



# PERALTA COMMUNITY COLLEGE DISTRICT DIVISION OF FINANCE & ADMINISTRATION

## MEASURE B – PARCEL TAX **2015-16 ANNUAL REPORT**

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**Citizens' Oversight Committee**

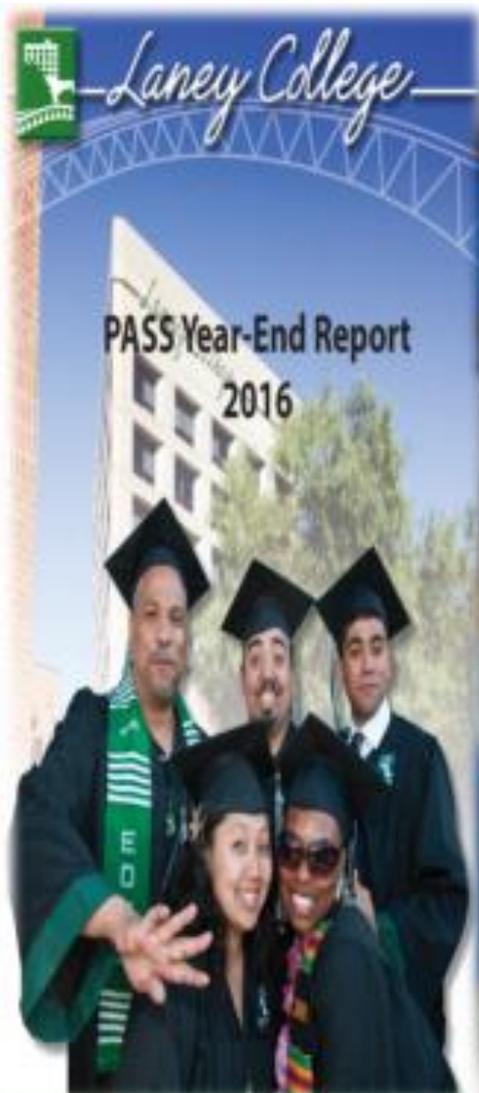
**November 16, 2016**



# Agenda

- I. PASS Program Update
- II. Ballot Statement
- III. Accounting
  - a. Activity Codes
  - b. Object Codes
  - c. 50% Calculation
- IV. Financial Audits
- V. Financial Reports
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- VI. Legal Opinion
- VII. Q&A

# Measure B – PASS Programs



Peralta Accountability for Student Success (PASS)

# Measure B – Ballot Statement

*To provide College of Alameda, Laney College, Merritt College and Berkeley City College with secure funds that cannot be taken by the state, and that support affordable college education including: providing core academic programs including math, science and English; training students for successful careers; and educating students to transfer to university...*

# Accounting – Activity Codes

*Activity Codes - reflect the purpose of the expenditures; these indicate the aspect of college-operations benefited by the expenditure*

Examples:

- 601100 – Instructional, VP of Instruction
- 601200 – Division Dean of Instruction
- 612000 – Library
- 646000 – Financial Aid
- 653000 – Custodial
- 678100 – Campus IT support
- 110500 – Spanish

# Accounting – Object Codes

*Object Codes- reflect the nature of the expenditure: academic salaries, classified salaries, benefits, supplies & materials, capital outlay, other outgo.*

Examples:

- 1203 – Counselors Salaries
- 1204 – Librarians Salaries
- 1351 – Part Time Instructors Salaries
- 1456 – Other Non-Teaching Assignments Salaries
- 2102 – Classified Support Salaries
- 2452 – Instructional Aides- Students Salaries
- 5885 – Other Operating Expenditures

The object codes for administrator salaries (1201 and 2101) are not utilized in Measure B – Parcel Tax accounting as no funds are used in this capacity.

# Accounting – Clarification

*Questions from the July 21, 2016 COC meeting:*

220700 (Political Science), 1456 (Other Non-Teaching Assignments)	\$16,000
Use: stipends for three faculty members at College of Alameda to assist in the development of curriculum	
660100 (President's Office), 1456 (Other Non-Teaching Assignments)	\$ 1,500
Use: stipends for three faculty members at Merritt College to participate on the Student Learning Outcome Assessment Committee and Accreditation	

# Accounting – Clarification

*Questions from the July 21, 2016 COC meeting:  
Other Operating Expenditures 2015-16*

Location	Object Code	Obj Descr	Activity Suffix	Activity Suffix Descr	Project Descr	Expense
1	5885	Misc. Operational Exp.	672000	Financial Department	--	134,107.23
5	5885	Misc. Operational Exp.	645200	Division Dean-Student Services	PASS	44,062.26
5	5885	Misc. Operational Exp.	601200	Division Dean of Instruction	PASS	1,404.00
8	5885	Misc. Operational Exp.	601100	Instructional -VP of Instructi	PASS	57.84
8	5885	Misc. Operational Exp.	602000	Course And Curriculum	PASS	475.32
8	5885	Misc. Operational Exp.	100200	Art (Painting, Drawing, and Sc	PASS	419.76
8	5885	Misc. Operational Exp.	170100	Mathematics, General	PASS	192.52

