

AGENDA ITEM 6.(a)  
 MEETING DATE June 25, 2008

**SOLANO COMMUNITY COLLEGE DISTRICT  
 GOVERNING BOARD AGENDA ITEM**

**TO: Members of the Governing Board**

**SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES**

**REQUESTED ACTION: APPROVAL**

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**EMPLOYMENT 2007-08**

**Short-term, Temporary & Substitute Assignments**

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Hourly Rate</u>
Jennie Escobedo	Registration Aide	6/26/08 – 9/12/08	\$ 10.00
Jeanine Hernandez	Registration Aide	6/26/08 – 9/12/08	\$ 10.00

**RESIGNATIONS**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Catherine Fites	Dean, Admissions & Records	6/30/08
Frank Kitchen	Director, Facilities	6/30/08

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**Richard Christensen, Ed.D.**  
 Director of Human Resources

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**June 23, 2008**  
**Date Submitted**

  
**GERALD F. FISHER**  
 Superintendent/President

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**June 23, 2008**  
**Date Approved**

AGENDA ITEM 7.(a)  
MEETING DATE June 25, 2008

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM**

**TO: Members of the Governing Board**

**SUBJECT: TENTATIVE BUDGETS AND PROPOSED TIME AND PLACE FOR THE PUBLIC HEARING AND ADOPTION OF THE OFFICIAL BUDGETS FOR 2008-09**

**REQUESTED ACTION: ADOPTION**

**SUMMARY:**

At this time the Board is being presented with the District's tentative 2008-09 budgets and the dates to establish the public hearing and formal adoption of the 2008-09 budgets. It is recommended that the following tentative budgets be adopted:

General Fund Budget in the amount of: \$ 59,523,954  
Capital Projects Budget in the amount of: \$ 147,750  
Bookstore Fund Budget in the amount of: \$ 3,912,120

**(CONTINUED ON PAGE 2)**

**SUPERINTENDENT'S RECOMMENDATION:**  **APPROVAL**  **DISAPPROVAL**  
 **NOT REQUIRED**  **TABLE**

Mazie L. Brewington, Vice President  
Administrative & Business Services

**PRESENTER'S NAME**

4000 Suisun Valley Road  
Fairfield, CA 94534-3197

**ADDRESS**

707-864-7167

**TELEPHONE NUMBER**

Administrative & Business Services

**ORGANIZATION**

June 23, 2008

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**



**GERALD F. FISHER**  
Superintendent/President

June 23, 2008

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

AGENDA ITEM 7.(a)  
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**SOLANO COMMUNITY COLLEGE DISTRICT  
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**TO: Members of the Governing Board**

**SUBJECT: TENTATIVE BUDGETS AND PROPOSED TIME AND  
PLACE FOR THE PUBLIC HEARING AND ADOPTION OF  
THE OFFICIAL BUDGETS FOR 2008-09**

**REQUESTED ACTION: ADOPTION**

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**SUMMARY:**

**(CONTINUED FROM PREVIOUS PAGE)**

The public hearing on these official 2008-09 budgets is tentatively scheduled for the Board meeting of September 3, 2008, in the Board Room of the Solano Community College District, 4000 Suisun Valley Road, Fairfield, CA 94534-3197. The tentative Board adoption date is scheduled for the Board meeting of September 3, 2008, in accordance with California Code of Regulations, Title 5, Section 58301. These dates are subject to change and are contingent on the final passage of the state budget. Once the state adopts a 2008-09 budget, the District has 60 days to approve its 2008-09 budget.

Attached is the report on the 2008-09 Tentative Budget that will be presented by Mazie L. Brewington, Vice President, Administrative & Business Services.

*Solano  
Community College District*



*Tentative Budget*

*Fiscal Year  
Beginning July 1, 2008  
and  
Ending June 30, 2009*

***SOLANO COMMUNITY COLLEGE DISTRICT***

**Governing Board**

Phil McCaffrey, President  
A.C. "Tony" Ubalde, Jr., Rel.D., Vice President  
James M. Claffey  
Denis Honeychurch, J.D.  
Pam Keith  
Stephen Murphy, J.D.  
A. Marie Young  
David R. Brannen, Student Trustee  
Gerald F. Fisher, Secretary

