



OREGON COAST
COMMUNITY COLLEGE



PROPOSED BUDGET 2023-2024





President's Budget Message May 12, 2023

Introduction

Thank you for your review of this budget document. The budget herein is presented to the Oregon Coast Community College (OCCC) Budget Committee and district residents. This budget message describes our current budget environment, our approach to resource allocation, and our budget process. The 2023-2024 Budget for Oregon Coast Community College adapts to the current fiscal environment and builds capacity for the future, within limited available resources. Following are Relevant Conditions and Trends impacting budget development.

- The staffing infrastructure of independence: OCCC's recognition (2020) as an independent regionally accredited college created additional responsibilities for the College. The criteria of the Northwest Commission of Colleges and Universities (NWCCU) and particularly the US Department of Education required that OCCC establish a Registrar's Office, Financial Aid Department, and enhance certain Human Resource functions. In planning for independence, College leadership was advised to budget for an additional 3-5 staff positions. This budget moves us from 1.5 FTE to 3.0 FTE related to the additional functions of independence.
- Rising costs, particularly in compensation: Appropriate compensation is important from a pay equity perspective, and essential to the functioning of an independent college. Staffing costs account for 66% of general fund expenditures. It is a continual challenge to fund compensation at a level which considers our rural environment and small college resources while maintaining fairness for employees and remaining competitive in terms of recruitment and retention. It is also always our goal to avoid the layoff scenarios that have unfolded at many community colleges. Pay increases have been modest across all employee categories, and yet continue to place pressure upon available fiscal resources.

2010/11 to 2020/21 Permanent Pay Increases by Employee Class

Employee Category	Cumulative Permanent Increases	Avg Annual Permanent Increase
Classified	21%	1.9%
FT & 3/4 Faculty	18.5%	1.7%
Part-time Faculty	27.5%	2.5%
Management	14.2%	1.3%

- End of Federal pandemic support: subsidization of expenses related to the Covid pandemic has phased out.

- Facilities: Current buildings are aging and increasingly require maintenance. Meanwhile, the lack of specialized Career Technical Education (CTE) space limits the extent to which needed CTE programming can be delivered. The Board of Education plans to put forward a Bond measure in 2024 to address these facility needs, timed to align with the expiration (2025) of the current bonds which constructed the existing facilities.
- Partnering organizations: the community and students continue to benefit from partnerships OCCC has established with other community organizations who not only work with the college, but also either provide or collaborate on bringing additional fiscal resources to specific programs and endeavors. These include Health Districts, LCSD, NorthWest Oregon Works, Port of Toledo, CTSI, Samaritan Hospitals, and Oregon Aquarium.
- Changes in Oregon CC Funding Formula: Beginning in the next fiscal year, the Higher Education Coordinating Commission will begin phasing in changes to the distribution model, moving from a strictly enrollment-based formula to also consider outcomes. The impact will be initially modest and grow over time.
- Demand for flexibility in delivery and engagement: We believe our enrollment recovery (one of the few community colleges whose enrollment has reached pre-pandemic levels) is rooted in our evolution towards a student-centered college. This requires continued investment in flexible technology enabled access for students, offering pathways that lead to living wage jobs of the future, extensive support and retention efforts, and aggressive outreach and marketing. All require resources.
- Enrollment Trends: While OCCC has fared better than many CCs regarding enrollment declines, the events of the pandemic precluded and delayed our envisioned enrollment expansion and associated growth in revenue. We have also seen a shift in the types of enrollments, with less students enrolling in college transfer courses, and more in CTE. We are also seeing increased enrollment in ESOL, GED, and Dual Credit. These shifts in enrollment types have revenue and cost implications and will be examined closely soon.

Discussion

This budget provides the necessary staff and support for the requirements of an independent college and supports the varied and changing needs of our students and community. Returning and new students bring with them expectations for access to state-of-the-art technical learning environments, flexibility in access (remote one day, on-site the next) and increasing need for supports to address the many barriers to education. Needs exceed the resources generated annually, and as in prior years, a carefully stewarded ending fund balance from the prior year allows us to balance the budget and keep capacity in place while we seek to fulfill the next Strategic Plan. The 23-24 budget also maintains the 13% reserve and builds some modest contingency funds for maintenance and other unanticipated needs. The budget also builds capacity for, but does not rely upon, several grant opportunities, that if successful will add significantly to the college's impact and pace of improvement and program development.

The 2023-2024 budget serves students and continues our modest investment in strong organizational capacity. The budget positions us to continue recovery from enrollment declines and over the longer run, grow our enrollment as we believe our mission and Lincoln County demands. It has been prepared based on conservative assumptions knowing that we need to not only balance the current year budget, but to build stability to serve Lincoln County in the years to come.

The Budget Process

Local Budget Law of the State of Oregon (hereafter State), reflected in Oregon Revised Statutes 294.305 through 294.565, requires the chief budget officer of a local government to prepare a formal budget message that helps the budget committee and the public to understand the proposed budget. This message is intended to satisfy the requirements of the Oregon Revised Statutes as they pertain to the budget for the Oregon Coast Community College District for Fiscal Year (FY) 2023-2024. The budget for the Oregon Coast Community College District (hereafter College) has been prepared in accordance with the budgeting and forecasting policies of the elected officials—known collectively as the Oregon Coast Community College District Board of Education (hereafter Board)—who are responsible for the administration of the College. Specifically, the budget has been prepared in accordance with Board Policy 6200 Budget Preparation, which reads, in part, as follows:

Each year, the President shall present a budget to the Board of Education. The schedule for presentation and review of budget proposals shall comply with Oregon law and regulations and provide adequate time for Board of Education study. Budget development shall meet the following criteria:

- *The annual budget shall support the College’s strategic and educational plans.*
- *Assumptions upon which the budget is based are presented to the Board of Education for review.*
- *Changes in the assumptions upon which the budget was based shall be reported to the Board of Education in a timely manner.*
- *Budget projections should address long-term goals and commitments.*

As required by Oregon State Budget Law, the Oregon Community College Accounting Manual, and other applicable policies, we hereby present to the Oregon Coast Community College Budget Committee and the Board of Education a proposed balanced budget for the 2023-2024 fiscal year. As with OCCC budgets in the past, this budget has been prepared on a modified accrual basis of accounting (revenues reported when earned; expenditures reported when the liability is incurred; taxes accounted for on a cash basis, when received). The result is that carryovers of financial obligations from year to year are precluded and projections of anticipated revenues are not inflated.

The budget is a quantitative expression of the mission of Oregon Coast Community College and addresses current economic realities and future needs of the institution. To continue our progress in an environment of great uncertainty and significantly constrained financial resources is a testament to the commitment, professionalism and adaptability of the faculty, staff, and administration of Oregon Coast Community College.

Funding Model & Financial Resources

There are three major components of community college revenue: the Oregon Community College Support Fund (CCSF), local tuition and fees, and local property tax (property taxes reflect a 4% increase based on information from the County regarding Taxable Assessed Values and the Urban Renewal Excess.)

Community College Support Fund (CCSF) and Tuition

The CCSF is the primary source of state funding supporting educational and operational expenses at Oregon's 17 community colleges. The CCSF distribution formula aims for equitable distribution of public resources per student, considering both CCSF and local property tax dollars. This fund provides investment in a range of educational activities, including associate degrees, transferable postsecondary undergraduate coursework, career and technical education, pre-college, adult basic education, literacy, and local workforce training. As noted, the CCSF Formula is changing to include an outcomes-based component beginning in 2023-2024.

The second source of College funding is Tuition and Fees. After two years with no tuition/fee increase, OCCC implemented a tuition increase for 2023-2024 (\$2 tuition, \$7 fees). Both CCSF and Tuition and Fees are dependent upon enrollment levels. Consequently, the tracking and projection of revenue is highly dependent upon enrollment trends and projections. Community college enrollment across Oregon has declined since 2016 and was severely exacerbated by the pandemic. OCCC is one of the few CC's that has now exceeded pre-pandemic enrollment (2019-2020).

