



**Minutes**  
**Fiscal Advisory Committee**  
**Wednesday, April 6, 2022, 2:00 p.m.**  
**Zoom:** <https://zoom.us/j/99590965214?pwd=cjJVUSs1dmdSd2VmUnpBV2lNQ05XZz09>

**Voting Members** (Members highlighted were present)

**ALG**

Susan Wheet

Peter “Tony” Zitko

**CTA**

Karen Cook

**Local 39**

Jeff Lehfeldt

**SCC Educational Foundation**

Curt Johnston

**CSEA**

Carla Maguire

**Faculty**

Erica Beam

Ruth Fuller

LaNae Jaimez

**Minority Coalition**

Michelle Arce

**ASSC**

Scott Ferguson

**Advisory Members**

David Williams

Shannon Cooper

Shannon Beckham

Virgie Bender

**Alternates**

Pam Muick (CTA)

Rhuenette Alums (Minority Coalition)

Partic Moe (ASSC)

Michael Wiley (Faculty)

ITEM
<p><b>1. Opening actions</b> <i>Call to order 2:02pm</i></p> <ul style="list-style-type: none"> <li>• <b>Roll call</b> – <i>See above for members present</i></li> <li>• <b>Approval of Agenda</b> – <i>Tony motioned; Jeff seconded – all in favor</i></li> <li>• <b>Approval of Minutes</b> – <i>LaNae motioned; Tony seconded – all in favor</i></li> </ul>
<p><b>2. Comments from the public</b> - <i>None</i></p>
<p><b>3. Resolution to Remain Remote</b> – <i>Jeff motioned; Karen seconded – all in favor (attached)</i></p>
<p><b>4. Budget Update – Quarterly Reports</b> – <i>Susan presented the quarterly budget updates (see attached)</i></p>
<p><b>5. Requests for Future Meetings</b></p> <ul style="list-style-type: none"> <li>• <i>Audit firm to come for STRS/PERS Reserve in Unrestricted Fund explanation</i></li> <li>• <i>HEERF update</i></li> </ul>
<p><b>6. Adjournment</b> – <i>LaNae motioned; Curt seconded – all in favor</i></p>



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**RESOLUTION REGARDING THE CONTINUED STATE OF EMERGENCY AND NEED FOR REMOTE MEETINGS**

**WHEREAS**, The Board of Trustees of Solano Community College District found that state of emergency originally declared on March 18, 2020 continues to directly impact the ability of its members to meet safely in person (RESOLUTION NO. 21/22-29), and, thus, they will continue to hold virtual meetings;

**WHEREAS**, The Fiscal Advisory Committee of Solano Community College also believes that the state of emergency originally declared on March 18, 2020 continues to directly impact the ability of its members to meet safely in person;

**BE IT RESOLVED**, that Fiscal Advisory Committee of Solano Community College will continue to hold virtual meetings ensuring public access to all meeting materials and Zoom links;

**BE IT FURTHER RESOLVED**, that the Fiscal Advisory Committee will assess the conditions related to COVID and the State of Emergency at least every 30 days in compliance with AB 361 (2021).

**RESULTS:**

AYES: Ten (10)

NAYES: none

ABSTENTIONS: none

**April 6, 2022**

  
\_\_\_\_\_  
**Signature of recording secretary**



<http://www.solano.edu>

## 2021-2022 Budget Update As of 03/31/2021

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## **Budget Update Summary End of 3rd Quarter 2021-22**

### **Fund 11 - Unrestricted Revenue:**

- Property Taxes split out by category
- Other adjustments based on State Apportionment

### **Fund 11 - Unrestricted Expenses:**

- Small adjustments throughout categories based on actual expenditures through 3/31/2022

### **Fund 11 - Unrestricted Ending Fund Balance & Composition:**

- Beginning Fund Balance – Final beginning fund balance after completion of audit
- Estimated Payout for 2020/21 (Bucket System) – a majority of this has already been expensed.
- Reminder: STRS/PERS Reserve – moved from Fund 8901 due to audit team recommendation
- Stability Reserve – Increased due to additional beginning Fund Balance
- Added Non-Capitol Expenses Reserve
- Added Potential Salary Improvements over multiple years

### **Fund 12- Restricted Funds:**

- Physical Plant - includes one-time maintenance allowance
- Health Center - includes total anticipated costs of having Instant Urgent Care on campus
- Parking – Adjusted based on not charging for parking
- Other Operating Expenses based on additional revenue

