

## Meeting Agenda

November 20, 2014, 2:00 p.m., PDC 104

- I. Welcome & Introductions
- II. Approve October 16, 2014 Meeting Minutes
- III. 2015-16 Budget Development Tasks for October-December

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| <b>October</b>   |
| <ul style="list-style-type: none"> <li>• Budget/Forecasting Software Solution RFP issued</li> </ul>  |
| <b>November</b>  |
| <ul style="list-style-type: none"> <li>• Campus Position Control Budget process begins</li> <li>• Budget/Forecasting Software Solution selected</li> <li>• Budget calendar to Board of Trustees for adoption. Reaffirmation of budget directives from Board of Trustees</li> </ul> |
| <b>December</b>  |
| <ul style="list-style-type: none"> <li>• Campus Position Control Budget process continues</li> <li>• Budget/Forecasting Software Solution implementation begins</li> </ul>   |

- IV. Continuation of 15% District Reserve/Fund Balance Presentation (Jose Torres)
  - Vote on Whether a Subcommittee is Necessary to Further Discuss District Reserve
- V. New Growth Formula (Handout Attached)
- VI. Review of College Brain Trust Recommendation Document
- VII. Any New Business?
- VIII. Adjournment & Next Meeting

The next meeting of the Budget Committee has been scheduled for December 18, 2014 at 2:00 p.m. in PDC 104.



# BUDGET COMMITTEE

Meeting Minutes  
10/16/2014, 2 pm, Board Room

## Attendance

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**Members Present** – Walt Chatfield, James Dulgeroff, Rosemarie Hansen, Yendis Battle, Matthew Isaac, Denise Allen-Hoyt, Jose Torres, Jeremy Sims (for Glen Kuck), Jack Miyamoto, Tim Oliver, Ed Millican, Rhonda Prater, Girija Raghavan, Steve Sutorus, Mike Strong, Cheryl Marshall

**Members Absent** – Vanessa Osorio, Stacy Myer, Ruby Zuniga, Scott Stark

**Guests Present** – Larry Strong, Haragewen Kinde, Greg Allred, Bryan Reece, Celia Huston

## Welcome/Introductions

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Tim Oliver opened the meeting and introductions were made. Tim reminded guests not to vote on motions.

## Approval of Meeting Minutes from September 18, 2014

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**Matthew Isaac moved, and Rosemarie Hansen seconded, to approve the minutes of the September 18, 2014 meeting. The committee unanimously approved the motion.**

## Budget Calendar

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Committee members were asked to review the budget calendar for the 2015-16 fiscal year. Tim advised that there were several advantages to starting the budget process earlier in the year. Jose presented the calendar to the committee, as well as a budget development work schedule which incorporates the calendar tasks but does not require board approval. Denise Allen-Hoyt commented on the November 2014 task, "Reaffirmation of budget directives from Board of Trustees." She asked if there was to be a study session and Tim replied that there would not. The committee discussed the directives for 2014-15, which Jose brought up on the screen. **Matthew moved, and Walt Chatfield seconded, to approve the budget calendar. The motion carried unanimously. Walt moved, and Rosemarie Hansen seconded, to approve the work schedule. This motion also carried unanimously.**

## New Business – Community Benefits Agreement

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Denise asked Tim to open the meeting to a discussion of new business, which he did. She then voiced her desire that the Budget Committee be allowed to review information regarding the proposed Community Benefits Agreement (CBA), toward which the Board approved the District to move at its October 9 meeting. The committee discussed this topic at length. It was felt that the decision to enter into a CBA would impact the capital construction project budgets. Tim reported that the October board item put the CBA on track for Board of Trustee approval at the December meeting. However, one of the board members was asking for it to be approved at the November meeting.

Denise said that there were a lot of interested constituent groups throughout the District that would like to be fully informed. **She made a motion that the chancellor allow the Budget Committee to review the impact of the CBA on bond expenditures before bringing that CBA to the Board for approval. Rosemarie seconded the motion and more discussion ensued.**

Bryan Reece commented that both colleges had just undergone accreditation and the need to improve the transparency of the budgeting process was highlighted during that review. He felt that moving the CBA forward too quickly could exacerbate that criticism.

Cheryl Marshall commented that the CBA would negatively impact the colleges and that the campuses would have to cut projects. She considered the agreement to be political and felt board members need to be reminded that SBCCD is here for the students.

Ed Millican asked if there was evidence of budgetary implications from the agreement or if there had been any study of the same. Tim mentioned there are reports from prior years and that he had requested a summary from Kitchell/BRJ, the construction program manager, outlining their position on the issue.

Denise shared with committee members that the Yucaipa City Manager estimated a CBA would add 15% to project costs. Tim confirmed that Kitchell/BRJ reported a likely impact on contract costs from 5-15%, however, that did not include indirect costs such as District personnel time, attorney fees, etc.

Rosemarie reiterated the motion that the committee would like the chancellor to bring forth information that the District Budget Committee can study to understand impact of the CBA on the bond expenditures. **The committee voted and the motion passed unanimously.**

An official District Budget Committee recommendation letter will be drafted by Tim and submitted to the chancellor on 10/17/2014.

## New Business – District Budget Expenditures

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Ed brought up his concern that in the 2014-15 budget, it appears that the two colleges have tightened their belts but the District increased its expenditures by about \$2 million. He asked that a presentation be added to the November agenda to explain this. Tim agreed to add this item, as well as a review of the College Brain Trust recommendations from March 2014.

## Presentation on 15% District Budget Reserve

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Jose began a presentation on the 15% reserve, which had to be cut short in the interest of time. He will resume this presentation at the November meeting.

## Adjournment

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The meeting was adjourned. The next meeting of the Budget Committee is November 20, 2014 at 2:00 p.m. in PDC 104.