Enrollment Trends and Projections

OCCC Full Time Equivalent Student Enrollment

OCCC	2016-2017	2017-2018	2018-19	2019-2020	2020-2021	2021-2022	2022-2023 projected	% change from 19-20
Total FTE	474	495	481	477	430	476	500	4.8%
Reimb. FTE	455	474	464	468	417	452	474	1.3%
Total FTE All Oregon CCs	93,018	90,387	86,309	77,720	67,495	63,804		<18%>

Integrated Planning and Budgeting

The 2023-2024 Budget remains designed to fulfill the mission of the College, and to advance strategic priorities. Mission fulfillment at OCCC is framed in the two core themes of the College, Student Success, and Educational Pathways. Specific priorities and supporting initiatives are identified in the College Strategic Plan 2023-2028. Multiple mechanisms connect planning and budget.

Mission: At Oregon Coast Community College, we equip students for success by providing educational pathways and supports in response to the diverse needs of our community. Through accessible, engaging programs and a commitment to equitable outcomes, we enrich the economic and civic vitality of Lincoln County and beyond.

OCCC's Strategic Plan (CSP 2023-28) builds and expands upon the 2015-2022 "Five Big Ideas" framework. The new CSP is a result of a year-long process led by President Ryslingle, engaging with the college Board of Education and employees, industry partners, Lincoln County School District, various data sources, and the Economic Development Alliance of Lincoln County. Each year, the college will adopt a series of Planned Activities to ensure progress – and, within five years, achievement – of the five Strategic Priorities.



STRATEGIC PLAN 2023-2028



strategic priorities

Approved by BOE 10.19.22

#1 Students at the Center

OCCC is a student-centered college

- College is designed and organized for student success
- Guided Pathways model is fully implemented and scaled
- Equitable outcomes for all students

#2 Careers Built Here

Center for Trades Education is built and occupied; OCCC is known for launching careers on the coast.

- CTE capacity is expanded to meet the needs of the County
- Students, employers, and partners have access to state-of-the-art CTE facilities
- CTE needs of employers and students are regularly assessed

#3 Resourced & Ready

Our people, technology and facilities are student-ready, sustained by a strong fiscal foundation.

- A strong, inclusive, and cohesive culture exists for students and employees
- Well-maintained technology and buildings provide current and relevant learning environments
- OCCC demonstrates fiscal stability and sufficient resources for mission fulfillment

#4 First Choice, Best Choice

OCCC is front of mind in Lincoln County for education and employment.

- OCCC is the educator of choice for Transfer, Employment, Workforce Readiness, and Community Education
- Small business owners think OCCC first
- OCCC is regarded as an employer of choice in Lincoln County

#5 Sharks Make Their Marks

OCCC positively impacts the quality of life in Lincoln County.

- OCCC is an integral partner in growing the local workforce
- OCCC supports, engages with, and grows a vibrant business community
- OCCC serves as a convener of community discourse

2023-2024 Planned Activities

to Advance Strategic Priorities

Progress towards these priorities is regularly evaluated via assessment measures, primarily Core Themes. Learn more in the OCCC 2022 Mid-Cycle Evaluation, at oregoncoast.edu/mce (see "Moving Forward").

Priority 1: Students at the Center

- Launch and implement the College Strategic Plan (2023-2028) with annual plans guiding tangible progress towards the five Strategic Priorities. (Also supports #2,3,4,5)
- Increase learning initiatives focused on equity and inclusion and evaluate their effectiveness. (Also supports #4,5)
- Improve student engagement, satisfaction, and learning achievement. (Also supports #3)
- Continue to examine and enhance the student journey and experience to remove/reduce barriers and increase engagement and sense of belonging. (Also supports #3)

Priority 2: Careers Built Here

- Subject to Board approval, develop and launch a capital construction local bond measure to
 - a) obtain funding for new building focused on Career Technical programs, and
 - b) modernize existing facilities. When successful, engage stakeholders in design and construction planning
- Update Facility and Academic Master Plan (Also supports #4)



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Priority 3: Resourced and Ready

- Systematize the integration of planning and goal setting, assessment, and linkage to budget throughout all levels of planning, ensuring that all levels of planning support and advance Mission, Core Themes, and the College's Strategic Plan
- Conduct Program Reviews with all programs (Instructional and Service Areas) as scheduled, ensuring outcomes associated with all degree programs are assessed on a regular basis, that the results are reported, and appropriate improvement plans are documented and implemented with support from the Office of Instruction and the Executive Team.
- Develop long-term plan for automation systems (ERP) for SIS, CRM, Finance & related integrations.

Priority 4: First Choice, Best Choice

- Improve student achievement in retention, pace, and graduation. (Also supports #1)
- Ensure systems of employee performance evaluation, professional development, and employee training and support are all operating effectively and contributing to a satisfied and engaged workforce. (Also supports #3)

Priority 5: Sharks Make Their Marks

- Expand programs and pathways which are of interest to students and meet the needs of the region. (Also supports #1,2,4)
- Advance engagement with and support of Lincoln County's key industry sectors. (Also supports #2,3)

From Program Review to Budget

SPARE is an annual process used at OCCC for programs and specialized operational divisions to document objectives, assess progress, and identify needed resources to address gaps between objectives and outcomes. Since 21-22, most areas (instructional programs and service areas) complete a SPARE, which includes resource requests which become inputs to the budget development process. All SPARES are reviewed by the Executive Team (ET) to develop a resource request master list, adding institutional priorities which did not emerge via the SPARE process. ET then works to identify available funding sources: grants if applicable, unspent prior year funds, inclusion in the next budget, or not funded at this time.

The 2023-2024 Budget and Planning Assumptions

The total appropriation for the PROPOSED 2023-2024 budget is \$19,927,065. Since OCCC gained independence and Department of Education approval for direct administration of Federal Financial Aid, the total appropriation also includes federal financial aid to students, budgeted at approximately \$3.5million for 2023-2024. Total appropriations also includes a budget amount of approximately \$2.9 million to accept potential grants, which would carry new expenses. This PROPOSED 2023-2024 budget is based upon the following Major Planning Assumptions:

- General Fund Revenue Assumptions
 - This is the first year of the 2023-2025 State biennium. The College is using the Governor's Budget (GRB) of \$748 million as the funding base for the Community College Support Fund (CCSF) calculation until such a time as the State adopts its budget.
 - Final enrollment estimate for FY 22-23 of 474 reimbursable FTE for purposes of estimating the FY 23- 24 CCSF, yielding a funded FTE of 450 (3-year rolling average).
 - Projected enrollment for 23-24 of approximately 488 FTE due to a 25% increase in the enrollment cap within the Nursing program.
 - Partner fiscal contribution levels maintained at prior year levels.
- General Fund Expenditure Assumptions
 - Personnel costs reflect a modest structural pay increase across all College employee groups, and enrollment-contingent conversion of 22-23 one-time pay to permanent structural increase per collective bargaining agreements.
 - Staffing: of the 10.3 current positions vacant, 7.8 will be filled, and 2.5 will not be filled in 2023-2024. In addition, 2.5 new positions (related to NWCCU and Department of Education compliance) are added.
 - \$75,000 set-aside for capital expenditures.
 - 13% contingency fund balance reserve in the General Fund.
 - Strategic Initiative Fund to support implementation of College Strategic Plan.

Conclusion

The budget was developed through college participation, via the SPARE process (Service and Program Area Review and Evaluation), departmental input, and careful review by the President and the College Executive Team. Through cost containment, the budget addresses the current economic realities and needs of the institution and modestly builds for the future. It continues to augment a fiscal safety net which was intentionally narrowed in prior years to support the transition to an independent college.