**180,718.93**

# Accounting – 50% Calculation

- *No Measure B – Parcel Tax expenditures are included in the district's 50% Calculation*
- *50% Calculation includes General Fund expenditures only*

2015-16	2014-15	2013-14	2012-13
51.11%	50.13%	50.02%	50.61%

# Accounting – 50% Calculation

	2015-16 Actual	2014-15 Actual	2013-14 Actual	2012-13 Actual
<u>Instructional Expenditures</u>				
General Fund (as per 311 Report)	\$67,946,199	\$60,154,357	\$53,226,927	\$51,428,875
Measure B	\$0	\$0	\$2,623,891	\$3,179,851
<u>Academic Salaries*</u>				
General Fund	\$47,988,070	\$40,633,228	\$35,235,708	\$34,648,642
Measure B	\$1,429,962	\$4,157,952	\$6,394,324	\$3,222,024

\*- non administrative; exclusive of benefits

# Financial Audits

*The Parcel Tax (Measure B) was approved by the voters within the boundaries of the Peralta Community College District in June 2012. Proceeds from the Parcel Tax are deposited into a separate Fund of the District (Fund 12) and expenditures charged against the proceeds are accounted for with this fund as well.*

*As part of the Annual Contracted District Audit, all funds of the District are included in the audit. Both revenues and expenditures are tested against the risk assessment requirements, tested for appropriate internal controls over the journal entries and fund/object designations on a sample basis in accordance with AICPA requirements.*

*Because of the reporting model used by the Peralta Community College – and all community college districts in California, the fund level activity is not shown within the report. The reporting model is an Entity-Wide reporting model whereby all funds of the District are consolidated and converted to full accrual basis accounting.*

*-- VAVRINEK, TRINE, DAY & CO., LLP  
(PCCD external auditing firm)*

# Financial Reports - Summary

			<b>2015-16 Actuals</b>	<b>2014-15 Actuals</b>	<b>2013-14 Actuals</b>	<b>2012-13 Actuals</b>
		Beginning Fund Balance	<b>1,839,994</b>	<b>2,578,997</b>	<b>2,175,631</b>	<b>-</b>
<b>Revenue</b>						
	8810	Tax Revenues	8,011,393	8,064,786	8,055,804	7,682,155
	8860	Interest/ Other Local	193,737	6,460	5,260	1,042
			<b>8,205,130</b>	<b>8,071,246</b>	<b>8,061,063</b>	<b>7,683,197</b>
<b>Expenses</b>						
	1000	Academic Salaries	1,429,962	4,157,952	6,394,324	3,222,024
	2000	Classified Salaries	4,020,068	3,092,329	410,110	247,511
	3000	Fringe Benefits	2,728,612	646,132	348,378	610,737
	4000	Books, Supplies & Materials	84,334	112,150	98,910	48,376
	5000	Other Operating Expenses and Services	468,170	579,713	270,375	1,323,753
	6000	Equipment/Capital Outlay/Other	70,599	221,974	135,600	55,165
	7000	Other Outgo	11,314	-	-	-
			<b>8,813,059</b>	<b>8,810,248</b>	<b>7,657,697</b>	<b>5,507,567</b>
		Ending Fund Balance	<b>1,232,065</b>	<b>1,839,994</b>	<b>2,578,997</b>	<b>2,175,631</b>

# Financial Reports - Summary

			<b>2016-17 Estimated</b>	<b>2015-16 Actuals</b>	<b>2014-15 Actuals</b>	<b>2013-14 Actuals</b>	<b>2012-13 Actuals</b>
		Beginning Fund Balance	<b>1,232,065</b>	<b>1,839,994</b>	<b>2,578,997</b>	<b>2,175,631</b>	<b>-</b>
<b>Revenue</b>							
	8810	Tax Revenues	8,060,000	8,011,393	8,064,786	8,055,804	7,682,155
	8860	Interest/ Other Local		193,737	6,460	5,260	1,042
			<b>8,060,000</b>	<b>8,205,130</b>	<b>8,071,246</b>	<b>8,061,063</b>	<b>7,683,197</b>
<b>Expenses</b>							
	1000	Academic Salaries	4,250,000	1,429,962	4,157,952	6,394,324	3,222,024
	2000	Classified Salaries	2,650,000	4,020,068	3,092,329	410,110	247,511
	3000	Fringe Benefits	1,275,000	2,728,612	646,132	348,378	610,737
	4000	Books, Supplies & Materials	75,000	84,334	112,150	98,910	48,376
	5000	Other Operating Expenses	449,531	468,170	579,713	270,375	1,323,753
	6000	Equipment/Capital Outlay/Other	25,000	70,599	221,974	135,600	55,165
	7000	Other Outgo	0	11,314	-	-	-
			<b>8,724,531</b>	<b>8,813,059</b>	<b>8,810,248</b>	<b>7,657,697</b>	<b>5,507,567</b>
		Ending Fund Balance	<b>567,534</b>	<b>1,232,065</b>	<b>1,839,994</b>	<b>2,578,997</b>	<b>2,175,631</b>

# Financial Reports - Detail

*See attachment for  
2012-13 through 2015-16 Measure B Expenditures - Detail*

# Financial Reports – Classified Staff

*See attachment for breakdown of  
2015-16 Measure B Classified Staffing expenditures*

# Q & A