



## Finance & College Operations

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PRAC PRESENTATION 4/25/17

GREG NELSON, VICE PRESIDENT FOR FINANCE & COLLEGE OPERATIONS

# Reserve Policy

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District faces consistent scrutiny from bond rating agencies that our reserve is not higher (double digits) so that we can achieve the ultimate AAA rating, best credit rating available

Also, reserve is needed for true emergencies or worst case scenarios for the district. We currently have one of the lowest reserve levels in the state.

Board Policy 6250 is current with a goal of 8%

AP6251 has a plan to have escalation of .5% increase annually to achieve **11 – 12.5% Reserve by the year 2020/21**

# Collective Bargaining

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Sometimes forgotten when doing the annual budget by governance groups

We have 4 groups at COM – MSCC, SEIU, CSEA and UPM.

While putting a collective bargaining number in the budget can be prudent. Many times it is no where close to where we are in negotiations and many times its difficult to balance the negotiations and the budget

**Key Point – All Bargaining Units Have Negotiations and All Have Ownership in the Budget. One cannot exist without the other.**

# Operations Based Areas

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Fiscal Services	Campus Police	Operations	Maint. & Operations	Information Technology	Modernization
<ul style="list-style-type: none"><li>• Accounts Payable</li><li>• Accounts Receivable</li><li>• Purchasing</li><li>• Special Funds</li><li>• Payroll</li><li>• Benefits</li><li>• Budgeting</li><li>• Cashiering</li></ul>	<ul style="list-style-type: none"><li>• Police (Sworn)</li><li>• Public Service Officers</li><li>• Cadets</li></ul>	<ul style="list-style-type: none"><li>• Reprographics</li><li>• Graphic Design</li><li>• Mail</li><li>• Website</li><li>• Campus Copiers</li></ul>	<ul style="list-style-type: none"><li>• Grounds</li><li>• Custodial</li><li>• Trades/Maint.</li><li>• Receiving</li><li>• Fleet</li><li>• Zero Waste Program</li><li>• Facilities</li><li>• Lock Systems</li></ul>	<ul style="list-style-type: none"><li>• Lab Techs</li><li>• Network Support</li><li>• Programming Support</li><li>• Application Support</li><li>• IT General Systems</li></ul>	<ul style="list-style-type: none"><li>• Measure C Bond Program</li></ul>