In the face of many challenges, the College continues to proactively manage its financial resources to fulfill our mission and advance our strategic planning objectives. Despite the challenges of the past years, I am optimistic for the future. The people that make up OCCC continue to accomplish so much for students and the community. Student choices and enrollments are demonstrating the relevance of our new programs such as teaching, welding, and expanded options for Health careers. Our commitment and investment in technology enabled access along with robust attention to student retention and outreach have yielded an enrollment recovery which, though modest, continues to outpace most Oregon community colleges. OCCC continues to engage in building and refining the critical systems and infrastructure essential to a newly independent college. Our independent status and these systems have permanently increased our ability to respond to local needs. Every day, we lean more into our commitment to be a truly student-centered college.

Thank you to all the employees of OCCC, our Board of Education, our students, our Foundation, and all the community members and organizations that support this work.

Birgitte Ryslinge, Ph.D.

Birgitte Ryslinge, President
Oregon Coast Community College



FINANCIAL SUMMARIES



Summary of Proposed Appropriations

The proposed budget, for the Fiscal Year 23-24, in the total of \$19,927,065 is now on file at Oregon Coast Community College, 400 SE College Way, Newport, OR. The amounts for the fiscal year beginning July 1, 2023 and for the purpose shown below:

General Fund		Enterprise Fund	
Personnel Services	\$6,706,943	Personnel Services	\$31,198
Materials and Services	\$2,168,768	Materials and Services	\$93,173
Transfers Out	\$0	Contingency	-
Capital Outlay	\$75,000		\$124,371
Contingency	\$1,163,592		
	<u>\$10,114,303</u>		
Debt Service Funds		Internal Service Funds	
Debt Service - GOB	\$2,141,141	Materials and Services	\$43,000
Debt Service - PERS	\$239,035	Contingency	\$115,664
Contingency - GOB	\$144,991		\$158,664
Contingency - PERS	\$132,399		
	<u>\$2,657,566</u>		
Special Revenue Funds		Reserve Funds	
Personnel Services	\$1,540,383	Materials and Services	\$307,224
Materials and Services	\$1,344,130	Contingency	\$0
Financial Aid Disbursements	\$3,480,423	Transfers Out	\$0
Capital	\$200,000		\$307,224
	<u>\$6,564,936</u>		

Total Proposed Appropriation \$19,927,065

The proposed budget recommends the taxes provided at the rate of \$.1757 per \$1,000 of assessed value for operations and in the amount of \$2,042,116 for Bonded Debt;

	Education Limitation	Excluded From Limitation
General Fund.....	\$ 0.1757/\$1,000	
Debt Service Fund.....		\$ 2,042,116

DETAILED PLANNING ASSUMPTIONS FOR THE FISCAL YEAR 2023-24

General Fund Revenue Assumptions – the major revenue-related assumptions that were used as a basis for the FY 2023-24 budget:

- This is the first year of the 2023-2025 State biennium. The College is using the Governor's Recommended Budget of \$748 million as the funding base for the Community College Support Fund (CCSF) calculation until such a time as the State adopts its budget. The College has used a final enrollment estimate for FY 22-23 of 474 reimbursable FTE for purposes of estimating the FY 23-24 CCSF, giving us a funded FTE of 450.
- Property Taxes reflect a 4% increase based on information from the County regarding Taxable Assessed Values and the Urban Renewal Excess
- Tuition and Fees:
 - An increase to tuition of \$2/credit and an increase to fees of \$5/credit
 - Projecting the enrollment of approximately 488 full-time equivalent students in FY 23-24 due to a 25% increase in the enrollment cap within the Nursing program
- Funding support from LCSD to share costs for the Dual Credit, Early College, Nursing Assistant, Welding, Business, Computer Science and Navigate/Juntos programs
- Funding support from the Foundation and local Health Districts

General Fund Expenditure Assumptions – the major expense-related assumptions that were included in the FY 2023-24 budget:

- Personnel costs reflect:
 - A modest increase across all College employee groups
 - The possibility of the conversion of a small percentage of FY 22-23 one-time pay to a permanent structural increase per the collective bargaining agreements
 - Staffing:
 - Existing vacancies being left unfilled (2.5 FTE)
 - 1.0 FTE Dev Ed/Writing Faculty
 - 1.0 FTE Welding Faculty
 - .5 FTE Equity & Inclusion Coordinator (Technical)
 - Existing vacancies recruiting to fill (7.8 FTE)
 - 1.0 FTE AQS Faculty
 - 1.0 FTE Nursing Faculty
 - 1.0 FTE Facilities Technician (Classified)
 - 2.0 FTE Student Success Coaches (Technical)
 - 2.0 FTE SBM Counselors (Technical)
 - .80 FTE Bookstore Clerks (Classified)

- New or increased positions (2.5 FTE)
 - .5 FTE Human Resources Specialist (Classified)
 - 1.0 FTE Enrollment Specialist (Classified)
 - 1.0 FTE Accounting Specialist-Grants, Payroll, Purchasing (Technical)
- A combined 1.86% increase to the Employer PERS rates for Tier 1/2 and OPSRP in the new biennium
- A 4% increase in health insurance premiums
- A 20% increase in the property and general liability insurance premiums
- A 4% increase in the Material & Services (M&S) amount in the General Fund – there have been several areas of significant increase over the last several years – utilities, cyber security, ERP support, website, software
- A \$75,000 set-aside for capital expenditures
- A 13% contingency fund balance reserve in the General Fund
- Continued one-time funding of initiatives related to program development and strategic growth
- Continued monitoring and adjustment of departmental and program budget amounts for Materials and Services

PROPOSED BUDGET 2023-24

	GENERAL FUND (Major Fund)	DEBT SERVICE GOB (Major Fund)	DEBT SERVICE PERS	SPECIAL REVENUE	ENTERPRISE FUND	INTERNAL SERVICE FUND	RESERVE FUND	TOTALS
REVENUE								
From local sources								
Property taxes	\$ 1,565,735	\$ 1,919,599	\$ -	\$ -	\$ -	\$ -	\$ -	3,485,335
Tuition and fees	1,892,885	-	-	(51,250)	-	-	-	1,841,635
Operating grants and contracts	-	-	-	143,500	-	-	-	143,500
Donations	100,000	-	-	-	-	-	-	100,000
Interest income	50,141	25,750	606	-	-	-	-	76,497
Merchandise Sales	-	-	-	-	164,360	-	-	164,360
Other misc revenue	485,340	-	189,973	-	-	29,996	-	705,309
From state sources								
State appropriation	3,702,611	-	-	-	-	-	-	3,702,611
Financial aid funds	-	-	-	605,000	-	-	-	605,000
Operating grants and contracts	-	-	-	1,269,147	-	-	-	1,269,147
Construction matching funds	-	-	-	-	-	-	-	-
From federal sources								
Financial aid funds	-	-	-	2,875,000	-	-	-	2,875,000
Operating grants and contracts	-	-	-	1,628,802	-	-	-	1,628,802
Total revenue	<u>7,796,712</u>	<u>1,945,349</u>	<u>190,579</u>	<u>6,470,199</u>	<u>164,360</u>	<u>29,996</u>	<u>-</u>	<u>16,597,195</u>
EXPENDITURES								
Salary	4,419,837	-	-	1,021,420	27,722	-	-	5,468,979
Benefits	2,287,105	-	-	518,964	3,476	-	-	2,809,545
Personnel services	6,706,943	-	-	1,540,383	31,198	-	-	8,278,524
Materials and services	2,168,768	167	-	1,344,130	93,173	43,000	307,224	3,956,462
Financial aid disbursements	-	-	-	3,480,423	-	-	-	3,480,423
Capital outlay	75,000	-	-	200,000	-	-	-	275,000
Debt service - principal	-	1,950,000	190,000	-	-	-	-	2,140,000
Debt service - interest	-	190,974	49,035	-	-	-	-	240,009
Total expenditures	<u>8,950,711</u>	<u>2,141,141</u>	<u>239,035</u>	<u>6,564,936</u>	<u>124,371</u>	<u>43,000</u>	<u>307,224</u>	<u>18,370,418</u>
Percentage of Total Expenditures	49%	12%	1%	36%	1%	0%	2%	100%
Excess (deficiency) of revenue								
Over (under) expenditures	(1,153,999)	(195,792)	(48,456)	(94,736)	39,989	(13,004)	(307,224)	(1,773,222)
OTHER FINANCING SOURCES (USES)								
Proceeds from sale of assets	-	-	-	-	-	-	-	-
Contingency	(1,163,592)	(144,991)	(132,399)	-	-	(115,664)	-	(1,556,646)
Unappropriated	-	-	-	-	-	-	-	-
Transfers from other funds	-	-	-	-	-	-	-	-
Transfers to other funds	-	-	-	-	-	-	-	-
Total other financing sources (uses)	<u>(1,163,592)</u>	<u>(144,991)</u>	<u>(132,399)</u>	<u>-</u>	<u>-</u>	<u>(115,664)</u>	<u>-</u>	<u>(1,556,646)</u>
Excess (deficiency) of revenue & other sources (uses) over (under) expenditures	(2,317,591)	(340,783)	(180,855)	(94,736)	39,989	(128,668)	(307,224)	(3,329,869)
FUND BALANCE								
7/1/2023 - Beginning fund balance	2,317,591	340,783	180,855	94,736	(39,989)	128,668	307,224	3,329,869
6/30/2024 - Ending fund balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0</u>	<u>-</u>	<u>(0)</u>	<u>-</u>

