24-113 RESOLUTION ADOPTING THE PORTLAND COMMUNITY COLLEGE SUPPLEMENTAL BUDGET FOR THE 2023-2025 BIENNIUM, AUTHORIZING TRANSFERS BETWEEN APPROPRIATION UNITS, CATEGORIES AND FUNDS; USE OF CONTINGENCY FUNDS; AND CHANGES IN TOTAL BUDGET AUTHORITY IN ACCORDANCE WITH ORS 294.463-473

PREPARED BY: JoAnn Zahn, Interim Budget Director, Finance

APPROVED BY: Dina Farrell, Vice President & CFO, Finance and Business Services Eric Blumenthal, Executive Vice President, Administration and Finance Dr. Adrien L. Bennings, President

STRATEGIC THEME: Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: In June 2023, the District adopted a biennial budget based on estimated fund balances and labor negotiation results. Staff now finds it necessary to present a supplemental budget to adjust the 2023-2025 Biennium Adopted Budget for changes related to labor negotiations, finalization of the annual audit, changes in State of Oregon community college funding allocations and other minor adjustments.

> The changes presented are necessary to ensure compliance with the requirements of Sections 294.463 (Transfer of appropriations within fund or between funds) and 294.471/294.473 (Supplemental Budgets) of the Oregon Revised Statutes. This budget amendment will not require an additional tax levy.

RECOMMENDATION: Staff recommends the Board of Directors, acting as the College Budget Committee, approve this Resolution to amend the 2023-2025 Biennium Budget as outlined in the attached Exhibit A.

> BE IT THEREFORE RESOLVED that the budget for the Portland Community College District as adopted for the 2023-2025 biennium commencing July 1, 2023 is hereby amended as outlined in Exhibit A.

## ADOPTED BY THE GOVERNING BOARD OF THE PORTLAND COMMUNITY COLLEGE DISTRICT THIS <u>20<sup>th</sup></u> DAY OF <u>June</u>, 2024.

## ATTEST:

## **APPROVED:**

Dr. Adrien L. Bennings President Laurie Cremona Wagner Chair, Board of Directors

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Exhibit A on Next Page

Exhibit A	2023-25 Biennium ADOPTED BUDGET	2023-25 Biennium #1 Supplemental BUDGET	2023-25 Biennium ADJUSTED BUDGET
GENERAL FUND	BOBOLI	202021	<u>565621</u>
REVENUES:			
From local sources			
Property Tax - current year	\$88,874,142	\$0	\$88,874,142
Property Tax - prior year	2,268,045	0	2,268,045
Tuition and fees	153,774,954	0	153,774,954
Interest from investments	1,700,000	0	1,700,000
Other local sources	3,619,000	0	3,619,000
From state sources	262,577,150	0	262,577,150
Operating transfers in:			
From Capital Projects Fund	0	1,500,000	1,500,000
From Contracts & Grants Fund	3,375,590	379,717	3,755,307
From CEU/CED Fund	200,188	0	200,188
From Bookstore Fund	230,405	0	230,405
From Auxiliary Fund	197,799	0	197,799
From Student Financial Aid Fund	258,734	0	258,734
From Print Center Fund	94,230	223,298	317,528
From Transportation & Parking Fund	214,825	185,175	400,000
From Food Services Fund	47,359	0	47,359
Total Operating Revenues	\$517,432,421	\$2,288,190	\$519,720,611
Beginning Fund Balance	95,496,056	10,316,867	105,812,923
TOTAL GENERAL FUND REVENUES	\$612,928,477	\$12,605,057	\$625,533,534
BY APPROPRIATION UNIT:			
Program Areas			
Office of the President	30,021,616	7,734,855	37,756,471
Finance & Administration	133,800,436	12,060,386	145,860,822
Academic Affairs	279,317,253	15,562,965	294,880,218
Student Affairs	70,189,076	4,888,298	75,077,374
Transfers	16,078,931	6,110,000	22,188,931
Contingency	59,971,029	(33,751,448)	26,219,581
Total Appropriation	\$589,378,341	\$12,605,057	\$601,983,398
Unappropriated Ending Fund Balance	23,550,136	0	23,550,136
TOTAL GENERAL FUND REQUIREMENTS	\$612,928,477	\$12,605,057	\$625,533,534
	2023-25	2023-25	2023-25
	Biennium	Biennium #1	Biennium
	ADOPTED	Supplemental	ADJUSTED
	BUDGET	BUDGET	BUDGET
AUXILIARY FUND			
REVENUES:			
Facilities Usage	\$1,376,816	\$0	\$1,376,816
Campus Activities	1,527,200	(123,722)	1,403,478
Total Operating Revenues	\$2,904,016	(\$123,722)	\$2,780,294
Beginning Fund Balance	2,833,513	139,619	2,973,132
TOTAL AUXILIARY FUND REVENUES	\$5,737,529	\$15,897	\$5,753,426
EXPENDITURES AND OTHER REQUIREMENTS:	\$1 693 539	\$1 176	\$1 604 715
Facultes USAGE	\$1 693 539	\$11/6	SI 694 /15

