



**Planning & Budgeting Committee Minutes  
(PBC Committee)**

**August 27, 2021 9:00 am to 11:00 am**

**Meeting Location: Zoom Video Conference ID: 769-987-656**

**Co-Chair: Adil Ahmed, Interim Vice Chancellor for Finance &  
Admin. Co-Chair: Thomas Renbarger, Academic Senate President**

**PBC Membership**

Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance & Admin.	Dr. Nathaniel Jones, III, President, College of Alameda
Thomas Renbarger, Co-Chair, Merritt Academic Senate President	Dr. Tina Vasconcellos, Vice President of Student Services, COA
Donald Moore, DAS President	Aurelie Sciaroni, Student Representative
Matthew Freeman, Faculty, BCC	Helen Ku, Institutional Research Designee
Jennifer Shanoski, PFT President	Louie Martirez, Classified Senate Appointee
Scott Barringer, Local 39 Representative	David M. Johnson, President, Merritt College
Kawanna S. Rollins, SEIU Representative	Richard Ferreira, Executive Assistant, District, Note taker
Tami Taylor, Interim Budget Director	Joan Davis, Staff Assistant, District, Note taker

**Total Number of Members is 14. Quorum is 8.**

**In Attendance:**

Adil Ahmed, Co-Chair, Interim Vice Chancellor of Finance & Admin.  
Thomas Renbarger, Co-Chair, Merritt Academic Senate President  
Donald Moore, DAS President  
Matthew Freeman, Faculty, BCC  
Scott Barringer, Local 39 Representative  
Kawanna S. Rollins, SEIU Representative  
Dr. Nathaniel Jones, III, President, College of Alameda  
David M. Johnson, President, Merritt College  
Louie Martirez, Classified Senate Appointee  
Rudy Besikof, Laney President  
Tami Taylor, Interim Budget Director  
Jennifer Shanoski, PFT President  
Joan Davis, Staff Assistant, District, Note taker

**Guests:**

Lowell Bennett, Faculty, Merritt College  
Momo Lim, Internal Auditor, District  
Dr. Marla Williams-Powell, Interim Executive Fiscal Director  
Sean Brooks, VP of Administrative Services  
Dr. Angelica Garcia, President, Berkeley College  
Dr. Chriss Warren Foster, Dean of Liberal Arts, Merritt College  
Richard Thoele, Classified, President Local 1021  
Jamille Teer, Facilities Project Coordinator, District  
Denise Woodward, Staff Assistant, Merritt College  
**Absent:**  
Aurelie Sciaroni, Student Representative  
Dr. Tina Vasconcellos, Vice President of Student Services, COA  
Helen Ku, Institutional Research Designee



<b>Agenda Item</b>	<b>Committee Goal</b>	<b>Strategic Plan Goal</b>	<b>Outcome</b>	<b>Action Items</b>	<b>Follow Up on Action Items</b>
<b>I. Standing Items</b>					
A. Call to Order			The meeting was called to order at 9:00 am and quorum was met.		
B. Adoption of the Agenda			Motion and seconded to accept the agenda as written. Motion approved.		
C. Approval of Minutes			Motion and seconded to accept the Minutes from May 28, 2021 for the PBC meeting. Motion approved.		
D. Report of Action Taken			Co-Chair Renbarger gave an update on the BAM Task force. The BAM Taskforce meet on 08/26/2021 the budget allocation model handbook was reviewed. This will incorporate the Student Centered Funding Formula so that is integrated with in our budget development process. The review of the handbook will continue at the next BAM meeting. If there is any feedback about the handbook please send it to Co-Chair Renbarger or to C.M. Brahmhatt. Once it is approved by the PBC it will go to the PGC and from there to the Board.		/



E. Public Comments			No public comment was made.		
<b>II. Carried-Over and New Items</b>	<b>Committee Goal</b>	<b>Strategic Plan Goal</b>	<b>Outcome</b>	<b>Action Items</b>	<b>Follow Up on Action Items</b>
A. Approval of the Adopted Budget		E.3 — Fiscal Oversight	<p>Co-Chair Ahmed presented the 5 Year Projections. (See attached)</p> <p>The budget book has been posted on the Peralta website. (<a href="https://web.peralta.edu/business/annual-adopted-budget/">https://web.peralta.edu/business/annual-adopted-budget/</a>)</p> <p>It was mentioned that our debt balance is \$22 million.</p> <p>Louie Martirez asked to point out ongoing facilities and IT on the budget and the steps increases for classified. Are there plans in the works for 2023-2024 about other potential revenues that the colleges can do such as solar panel or maintenance cost?</p> <p>Co-Chair Ahmed mentioned is maintenance is listed under books supplies and services. This is increased every year by 2%. As District we can increase our revenues by bringing in more such as parking funds and within renting our facilities.</p>		There will be a follow up meeting on 9/3/21 from 12pm-2pm