Statement of Revenues, Expenses and Changes in Fund Balance

	2019-20 ACTUAL	2020-21 ACTUAL	2021-22 ACTUAL	2022-23 ADOPTED	2022-23 PROJECTED	2023-24 PROPOSED	2023-24 APPROVED	2023-24 ADOPTED
REVENUE								
From local sources								
Property taxes	\$ 3,140,968	\$ 3,506,185	\$ 3,567,031	\$ 3,375,680	\$ 3,474,376	\$ 3,485,335	\$ -	\$ -
Tuition and fees	1,792,247	1,562,214	1,619,455	1,810,658	1,605,164	1,841,635	-	-
Operating grants and contracts	94,061	126,792	171,152	198,500	64,340	143,500	-	-
Donations	80,000	89	203,681	80,000	80,000	100,000	-	-
Interest income	54,930	17,397	(2,680)	13,445	83,937	76,497	-	-
Merchandise Sales	137,864	77,980	63,032	227,000	105,880	164,360	-	-
Other local revenue	539,155	401,918	670,311	773,284	682,394	705,309	-	-
From state sources			0					
State appropriation	2,298,034	2,774,869	3,116,265	3,226,862	3,213,679	3,702,611	-	-
Financial Aid Funds			0	150,800	409,744	605,000	-	-
Operating grants and contracts	210,405	362,112	582,250	673,755	896,642	1,269,147	-	-
Construction Funds	0	0	0	-	-	-	-	-
From federal sources			0					
Operating grants and contracts	288,012	1,135,741	1,033,743	1,986,184	642,462	1,628,802	-	-
Financial Aid Funds		1,154,196	1,227,719	1,267,000	1,724,502	2,875,000	-	-
Total revenue	8,635,676	11,119,493	12,251,959	13,783,168	12,983,119	16,597,195	0	0
EXPENDITURES								
Personnel services	5,181,271	5,279,279	5,567,207	7,833,680	5,723,821	8,278,524	-	-
Materials and services	1,662,766	1,670,653	2,502,867	3,328,551	2,711,192	3,956,462	-	-
Financial Aid Disbursements		1,166,335	1,227,719	1,486,693	2,134,322	3,480,423	-	-
Capital outlay	14,532	0	0	648,000	-	275,000	-	-
Debt service	2,156,253	2,203,907	2,271,514	2,333,915	2,333,915	2,380,009	-	-
Total expenditures	9,014,822	10,320,174	11,569,307	15,630,839	12,903,250	18,370,418	-	-
Excess (deficiency) of revenue								
Over (under) expenditures	(379,146)	799,319	682,652	(1,847,672)	79,869	(1,773,223)	-	-
OTHER FINANCING SOURCES (USES)								
Proceeds From Sale of Assets	-	160,476	-	-	-	-	-	-
Proceeds from long-term debt	-	-	-	-	-	-	-	-
Bond payment to PERS/debt refunding	-	-	-	-	-	-	-	-
Contingency	-	-	-	(1,775,679)	-	(1,556,646)	-	-
Unappropriated	-	-	-	-	-	-	-	-
Transfers from other funds	-	120,047	-	300,000	300,000	-	-	-
Transfers to other funds	-	(120,047)	-	(300,000)	(300,000)	-	-	-
Total other financing sources (uses)		160,476	-	(1,775,679)	-	(1,556,646)	-	-
Excess (deficiency) of revenue & other								
Sources (uses) over (under) expenditures	(379,146)	959,795	682,652	(3,623,349)	79,869	(3,329,869)	-	-
FUND BALANCE								
Beginning fund balance	1,986,700	1,607,554	2,567,349	3,623,349	3,250,001	3,329,869	-	-
Prior period adjustment								
Ending fund balance	\$ 1,607,554	\$ 2,567,349	\$ 3,250,001	\$ 0	\$ 3,329,869	\$ 0	\$ -	\$ 0

