

Kern Community College District										Draft	5/6/2019
2019-20 GU001 District Operations Budget Variance											
GU001 Regular Salary & Benefit (excludes Temp Labor)	Chancellors Office & Board of Trustees	Institutional Research	Educational Services	Business Services	IT	Human Resources	Legal	District Operations	TOTAL		
Projected 2019-20 -- Salary & Benefits	544,966	527,105	796,452	2,773,669	5,040,616	3,156,977	422,867	635,959	13,898,611		
2018-19 Adopted Budget -- Salary & Benefits	526,829	532,345	738,880	2,489,380	4,752,952	2,677,674	405,333	616,134	12,739,527		
Variance Increase/(Decrease)	18,137	(5,240)	57,572	284,289	287,665	479,303	17,534	19,825	1,159,084		
Primary Variances											
Salary Step and Column and Other Changes	4,824	(14,369)	(3,011)	(13,720)	56,723	49,108	7,269	4,604	91,429		
COLA 3.46% increase in H/W Benefits	4,320	2,160	2,430	12,825	18,900	13,414	1,080	3,780	58,909		
Long Term Disability Rate Increase of %									-		
W/C Decrease from 1.026% to 0.9765% (4.82% decrease)	(151)	(171)	(274)	(881)	(1,656)	(1,021)	(147)	(191)	(4,492)		
STRS Rate Increase of 5.04%			4,084			8,936			13,021		
PERS Rate Increase of 15.16%	9,143	7,139	7,869	57,819	99,775	52,052	9,331	11,633	254,762		
	18,137	(5,240)	11,099	56,043	173,742	122,489	17,534	19,825	413,629		
Position Additions:											
Purchasing/Contracts Manager*				131,496					131,496		
Enterprise Res Plan Analyst I					113,923				113,923		
HR Director*						179,602			179,602		
Human Resources Specialist*						112,576			112,576		
Other:											
CCA Grievance (0.4 additional FTES not included in PY)						64,636			64,636		
Accounting Coordinator - Previously CCPT2 - Shift to GU001 due to Sustainability Grant Requirement				96,750					96,750		
Administrative Asst - 50% Previously CCPT2 - Shift GU001 due to Sustainability Grant Requirement			46,473						46,473		
Variance Increase/(Decrease)	18,137	(5,240)	57,572	284,289	287,665	479,303	17,534	19,825	1,159,084		
GU001 Non Labor & Debt Service & Temporary Labor											
Projected 2019-20 Tentative Budget (including proposed rollover)	514,500	60,334	526,206	8,280,190	5,733,879	591,510	412,500	384,289	16,503,408		
2018-19 Adopted Budget Non-Labor	799,500	28,250	561,456	7,930,077	6,530,540	571,400	314,500	339,789	17,075,512		
Variance Increase/(Decrease)	(285,000)	32,084	(35,250)	350,113	(796,661)	20,110	98,000	44,500	(572,104)		
Proposed Carryover from 18-19 (included in 2019-20 Tentative Budget) & One-Time Exp	(95,000)	(31,284)			(787,728)				(914,012)		
New Non-Labor Budget requests net of Carryover	419,500	29,050			4,946,151				15,589,396		
Variances See Attached Worksheet Detail											
* Approved by BOT											
Total Proposed 2019-20 DO Tentative Budget	1,059,466	587,439	1,322,658	11,053,858	10,774,495	3,748,487	835,367	1,020,248	30,402,019		
Net Change (includes Carryover)	(266,863)	26,844	22,322	634,401	(508,996)	499,413	115,534	64,325	586,979		
