



## DISTRICT BUDGET COMMITTEE (DBC)

Via Zoom: <https://cccconfer.zoom.us/j/360544163>

**MEETING MINUTES**

02/18/2021, 2 p.m.

**Members Present:** Jim Buysse, Larry Strong, Shari Blackwell, Anthony Papa, Rosemarie Hansen, Sophia Zamora, Brandi Bailes, Josh Robles, Mike Strong, Luke Bixler, Davena Burns-Peters, Cassie Thomas, Laura Van Genderen, Diana Rodriguez, Girija Raghavan, Kevin Horan, Rania Hamdy, Kristina Hannon, Scott Stark

**Members Absent:** Deanna Krehbiel, Steve Sutorus, Jackson Bottorff, Meridyth McLaren

**Guests Present:** Tenille Norris, Joanna Oxendine

### A. Welcome & Introductions

Jim Buysse convened the meeting at 2:00 p.m.

### C. Current Business (out of sequence)

#### 1. Commercial Property Profit & Loss

The DBC addressed this agenda item first because the presenter, Larry Strong, had to leave the meeting early. Larry recapped for the DBC the FCC auction and talked about the District's proceeds from that auction. One of the investments made with those funds was the purchase of three commercial properties. He proceeded to review the numbers and shared that he was pleased to see the return on investment was right around 5%, as estimated. There were no follow up questions and Larry left the meeting.

### B. Approval of Minutes of 01/21/2021

Mike Strong made a motion to approve the minutes, which Diana Rodriguez seconded. The motion was approved.

### C. Current Business (continued)

#### 2. 2021-22 Budget Development

Tenille Norris shared with committee members the DSO budget for fiscal year 2021-22 and provided some background to the process. DSO department budgets are developed first so that the campuses can factor into their budgets the anticipated shared cost for the coming year. She displayed the Executive Summary via share screen and advised that any new expenditures required justification.

Mike thanked Tenille for the presentation and asked if she would explain the process of justification. Tenille advised that any increase not adequately explained in the

justification field is followed up by her and Larry through a conversation with the department staff and a review of prior year expenditures. Scott Stark asked if the DSO's budget included any growth positions. Rania Hamdy advised that the Distance Education was not due to growth.

Scott asked if there are any capital improvements and Tenille replied that these expenditures, if any, would likely be budgeted in Fund 410, and not the General Fund. Mike mentioned the Resource Allocation Model, growth funding, and the lack of a cap on District office spending.

Jim advised that he is not aware of any of discussions on growth funding because enrollments are down systemwide. The budget will include the 1/2 percent growth from the State but is not currently anticipating actual growth. It is still unknown if the fall semester will be remote or on campus.

Mike expressed his opinion that SBCCD needs a way to manage the growth at the DSO as well as the campuses. For example, given the budget's 1/2 percent growth, the DSO budget increased 4%. Kevin Horan commented briefly on the transparency of the presentation but expressed his surprise that there is no cap on expenditures for DSO. Tenille highlighted on screen the portion of the meeting materials that indicates the majority of the increase is for salary and benefits, including negotiated step and column raises.

Department	(A)	(B)		(C)	(C)-(B)	(C)-(A)
	Original 2021 Budget	As of 01/19/21		2022 Tentative Budget	2022 Budget vs.	
		Revised 2021 Budget	YTD 2021 Actuals w/ecumb.		Revised 2021 Budget	Original 2021 Budget
<b>Expenses</b>						
<b>Fund 110 - General Fund Unrestricted</b>						
Reassigned Time-DIST	773,206	614,196	309,500	692,863	78,667	(80,343)
Security	501,139	501,139	261,478	516,083	14,944	14,944
TESS	5,596,613	5,658,849	3,451,387	6,116,134	457,286	519,521
Utilities-District Support Services	296,130	296,130	136,844	294,923	(1,208)	(1,208)
<b>Total Expenditures</b>	<b>21,807,603</b>	<b>21,863,001</b>	<b>12,041,447</b>	<b>22,747,659</b>	<b>884,658</b>	<b>940,056</b>
	Original 2021 Budget	21,807,603				
	Budget Adjustments/Increases	55,398				
	Revised 2021 Budget	21,863,001				
<b>Notes:</b>						
Salary Increases—Step & Column	272,420					
STRS/PERS Increases	237,607					
Medical Increases	76,304					
Change in Non-Salary/Benefit Object Codes	298,327					
Increase FY 2022 over FY 2021	884,658					
TESS Software	298,327				298,327	
Savings in other object codes						
Total	298,327					

298,327 New software purchased during FY21 to support activities Districtwide. See TESS for details.

Girija Raghaven communicated a request from SBVC's Classified Senate for a breakdown of classified managers vs. other classified. Tenille will summarize this information and send it out to the whole DBC. She will include the DSO budget in Excel format, as well.

Jim encouraged everyone to contact Fiscal Services if they have questions. He mentioned that the trailer bill language affecting the contingency on COLA was just publicized as an addendum to the CCCCCO joint analysis.

Luke Bixler addressed the committee regarding the remainder of the DSO budget increase (over and above salary and benefits). Tenille shared the TESS budget information from the materials packet onscreen. Luke shared that the State had been covering the cost of the Canvass for the past five years but was now would no longer do so.



**D. Updates (as necessary)**

This topic was not discussed.

**E. Future Business**

This topic was not discussed.

**F. Adjournment**

The meeting adjourned at 2:41 p.m. The next meeting is scheduled for 3/18/2021 at 2 p.m. via Zoom.

Not Yet Applied