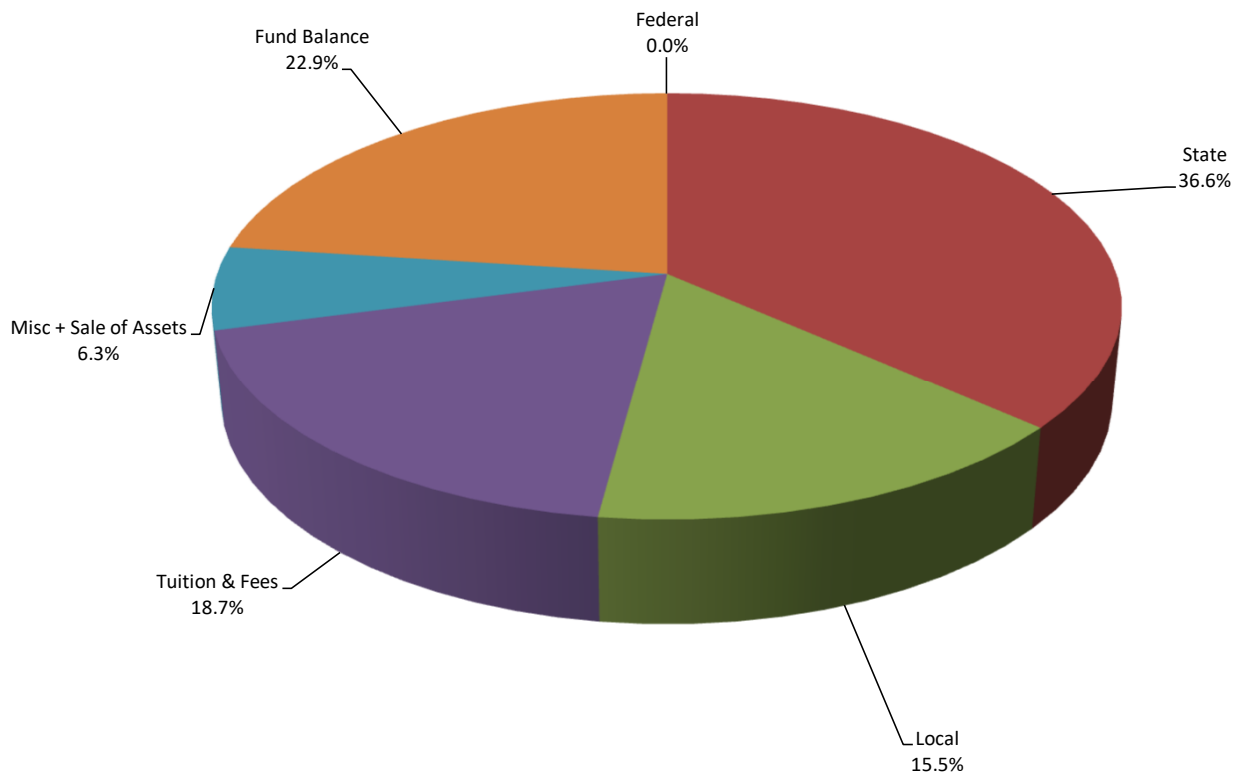


GENERAL FUND



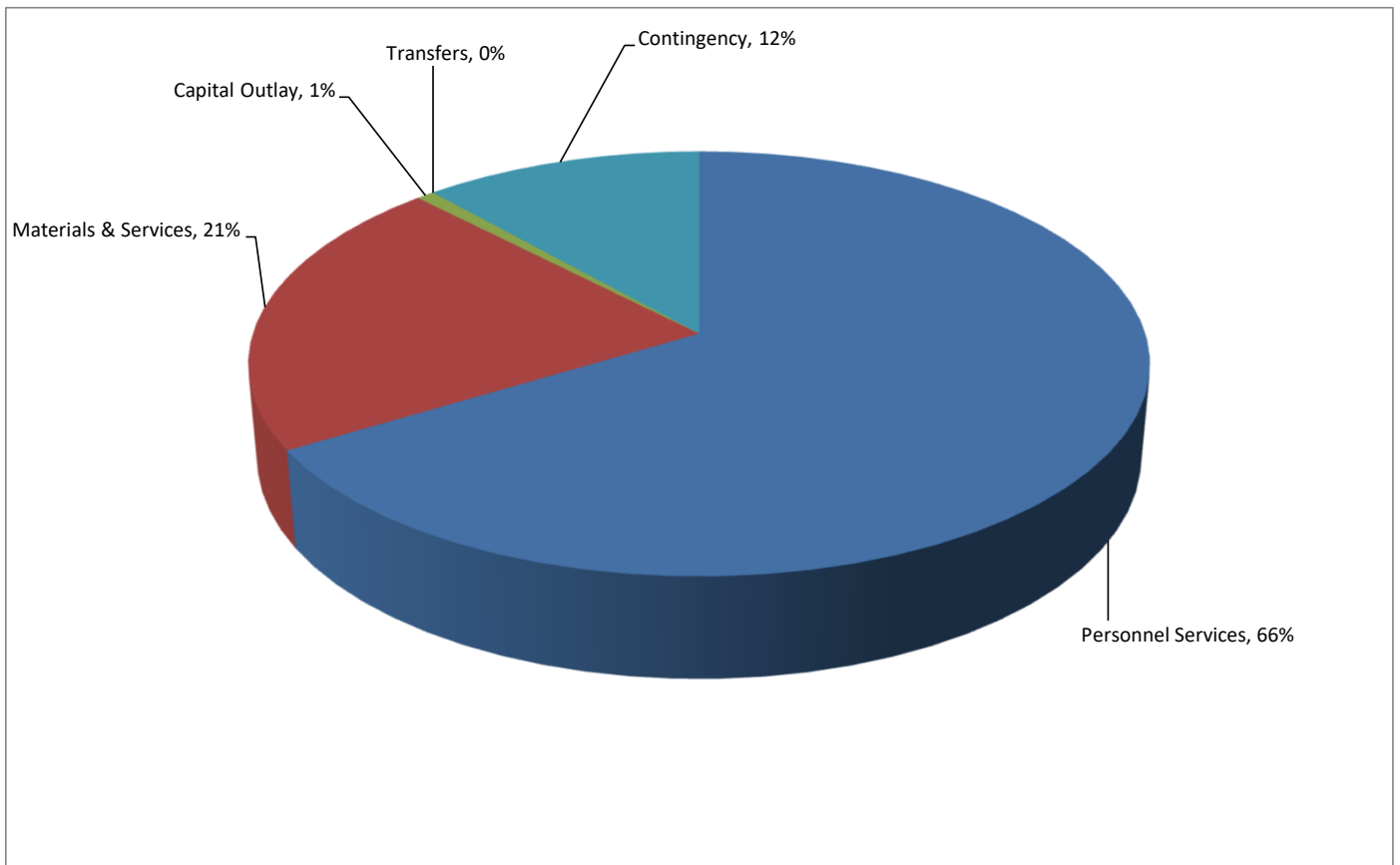
GENERAL FUND RESOURCES

2020-21 ACTUAL	2021-22 ACTUAL	2022-23 ADOPTED	REVENUE BY SOURCE	2023-24 PROPOSED	2023-24 APPROVED	2023-24 ADOPTED
509,097	8,517	148,000	FEDERAL SOURCES	-		
2,532,605	2,843,932	3,226,862	STATE SOURCES	3,702,611		
1,425,691	1,505,142	1,498,001	LOCAL TAXES	1,565,735		
1,562,214	1,619,455	1,810,658	TUITION AND FEES	1,892,885		
398,906	850,228	498,281	MISCELLANEOUS	635,481		
6,428,513	6,827,274	7,181,802	TOTAL REVENUE	7,796,712	-	-
160,476	-	-	PROCEEDS FROM SALE OF ASSETS	-		-
105,000	-	-	TRANSFERS IN	-		-
953,892	1,932,633	2,480,186	BEGINNING FUND BALANCE	2,317,591		-
7,647,881	8,759,907	9,661,988	TOTAL RESOURCES	10,114,303	-	-

General Fund Resources by Source

GENERAL FUND EXPENDITURES BY CATEGORY

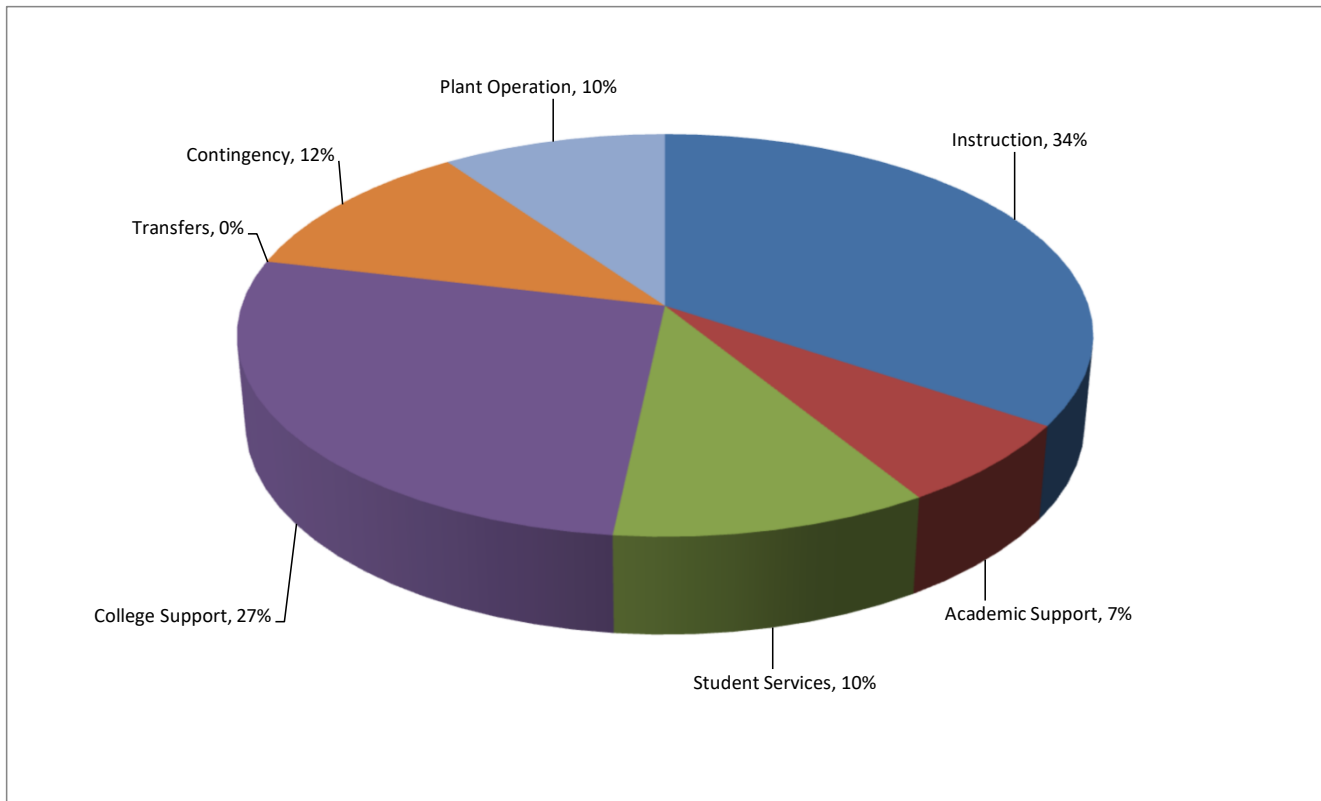
<u>2020-21 ACTUAL</u>	<u>2021-22 ACTUAL</u>	<u>2022-23 ADOPTED</u>	EXPENDITURES BY CATEGORY	<u>2023-24 PROPOSED</u>	<u>2023-24 APPROVED</u>	<u>2023-24 ADOPTED</u>
4,448,644	5,033,821	6,342,536	PERSONNEL SERVICES	6,706,943		
1,251,557	1,283,489	1,867,409	MATERIALS & SERVICES	2,168,768		
-	-	75,000	CAPITAL OUTLAY	75,000		
5,700,201	6,317,310	8,284,945	TOTAL EXPENDITURES	8,950,711	-	-
15,047	-	300,000	TRANSFERS OUT	-		
-	-	1,077,043	CONTINGENCY	1,163,592		
15,047	-	1,377,043	TOTAL TRANSFERS & CONTINGENCY	1,163,592	-	-
5,715,248	6,317,310	9,661,988	TOTAL BUDGET	10,114,303	-	-