Positions set aside pending May revise					391,787	82,601			\$ 29,488,006.55	2019-20 Ongoing (does not include rollover or one-time)	
									\$ 27,864,815.00	2018-19 Ongoing (does not include rollover or one-time)	
									\$ 1,623,191.55	Net Increase to Ongoing Costs	
									\$ (1,159,083.72)	LESS: 2019-20 Ongoing Labor Increase	
									\$ 464,107.83	Change to 2019-20 Ongoing Non Labor	

			Actuals			Budget			
Dept	Account	Account Description	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses - as of Feb 8, 2019	2019 Adopted Budget	2020 Budget Request	Budget Variance Amount	Variance Explanation
Bus Svcs	2199	Classified Salary Abatement						(61,936)	50% Salary abatement from Foundation
	2392	Non-Inst Students	22,658	20,962	8,240	12,500	19,500	7,000	Based on PY's actuals
	2393	Class Non-Inst Overtime	1,994	1,654	2,150	0		0	
	2399	Cls Oth - Temp	12,644	11,457				0	
	4211	Non-Library/Magazines/Bks/Prdcls	0	183	179	200	250	50	
	4310	Inst Supplies & Materials		871				0	
	4313	Non-Inst Supplies & Materials	10,077	31,077	14,772	36,900	36,900	0	
	4315	Maint & Repairs Supplies	0	18	0	300		(300)	
	5111	Collection Fees		675				0	
	5119	Oth Non-Inst Consulting Services	171,440	37,976	44,788	175,000	220,000	45,000	Cambridge West - Budget Allocation Model
	5150	Cont Instruction	1,795					0	
	5220	Employee Travel	14,411	10,243	3,202	32,250	35,500	3,250	
	5220DT	Employee Travel DO	60	264	0	6,000	0	(6,000)	Moved part of this to 5220
	5230	Food/Meetings	535	1,431	947	1,800	2,000	200	
	5300	Institutional Dues/Memberships	2,905	1,665	4,213	3,000	3,750	750	
	5400	Comprehensive/Liab/Prpty/Auto Ins)	735,440	894,677	1,021,554	1,032,459	1,325,000	292,541	Increase in SISC premiums
	5406	Student Insurance	190,043	191,739	186,078	186,078	190,000	3,922	
	5407	Insurance Deductibles	7,340	3,755	1,280	7,500	7,000	(500)	
	5570	Pest Control	0	0				0	
	5581	Telephone Services	8					0	
	5602	Short Term Rental-Veh & Equip	0	0				0	
	5650	Software Licensing/Maintenance Svcs	2,526	42,891	40,306	50,000	141,250	91,250	\$40,000 - IContracts; \$50,000 - Fixed Asset Software, per AUR - \$1250 Fusion Increase
	5683	Building Maintenance		20,017	22,607	0		0	
	5700	Annual Fiscal Audit	68,100	86,941	73,550	80,000	92,000	12,000	Change in auditors
	5731	Attorney Fees - Oth	11,043	8,900	0	5,000	0	(5,000)	
	5733	Legal Advertising	698	0	0	2,500	0	(2,500)	
	5740	Settlement Expense	213,840	3,500				0	
	5790	Other Professional Fees		230				0	
	5800	Services Abatement	(6,900)					0	
	5820	Postage/Express Overnight Svcs	225	349	0	200	200	0	
	5830	Bank Charges	279,413	167,917	88,021	185,000	185,000	0	
	5831	Credit Card Expense	21,994	19,674	9,308	21,900	21,900	0	
	5835	Bad Debt Expense	(7,971)	6,395				0	
	5838	Collection Services	134	(51)	0	10,000	0	(10,000)	Elimate collection company
	5860	General Advertising	4,429	242	0	2,000	2,000	0	
	5870	Cash Over - Short	25	0	0	0		0	