EXPENDITURES AND OTHER REQUIREMENTS:			
Facilities Usage	\$1,693,539	\$1,176	\$1,694,715
Campus Activities	1,801,517	210	1,801,727
Sustainability Projects	200,000	0	200,000
Transfers	197,799	0	197,799
Contingency	400,000	14,511	414,511
Sub-total	\$4,292,855	\$15,897	\$4,308,752
Unappropriated Ending Fund Balance	1,444,674	0	1,444,674
TOTAL AUXILIARY FUND REQUIREMENTS	\$5,737,529	\$15,897	\$5,753,426

	2023-25	2023-25	2023-25
	Biennium	Biennium #1	Biennium
	ADOPTED	Supplemental	ADJUSTED
	BUDGET	BUDGET	BUDGET
CEU/CED FUND			
REVENUES:			
CEU/CED Charges	\$9,112,260	\$0	\$9,112,260
Other local sources	1,195,000	0	1,195,000
Total Operating Revenues	\$10,307,260	\$0	\$10,307,260
Beginning Fund Balance	5,627,613	(229,081)	5,398,532
TOTAL REVENUES	\$15,934,873	(\$229,081)	\$15,705,792
EXPENDITURES AND OTHER REQUIREMENTS:			
Workforce/Community Ed	\$11,612,854	\$393,023	\$12,005,877
Cascade Campus	50,048	3,312	53,360
Transfers	200,188	0	200,188
Contingency	4,071,783	(625,416)	3,446,367
Sub-total	\$15,934,873	(\$229,081)	\$15,705,792
Unappropriated Ending Fund Balance	0	0	0
TOTAL FUND REQUIREMENTS	\$15,934,873	(\$229,081)	\$15,705,792

CONTRACTS AND GRANTS FUND	2023-25 Biennium ADOPTED <u>BUDGET</u>	2023-25 Biennium #1 Supplemental <u>BUDGET</u>	2023-25 Biennium ADJUSTED <u>BUDGET</u>
REVENUES:			
Local Sources	\$12,315,600	\$1,256,643	\$13,572,243
State Sources	18,379,460	4,793,357	23,172,817
Federal Sources	30,419,290	(20,283)	30,399,007
Transfers	399,900	50,000	449,900
Total Operating Revenues	\$61,514,250	\$6,079,717	\$67,593,967
Beginning Fund Balance	0	2,882,323	2,882,323
TOTAL REVENUES	\$61,514,250	\$8,962,040	\$70,476,290
EXPENDITURES AND OTHER REQUIREMENTS:			
Local Contracts	\$13,878,055	\$500,000	\$14,378,055
State Grants	18,573,955	4,700,000	23,273,955
Federal Grants	22,163,730	2,500,000	24,663,730
Transfers	3,375,590	379,717	3,755,307
Contingency	3,522,920	882,323	4,405,243
Sub-total	\$61,514,250	\$8,962,040	\$70,476,290
Unappropriated Ending Fund Balance	0	0	0
TOTAL FUND REQUIREMENTS	\$61,514,250	\$8,962,040	\$70,476,290

	2023-25	2023-25	2023-25
	Biennium	Biennium #1	Biennium
	ADOPTED	Supplemental	ADJUSTED
STUDENT ACTIVITIES FUND	BUDGET	BUDGET	BUDGET
REVENUES:	<b>*</b> 0.015.010	<b>^</b>	<b>AO 015 010</b>
Student Activities Fee	\$3,615,643	\$0	\$3,615,643
Other local sources	642,000	0	642,000
Interest Income	17,000	0	17,000
Total Operating Revenues	\$4,274,643	\$0	\$4,274,643
Beginning Fund Balance	3,102,351	(53,096)	3,049,255
TOTAL REVENUES	\$7,376,994	(\$53,096)	\$7,323,898
EXPENDITURES AND OTHER REQUIREMENTS:			
Civic Leadership Development	\$485,482	\$5,678	\$491,160
Student Engagement	1,489,128	23,896	1,513,024
Basic Needs & Sustainability Leadership	1,035,336	12,130	1,047,466
ASPCC Senate	520,566	2,924	523,490
Student Belonging & Wellbeing	1,239,760	24,068	1,263,828
Emergency Grants	289,926	0	289,926
Student Life & Leadership Initiatives	1,598,126	24.044	1,622,170
Contingency	718,670	(145,836)	572,834
Sub-total	\$7,376,994	(\$53,096)	\$7,323,898
Unappropriated Ending Fund Balance	¢7,010,001 0	(\$00,000)	0
TOTAL FUND REQUIREMENTS	\$7,376,994	(\$53,096)	\$7,323,898