General Fund Expenditures by Category

GENERAL FUND EXPENDITURES BY FUNCTION

2020-21 ACTUAL	2021-22 ACTUAL	2022-23 ADOPTED	EXPENDITURES BY FUNCTION	2023-24 PROPOSED	2023-24 APPROVED	2023-24 ADOPTED
2,256,769	2,508,763	3,203,964	INSTRUCTION	3,486,010		
593,599	583,599	804,986	ACADEMIC SUPPORT	681,464		
657,755	819,377	914,546	STUDENT SERVICES	1,059,823		
1,664,842	1,753,198	2,420,361	COLLEGE SUPPORT	2,735,879		
527,233	652,373	941,088	PLANT OPERATIONS	987,534		
5,700,201	6,317,312	8,284,945	TOTAL EXPENDITURES	8,950,711	-	-
15,047	-	300,000	TRANSFERS OUT	-		
-	-	1,077,043	CONTINGENCY	1,163,592		
15,047	-	1,377,043	TOTAL TRANSFERS & CONTINGENCY	1,163,592	-	-
5,715,248	6,317,312	9,661,988	TOTAL BUDGET	10,114,303	-	-

General Fund Expenditures by Function



GENERAL FUND DIVISION/DEPARTMENT SUMMARY

		2022-23				
		2020-21	2021-22	2022-23	ESTIMATED	2023-24
Description		ACTUAL	ACTUAL	ADOPTED	ACTUAL	PROPOSED
NOTES/ COMMENTS						
INSTRUCTION		This category includes expenditures for all activities that are part of the College's primary mission, instruction, including expenditures for departmental administrators and their support.				
1109	DUAL CREDIT	-	6,173	-	12,365	-
1111	LIBRARY SCIENCE	9,548	-	3,358	-	12,332
1112	AQUARIUM SCIENCE	237,942	252,728	356,310	295,502	440,338
1113	EDUCATION	46,085	63,094	38,742	22,954	31,198
1116	FOREIGN LANGUAGE	-	23,683	22,333	21,540	27,744
1117	NURSING	515,213	423,512	559,423	405,159	882,257
1118	TBCC NURSING	104,765	100,940	102,952	71,727	-
1121	COLLEGE PREPARATION	22,712	11,342	4,801	9,993	15,132
1123	COMPUTER APPLICATIONS	-	24,892	32,227	32,360	30,289
1124	MATH	193,509	154,962	239,207	158,518	217,294
1126	BIOLOGICAL SCIENCE	127,257	148,503	234,808	153,715	178,554
1130	WELDING	97,283	173,643	225,824	150,072	190,812
1134	HEALTH RELATED	21,330	17,615	34,748	45,420	36,873
1137	COMMUNITY EDUCATION	17,743	31,337	57,459	46,242	56,989
1140	PHYSICAL SCIENCE	49,796	35,715	98,658	54,260	85,233
1142	PSYCHOLOGY	44,703	66,432	70,364	51,999	71,274
1145	SOCIAL SCIENCE	33,018	44,031	49,395	54,429	70,531
1150	VISUAL & PERFORMING ARTS	52,881	46,668	80,193	59,106	85,157
1151	HEALTH PROFESSIONS	75,647	220,539	243,998	196,339	242,455
1152	BUSINESS MGMT	114,655	118,116	130,689	103,185	128,679
1155	EARLY CHILDHOOD	115,599	118,991	90,084	94,240	105,315
1156	ENGLISH/WRITING/LITERATURE	197,914	193,836	234,578	192,202	224,599
1161	ABE/GED	12,305	58,213	26,836	561	15,496
1165	ESOL	38,737	42,098	79,872	71,916	78,890
1171	SBDC	21,017	50,743	48,999	82,332	55,395
1180	STEP	106,137	80,955	138,108	71,332	203,174
TOTAL INSTRUCTION		2,256,769	2,508,763	3,203,964	2,457,470	3,486,010
ACADEMIC SUPPORT		This category includes funds expended to provide support services for the institution's primary mission of instruction. In addition to faculty development and the learning management system, it also includes expenditures for chief academic officers, the registrar and their support.				
2000	INSTRUCTIONAL SUPPORT	424,591	393,534	574,650	547,715	467,414
2200	LIBRARY	169,008	190,066	230,336	197,485	214,050
TOTAL ACADEMIC SUPPORT		593,599	583,599	804,986	745,200	681,464
STUDENT SERVICES		Includes funds expended for offices of admissions and financial aid and activities with the primary purpose of contributing to students' emotional and physical well-being and intellectual, cultural, and social development outside the context of formal instruction programs.				
3100	STUDENT SERVICES MGMT	132,821	217,533	214,743	224,975	225,279
3150	STUDENT SERVICES SUPPORT	91,684	126,493	109,783	105,582	83,270
3200	REGISTRAR	59,331	47,717	-	47,507	183,915
3300	GRADUATION	3,691	1,951	5,023	3,506	5,223
3400	ACADEMIC ADVISING	138,348	173,563	310,204	181,880	296,329
3500	TEST/TUTOR/DISABILTY SERVICES	64,401	67,309	70,373	67,250	70,767
3600	FINANCIAL AID	142,031	126,702	157,433	92,229	146,267
3800	NAVIGATE	25,448	49,512	-	-	-
7100	WORKSTUDY	-	8,598	46,987	2,549	48,773
TOTAL STUDENT SERVICES		657,755	819,377	914,546	725,477	1,059,823