**Executive Council**

Gerald F. Fisher, Superintendent/President  
Robin L. Steinback, Ph.D., Vice President of Academic Affairs  
Lisa J. Waits, Ed.D., Vice President of Student Services  
Mazie L. Brewington, Vice President of Administrative & Business Services  
Jay Field, Vice President of Technology & Learning Resources  
Richard Christensen, Ed.D., Director of Human Resources

**Solano Community College District  
4000 Suisun Valley Road  
Fairfield, CA 94534  
Phone: (707) 864-7000  
<http://www.solano.edu>**

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**2008 - 2009**

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## EXECUTIVE SUMMARY

In large measure, Solano Community College District income is directly tied to the economy of the State of California. The State economy determines the level of State revenues which are the source of District income. Other than relatively minor and miscellaneous local income, District revenues are set through the process of development of the State budget.

Distribution of State funds is done through the enactment of the annual State Budget Act language and implementation legislation known as "trailer bills." The State Assembly and State Senate are expected to enact their versions of the State budget in June. Each version provides specific funding for community college programs. A budget conference committee will be named and charged with developing a budget plan for later review and approval by both the Assembly and the Senate. Once a Budget Bill is passed, it faces gubernatorial action to either approve or veto budget line items, including funding for community colleges.

The California Community Colleges System's Office overview of the Governor's fiscal year 2008-09 "May Revision" reflects the Governor's ongoing commitment and support for community colleges. California's community colleges are the only segment of higher education proposed to receive more general fund money in the 2008-09 budgets, while UC and CSU are forced to raise fees to increase their budgets. Highlights of the "May Revise":

### Overview

The Governor identifies a remaining budget shortfall of *\$17.2 billion*. He proposes closing this shortfall through a combination of new revenues and additional cuts.

The Governor proposes raising \$15.2 billion through borrowing against future State Lottery revenues. A ballot measure will be required to accomplish this objective. He proposes using these additional revenues to address the state's fiscal imbalance over the *next three years*.

The Governor proposes fully funding proposition 98 in 2008-09, as opposed to suspending Proposition 98 as he had proposed in January.

### Current Year (2007-08)

The May Revision proposes an augmentation of approximately \$69 million to partially backfill the current-year property tax shortfall. In addition, about \$6 million in other technical adjustments is identified to address the shortfall. Taken together, this would address approximately *\$75 million* of the *\$92 million* current year shortfall.

### Budget Year (2008-09)

- The May Revision proposes the following changes to the 2008-09 budget:
  - \* An augmentation of \$138.7 million, reflecting a downward adjustment in estimated property tax revenue for 2008-09.

- \* An increase of \$35.5 million for enrollment growth, bringing the total growth funding in the budget year to \$95.5 million (1.67 percent).
  - \* An increase of \$572,000 to restore the reduction proposed in the Governor's Budget to the Foster Care Training program, which will preserve approximately \$700,000 of federal matching funds for training foster parents.
  - \* Provisional budget bill language is proposed to provide district's flexibility to transfer funds between categorical programs in two programmatic areas.
- In addition, the following provisions are unchanged from the January budget proposal:
    - \* No Cost-of-Living Adjustment (COLA).
    - \* No increase in California Community College (CCC) student fees/remain at \$20 unit.
    - \* Proposed cuts to CCC categorical remain (averaging 7%), with the exception of the revised proposal for the Foster Care Training Program noted above.
    - \* Proposed elimination of new Competitive Cal Grants.

**Governor's Budget - Impact on Solano College**

- \* The Governor's May Revise provided a plan to relieve the property tax shortfall in the current year, however, until the budget act is signed Solano College's share is approximately \$753,668. This has been accounted for by applying a deficit factor to apportionment receipts for 2007-08.
- \* The College Lottery allocation of \$1.3M is in question until voters take action in November, providing this item is on the ballot. For purposes of the Tentative budget, 2007-08 allocation levels were used.
- \* For 2008-09, new revenue is only attainable through growth.
- \* Selected Categorical Program reductions create difficult cut decisions. Across the board cuts to all categorical programs range from 4-11 percent totaling \$80M statewide. This cut threatens core student success programs including: counseling, disabled, economically disadvantaged students, financial aid assistance, and academic support for students needing basic skills.
- \* Maintains current fee level at \$20.00 a unit; however, elimination of new Competitive Cal Grants could affect enrollment.