	2023-25 Biennium ADOPTED <u>BUDGET</u>	2023-25 Biennium #1 Supplemental <u>BUDGET</u>	2023-25 Biennium ADJUSTED <u>BUDGET</u>
STUDENT FINANCIAL AID FUND			
REVENUES:			
College Funded Sources	\$821,531	\$0	\$821,531
Federal Sources	145,587,553	0	145,587,553
State Sources	45,760,000	0	45,760,000
Interest from Investments	8,000	0	8,000
Transfers	0	0	0
Total Operating Revenues	\$192,177,084	\$0	\$192,177,084
Beginning Fund Balance	1,239,910	(17,973)	1,221,937
TOTAL REVENUES	\$193,416,994	(\$17,973)	\$193,399,021
EXPENDITURES AND OTHER REQUIREMENTS:			
College Funded Programs	\$103,300	\$665,048	\$768,348
Federal Programs	146,092,150	5,166	146,097,316
State Programs	45,760,000	0	45,760,000
Short Term Student Loans	20,300	0	20,300
Transfers	258,734	0	258,734
Contingency	1,182,510	(688,187)	494,323
Sub-total	\$193,416,994	(\$17,973)	\$193,399,021
Unappropriated Ending Fund Balance	0	0	0
TOTAL FUND REQUIREMENTS	\$193,416,994	(\$17,973)	\$193,399,021

	2023-25 Biennium	2023-25 Biennium #1	2023-25 Biennium
	ADOPTED	Supplemental	ADJUSTED
	BUDGET	BUDGET	BUDGET
CAPITAL PROJECTS FUND			
REVENUES:			
Other Sources	\$355,000	\$0	\$355,000
Interest	70,000	0	70,000
Transfers	10,800,000	6,000,000	16,800,000
Total Operating Revenues	\$11,225,000	\$6,000,000	\$17,225,000
Beginning Fund Balance	17,416,459	500,844	17,917,303
TOTAL REVENUES	\$28,641,459	\$6,500,844	\$35,142,303
EXPENDITURES AND OTHER REQUIREMENTS:			
Capital Outlay	\$9,645,000	\$5,000,000	\$14,645,000
Transfers	0	1,500,000	1,500,000
Contingency	1,571,459	844	1,572,303
Sub-total	\$11,216,459	\$6,500,844	\$17,717,303
Unappropriated Ending Fund Balance	17,425,000	0	17,425,000
TOTAL FUND REQUIREMENTS	\$28,641,459	\$6,500,844	\$35,142,303

	2023-25 Biennium ADOPTED <u>BUDGET</u>	2023-25 Biennium #1 Supplemental <u>BUDGET</u>	2023-25 Biennium ADJUSTED <u>BUDGET</u>
CAPITAL CONSTRUCTION FUND			
REVENUES:			
Interest	\$7,321,073	\$0	\$7,321,073
Beginning Fund Balance	254,436,373	27,227,276	281,663,649
TOTAL REVENUES	\$261,757,446	\$27,227,276	\$288,984,722
EXPENDITURES AND OTHER REQUIREMENTS: Sylvania Campus Rock Creek Campus Cascade Campus Southeast Campus District-wide Projects Transfers Contingency Sub-total Unappropriated Ending Fund Balance	\$61,259,130 16,733,299 5,821,519 243,681 75,593,956 0 20,000,000 \$179,651,585 82,105,861	\$9,500,001 2,365,000 5,000,000 900,000 (5,561,508) 0 15,023,783 \$27,227,276 0	\$70,759,131 19,098,299 10,821,519 1,143,681 70,032,448 0 35,023,783 \$206,878,861 82,105,861
TOTAL FUND REQUIREMENTS	\$261,757,446	\$27,227,276	\$288,984,722