		2020-21		2021-22		2022-23		2022-23		2023-24			
Description		ACTUAL	ACTUAL	ADOPTED	ESTIMATED	ACTUAL	PROPOSED	NOTES/ COMMENTS					
COLLEGE SUPPORT SERVICES		Includes expenditures for activities concerned with management and long-range planning for entire institution, such as the governing board, planning and programming, and legal services; fiscal operations, investments; information technology; space management; personnel management and records; logistical activities that provide procurement and storerooms; support services to faculty and staff that are not operated as auxiliary enterprises; and activities concerned with community and alumni relations, including development and fund raising.											
5100	BOARD OF EDUCATION	49,692	45,255	74,494	53,916	59,808							
5200	OFFICE OF THE PRESIDENT	363,321	355,878	412,902	348,405	414,869							
5225	INNOVATION FUNDS	5,000	19,246	149,527	51,669	141,005							
5250	EXECUTIVE LEADERSHIP	70,048	80,382	84,756	80,985	87,533							
5300	MARKETING & PUBLIC RELATIONS	48,442	107,991	138,374	102,619	263,109	VP no longer split with SBDC						
5350	COLLEGE DEVELOPMENT	24,622	42,310	53,719	48,787	80,427	Full-time Executive Director; split 50:50						
5370	FOUNDATION	24,622	29,061	28,202	35,375	53,819	Full-time Executive Director; split 50:50						
5400	FINANCE	334,902	333,773	527,206	380,180	544,261							
5410	HUMAN RESOURCES	99,710	113,856	167,532	139,833	216,652	Add'l .5 FTE HR Specialist						
5900	INSTITUTIONAL RESEARCH	60,000	60,000	60,250	60,000	60,250							
5950	INFORMATION TECHNOLOGY	238,562	328,950	409,198	432,831	445,947	Cyber security software costs						
6000	COLLEGE SUPPORT	345,921	236,498	314,200	291,922	368,200	20% premium increase on insurance						
TOTAL COLLEGE SUPPORT		1,664,842	1,753,198	2,420,361	2,026,522	2,735,879							
PLANT OPERATIONS		Includes expenditures for administrative activities that directly support physical plant operations. Activities related to the development of plans for plant expansion or modification, as well as plans for new construction, should be included. Also included are expenditures for activities related to routine repair and maintenance of buildings and other structures, including normally recurring repairs and preventive maintenance, and expenditures related to the operation and maintenance of landscape and grounds, and custodial services in buildings.											
6100	PUBLIC SAFETY	45,663	63,919	65,699	66,964	97,304	Added security at North Center						
6200	FACILITIES	275,643	344,754	616,389	353,138	599,230							
6500	UTILITIES	205,927	243,699	259,000	252,932	291,000							
TOTAL PLANT OPERATIONS		527,233	652,373	941,088	673,035	987,534	-						
CONTINGENCY & TRANSFERS		Contingency budget account (not for expenditures) to provide for contingencies and unanticipated items, or hold funds for future distribution. Transfers are resources transferred to other funds.											
9100	CONTINGENCY	-	-	1,077,043	-	1,163,592	13% Reserve in General Fund						
6901	TRANSFERS OUT	15,047	-	300,000	300,000	-							
TOTAL CONTINGENCY & TRANSFERS		15,047	-	1,377,043	300,000	1,163,592							
Total General Fund Expenditures		5,715,248	6,317,312	9,661,988	6,927,703	10,114,304							
0	Total General Fund Resources	7,647,882	8,759,908	9,661,988	9,245,294	10,114,304							
Ending Fund Balance		1,932,633	2,442,597	0	2,317,591	0							



DEBT SERVICE FUNDS



DEBT SERVICE FUNDS

<u>2020-21</u> <u>ACTUAL</u>	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ADOPTED</u>	<u>Description</u>	<u>2023-24</u> <u>PROPOSED</u>	<u>2023-24</u> <u>APPROVED</u>	<u>2023-24</u> <u>ADOPTED</u>
GENERAL OBLIGATION BOND DEBT SERVICE - FUND 7000						
RESOURCES						
295,614	394,400	397,354	Beginning Fund Balance	340,783		
2,080,494	2,061,889	1,877,679	Property Tax Revenue	1,919,599		
10,217	8,378	5,350	Interest Earned	25,750		
2,386,325	2,464,667	2,280,383	TOTAL RESOURCES	2,286,132	-	-
EXPENDITURES						
50	20	167	Bank Fees	167		
356,875	311,275	261,426	Interest Payments	190,974		
1,635,000	1,735,000	1,840,000	Principal Payments	1,950,000		
1,991,925	2,046,295	2,101,593	TOTAL MATERIALS & SERVICES	2,141,141	-	-
-	-	-	INTERFUND TRANSFERS	-	-	-
-	-	178,790	CONTINGENCY	144,991		
1,991,925	2,046,295	2,280,383	TOTAL EXPENDITURES	2,286,132	-	-
394,400	418,372	-	ENDING FUND BALANCE	-	-	-

Property Tax Fixed Amount-Debt Schedule

Cash Requirement Calculation	2,269,599
LESS: Excess Fund Balance	(350,000)
LESS: Default Rate (6.0%)	122,517
Current Year Tax Levy	2,042,116

PERS DEBT SERVICE - FUND 7050

RESOURCES						
40,864	70,567	42,341	Beginning Fund Balance	180,855		
10	24	24	Interest Earned	606		
241,675	271,962	333,884	Income-General Fund PERS	189,973		
282,549	342,554	376,249	TOTAL RESOURCES	371,434	-	-
EXPENDITURES						
71,982	65,219	57,489	Interest Payments	49,035		
140,000	160,000	175,000	Principal Payments	190,000		
211,982	225,219	232,489	TOTAL MATERIALS & SERVICES	239,035	-	-
0	0	0	INTERFUND TRANSFERS	0		
0	0	143,760	CONTINGENCY	132,399		
211,982	225,219	376,249	TOTAL EXPENDITURES	371,434	-	-
70,567	117,335	-	ENDING FUND BALANCE	-	-	-



SPECIAL REVENUE FUNDS



SPECIAL REVENUE FUNDS

<u>2020-21</u> <u>ACTUAL</u>	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>PROPOSED</u>	<u>Description</u>	<u>2023-24</u> <u>PROPOSED</u>	<u>2023-24</u> <u>APPROVED</u>	<u>2023-24</u> <u>ADOPTED</u>
Special Revenue / Grants - Fund 2XXX						
<u>RESOURCES</u>						
94,757	73,306	624,014	Beginning Fund Balance	94,736		
1,780,840	2,252,945	3,105,184	Federal	4,503,802		
362,112	582,250	824,555	State	1,874,147		
126,792	171,152	198,500	Local	92,250		
15,047	-		Interfund Transfers In			
2,379,548	3,079,653	4,752,254	TOTAL RESOURCES	6,564,936	-	-
<u>EXPENDITURES</u>						
830,635	510,031	1,440,678	Personnel Services	1,540,383		
309,272	1,145,148	1,251,883	Materials & Services	1,344,130		
1,166,335	1,227,719	1,486,693	Financial Aid Disbursements	3,480,423		
-	-	573,000	Capital	200,000		
2,306,242	2,882,898	4,752,254	TOTAL EXPENDITURES	6,564,936	-	-
73,306	196,755	0	ENDING FUND BALANCE	0	-	-



ENTERPRISE FUNDS



ENTERPRISE FUND

<u>2020-21</u> <u>ACTUAL</u>	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ADOPTED</u>	<u>Description</u>	<u>2023-24</u> <u>PROPOSED</u>	<u>2023-24</u> <u>APPROVED</u>	<u>2023-24</u> <u>ADOPTED</u>
YOUR COLLEGE STORE - Fund 3000						
<u>RESOURCES</u>						
(27,631)	(30,504)	(47,665)	Beginning Fund Balance	(39,989)		
77,980	63,032	227,000	Sale of Goods-Books, Food & Clothing	164,360		
-	-	0	Interfund Transfers In	0		
50,349	32,528	179,335	TOTAL RESOURCES	124,371	-	-
<u>EXPENDITURES</u>						
-	23,355	50,467	Personnel Services	31,198		
80,853	64,030	128,868	Materials & Services	93,173		
-	-	-	Capital	-		
-	-	-	Interfund Transfers Out	-		
-	-	-	Contingency	-		
80,853	87,385	179,335	TOTAL EXPENDITURES	124,371	-	-
(30,504)	(54,857)	0	ENDING FUND BALANCE	0	-	-

