-District Tuition	120,000						120,000	100,000	20.0%		
Out-of-State Tuition	700,000						700,000	650,000	7.7%		
Student Fees	377,000						377,000	345,000	9.3%		
Tuition and Fee Remissions or Waivers	270,000						270,000	270,000			
State Appropriations											
Maintenance Support	601,400						601,400	589,900	1.9%		
Maintenance Support - STEM		703,100					703,100	699,000	0.6%		
Equalization Aid											
Capital Support											
Property Taxes											
Primary Tax Levy	38,102,400			8,590,500			46,692,900	45,709,700	2.2%		
Secondary Tax Levy					4,218,600		4,218,600	4,918,600	-14.2%		
Property Tax Contingency	(150,000)			(45,000)	(30,000)		(225,000)	(225,000)			
Gifts, Grants, and Contracts		12,335,900					12,335,900	16,630,200	-25.8%		
Sales and Services			2,399,900				2,399,900	2,328,700	3.1%		
Investment Income	225,000			90,000	25,000		340,000	100,000	240.0%		
State Shared Sales Tax		760,000					760,000	715,000	6.3%		
Other Revenues	421,000		702,800	30,000			1,153,800	1,207,900	-4.5%		
Proceeds from Sale of Bonds											
Total Revenues and Other Inflows	\$	13,799,000	\$	8,665,500	\$	4,213,600	\$	80,988,800	\$	84,948,300	-4.7%
TRANSFERS											
Transfers In			1,170,000	3,800,000	1,847,000		6,817,000	4,939,800	38.0%		
(Transfers Out)	(6,413,100)		(403,900)				(6,817,000)	(4,939,800)	38.0%		
Total Transfers	(6,413,100)		766,100	3,800,000	1,847,000		-	-			
Less:											
District Governing Bd - Designated Amount Per Financial Stability Policy	(9,000,000)			(1,000,000)			(10,000,000)	(8,500,000)	17.6%		
District Governing Bd - Designated Into Capital Projects Accumulation Account				(3,000,000)			(3,000,000)	(5,000,000)	-40.0%		
Total Resources Available for the Budget Year	\$	14,225,700	\$	13,515,500	\$	6,739,900	\$	87,416,800	\$	89,365,260	-2.2%

*These amounts exclude amounts not in spendable form (i.e., prepaids, inventories, and capital assets) or amounts legally or contractually required to be maintained intact

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

**BUDGET FOR FISCAL YEAR 2020
EXPENDITURES AND OTHER OUTFLOWS**

	CURRENT FUNDS			PLANT FUNDS		Other Funds 2020	Total All Funds 2020	Total All Funds 2019	% Increase/ Decrease
	General Fund 2020	Restricted Fund 2020	Auxiliary Fund 2020	Unexpended Plant Fund 2020	Retirement of Indebtedness 2020				
TOTAL RESOURCES AVAILABLE FOR THE BUDGET YEAR (from Schedule B)	\$ 47,932,100	\$ 14,225,700	\$ 5,003,600	\$ 13,515,500	\$ 6,739,900	\$	\$ 87,416,800	\$ 89,365,260	-2.2%
EXPENDITURES AND OTHER OUTFLOWS									
Instruction	\$ 18,749,600	\$ 2,842,100	\$ 238,400	\$	\$	\$	\$ 21,830,100	\$ 21,816,600	0.1%
Public Service	327,400	158,700	1,068,700				1,554,800	1,177,500	32.0%
Academic Support	4,483,100	-					4,483,100	4,743,000	-5.5%
Student Services	6,182,900	1,505,100	722,700				8,410,700	7,846,500	7.2%
Institutional Support (Administration)	10,093,500						10,093,500	9,683,000	4.2%
Operation and Maintenance of Plant	6,580,700						6,580,700	6,552,000	0.4%
Scholarships	940,500	9,383,100					10,323,600	10,173,300	1.5%
Auxiliary Enterprises			1,415,400				1,415,400	1,644,200	-13.9%
Capital Assets/Maintenance				13,137,800			13,137,800	10,438,200	25.9%
Debt Service-General Obligation Bonds					4,710,600		4,710,600	5,045,600	-6.6%
Debt Service-Other Long Term Debt					1,847,000		1,847,000	6,239,100	-70.4%
Other Expenditures			1,090,800		3,000		1,093,800	1,212,000	-9.8%
Contingency	570,000		100,000	262,500			932,500	920,000	1.4%
Total Expenditures and Other Outflows	\$ 47,927,700	\$ 13,889,000	\$ 4,636,000	\$ 13,400,300	\$ 6,560,600	\$	\$ 86,413,600	\$ 87,491,000	-1.2%