*While the Governor's revised proposal leaves community colleges much better off than where we were headed, some uncertainty remains.*

**Uncertain Items:**

- \* Proposal to address the State deficit using Lottery Funds or raising sales tax by 1%.
- \* Proposed elimination of the Cal Grant B Competitive Program.
- \* No COLA.
- \* Cuts to Categorical Programs averaging 7%.



**Board Action:**

State law requires that the Governing Board approve a Tentative Budget prior to June 30 of each year. The Tentative Budget is developed in accordance with the approved budget calendar and District participatory governance policy and procedure.

The Tentative Budget is a continuation of the Budget Development process and incorporates revenue assumptions, college and program allocations, and expenditure estimates for all funding sources. Budgeted amounts and explanation of assumptions and estimates are included in the attached Tentative Budget report.

At this time the Board is being presented with the District's Tentative 2008-09 budgets and the dates to establish the public hearing and formal adoption of the 2008-09 budgets. It is recommended that the following Tentative budgets be adopted:

General Fund Budget in the amount of:	\$59,523,954
Capital Projects Budget in the amount of:	\$ 147,750
Bookstore Fund Budget in the amount of:	\$ 3,912,120

The public hearing on these official 2008-09 budgets is tentatively scheduled for the Board meeting of September 3, 2008, in the Board Room of the Solano Community College District, 4000 Suisun Valley Road, Fairfield, CA 94534-3197. The tentative Board adoption date is scheduled for the Board meeting of September 3, 2008, in accordance with California Code of Regulations, Title 5, Section 58301. These dates are subject to change and are contingent on the final passage of the state budget. Once the state adopts a 2008-09 budget, the District has 60 days to approve its 2008-09 budget.

## SOLANO COMMUNITY COLLEGE DISTRICT

### GENERAL FUND TENTATIVE BUDGET

#### KEY ELEMENTS FOR THE 2008-09 TENTATIVE BUDGET

The proposed Tentative Budget meets the requirements of Title 5, Section 58305 of the California Code of Regulations and represents an estimate of revenue and expenditures for the 2008-09 fiscal year. This proposal takes into account the projected service level of Full Time Equivalent Students (FTES). This total represents less than a 1% increase over the funded FTES recorded during the 2007-08 school year.

Prior year reported FTES enrollment includes 455 accelerated Summer FTES. The budget year enrollment reporting will continue the same pattern of Summer enrollment reporting.

**Overview:** All 2008-09 negotiated/projected salary and benefit adjustments will be included for regular, hourly and student workers. All step, column, and longevity adjustments will be included.

The regular adjunct faculty budget will be based on an assumption of an annual average of 480 WSCH per faculty full-time equivalent. Adjunct faculty is budgeted at \$6,216,867. This represents a five percent reduction from the prior year.

A total of 7 faculty positions will be filled for the 2008-09 fiscal year. This total is comprised of seven (7) replacements due to retirements. No additional faculty positions are proposed. The 2008-09 budget will fund 174 full-time faculty compared to the Fall, 2007 obligation of 171.6.

Mandatory benefits are budgeted as follows:

- STRS 8.25%
- PERS 9.43%
- OASDI 6.20%
- Medicare 1.45%
- SUI .30%
- Workers' Compensation 1.48%

Health and Welfare benefits (medical, dental, vision, life insurance) reflect a 6.24% increase and are based on quotes received from our health/insurance providers. Employer-paid premiums are at a \$382,850 increase compared to the prior year.

Supplies and operating expenses (discretionary budget items) do not include any dollars to fund the District's 2008-09 priorities.

**KEY ELEMENTS FOR THE 2008-09 TENTATIVE BUDGET  
(CONTINUED)**

**Revenue Assumptions:**

Revenue estimates for the purpose of preparing the Tentative Budget were keyed to the Districts projected 2008-09 P-1 attendance report and the Governor's Proposal for the 2008/09 State Budget for California Community Colleges released on January 10, 2008. The most critical assumptions for Solano College are outlined below.