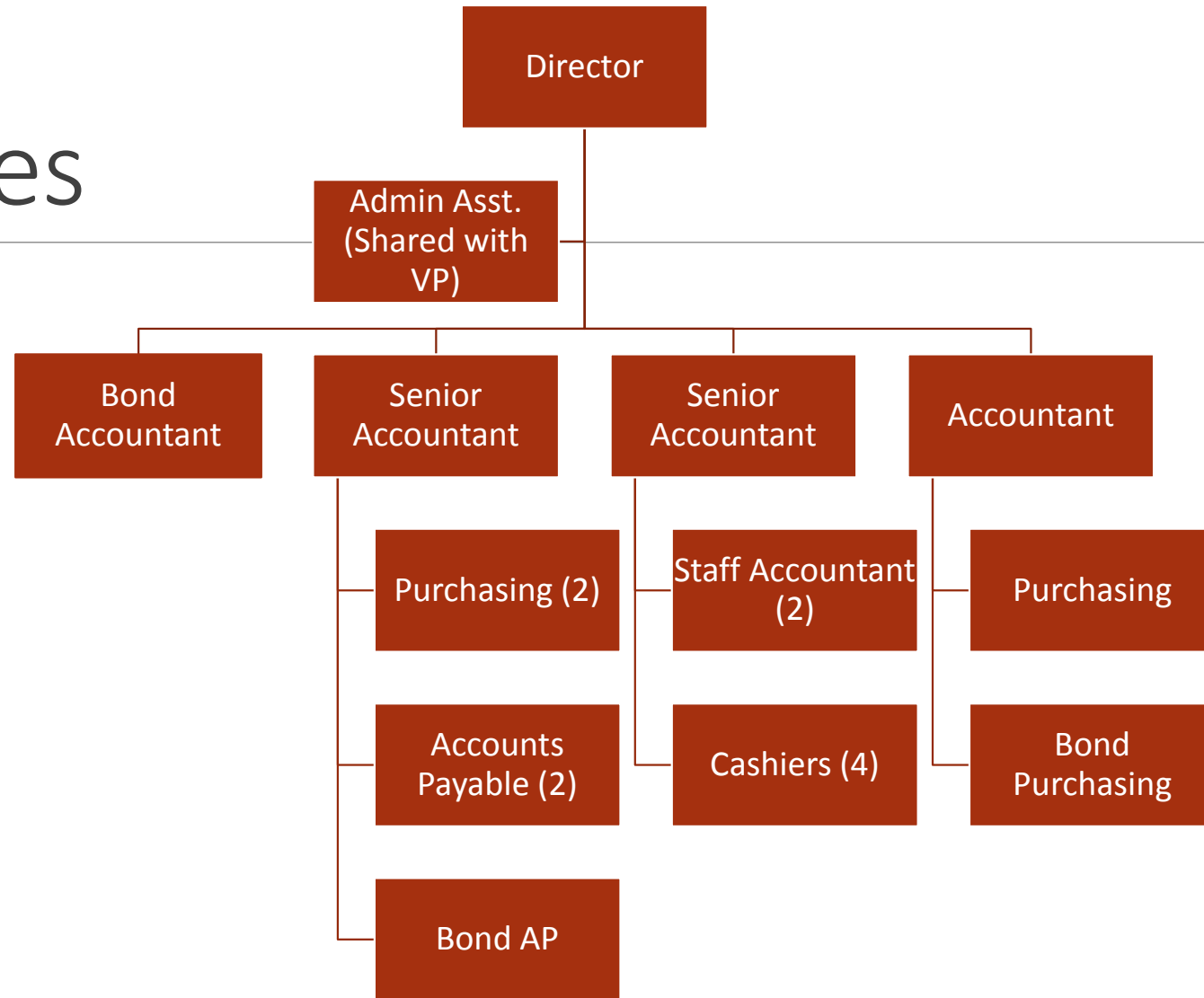
# Summary of Staff

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- Classified Administrators: 12
- Classified Staff: 76
- Confidential Staff: 3
- No Faculty