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

YAVAPAI COLLEGE

Budget for Fiscal Year 2019-2020

May, 14, 2019, Public Hearing and Special Board Meeting for Final Adoption

CERTIFICATE OF ADOPTION

The proposed budget was approved by local Governing Board action and was published as specified by law for presentation to taxpayers of the District for final adoption after the public hearing. This is the Adopted Budget as presented to the District taxpayers and adopted at the special board meeting following the public hearing held on May, 14, 2019.

Mr. Raymond Sigafoos, Chair, Governing Board

Date

Dr. Lisa Rhine, President

Date

DISTRICT GOVERNING BOARD

<u>Signature</u>	<u>Vote</u>	<u>Printed Name</u>	<u>Title</u>	<u>Term Expires</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Mr. Raymond Sigafoos</u>	<u>Chair, District 1</u>	<u>12/31/2024</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Ms. Deb McCasland</u>	<u>Member, District 2</u>	<u>12/31/2022</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Mr. Paul Chevalier</u>	<u>Member, District 3</u>	<u>12/31/2024</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Dr. Patricia McCarver</u>	<u>Member, District 4</u>	<u>12/31/2020</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Mr. Steve Irwin</u>	<u>Board Secretary, District 5</u>	<u>12/31/2020</u>

CHIEF FISCAL OFFICER

Signature
Dr. Clint Ewell, VP of Finance & Administrative Services

Date

YAVAPAI COUNTY COMMUNITY COLLEGE DISTRICT

YAVAPAI COLLEGE

Budget for Fiscal Year 2019-2020

May, 14, 2019, Public Hearing and Special Board Meeting for Final Adoption

CERTIFICATE OF ADOPTION

The proposed budget was approved by local Governing Board action and was published as specified by law for presentation to taxpayers of the District for final adoption after the public hearing. This is the Adopted Budget as presented to the District taxpayers and adopted at the special board meeting following the public hearing held on May, 14, 2019.

Mr. Raymond Sigafoos, Chair, Governing Board

Date

Dr. Lisa Rhine, President

Date

DISTRICT GOVERNING BOARD

<u>Signature</u>	<u>Vote</u>	<u>Printed Name</u>	<u>Title</u>	<u>Term Expires</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Mr. Raymond Sigafoos</u>	<u>Chair, District 1</u>	<u>12/31/2024</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Ms. Deb McCasland</u>	<u>Member, District 2</u>	<u>12/31/2022</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Mr. Paul Chevalier</u>	<u>Member, District 3</u>	<u>12/31/2024</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Dr. Patricia McCarver</u>	<u>Member, District 4</u>	<u>12/31/2020</u>
_____	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Abstain	<u>Mr. Steve Irwin</u>	<u>Board Secretary, District 5</u>	<u>12/31/2020</u>

CHIEF FISCAL OFFICER

Signature
Dr. Clint Ewell, VP of Finance & Administrative Services

Date

Presenter : Ray Sigafoos

Start Time : 1:30 PM

Item No : 3

Proposed By : Ray Sigafoos

Time Req : 1

Proposed : 6/6/2018

Item Type : Procedure Item

Policy No.	Description	Ref No
3.4	To accomplish its job products with a governance style consistent with Board policies, the Board shall follow an annual agenda which (a) completes a re-exploration of Ends policies annually; and (b) continually improves Board performance through Board education and enriched input and deliberation.	558881

Description : ADJOURNMENT - PROCEDURAL

Details :

Attachments :

No Attachments