1. State General Apportionment Revenues will be based upon the 2008/09 First Principal Apportionment (P-1) base adjusted by system recommendations for budget reductions in the New Year. For planning purposes, the College has not assumed a deficit in the base apportionment allocation for the Tentative budget.
2. Cola was declared at 4.94% by Department of Finance, but not funded in the Governor's 2008-09 budgets for apportionment and categorical programs. The District will have to contend with an expected increase in medical benefit premiums averaging 6.24%, a 5% increase in utilities' costs, an increase in the employer contribution to PERS, fully fund the new Vallejo Center and other central service cost increases. *All projected increases are tentative and will be adjusted prior to the adoption of the budget.*
3. The statewide enrollment growth for apportionment is set at 1.67%. The System anticipates natural demographic increases on the \$2.6 million student base. The System Office has published the District specific growth rates for 2008-09 at 1.13%. Currently, the College enrollment FTES is moving favorably toward restoring the 2005/06 funded FTES level of 9,182. No paid growth is projected at this point and time for the 2008/09 fiscal year, but could change after final attendance numbers are refined and a number of other possible strategies are employed.
4. Projected FTES for 2008/09 is 9,182, which would represent the second year of restoration back to the base and allow for possible growth funding one year earlier than the allowable three year cycle.
5. The College enrollment fee will be based upon the 2007/08 P-2 figures. The Governor has recommended that fees remain at \$20.00 per unit. If enrollment fees are further decreased, total District revenue will not increase. The State General Fund portion simply increases so there will be no negative impact upon College revenues.
6. Property taxes are based upon 2007/08 P-2 figures. If property tax receipts decrease, this source of revenue also will not impact District overall revenue since, like enrollment fees, it would be anticipated that the State General Fund portion will be increased by a like amount. There is new legislation recommended this year to make this an automatic process for community colleges.

**KEY ELEMENTS FOR THE 2008-09 TENTATIVE BUDGET  
(CONTINUED)**

7. Lottery revenue per FTES is estimated to be \$143.50. Of this total, \$121 per FTES will be recorded in the Unrestricted General Fund. The remaining \$22.50 will be restricted as mandated by Proposition 20 and this amount must be confined to the purchase of instructional materials.

**Expenditure Assumptions:**

1. Projected increase in medical benefit premiums are averaging 6.24%.
2. A total of 7 faculty positions will be filled for the 2008/09 fiscal year. This total is comprised of 7 replacements due to retirements. The 2008/09 budget will fund 174 full-time faculty positions, which meets the Districts Faculty Obligation Number starting fall semester.
3. Fully fund the new Vallejo Center operation starting in June 2008 (summer session).
4. All 2008/09 negotiated/projected salary and benefit adjustments will be included for regular, hourly and student workers. All step, column, and longevity adjustments will be included.
5. PERS board adopted employer contribution rate for 2008/09 is 9.428%, which is a slight increase over the current fiscal year rate of 9.30%.
6. Utility costs are budgeted at 2007/08 usage level plus an anticipated 5% increase due to new District facilities and higher per kilowatt rates.
7. Institutional plans and priorities tied to the College strategic plan may be expensed during the adopted budget based on available or targeted discretionary funds.

**Reserve Assumptions:**

1. Maintain District Unrestricted General Fund Reserve at 5%.
2. Build in contingency line items for unforeseen liabilities, and institutional priorities that arise out the College's governance processes linking to the College Strategic Plan.

## **OTHER KEY BUDGET STRATEGIES**

### **ENROLLMENT AND SUMMER ACCELERATION**

For the 2007-08 fiscal year, the State budget projected a funded growth rate of 1.33% for Solano College. The College did grow from term to term, but due to FTES acceleration did not restore back above the funded base FTES target of 9,182 and therefore did not receive a resource allocation in this area. The advance preliminary funded growth rate for 2008-09 is 1.13%. Funded growth rates are prescribed by State law and have been distributed to all California Community Colleges Chief Business Officials in a May, 2008 memorandum by Frederick Harris, Assistant Vice Chancellor.

Fiscal year 2007-08 reported enrollment will maximize receipt of State funds through acceleration of a portion of 2008 summer enrollment to the 2007-08 fiscal year, CCFS-320 Enrollment Report. Four hundred fifty five (455) FTES of a total projected summer session FTES is being accelerated. This action restores all but 81 of the Stability Apportionment funding received in the 2006-07 fiscal year. The receipt and commitment to this stability apportionment income earned from accelerated enrollment will best meet the service and financial goals of Solano College for the 2007-08 fiscal year. Nonetheless, the College will employ strategies tied to the 2008-09 institutional budget priorities to achieve or exceed the base of 9,182 FTES and hopefully reach District growth targets and not rely on borrowing in future years, since this does not result in an ongoing improvement to College revenue.

The May Revision proposes a statewide growth rate of 1.67%. The Tentative budget assumes the College will restore its base FTES of 9,182. For purposes of the Tentative budget, no revenue or expenses is projected for paid growth.