	5880	Taxes - Licenses & Permits	34,309	34,778	6,381	57,309	35,000	(22,309)	PY estimated for PBID - did not pass
	5890	Other Services & Expenses	22,572	17,470	13,926	30,800	31,900	1,100	Increase in Armored Car Pickup costs
	5895	Prior Periods Adjustments		2,277				0	
	5911	Indirect Cost(Reimbursement)	(79,805)	(63,465)	(77,442)			0	
	6412	Computer/Technology Equipment	11,532	2,913			5,000	5,000	New workstation/computer for Contracts Mgr per AUR
	6413FA	Autos and Busses		8,061				0	
	6419	Other Equipment		9,572	3,000	0		0	
	6419FA	Other Equipment	0	0	0	5,000	5,000	0	
	7110	Debt Reduction	935,000	995,000	0	1,055,000	1,115,000	60,000	Increase in debt payment principle
	7111	Debt Interest & Other Charges	4,792,360	4,736,181	0	4,676,381	4,612,976	(63,406)	Decrease in debt payment interest
	7312	Interfund Transfers - Out	1,848,277	255,000	0	255,000	255,000	0	
Bus Svcs Total			9,323,148	7,563,439	1,467,061	7,930,077	8,280,190	350,113	
Chancellor/BOT	2399	Cls Oth - Temp		0				0	
	4313	Non-Inst Supplies & Materials	200	0				0	
	5118	Cont Security Services	2,155	2,470	1,100	4,500	4,500	0	
	5119	Oth Non-Inst Consulting Services	133,165	81,012	90,664	155,000	250,000	95,000	One-time for Chancellor's search
	5220	Employee Travel	48,702	31,295	19,578	50,000	55,000	5,000	
	5300	Institutional Dues/Memberships	147,110	163,367	134,479	160,000	160,000	0	
	5650	Software Licensing/Maintenance Svcs	0	41	0	30,000	45,000	15,000	
	5720	Trustee Election	350,329	0	2,670	400,000	0	(400,000)	
	5820	Postage/Express Overnight Svcs	39					0	
Chancellor/BOT Total			681,700	278,185	248,491	799,500	514,500	(285,000)	
Dist Operations	2393	Class Non-Inst Overtime	2,927	0	0	2,000		(2,000)	No overtime contingency necessary in this account
	2399	Cls Oth - Temp	3,999	1,977				0	
	4211	Non-Library/Magazines/Bks/Prdcls	2,626	2,630	2,483	3,200	3,200	0	
	4313	Non-Inst Supplies & Materials	34,772	26,270	14,186	54,000	49,000	(5,000)	Reduction in office supply consumption
	4321	Fuel - Lubricants	3,513	6,562	438	3,000	5,500	2,500	
	5119	Oth Non-Inst Consulting Services	18,347	28,231	0	35,000	30,000	(5,000)	Reduction in consulting services for 2019-20 budget
	5220	Employee Travel	952	6,489	975	53,500	3,500	(50,000)	Funds move to correct account allocation; DW
	5221	Professional Development/Training					50,000	50,000	professional development: classified pilot
	5230	Food/Meetings	5,642	6,191	2,942	10,000	10,000	0	
	5530	Light - Electricity	144,255	160,733	83,319	175,000	175,000	0	

			Actuals			Budget			
Dept	Account	Account Description	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses - as of Feb 8, 2019	2019 Adopted Budget	2020 Budget Request	Budget Variance Amount	Variance Explanation
	5540	Water - Sanitation	7,358	7,786	4,228	8,000	8,500	500	
	5550	Disposal Services	1,725	1,310	673	0	3,500	3,500	
	5570	Pest Control	695	912	490	1,000	1,000	0	
	5581	Telephone Services	109					0	