### **Fund 74 – Student Financial Aid**

- HEERF adjustment based on final calculations
- Ending Fund balance adjustment after completion of audit
- Expenses based on other adjustments

SOLANO COMMUNITY COLLEGE DISTRICT  
Proposed Budget after Quarter 3  
FISCAL YEAR 2021-2022

**GENERAL FUND: UNRESTRICTED [11]**

	<b>2021-22 Adopted Budget 9/15/2021</b>	<b>2021-22 Proposed Budget End of 2nd Qtr 12/31/2021</b>	<b>2021-22 Proposed Budget End of 3rd Qtr 3/31/2022</b>	<b>Change from 2nd Qtr</b>
<b>REVENUES:</b>				
Enrollment Fees	\$ 3,856,185	\$ 3,856,185	\$ 3,404,507	\$ (451,678)
Property Taxes (State)	19,389,196	19,389,196	5,942,491	(13,446,705)
Property Taxes (Local/ERAF/RDA)			13,388,541	13,388,541
Education Protection Account	11,325,981	11,325,981	8,979,280	(2,346,701)
Ongoing State Apportionment	14,624,666	14,624,666	19,342,780	4,718,114
Hold Harmless/ <i>Stabilty</i> (Temporary)	3,768,803	3,768,803	3,593,201	(175,602)
Lottery	1,390,327	1,390,327	1,203,523	(186,804)
Other State Revenues	787,426	787,426	(1,814,143)	(2,601,569)
Other Local Revenues	1,534,883	1,534,883	2,637,286	1,102,403
<b>TOTAL REVENUES</b>	<b>56,677,466</b>	<b>56,677,466</b>	<b>56,677,466</b>	<b>(0)</b>
<b>EXPENDITURES:</b>				
Academic Salaries	22,272,601	22,000,000	22,272,601	272,601
Classified Salaries	10,520,559	11,000,000	10,520,559	(479,441)
Benefits	15,768,761	14,000,000	15,768,761	1,768,761
Supplies and Materials	607,245	350,000	628,318	278,318
Other Operating	6,158,770	8,000,680	6,110,278	(1,890,402)
Capital Outlay	71,950	50,000	99,369	49,369
Other Outgo	50,794	50,000	50,794	794
Contingency appropriation	250,000	250,000	250,000	-
<b>TOTAL EXPENDITURES</b>	<b>55,700,680</b>	<b>55,700,680</b>	<b>55,700,680</b>	<b>-</b>
<b>REVENUES OVER (UNDER)</b>	<b>976,787</b>	<b>976,786</b>	<b>976,786</b>	<b>(0)</b>
<b>EXPENDITURES</b>				
Prior Year Adjustments to Fund Balance	0	0	0	0
<b>BEGINNING FUND BALANCE</b>	<b>10,244,795</b>	<b>21,990,132</b>	<b>26,775,754</b>	<b>4,785,622</b>
<b>ENDING FUND BALANCE</b>	<b>11,221,582</b>	<b>22,966,918</b>	<b>27,752,540</b>	<b>4,785,622</b>
<b>Fund Balance / Reserve Ratio</b>	<b>20.1%</b>	<b>41.2%</b>	<b>49.8%</b>	<b>8.6%</b>
<b>FUND BALANCE COMPOSITION</b>				
Estimated amount paid out for 20/21 FY	n/a	2,640,216	330,000	(2,310,216)
Non-Capital Expense Reserve	n/a	n/a	1,000,000	1,000,000
Potential Salary Improvements (multiple years)	n/a	n/a	9,000,000	9,000,000
Fund Balance Reserved/Stability Reserve	2,857,549	5,027,926	6,112,506	1,084,580
Board Required Minimum 5% Reserve	2,605,508	2,785,034	2,785,034	-
Designated Reserve: Fund Balance-OPEB (soft) Reserve	4,000,000	4,000,000	4,000,000	-
STRS/PERS reserve (was listed previously as fund 7901, now 1105)	n/a	4,525,000	4,525,000	-
	<b>\$</b>	<b>\$ 18,978,176</b>	<b>\$ 27,752,540</b>	<b>\$ 8,774,364</b>

**NOTE:** Fund Balances currently under review - 'subject to change'.

SOLANO COMMUNITY COLLEGE DISTRICT  
Proposed Budget after Quarter 3  
FISCAL YEAR 2021-2022