**FINAL- 2008-09 Proposed College Institutional Priorities List**

The College priorities for 2008-09 are a continuation of the 2007-08 prioritization lists as the College develops its strategic plan that will integrate institutional planning with the budget process.

Executive Council Original Rank	Proposed Rank by FABPAC	Proposed Rank by Supt/Pres.	Priority	Cost	Revised Cost w/ Removed Items
1	6	1	Director of Public Relations/Marketing/Communications	110,000	82,118
2	9	6	Information Analyst	75,969	83,871
3	5	5	Child Development Center Director	80,000	80,000
4	10	Funded as support	Renewal of SARS	8,000	
5	1	3	Purchasing Technician/Buyer	55,476	61,068
6	4	4	Custodial Support	40,125	57,399
7	8	9	1 PT Athletic Counselor	31,500	31,500
8	2	2	Art Lab Technician	55,476	61,068
9	16	12	Director of Advancement	110,000	
10	10	10	Degree Audit Evaluator	61,592	61,592
11	7	7	Fully Fund & Expand Tutoring Center (Expanded summer cost)	65,000 20,000	21,255 20,000
12	11	11	Campus Outreach Coordinator	55,000	55,000
13	14	13	Disabled Student Program Director	30,000	30,000
14	15	14	Release-Time Division Coordinators	60,000	60,000
15	12	15	Learning Disabled Testing	20,000	20,000
16	3	8	Production Assist. – Graphic Arts	50,000	51,206
			<b>TOTAL</b>	<b>\$928,498</b>	<b>\$726,077</b>

During the 2007-08 year the District funded Priorities 1 to 5 and successfully hired all personnel. With the early preliminary news about the State's 2008-09 finances and its potential adverse impact on the District, the Executive Council agreed that a fiscally conservative approach is the best course of action. Discussion about the 2008-09 priorities resulted in the District keeping the current list and reviewing each subsequent priority on the list, with the flexibility to consider new requests after determining whether the need is a business necessity or institutional emergency priority. At FABPAC's December 5, 2007 meeting the members were informed that the recommendation was to continue funding down the list, with the ability for staff to present a new priority to respond to changing needs. At FABPAC's April 2 meeting, College President Gerry Fisher explained the rationale for the prioritization process, and at the May 21 meeting, President Fisher reported to FABPAC on the current status of the priorities and how the District will proceed for 2008-09.

**Cost Analysis by Ranking:**

Director of Public Relations/Marketing/Communications-Offset of \$30,000

1-5 = \$341,653    1-7 = \$466,779    1-9 = \$549,485    1-11 = \$666,077

1-6 = \$425,524    1-8 = \$517,985    1-10 = \$611,077    1-15 = \$726,077

## **FACILITIES**

The State budget is expected to continue the opportunity of a dollar-to-dollar matching fund for scheduled maintenance projects. Statewide, the State Chancellor's Office develops a priority listing for scheduled maintenance projects. Projects are funded to the level permitted from enactment of a State matching fund budget for this purpose. The funding provided in the State budget is unknown at this date. The estimated District match will be charged to the Measure G Bond Funds.

Ongoing dollars for scheduled maintenance and instructional support dollars are provided for in the May Revise totaling \$24.3M statewide. Solano College will receive \$89,100 for each program. This is a 10.9% reduction from the prior year. The College does have some carryover dollars to augment this allocation.

These ongoing funds will be appropriated for facilities' upgrades and instructional materials for the College. The College's five-year plan scheduled to be released on July 1 will help to determine the unfunded facility projects to receive one-time funding in the event that the May Revise proposal remains the same in the final State budget.

## **EMPLOYEE COMPENSATION**

Accurate budgeting of employee compensation, plus retiree benefit costs, is crucial to budget development. Salary schedule changes are subject to collective bargaining and are a component of total employee compensation. The Tentative Budget does not include any salary schedule increases from the receipts of the 2007-08 COLA as this is a negotiated item and no settlement agreement has been reached as of the tentative budget.

Employee compensation also includes wage-driven benefits and optional District-provided health and welfare benefits. Wage-driven benefits are retirement premiums, social security, FICA, workers' compensation, and unemployment insurance. These expenses are charged to the proper program general ledger account. Increases in wage-driven benefits are afforded through the State-funded cost-of-living adjustment.