	5590	Other Utilities	7,645	8,230	4,924	8,500	9,000	500	
	5602	Short Term Rental-Veh & Equip	0	0				0	
	5608	Oper/Lease Cntrcts-ie Cars-Copiers	7,873	7,865	3,964	1,000	10,000	9,000	
	5650	Software Licensing/Maintenance Svcs	5,826	6,527	864	9,000	8,000	(1,000)	Reduction based on need at this time
	5671	Equip Maint Agreements	2,047	2,267	2,045	3,500	3,500	0	
	5681	Grounds Maintenance	12,279	9,020	4,800	10,000	10,000	0	
	5683	Building Maintenance	45,352	55,840	17,692	55,000	60,000	5,000	
	5684	Vehicle Repairs & Maintenance	1,488	2,949	515	5,000	4,000	(1,000)	Reduction based on need
	5686	Oth Equipment Maint Agreements	37,141	34,790	12,204	50,500	50,500	0	
	5820	Postage/Express Overnight Svcs	74,794	70,503	17,753	45,000	45,000	0	
	5861	Printing/Duplicating Service	(701)	0	0	3,000	5,000	2,000	
	5880	Taxes - Licenses & Permits	(15)	15	15	100	100	0	
	5890	Other Services & Expenses	7,769	0	0	15,000	15,000	0	
	5911	Indirect Cost(Reimbursement)	(2,678)	0	0	(275,511)	(275,511)	0	
	6120	Site Improvement	14,611	29,282	27,229	30,000	30,000	0	
	6412	Computer/Technology Equipment			1,815	0	4,000	4,000	
	6412FA	Computer/Tech Equipment	0	0	0	4,000	20,500	16,500	BOT tablets for meeting
	6414	Furniture	1,089	554	0	6,000	6,000	0	
	6419	Other Equipment	36,977	26,944	15,105	25,000	40,000	15,000	District vehicle replacement
Dist Operations Total			478,418	503,878	218,660	339,789	384,289	44,500	
Ed Svcs	1419	Acad Emp - Non-Inst Non Cont	180					0	
	2392	Non-Inst Students	335					0	
	2394	Non-Admin Non-Inst Prof Expt	0	0	0	6,300	6,300	0	
	4211	Non-Library/Magazines/Bks/Prdcls	347	365	0	1,800	1,800	0	
	4310	Inst Supplies & Materials	0	136	0	3,500	3,500	0	
	4313	Non-Inst Supplies & Materials	3,817	1,711	975	8,200	7,900	(300)	
	5119	Oth Non-Inst Consulting Services	17,323	39,085	5,945	21,000	31,000	10,000	
	5150	Cont Instruction	439,688	367,868	133,770	468,281	418,031	(50,250)	Based on minimum contract & PYs costs
	5209	Non-Employee Travel	303	0	332	350	350	0	
	5212	Student Travel		72				0	
	5220	Employee Travel	16,402	38,558	25,863	33,000	43,000	10,000	Increase in Leadership Academy travel to Sacramento - increased participants
	5230	Food/Meetings	3,420	3,977	1,486	4,250	4,250	0	
	5300	Institutional Dues/Memberships	600	1,295	500	2,400	2,400	0	
	5650	Software Licensing/Maintenance Svcs	0	0	0	2,000	2,000	0	
	5790	Other Professional Fees	802	500	1,450	675	675	0	
	5820	Postage/Express Overnight Svcs	0	0				0	
	5861	Printing/Duplicating Service	0	203				0	
	6412	Computer/Technology Equipment	5,565	3,175	5,821	9,700	5,000	(4,700)	
Ed Svcs Total			488,782	456,945	176,142	561,456	526,206	(35,250)	
HR	1419	Acad Emp - Non-Inst Non Cont	10,500	0	6,300	9,000	9,000	0	
	2392	Non-Inst Students	13,725	2,400	0	17,000	17,000	0	
	2393	Class Non-Inst Overtime	239	3,878	0	5,500		(5,500)	
	2394	Non-Admin Non-Inst Prof Expt	0	0				0	
	2399	Cls Oth - Temp	86,019	26,325	20,392	24,000	24,000	0	
	4211	Non-Library/Magazines/Bks/Prdcls	0					0	