**GENERAL FUND: RESTRICTED [12]**

	2021-22 Adopted Budget 9/15/2021	2021-22 Proposed Budget End of 2nd Qtr 12/31/2021	2021-22 Proposed Budget End of 3rd Qtr 3/31/2022	Change from 2nd Qtr
<b>REVENUES/Award Amounts:</b>				
<b>Federal Programs -</b>				
CARES/HEERF Student Support	7,780,823	-		-
CARES/HEERF Institutional Support	7,780,823	8,726,704	8,726,704	-
College Work Study	160,928	163,378	163,378	-
Perkins	430,933	437,946	437,946	-
TANF	42,719	52,529	62,782	10,253
Other Federal:	470,585	864,794	866,498	1,704
<b>TOTAL Federal Programs</b>	<b>15,768,761</b>	<b>10,245,351</b>	<b>10,257,308</b>	<b>11,957</b>
<b>State Programs -</b>				
Student Equity & Achievement (SEA)				0
Strong Workforce (Local and Regional)	2,963,494	5,630,701	5,630,701	0
Physical Plant & Instructional Support	2,100,000	3,349,920	3,349,920	0
EOPS	3,283,523	174,502	3,458,025	3,283,523
DSPS	414,317	540,499	540,499	(0)
College Promise	509,392	627,856	627,856	0
Cal Works	702,752	1,306,467	1,306,467	(0)
Financial Aid Administration (SFAA-BFAP)	253,468	336,734	290,806	(45,928)
Lottery	310,656	605,690	605,690	0
Other State Programs & Rollovers:	743,950	503,427	503,427	0
<b>TOTAL State Programs</b>	<b>4,000,000</b>	<b>6,964,184</b>	<b>7,689,097</b>	<b>724,913</b>
<b>TOTAL State Programs</b>	<b>15,281,552</b>	<b>20,039,980</b>	<b>24,002,489</b>	<b>3,962,509</b>
<b>Local Programs -</b>				
Health Center	240,000	157,543	240,000	82,457
Parking	75,000	342,156	75,000	(267,156)
Other Local Programs	170,000	1,433,825	1,618,524	184,699
<b>TOTAL Local Programs</b>	<b>485,000</b>	<b>1,933,524</b>	<b>1,933,524</b>	<b>0</b>
<b>TOTAL REVENUES</b>	<b>31,535,313</b>	<b>32,218,855</b>	<b>36,193,321</b>	<b>3,974,466</b>
<b>EXPENDITURES:</b>				
Academic Salaries		1,576,165	1,728,537	152,372
Classified Salaries		2,120,355	2,172,437	52,082
Benefits		1,071,881	1,238,510	166,629
Supplies and Materials		2,574,808	2,533,760	(41,048)
Other Operating		19,555,825	22,495,715	2,939,890
Capital Outlay/Equipment		3,223,427	3,313,668	90,241
Other Outgo/Student Awards		2,096,394	2,710,694	614,300
<b>TOTAL EXPENDITURES</b>	<b>31,535,313</b>	<b>32,218,855</b>	<b>36,193,321</b>	<b>3,974,466</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FUND BALANCE INCREASE (DECREASE)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Prior Year Adjustments to Fund Balance	0	0	0	0
<b>BEGINNING FUND BALANCE</b>	<b>3,956,161</b>	<b>3,536,497</b>	<b>3,536,497</b>	<b>0</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 3,956,161</b>	<b>\$ 3,536,497</b>	<b>\$ 3,536,497</b>	<b>\$ -</b>

new format to show  
more detail

**NOTE:** Fund Balances currently under review - 'subject to change'.

SOLANO COMMUNITY COLLEGE DISTRICT  
Proposed Budget after Quarter 3  
FISCAL YEAR 2021-2022

FINANCIAL AID [74%]