	2023-25 Biennium	2023-25 Biennium #1	2023-25 Biennium	
	ADOPTED <u>BUDGET</u>	Supplemental <u>BUDGET</u>	ADJUSTED <u>BUDGET</u>	
COLLEGE BOOKSTORE FUND				
REVENUES:				
Sale of Merchandise	\$8,411,467	\$0	\$8,411,467	
Interest	115,634	0	115,634	
Miscellaneous Income	356,024	0	356,024	
Transfers	0	0	0	
Total Operating Revenues	\$8,883,125	\$0	\$8,883,125	
Beginning Fund Balance	6,754,530	(391,812)	6,362,718	
TOTAL RESOURCES	\$15,637,655	(\$391,812)	\$15,245,843	
EXPENDITURES AND OTHER REQUIREMENTS:				
Bookstore Operations	\$12,658,393	\$24,017	\$12,682,410	
Transfers	961,714	0	961,714	
Contingency	2,017,548	(415,829)	1,601,719	
Sub-total	\$15,637,655	(\$391,812)	\$15,245,843	
Unappropriated Ending Fund Balance	0	0	0	
TOTAL FUND REQUIREMENTS	\$15,637,655	(\$391,812)	\$15,245,843	

	2023-25 Biennium ADOPTED <u>BUDGET</u>	2023-25 Biennium #1 Supplemental <u>BUDGET</u>	2023-25 Biennium ADJUSTED <u>BUDGET</u>
FOOD SERVICES FUND			
REVENUES:			
Food Sales	\$4,735,844	\$0	\$4,735,844
Interest	10,000	0	10,000
Transfers	0	60,000	60,000
Total Operating Revenues	\$4,745,844	\$60,000	\$4,805,844
Beginning Fund Balance	3,824,064	315,893	4,139,957
TOTAL REVENUES	\$8,569,908	\$375,893	\$8,945,801
EXPENDITURES AND OTHER REQUIREMENTS:			
Food Service Operations	\$7,781,798	\$78,768	\$7,860,566
Transfers	47,359	0	47,359
Contingency	740,751	297,125	1,037,876
Sub-total	\$8,569,908	\$375,893	\$8,945,801
Unappropriated Ending Fund Balance	0	0	0
TOTAL FUND REQUIREMENTS	\$8,569,908	\$375,893	\$8,945,801

	2023-25 Biennium ADOPTED <u>BUDGET</u>	2023-25 Biennium #1 Supplemental <u>BUDGET</u>	2023-25 Biennium ADJUSTED <u>BUDGET</u>
TRANSPORTATION & PARKING SERVICES FUND			
REVENUES:			
Parking Permits	\$1,846,751	\$0	\$1,846,751
Parking Fines	95,265	0	95,265
Misc. Revenue	195,139	0	195,139
Interest	35,451	0	35,451
Transfers	0	0	0
Total Operating Revenues	\$2,172,606	\$0	\$2,172,606
Beginning Fund Balance	6,354,544	2,148,559	8,503,103
TOTAL REVENUES	\$8,527,150	\$2,148,559	\$10,675,709
EXPENDITURES AND OTHER REQUIREMENTS:			
Parking Operations	\$7,082,747	\$223,933	\$7,306,680
Transfers	214,825	185,175	400,000
Contingency	1,229,578	339,451	1,569,029
Sub-total	\$8,527,150	\$748,559	\$9,275,709
Unappropriated Ending Fund Balance	0	1,400,000	1,400,000
TOTAL FUND REQUIREMENTS	\$8,527,150	\$2,148,559	\$10,675,709

