

## **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

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Website: <http://rscgd.edu/Departments/Business-Operations/Pages/Fiscal-Resources-Committee.aspx>

### **Fiscal Resources Committee**

Executive Conference Room – District Office

1:30 p.m. – 3:00 p.m.

#### **Meeting Minutes for December 10, 2014**

**FRC Members Present:** Michael Collins, Ray Hicks, John Zarske, Arleen Satele, Michael DeCarbo, Craig Rutan, Raul Gonzalez del Rio, Peter Hardash, Adam O'Connor and Lee Krichmar

**Guests/Alternates Present:** Jim Kennedy, Richard Kudlik, Esmeralda Abejar, Lithia Williams and Carri Matsumoto

The meeting was called to order by Mr. Hardash at 1:30 p.m.

1. Welcome, committee members were introduced.
2. State/District Budget Update – Mr. Hardash reviewed the following:
  - Legislative Annual Fiscal Outlook states that additional money will be available this year. For RSCGD a possible \$4 million, however, there are no details at this time. If additional dollars are in the Governor's Proposed Budget, it is to be used to pay down deferrals, about \$25 million. More funds this year equals less funds next year.
  - RSCGD's budget concerns were discussed in Management Council. If there are new unrestricted dollars coming to RSCGD the district will need to use these dollars to fill the hole in our current budget.
  - A first glance will be in early January in the Governor's Proposed Budget, however, nothing meaningful until the May revise.
3. Capital Outlay Projects Reports – Ms. Matsumoto reviewed the following documents with the committee as requested:
  - Master list of active projects as of December 4, 2014. This list includes all projects currently in a phase of development, design, construction, etc. by project category.
  - Unfunded working project list as of December 4, 2014. This list is continuously updated. Some of these projects are listed in the Five Year Scheduled Maintenance Plan. Many of these projects are unfunded.
  - Closed projects list as of December 4, 2014. Items listed are completely done, certification has been received and notices of completion have been Board approved.
  - Fund 41 active projects summary as of December 3, 2014. This list includes scheduled maintenance projects; capital facilities projects, Prop 39 projects, and redevelopment projects district-wide
4. District Services Budget Breakdown Reports – Mr. O'Connor reviewed the District Services and Institutional Cost Comparison handout. As requested by FRC, there are now four sections:
  - District Services – Centralized
  - District Services – Disbursed
  - Other Activities
  - Institutional Costs

5. After review, the committee asked that Mr. Didion attend the next meeting to discuss what is offered through Economic/Workforce Development as a follow-up to the presentation he did a few years ago. What new grants have we received, what are the matches; what services are provided; how do the grants promote the colleges; what is the specific initiative to benefit the colleges; what do the campuses get for the \$1.2 million; why is this area housed at the DO and not at the colleges where the teaching happens; how do the colleges benefit from these programs, who reviews for efficiencies?

Mr. Hardash informed the committee that at the last District Council meeting it was discussed that the process is that FRC send recommendations for the budget assumptions, tentative budget and adopted budget to them for review. The District Council then recommends to the Chancellor. This will make the timeline very narrow, which also means that FRC and District Council will need to meet during the summer to get these items reviewed in order to meet the approval of the Adopted Budget in September. Tentative Budget Assumptions will come to FRC for review in February.

6. FRC Report Request for New Positions and Reorganizations Cost – Mr. Hardash reviewed the Vacant Funded Positions as of 12/4/2014 - Projected Annual Salary and Benefits Savings which was requested at the previous meeting. Some positions on the spreadsheet are not a full cost savings as they are currently filled with an interim person who is being charged to that line item.
7. District Services Benchmark Taskforce Update – Nothing new to report, this sub-committee was waiting on the institutional cost comparison handout to begin making progress. A report will be provided at the next meeting.
8. Informational Handouts were distributed as information.
  - District-wide expenditure report link: <https://intranet.rccd.edu>
  - Vacant Funded Position List as of December 4, 2014
  - Measure “E” Project Cost Summary as of October 31, 2014
  - Monthly Cash Flow Statement as of November 30, 2014

Mr. Hardash informed the committee that there will be a Measure Q Project Cost Summary, just like the Measure E document beginning in February.

9. Approval of FRC Minutes – October 22, 2014  
Meeting Minutes for the October 22, 2014 meeting were distributed for review. Mr. Hardash asked for a motion to approve, it was motioned by Mr. DeCarbo, seconded by Mr. Hicks and passed unanimously by the committee.

### **Adjournment**

Mr. Hardash adjourned the meeting at 2:55 p.m.

### **Meeting Schedule – Next Meeting:**

Next regular meeting: Wednesday, February 25, 2015 – 1:30 p.m. – Executive Conference Room, DO. An email update will be sent in January in place of a meeting.