	4312	All Computer Software	0	492			0	0	
	4313	Non-Inst Supplies & Materials	14,502	40,697	11,663	41,500	41,610	110	
	5119	Oth Non-Inst Consulting Services	142,983	165,727	75,846	177,000	192,000	15,000	
	5209	Non-Employee Travel	909	0	101	3,000	3,000	0	
	5220	Employee Travel	26,533	18,151	19,203	41,650	41,650	0	
	5220DT	Employee Travel DO		523				0	
	5230	Food/Meetings	1,532	1,966	539	3,500	3,500	0	
	5300	Institutional Dues/Memberships	415	1,375	5,374	10,260	10,260	0	
	5560	Hazardous Waste Disposal	0	2,922	0	4,250	4,250	0	
	5650	Software Licensing/Maintenance Svcs			0	5,000	5,500	500	
	5684	Vehicle Repairs & Maintenance		219				0	
	5810	Fingerprinting Services	37,247	45,492	27,817	60,000	60,000	0	
	5813	Physical Examinations/Tests	31,419	29,324	12,835	20,000	20,000	0	
	5820	Postage/Express Overnight Svcs		5				0	
	5830	Bank Charges	58					0	
	5860	General Advertising	188,294	67,051	11,539	120,000	120,000	0	
	5861	Printing/Duplicating Service	0	1,255	2,460	5,000	5,000	0	
	5890	Other Services & Expenses	146,933	33,612	12,347	22,740	22,740	0	
	5891	Settlement Clearing Account		332				0	
	5895	Prior Periods Adjustments	2,585	34,895				0	

			Actuals			Budget			
Dept	Account	Account Description	2017 Actual Expenses	2018 Actual Expenses	2019 Actual Expenses - as of Feb 8, 2019	2019 Adopted Budget	2020 Budget Request	Budget Variance Amount	Variance Explanation
	6412FA	Computer/Tech Equipment		15,253	0	2,000	12,000	10,000	Computer set-up for 3 new positions
	6419FA	Other Equipment		52,199				0	
	7910	Unrestricted		0				0	
HR Total			703,893	544,094	206,416	571,400	591,510	20,110	
IR	2393	Class Non-Inst Overtime	741					0	
	4211	Non-Library/Magazines/Bks/Prdcls	0	139	0	250	250	0	
	4313	Non-Inst Supplies & Materials	740	326	0	1,000	1,000	0	
	5119	Oth Non-Inst Consulting Services	1,463	1,652	1,605	11,000	2,000	(9,000)	
	5220	Employee Travel	2,180	8,238	2,002	9,000	28,000	19,000	Includes \$16K Carryover + \$3K for new analyst
	5221	Professional Development/Training					5,700	5,700	Conferences for IR Analysts
	5230	Food/Meetings	0	160	60	200	500	300	
	5300	Institutional Dues/Memberships	140	640	500	1,050	1,850	800	
	5650	Software Licensing/Maintenance Svcs	2,655	3,487	3,950	2,750	17,034	14,284	Includes \$12,784 Carryover
	5686	Oth Equipment Maint Agreements	0					0	
	6412	Computer/Technology Equipment	2,149	1,686	0	3,000	4,000	1,000	New analyst
IR Total			10,067	16,329	8,117	28,250	60,334	32,084	
IT	2393	Class Non-Inst Overtime	7,186	5,730	8,486	13,000	13,000	0	
	2399	Cls Oth - Temp	21,307					0	
	4211	Non-Library/Magazines/Bks/Prdcls	560	339	27	1,000	1,000	0	
	4312	All Computer Software	0	0	0	500	750	250	
	4313	Non-Inst Supplies & Materials	33,400	41,654	5,835	16,650	15,100	(1,550)	
	5119	Oth Non-Inst Consulting Services	575,618	718,177	439,477	1,689,318	1,699,050	9,732	Part was also rollover from previous year and may still be needed if projects go forward.