	2023-25 Biennium ADOPTED BUDGET	2023-25 Biennium #1 Supplemental BUDGET	2023-25 Biennium ADJUSTED BUDGET
PRINT CENTER FUND			
REVENUES:			
Internal Charges	\$657,184	\$0	\$657,184
External Charges	107,640	0	107,640
Copy Machine revenues	859,613	0	859,613
Misc. revenues	3.455	0	3,455
Transfers	731,309	Ő	731,309
Total Operating Revenues	\$2,359,201	\$0	\$2,359,201
Beginning Fund Balance	627,960	152,995	780,955
TOTAL REVENUES	\$2,987,161	\$152,995	\$3,140,156
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EXPENDITURES AND OTHER REQUIREMENTS:			
Print Center Operations	\$2,726,530	(\$23,625)	\$2,702,905
Transfers	\$94,230	223,298	317,528
Contingency	166,401	(46,678)	119,723
Sub-total	\$2,987,161	\$152,995	\$3,140,156
Unappropriated Ending Fund Balance	¢_,cc,,.c.	0	0
TOTAL FUND REQUIREMENTS	\$2,987,161	\$152,995	\$3,140,156
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	2023-25	2023-25	2023-25
	Biennium	Biennium #1	Biennium
	ADOPTED	Supplemental	ADJUSTED
	BUDGET	BUDGET	BUDGET
PERS INTERNAL SERVICE FUND			
REVENUES:			
Charges to Depts	\$49,209,875	\$0	\$49,209,875
Interest	250,000	0	250,000
Total Operating Revenues	\$49,459,875	\$0	\$49,459,875
Beginning Fund Balance	14,108,916	2,355,857	16,464,773
TOTAL REVENUES	\$63,568,791	\$2,355,857	\$65,924,648
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EXPENDITURES AND OTHER REQUIREMENTS:			
Contingency	\$0	\$2,355,857	\$2,355,857
Transfers	48,832,991	¢2,000,007 0	48,832,991
Sub-total	\$48,832,991	\$0	\$51,188,848
Unappropriated Ending Fund Balance	14,735,800	¢0 0	14,735,800
TOTAL FUND REQUIREMENTS	\$63,568,791	\$2,355,857	\$65,924,648
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	2023-25 Biennium ADOPTED <u>BUDGET</u>	2023-25 Biennium #1 Supplemental <u>BUDGET</u>	2023-25 Biennium ADJUSTED <u>BUDGET</u>
RISK MANAGEMENT FUND			
REVENUES:			
Charges to Depts	\$5,025,000	\$0	\$5,025,000
Insurance Reimbursements	65,000	0	65,000
Interest	105,376	0	105,376
Transfers	2,693,383	0	2,693,383
Total Operating Revenues	\$7,888,759	\$0	\$7,888,759
Beginning Fund Balance	15,897,686	(1,138,092)	14,759,594
TOTAL REVENUES	\$23,786,445	(\$1,138,092)	\$22,648,353
EXPENDITURES AND OTHER REQUIREMENTS:			
Self-insurance and Risk Admin	\$13,318,456	(\$137,054)	\$13,181,402
Contingency	2,000,000	(1,001,038)	998,962
Sub-total	\$15,318,456	(\$1,138,092)	\$14,180,364
Unappropriated Ending Fund Balance	8,467,989	0	8,467,989
TOTAL FUND REQUIREMENTS	\$23,786,445	(\$1,138,092)	\$22,648,353

	2023-25 Biennium ADOPTED <u>BUDGET</u>	2023-25 Biennium #1 Supplemental <u>BUDGET</u>	2023-25 Biennium ADJUSTED <u>BUDGET</u>
EARLY RETIREMENT FUND			
REVENUES:	¢24.260	\$0	¢04.000
Interest	\$34,360	+ -	\$34,360
Transfers	2,185,648	0	2,185,648
Total Operating Revenues	\$2,220,008	\$0	\$2,220,008
Beginning Fund Balance	899,820	39,002	938,822
TOTAL REVENUES	\$3,119,828	\$39,002	\$3,158,830
EXPENDITURES AND OTHER REQUIREMENTS:			
Other post-retirement benefits	\$1,718,572	\$39,002	\$1,757,574
Contingency	500,000	0	500,000
Sub-total	\$2,218,572	\$39,002	\$2,257,574
Unappropriated Ending Fund Balance	901,256	0	901,256
TOTAL FUND REQUIREMENTS	\$3,119,828	\$39,002	\$3,158,830

	2023-25 Biennium ADOPTED <u>BUDGET</u>	2023-25 Biennium #1 Supplemental <u>BUDGET</u>	2023-25 Biennium ADJUSTED <u>BUDGET</u>
DEBT SERVICE (GO BOND) FUND			
REVENUES:			
Property Tax - current	\$120,267,248	\$0	\$120,267,248
Property Tax - prior	300,000	0	300,000
Interest	150,000	0	150,000
Total Operating Revenues	\$120,717,248	\$0	\$120,717,248
Beginning Fund Balance	7,100,807	2,425,896	9,526,703
TOTAL REVENUES	\$127,818,055	\$2,425,896	\$130,243,951
EXPENDITURES AND OTHER REQUIREMENTS: Debt Service - Principal Debt Service - Interest Sub-total Unappropriated Ending Fund Balance TOTAL FUND REQUIREMENTS	\$78,645,000 45,173,055 \$123,818,055 4,000,000 \$127,818,055	\$0 0 2,425,896 \$2,425,896	\$78,645,000 45,173,055 \$123,818,055 6,425,896 \$130,243,951