	2021-22 Adopted Budget 9/15/2021	2021-22 Proposed Budget End of 2nd Qtr 12/31/2021	2021-22 Proposed Budget End of 3rd Qtr 3/31/2022	Change from 2nd Qtr
<b>REVENUES/Award Amounts:</b>				
Federal Sources	\$ 11,698,424	13,594,212	15,285,893	1,691,681
State Sources	1,071,148	436,358	1,015,855	579,497
Local Sources	0	0	0	0
<b>TOTAL REVENUES</b>	<b>12,769,572</b>	<b>14,030,570</b>	<b>16,301,748</b>	<b>2,271,178</b>
<b>Breakdown by Funding Source:</b>				
<b>Federal Programs -</b>				0
PELL	n/a	6,265,204	6,265,204	0
FSEOG-Fed.Supp.Educ.Oppor.Grant	n/a	164,500	184,584	20,084
Federal Direct Loan	n/a	499,506	657,368	157,862
Emergency Financial Assistance	n/a	591,167	591,167	0
CARES/HEERF Institutional Support		6,073,835	7,587,570	1,513,735
Total Federal Programs		13,594,212	15,285,893	1,691,681
<b>State Programs -</b>				0
Cal Grant A	n/a	10,092	37,932	27,840
Cal Grant B	n/a	413,305	957,094	543,789
Cal Grant C	n/a	12,961	20,829	7,868
Total State Programs		436,358	1,015,855	579,497
<b>Local Programs -</b>				0
Other Local Programs	n/a	0	0	0
Total Local Programs		0	0	0
<b>TOTAL REVENUES</b>	<b>12,769,572</b>	<b>14,030,570</b>	<b>16,301,748</b>	<b>2,271,178</b>
<b>EXPENDITURES:</b>				
Academic Salaries	0	0	0	0
Classified Salaries	0	0	0	0
Benefits	0	0	0	0
Supplies and Materials	0	0	0	0
Other Operating	0	0	4833	4833
Capital Outlay/Equipment	0	0	0	0
Other Outgo/Student Awards	0	17,567,067	16,323,693	(1,243,374)
Other Sources	0	0	-	0
Other Uses	(12,769,572)	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>(12,769,572)</b>	<b>17,567,067</b>	<b>16,328,526</b>	<b>(1,238,541)</b>
<b>REVENUES OVER (UNDER)</b>				0
<b>EXPENDITURES</b>	0	(3,536,497)	(26,778)	3,509,719
<b>FUND BALANCE INCREASE (DECREASE)</b>				0
Prior Year Adjustments to Fund Balance	0	(3,536,497)	(26,778)	3,509,719
<b>BEGINNING FUND BALANCE</b>	<b>\$ 1,515,680</b>	<b>\$ 3,536,497</b>	<b>\$ 26,778</b>	<b>\$ (3,509,719)</b>
<b>ENDING FUND BALANCE</b>	<b>1,515,680</b>	<b>0</b>	<b>0</b>	<b>0</b>

**NOTE:** Fund Balances currently under review - 'subject to change'.

CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q  
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD 

Fiscal Year: 2021-2022

District: (280) SOLANO

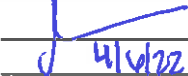
Quarter Ended: (Q3) Mar 31, 2022

Your Quarterly Data is Certified for this quarter.

**Chief Business Officer**

**CBO Name:** Susan Wheat

**CBO Phone:** 707-864-7209

**CBO Signature:**   
**Date Signed:** 4/6/22

**Chief Executive Officer Name:** Celia Esposito-Noy

**CEO Signature:**   
**Date Signed:** 4-6-22

**Electronic Cert Date:** 04/06/2022

**District Contact Person**

**Name:** Shannon Beckham

**Title:** Director of Fiscal Services

**Telephone:** 707-863-7810

**Fax:** 707-863-7820

**E-Mail:** shannon.beckham@solano.edu

California Community Colleges, Chancellor's Office  
Fiscal Services Unit  
1102 Q Street, Suite 4550  
Sacramento, California 95811

Send questions to:  
[ccfs311admin@cccco.edu](mailto:ccfs311admin@cccco.edu)



## CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

### Quarterly Financial Status Report, CCFS-311Q VIEW QUARTERLY DATA

CHANGE THE PERIOD

**Fiscal Year: 2021-2022**

**Quarter Ended: (Q3) Mar 31, 2022**

**District: (280) SOLANO**

As of June 30 for the fiscal year specified

Line	Description	Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
<b>A. Revenues:</b>					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	52,690,954	54,010,332	60,680,342	56,677,466
A.2	Other Financing Sources (Object 8900)	0	0	10,120	0
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	<b>52,690,954</b>	<b>54,010,332</b>	<b>60,690,462</b>	<b>56,677,466</b>
<b>B. Expenditures:</b>					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	52,857,086	53,526,875	51,181,211	55,649,886
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	37,661	2,502	33,439	50,794
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	<b>52,894,747</b>	<b>53,529,377</b>	<b>51,214,650</b>	<b>55,700,680</b>
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	<b>-203,793</b>	<b>480,955</b>	<b>9,475,812</b>	<b>976,786</b>
<b>D. Fund Balance, Beginning</b>					
D.1	Prior Year Adjustments + (-)	981,480	613,416	-1,566,869	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	<b>16,215,151</b>	<b>16,624,774</b>	<b>17,299,942</b>	<b>26,775,754</b>
E.	<b>Fund Balance, Ending (C. + D.2)</b>	<b>16,011,358</b>	<b>17,105,729</b>	<b>26,775,754</b>	<b>27,752,540</b>
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	30.3%	32%	52.3%	49.8%