Discretionary or optional benefits are health, dental, vision, and other programs established through collective bargaining or Governing Board policy. Cost for discretionary benefits programs continue to rise.

The premium rates have been announced by each benefit provider and are included in the expenditure budget. Overall, health plan premiums will increase by \$382,850.43 or a 6.24% increase compared to the 2007-08 fiscal year.

Clearly, the extreme increases in the cost for employee and retiree health programs must be contained. Education programs and District financial solvency are jeopardized by the uninterrupted annual increases in health premiums and other discretionary employee benefit costs.

**SOLANO COMMUNITY COLLEGE DISTRICT  
GENERAL FUND TENTATIVE BUDGET  
2008-09 FISCAL YEAR**

DESCRIPTION	2007-08 ADJUSTED BUDGET	2007-08 UNAUDITED ACTUALS	2008-09 TENTATIVE BUDGET
<b>AUDITED BEGINNING BALANCE</b>	<b>5,822,105</b>	<b>5,891,820</b>	<b>5,069,736</b>
<b>REVENUE</b>			
8100 - Federal Income			
VTEA	277,626	277,626	263,745
Veterans Assistance	3,900	3,900	3,705
Financial Aid (CWSP)	179,313	179,313	168,106
Other	1,177,025	1,177,025	1,156,893
<b>TOTAL FEDERAL INCOME</b>	<b>1,637,864</b>	<b>1,637,864</b>	<b>1,592,449</b>
8600 - State Income			
Apportionment	30,774,559	30,556,035	31,037,369
Apportionment-One Time	0	19,764	0
Part-Time Faculty Compensation	373,804	373,804	333,059
TANF/Cal Works Apportionment	331,183	331,183	316,821
EOPS/DSPS/CARE Apportionment	1,479,388	1,479,388	1,418,347
Tax Relief Subvention	135,619	135,619	142,400
Lottery Revenue	1,612,089	1,340,869	1,630,048
Mandated Costs	0	0	0
Instructional Equipment-Ongoing	141,720	141,720	89,100
Instructional Equipment-One Time	335,821	230,885	134,262
Career Tech Equipment-One Time	249,500	249,500	118,513
Basic Skills-One Time	157,274	157,274	89,100
Scheduled Maintenance-Ongoing	114,470	34,676	168,894
Scheduled Maintenance-One Time	374,855	113,649	290,532
Matriculation	663,051	663,051	633,868
All Other State Sources	2,228,315	1,794,437	2,640,093
<b>TOTAL STATE INCOME</b>	<b>38,971,648</b>	<b>37,621,854</b>	<b>39,042,406</b>
8800 - Local Income			
Taxes	11,312,380	11,312,380	11,735,599
Nonresident Tuition	255,000	161,974	202,468
Enrollment Fees	3,432,450	2,989,600	3,139,080
All Other Local Sources	3,508,074	4,313,119	3,090,941
<b>TOTAL LOCAL INCOME</b>	<b>18,507,904</b>	<b>18,777,073</b>	<b>18,168,088</b>
<b>TOTAL REVENUES</b>	<b>59,117,416</b>	<b>58,036,791</b>	<b>58,802,943</b>