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# Fiscal Services



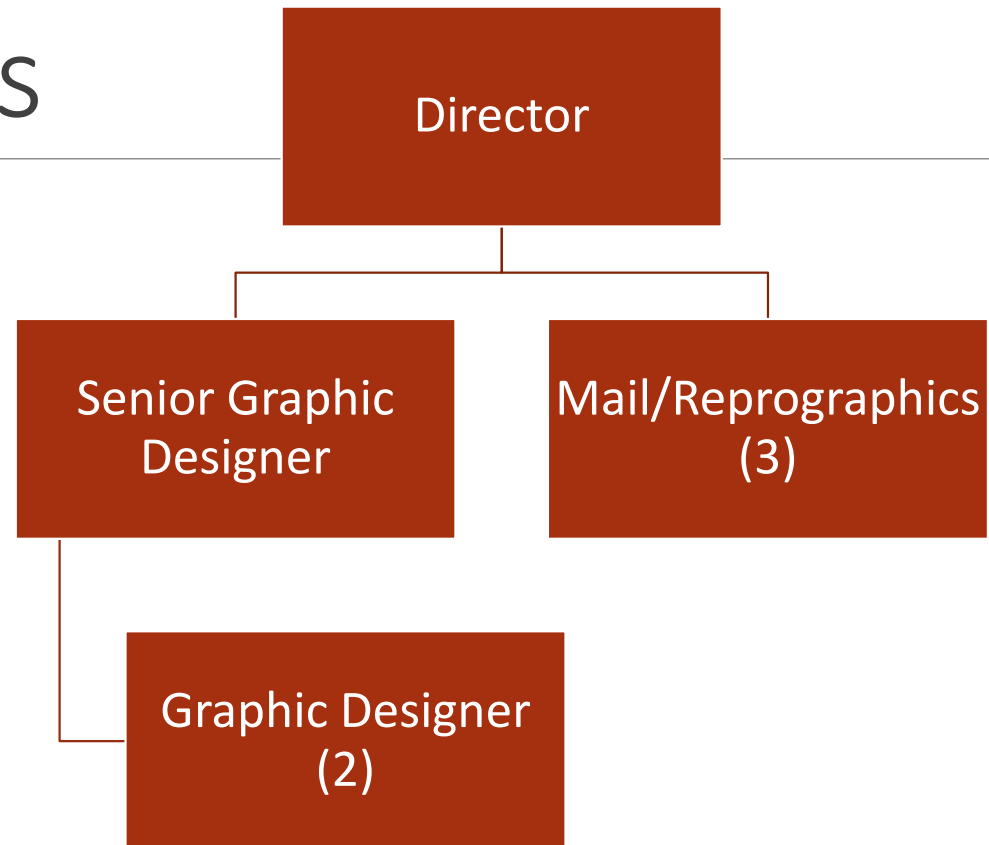
# Campus Police

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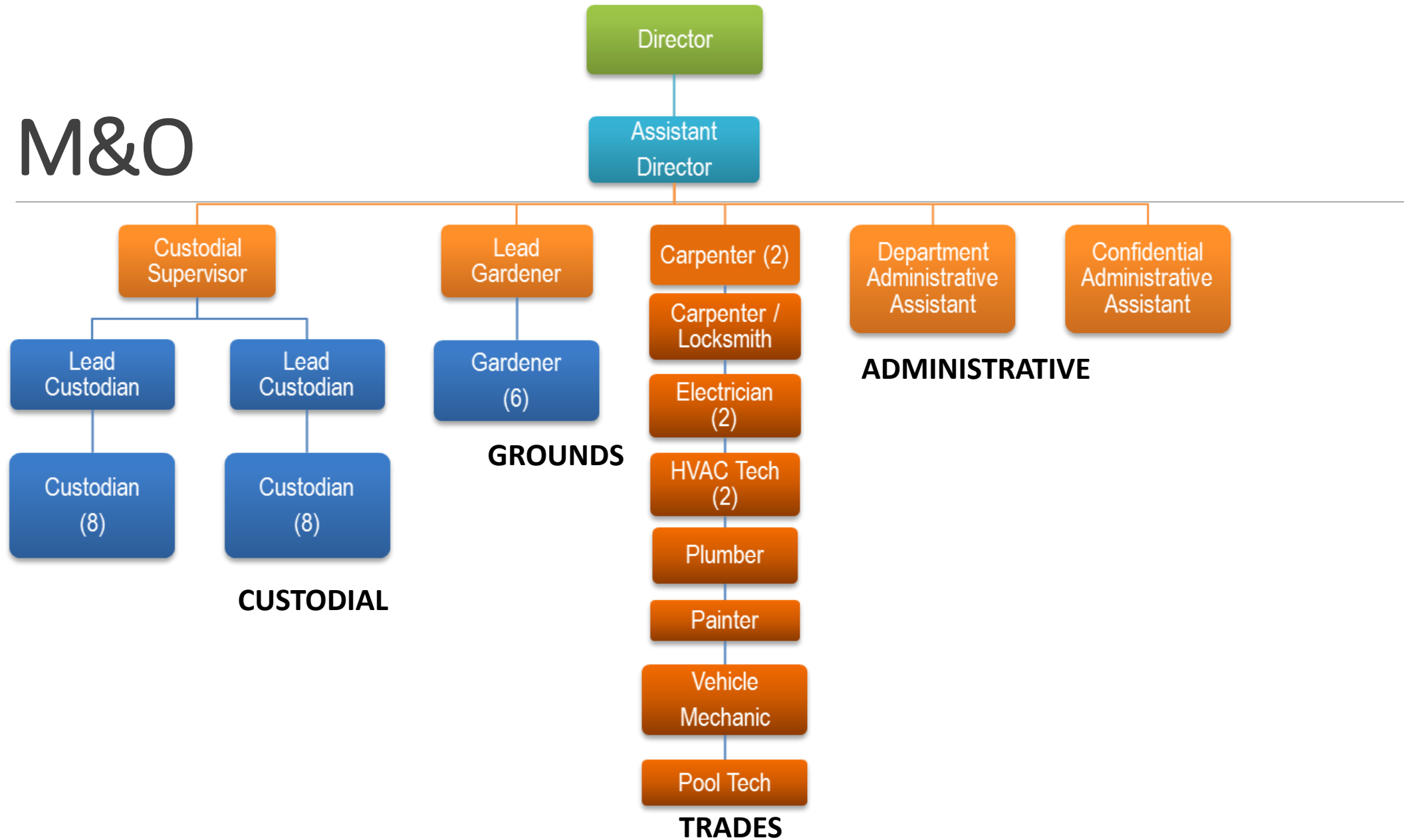
# Operations