**II. Annualized Attendance FTES:**

Line	Description	Actual 2018-19	Actual 2019-20	Actual 2020-21	Projected 2021-22
G.1	Annualized FTES (excluding apprentice and non-resident)	6,176.00	7,150.00	6,554.20	N/A

**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

Line	Description	As of the specified date/year ended for each fiscal year 2018-19	2019-20	2020-21	2021-22
H.1	Cash, excluding borrowed funds		18,083,567	14,545,054	29,394,964
H.2	Cash, borrowed funds only		0	0	0
H.3	<b>Total Cash (H.1 + H.2)</b>	<b>14,728,669</b>	<b>18,083,567</b>	<b>14,545,054</b>	<b>29,394,964</b>

**IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:**

Line	Description	Original Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
<b>I. Revenues:</b>					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	56,677,466	56,677,466	33,399,781	58.9%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	<b>56,677,466</b>	<b>56,677,466</b>	<b>33,399,781</b>	<b>58.9%</b>
<b>J. Expenditures:</b>					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	55,649,886	55,649,886	34,733,167	62.4%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	50,794	50,794	11,457	22.6%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	<b>55,700,680</b>	<b>55,700,680</b>	<b>34,744,624</b>	<b>62.4%</b>
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	<b>976,786</b>	<b>976,786</b>	<b>-1,344,843</b>	
L.	<b>Adjusted Fund Balance, Beginning</b>	<b>21,990,132</b>	<b>26,775,754</b>	<b>26,775,754</b>	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	<b>22,966,918</b>	<b>27,752,540</b>	<b>25,430,911</b>	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	41.2%	49.8%		

**V. Has the district settled any employee contracts during this quarter?**

**NO**

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**  
This year? **NO**  
Next year? **NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)



**ESTIMATED ENROLLMENT FEE REVENUE**

District: SOLANO


4/15/2022 Report - Second Principal Apportionment				
	Fees Paid	Receivables	Total Fees	Total Fees for Apportionment Purpose <sup>4</sup>
Revenue 1 Enrollment Fee <sup>1</sup> (ECS ½ 76300)	3,408,798	3,256	3,412,054	3,343,813
Revenue 2 Enrollment Fee <sup>1</sup> - Students from Bordering States (ECS ½ 76140(j))	0	0	0	0
Subtotal for Apportionment Funding <sup>2</sup>	3,408,798	3,256	3,412,054	3,343,813
Revenue 3 Baccalaureate Degree Program Fee <sup>3</sup>	112,216	0	112,216	
Total revenue (1+2+3)	3,521,014	3,256	3,524,270	

<sup>1</sup> Annualized enrollment fee revenue and receivables for courses beginning after the close of the prior year spring term through the close of the current year spring term.  
<sup>2</sup> Subtotal should agree to the amount reported on the CCFS-311 (Object Code 8874) at the end of the fiscal year.  
<sup>3</sup> Per CCR Title 5 ½ 58520 (b), revenue generated from the fee for upper division coursework in a baccalaureate degree pilot program is not included in the apportionment adjustments described in EDC ½ 76300.  
<sup>4</sup> Per EDC ½ 84751 (a)(2), the board of governors shall subtract 98% of fee revenues collected pursuant to EDC ½ 76300.

**Certification**

I, the District Chief Business Officer, hereby certify that, to the best of my knowledge and belief, the data on this form are true and correct.

Chief Business Officer

Signature:   
 Typed Name: Susan Wheat  
 Certify Date: 04/04/2022 09:51:08  
 District: SOLANO

For Supplemental Information, Contact

Name: Susan Wheat  
 Title: VP of Finance & Administration  
 Phone: 707-864-7209  
 Email: susan.wheat@solano.edu

**EMAIL SIGNED CERTIFICATION PAGE TO:**

**apportionments@cccco.edu**

Include your district, the fiscal year and reporting period in the email subject line.

Example: California CCD 2020-21 R1 Enrollment Fee Revenues

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