	5220	Employee Travel	90,886	204,764	34,679	225,200	202,300	(22,900)	
	5230	Food/Meetings	622	2,098	964	0	1,000	1,000	
	5300	Institutional Dues/Memberships	40,776	32,838	33,277	34,090	33,931	(159)	
	5581	Telephone Services	9,754	11,730	7,103	14,899	15,000	101	
	5583	Data Communication Services	67,483	93,400	67,408	122,820	122,628	(192)	
	5603	Rental of Facilities	8,508	8,678	8,852	9,000	9,000	0	
	5650	Software Licensing/Maintenance Svcs	1,336,528	1,609,504	1,789,164	2,333,644	1,920,735	(412,909)	Move to the cloud for Banner, other applications and environments
	5652	IT Cloud Services	89,346	222,852	453,993	1,135,716	900,000	(235,716)	AWS application usage management of cloud environment
	5685	Computer Hardware Maint Agreements	218,804	111,215	168,378	256,255	249,000	(7,255)	
	5686	Oth Equipment Maint Agreements	14,851	13,450	14,096	15,516	15,000	(516)	
	5690	Other Maintenance/Repairs	5,421					0	
	5691	Other Maintenance Contracts	11,718	11,718	4,882	11,718	11,718	0	
	5731	Attorney Fees - Oth	0	0	0	500	500	0	
	5820	Postage/Express Overnight Svcs		263				0	
	5860	General Advertising	19,550	8,173	5,140	5,000	5,000	0	
	5869	Comp Ticket Expense			0	10,000		(10,000)	
	5880	Taxes - Licenses & Permits	264	396	0	500	500	0	
	5890	Other Services & Expenses	21,137	21,678	24,775	33,000	33,000	0	
	5895	Prior Periods Adjustments	(111,456)					0	
	6210C	Buildings Construction - C		0	104,187	168,854	64,667	(104,187)	GUI contribution to the District Wide Wi-Fi Project. FPM PO
	6412	Computer/Technology Equipment	48,772	83,851	72,392	83,100	71,000	(12,100)	
	6412FA	Computer/Tech Equipment	381,112	87,109	146,478	350,260	350,000	(260)	New Wi-Fi expansion, BC Storage network (SAN) replacement, Traffic shapers for KRV, etc.
	6419	Other Equipment	464					0	
IT Total			2,892,612	3,289,616	3,389,593	6,530,540	5,733,879	(796,661)	
Legal	4211	Non-Library/Magazines/Bks/Prdcls	18,874	6,638	4,880	20,000	20,000	0	
	5119	Oth Non-Inst Consulting Services	17,694	15,779	108,022	50,000	100,000	50,000	Increase in outside investigations based on PY
	5220	Employee Travel	24,915	20,173	12,396	30,000	30,000	0	Keep at current level due to conference location changes
	5230	Food/Meetings	234	50	0	1,000	1,000	0	Periodically asked to host meetings
	5300	Institutional Dues/Memberships	6,540	6,726	3,200	9,000	9,000	0	
	5407	Insurance Deductibles	0	0	0	2,000	0	(2,000)	moved to Business Services
	5520	Natural Gas/LPG		1,098				0	
	5650	Software Licensing/Maintenance Svcs	180	340	0	2,000	2,000	0	Current software obsolete; purchase new software
	5731	Attorney Fees - Oth	341,823	457,558	499,610	200,000	250,000	50,000	Increase in outside counsel based on PY
	5740	Settlement Expense	0					0	
	5860	General Advertising	0	288	0	500	500	0	
Legal Total			410,261	508,649	628,108	314,500	412,500	98,000	
Grand Total			14,988,882	13,161,133	6,342,588	17,075,512	16,503,408	(572,104)	

19-20 District Office Tentative Budget
Carryover/One-time (not included in chargebacks to Colleges)

IT			IR	
Funds to be rolled	Account			
SchedulePlus work	\$80,000	5119	Tableau Conference	\$16,000
Doc Imaging	\$315,000	5119	Software - SAS + SPSS + Tableau	\$12,784
Spico - Splunk Training	\$13,000	5650	Computer for COF Analyst	\$1,000
Trend AV	\$20,000	5650	Districtwide IR Retreat	\$1,500
Cloud Consulting	\$100,000	5119		
Telephone MAC Support	\$10,000	5119	Total	<u>\$31,284</u>
Telecom Emerg Comm	\$50,000	5650		
Launch - Project Mgmt	\$50,000	5119		
Training Apps rollout	\$30,000	5119		
IT PO's\Funding Rolled			Chancellor's Office One-Time	
FMT Consultants	\$611	5119	Chancellor search	\$95,000
Terawolf Tech	\$10,200	5119		
VectorUSA	\$8,250	5119		
VectorUSA	\$64,667	6210C		
Firewall Project	\$16,000	5119		
Portal Guard	\$20,000	5650		
Total	<u>\$787,728</u>			<u>\$95,000</u>
			Total One-time/Carryover	<u>\$914,012</u>