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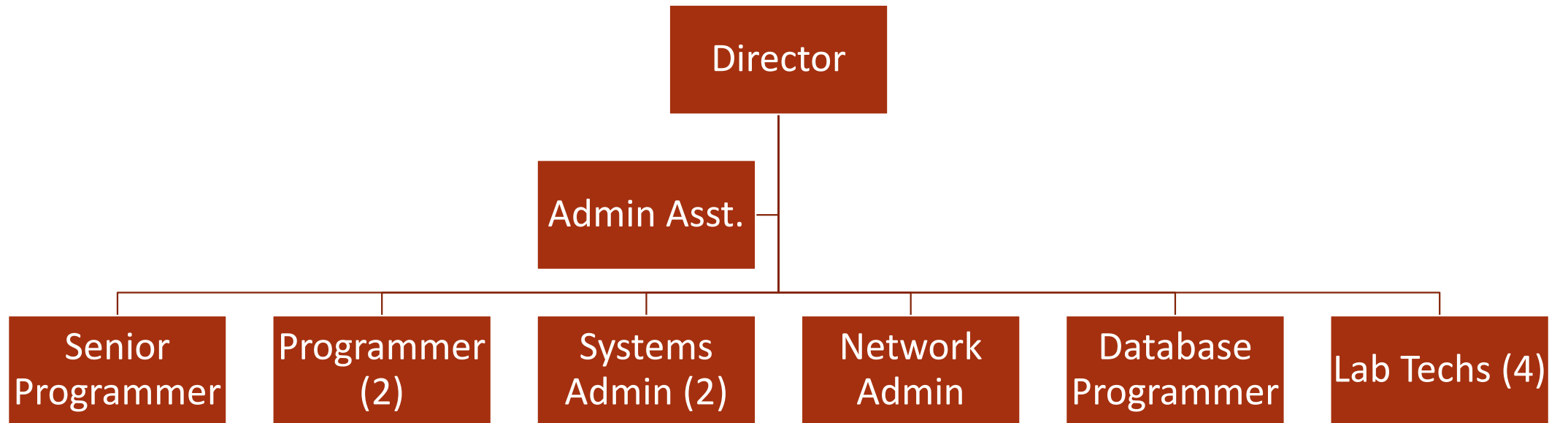


# M&O



# Information Tech

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# DW Costs –Includes but not limited to

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- Utilities – Power, Water, Gas
- Insurance coverage – P&L, Student etc.
- OPEB Debt Retirement
- Transfers Out – To other departments
- Contract – Consultants
- Legal Expenses
- Election Costs
- Audit Costs
- Marketing & Advertising

# Personnel Need

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1. IT Supervisor = \$91k
2. Custodian, Day Shift = \$55k
3. Events/Facilities Supervisor = \$90k (Categorical)

# Operating Need

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1. Replacement of PC's that are getting dated
2. Update MAC labs
3. Moving in of new facility for M&O, PD, Reprographics

# Facility & Equipment Needs

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1. Updates to controls for Fine Arts Building
2. Update Controls for Student Services
3. Various other projects
  1. 24 projects over next 9 month via Measure B

# Summary

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- Keep operating funding the same for all departments (2<sup>nd</sup> year in a row)
- Add 3 positions
  - IT Supervisor (2<sup>nd</sup> request)
  - Day Shift Custodial (most staff are nights)
  - Events/Facilities Supervisor (Categorically funded)

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PRAC PRESENTATION 4/5/16

GREG NELSON, VICE PRESIDENT FOR FINANCE & COLLEGE OPERATIONS