**SOLANO COMMUNITY COLLEGE DISTRICT  
GENERAL FUND TENTATIVE BUDGET  
2008-09 FISCAL YEAR**

DESCRIPTION	2007-08 ADJUSTED BUDGET	2007-08 UNAUDITED ACTUALS	2008-09 TENTATIVE BUDGET
<b>EXPENDITURES AND OTHER OUTGO</b>			
1000 - Academic Salaries	22,316,024	22,453,275	21,831,033
2000 - Classified Salaries	10,743,637	10,585,234	10,479,034
3000 - Employee Benefits	<u>11,757,683</u>	<u>11,697,333</u>	<u>12,962,683</u>
<b>TOTAL COMPENSATION</b>	<b>44,817,344</b>	<b>44,735,842</b>	<b>45,272,750</b>
4000 - Books and Supplies	2,959,755	2,087,182	2,415,981
5000 - Other Operating Exp.	<u>9,693,618</u>	<u>9,851,161</u>	<u>10,122,758</u>
<b>TOTAL CURRENT EXPENSE</b>	<b>57,470,717</b>	<b>56,674,185</b>	<b>57,811,489</b>
6000 - Capital Outlay	1,860,556	1,446,364	1,278,663
<b>TOTAL 1000 - 6000</b>	<b>59,331,273</b>	<b>58,120,549</b>	<b>59,090,152</b>
7000 - Other Outgo	<u>469,347</u>	<u>488,326</u>	<u>383,802</u>
<b>TOTAL EXPENDITURES</b>	<b><u>59,800,620</u></b>	<b><u>58,608,875</u></b>	<b><u>59,473,954</u></b>
7900 - Reserve for Contingencies	250,000	250,000	50,000
<b>TOTAL EXPENDITURES + RESERVE</b>	<b><u>60,050,620</u></b>	<b><u>58,858,875</u></b>	<b><u>59,523,954</u></b>
<b>EXCESS (DEFICIT)</b>	<b>(933,204)</b>	<b>(822,084)</b>	<b>(721,011)</b>
<b>ENDING BALANCE</b>	<b>4,888,901</b>	<b>5,069,736</b>	<b>4,348,725</b>
<b>REQUIRED RESERVES (5%)</b>			<b>(2,554,253)</b>
<b>DESIGNATED FUND BALANCE FOR FUTURE DEBT SERVICE</b>			<b>(83,600)</b>
<b>DESIGNATED FUND BALANCE FOR REPAIR/REPLACE EQUIP</b>			<b>(290,259)</b>
<b>UNDESIGNATED FUND BALANCE</b>			<b>1,420,613</b>

**SOLANO COMMUNITY COLLEGE DISTRICT  
CAPITAL OUTLAY TENTATIVE BUDGET  
2008-09 FISCAL YEAR**

DESCRIPTION	2007-08 ADJUSTED BUDGET	2007-08 UNAUDITED ACTUALS	2008-09 TENTATIVE BUDGET
<b>AUDITED BEGINNING BALANCE</b>	<b>1,512,444</b>	<b>1,512,444</b>	<b>1,771,715</b>
<b>REVENUES:</b>			
8600 - State Sch Maint Program	0	0	0
8800 - Redevelopment Revenue	500,000	351,718	300,000
8800 - Interest/Misc Income	45,000	49,745	52,000
8900 - Interfund Transfers	0	0	0
<b>TOTAL REVENUES</b>	<b>545,000</b>	<b>401,463</b>	<b>352,000</b>
<b>EXPENDITURES:</b>			
2000 - Classified Salaries	2,000	2,000	2,500
3000 - Employee Benefits	200	200	250
4000 - Supplies & Materials	0	0	0
5000 - Other Operating Expenses	50,000	30,000	10,000
6000 - Capital Outlay	10,000	10,000	25,000
<b>TOTAL EXPENDITURES</b>	<b>62,200</b>	<b>42,200</b>	<b>37,750</b>
7000 - Retirement of Long Term Debt	110,000	99,992	110,000
<b>TOTAL EXPENDITURES</b>	<b>172,200</b>	<b>142,192</b>	<b>147,750</b>
<b>EXCESS (DEFICIT)</b>	<b>372,800</b>	<b>259,271</b>	<b>204,250</b>
<b>ENDING BALANCE</b>	<b>1,885,244</b>	<b>1,771,715</b>	<b>1,975,965</b>

**SOLANO COMMUNITY COLLEGE DISTRICT  
SOLANO COMMUNITY COLLEGE BOOKSTORE FUND  
2008-09 FISCAL YEAR**

DESCRIPTION	2007-08 ADJUSTED BUDGET	2007-08 UNAUDITED ACTUALS	2008-09 TENTATIVE BUDGET
<b>AUDITED BEGINNING BALANCE</b>	<b>1,306,606</b>	<b>1,306,606</b>	<b>1,950,176</b>
<b>REVENUES:</b>			
8847 - Sales	4,000,000	3,737,358	3,900,000
8862 - Interest	29,000	13,200	18,000
8891 - Fees	1,800	0	0
8895 - Other	6,500	3,700	4,500
<b>TOTAL REVENUES</b>	<b>4,037,300</b>	<b>3,754,258</b>	<b>3,922,500</b>
<b>EXPENDITURES:</b>			
2000 - Classified Salaries	432,041	250,690	305,637
3000 - Employee Benefits	200,102	105,149	181,512
4000 - Supplies/Cost of Goods Sold	3,100,000	2,539,190	3,200,000
5000 - Operating Expenses/Depreciation	225,000	130,688	140,000
6000 - Capital Outlay	5,000	5,000	5,000
<b>TOTAL EXPENDITURES</b>	<b>3,962,143</b>	<b>3,030,717</b>	<b>3,832,149</b>
7000 - HUD Loan Transfer	32,616	32,616	32,616
ASSC Annual Transfer	22,355	22,355	22,355
Contrib Cap to General Fund	25,000	25,000	25,000
<b>TOTAL TRANSFERS</b>	<b>79,971</b>	<b>79,971</b>	<b>79,971</b>
<b>TOTAL EXPENDITURES</b>	<b>4,042,114</b>	<b>3,110,688</b>	<b>3,912,120</b>
<b>EXCESS (DEFICIT)</b>	<b>(4,814)</b>	<b>643,570</b>	<b>10,380</b>
<b>ENDING BALANCE</b>	<b>1,301,792</b>	<b>1,950,176</b>	<b>1,960,556</b>