			<p>Discussion was closed and moved to a vote. The motion failed by vote.</p> <p>The committee will meet again next week after reviewing the documents. Co-Chair Renbarger will send out a survey to determine the next meeting to vote on the budget to the voting members. (The next meeting will be 9/3/21 at 12pm.</p> <p>A motion was made to request the Department of General Services to look at sustainability studies with an eye towards reducing utility cost. Such as Solar and grey water. The committee would like to have the study supplied by March. The motioned failed by vote.</p> <p>The motion will be revisited once it is place on the agenda for the next meeting.</p> <p>Louie Martirez requested a 30 minute presentation by Co-Chair Ahmed to the Classified personnel.</p>		
<b>II. Next Meeting</b>			9/3/2021 12pm		
<b>IV. Adjournment</b>			The PBC meeting was adjourned at 10:33 am.		

# Planning & Budgeting Committee Minutes (PBC Committee)

Presented by Co-Chair Ahmed

**Table 14**

Adopted Budget 2022 Unrestricted General Fund 5 Year Projection					
	Adopted Budget FY 2020/21	Adopted Budget FY 2021/22	Projection FY 2022/23	Projection FY 2023/24	Projection FY 2024/25
<b>Revenues:</b>					
Federal Revenue	-	-	-	-	-
State Revenue *	69,689,847	76,530,675	78,061,289	79,622,514	81,214,965
Local Revenue	75,127,953	72,205,810	73,649,926	75,122,925	76,625,383
<b>Total Revenues:</b>	<b>144,817,800</b>	<b>148,736,485</b>	<b>151,711,215</b>	<b>154,745,439</b>	<b>157,840,348</b>
<b>Expenditures: **</b>					
Full Time Academic	25,400,108	25,740,117	26,254,919	26,780,018	27,315,618
Academic Administration	6,126,601	6,019,497	6,139,887	6,262,685	6,387,938
Other Faculty	5,640,185	6,949,694	7,088,688	7,230,462	7,375,071
Part Time Academic***	9,042,082	5,261,820	5,367,056	5,474,398	5,583,885
Classified Salary	29,827,717	33,107,442	33,769,591	34,444,983	35,133,882
Fringe Benefits	39,892,236	43,222,926	44,087,385	44,969,132	45,868,515
Bad Debts	670,830	850,000	850,000	850,000	850,000
Books Supplies, SVcs	23,023,008	22,304,944	22,578,214	22,685,576	23,139,287
Equipment Outlay	261,743	268,751	214,830	221,296	225,722
Debt Services-Bonds	2,046,604	2,334,000	2,380,680	3,380,680	4,380,680
Other Outgo	1,878,885	1,850,000	2,314,174	2,360,457	2,407,667
Contingency Reserve	1,007,803	600,000	-	-	-
<b>Total Expenses:</b>	<b>144,817,800</b>	<b>148,509,191</b>	<b>151,045,424</b>	<b>154,659,686</b>	<b>158,668,266</b>
<b>Beginning Fund Balance:</b>	<b>23,195,266</b>	<b>23,749,509</b>	<b>23,976,803</b>	<b>24,642,593</b>	<b>24,728,346</b>
Net Increase (Decrease)	-	227,294	665,791	85,753	(827,918)
Audit Adjustment	-	-	-	-	-
<b>Ending Fund Balance:</b>	<b>23,195,266</b>	<b>23,976,803</b>	<b>24,642,593</b>	<b>24,728,346</b>	<b>23,900,428</b>
<b>Fund Balance %</b>	<b>16.02%</b>	<b>16.14%</b>	<b>16.31%</b>	<b>15.99%</b>	<b>15.06%</b>

\*5.07% COLA included in budgeted revenues and expenses

\*\* \$4.4 million frozen vacant positions are not included in the budgeted expenditures.

\*\*\* Part time Academic Salaries are reflective of the shift of the FON (Faculty Obligation Number) and allocating the expenses in each of the appropriate fund