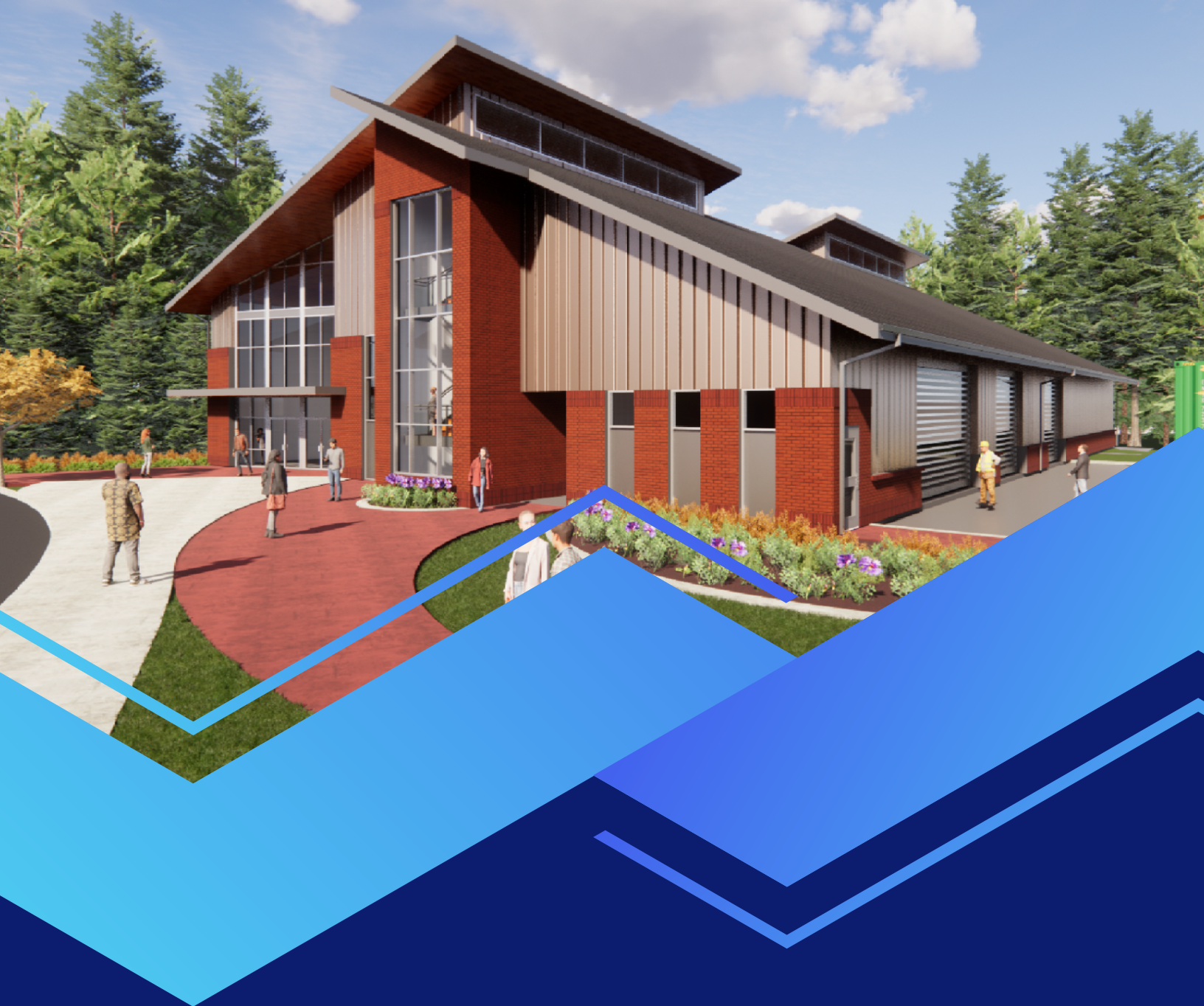


INTERNAL SERVICE FUNDS



INTERNAL SERVICE FUNDS

<u>2020-21 ACTUAL</u>	<u>2021-22 ACTUAL</u>	<u>2022-23 ADOPTED</u>	<u>Description</u>	<u>2023-24 PROPOSED</u>	<u>2023-24 APPROVED</u>	<u>2023-24 ADOPTED</u>
Unemployment - Fund 3035						
RESOURCES						
101,836	96,097	104,897	Beginning Fund Balance	110,977		
8,924	8,963	11,190	General Fund Income	11,996		
110,760	105,060	116,086	TOTAL RESOURCES	122,973	-	-
EXPENDITURES						
14,663	0	60,000	Outside Services	30,000		
14,663	-	60,000	TOTAL MATERIALS & SERVICES	30,000	-	-
0	0	56,086	Contingency	92,973		
14,663	-	116,086	TOTAL EXPENDITURES	122,973	-	-
96,097	105,060	(0)	ENDING FUND BALANCE	(0)	-	-
Copying - Fund 3036						
RESOURCES						
13,728	8,626	(0)	Beginning Fund Balance	2,691		
1,938	4,088	18,000	Copying & Paper Income	18,000		
15,666	12,714	18,000	TOTAL RESOURCES	20,691	-	-
EXPENDITURES						
1,359	3,156	4,000	Copier Supplies & Maintenance	4,000		
0	0	0	Equipment - Under \$5000	0		
5,680	7,043	9,000	Maintenance Agreements	9,000		
7,039	10,199	13,000	TOTAL MATERIALS & SERVICES	13,000	-	-
		-	Capital	-	-	-
		5,000	Contingency	7,691		
7,039	10,199	18,000	TOTAL EXPENDITURES	20,691	-	-
8,626	2,516	0	ENDING FUND BALANCE	0	-	-
Insurance Deductible - Fund 3037						
RESOURCES						
15,000	15,000	15,000	Beginning Fund Balance	15,000		
15,000	15,000	15,000	TOTAL RESOURCES	15,000	-	-
EXPENDITURES						
-	-	15,000	Contingency	15,000		
-	-	15,000	TOTAL EXPENDITURES	15,000	-	-
15,000	15,000	-	ENDING FUND BALANCE	-	-	-



RESERVE FUNDS



RESERVE FUND

<u>2020-21</u> <u>ACTUAL</u>	<u>2021-22</u> <u>ACTUAL</u>	<u>2022-23</u> <u>ADOPTED</u>	<u>Description</u>	<u>2023-24</u> <u>PROPOSED</u>	<u>2023-24</u> <u>APPROVED</u>	<u>2023-24</u> <u>ADOPTED</u>
Strategic Initiatives - Fund 5000						
Established: 12/18/2013 Board of Education Resolution 14-12.08						
Reviewed: n/a						
Purpose: Funds reserved for strategic initiatives.						
<u>RESOURCES</u>						
14,492	7,224	7,224	Beginning Fund Balance	307,224		
0	0	300,000	Interfund Transfers In	0		
14,492	7,224	307,224	TOTAL RESOURCES	307,224	-	-
<u>EXPENDITURES</u>						
7,269	0	7,224	Outside Services	307,224		
7,269	-	7,224	TOTAL MATERIALS & SERVICES	307,224	-	-
0	0	300,000	Contingency	0		
0	0	0	Interfund Transfers Out	0		
-	-	300,000	TOTAL CONTINGENCY & TRANSFERS	-	-	-
7,269	-	7,224	TOTAL EXPENDITURES	307,224	-	-
7,224	7,224	(0)	ENDING FUND BALANCE	(0)	-	-

OREGON COAST COMMUNITY COLLEGE
MAY 2023

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