AGENDA ITEM 7.(b)  
MEETING DATE June 25, 2008

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM**

**TO: Members of the Governing Board**  
**SUBJECT: BID #08-008, AUTHORIZATION TO AWARD CONTRACT TO JEFF LUCHETTI CONSTRUCTION, INC., FOR THE VACAVILLE CENTER PROJECT**  
**REQUESTED ACTION: ACCEPTANCE OF BID #08-008**

**SUMMARY:**

It is recommended that the District award the construction of the new Vacaville Center to Jeff Luchetti Construction, Inc., the low responsible bidder, in the amount of \$13,985,000. There were no bid alternates. This project involves the construction of a new classroom building, including related site work, landscaping, and parking.

The District does hereby affirmatively declare:

- 1. The District has determined that Mascon, Inc., has complied with the requirement for relief from its bid under Public Contract Code (PCC) 5103. The District is relieving Mascon, Inc., from its bid under PCC 5103. The District shall prepare a written public record report under PCC 5103 with its findings.

**CONTINUED ON NEXT PAGE:**

**SUPERINTENDENT'S RECOMMENDATION:**  **APPROVAL**  **DISAPPROVAL**  
 **NOT REQUIRED**  **TABLE**

Ron Richards, Project Manager  
Kitchell CEM

**PRESENTER'S NAME**

400 Suisun Valley Road  
Fairfield, CA 94534

**ADDRESS**

(707) 864-7856

**TELEPHONE NUMBER**

Maintenance & Operations

**ORGANIZATION**

June 23, 2008

**DATE SUBMITTED TO  
SUPERINTENDENT/PRESIDENT**

  
**GERALD F. FISHER**  
Superintendent/President

June 23, 2008

**DATE APPROVED BY  
SUPERINTENDENT/PRESIDENT**

AGENDA ITEM 7.(b)  
MEETING DATE June 25, 2008

**SOLANO COMMUNITY COLLEGE DISTRICT  
GOVERNING BOARD AGENDA ITEM**

**TO: Members of the Governing Board**

**SUBJECT: BID #08-008, AUTHORIZATION TO AWARD CONTRACT  
TO JEFF LUCHETTI CONSTRUCTION, INC., FOR THE  
VACAVILLE CENTER PROJECT**

**REQUESTED ACTION: ACCEPTANCE OF BID #08-008**

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**SUMMARY:**

**CONTINUED FROM PREVIOUS PAGE:**

2. The District has determined that the next lowest bid of Allen L. Bender, Inc., is non-responsive and is rejected because:
  - a) All blank spaces and signatures were not completed in accordance with section 1.5(A) so that the Allen L. Bender, Inc., bid was incomplete, incorrect and non-conforming;
  - b) The Allen L. Bender, Inc., bid did not contain a completed, notarized Non-Collusion Affidavit as required under Public Contract Code PCC 7106 and Section 1.5 (C)(3) and Section 1.7 of the Instruction to Bidders;
  - c) The Allen L. Bender, Inc., bid failed to contain a detailed explanation on a separate paper with dates of occurrences under item #7 of the Statement of Experience Bid Document 00-45-13-8 regarding any arbitration it had participated in.
3. The District has determined that the Jeff Luchetti Construction, Inc., bid is responsive, and the contract is to be awarded to Jeff Luchetti Construction, Inc.

Attached is the bid tabulation prepared by the Kitchell CEM Staff.

A copy of the bid, plans, specifications, and addendums for this project are available for review upon request through the Facilities Office.



