

BFPC
Business & Facilities Planning Council
Tuesday, September 8, 2020
11:15am-12:45pm
Zoom

MINUTES

1. Welcome – Dr. Collins
2. Public Comments
 - None
3. Approval of Meeting Minutes from May 12, 2020 (Handout)
 - Motion to approve made by Courtney Buchanan
 - Seconded by Kimberly Bell
 - Abstentions – 1
 - Motion passed
4. Norco College Safe Return Update – Dr. Collins
 - Critical labs and their related employees were brought back on campus for Fall. The instructional environment is both indoor and outdoor. Kudos to the teams that are making this happen in keeping staff/students safe.
 - Cleaning protocols are strictly followed.
 - Comprehensive plan outlines critical cleaning and safety measures in both facilities and instructional learning spaces.
 - Huge thanks to facilities and custodial, bookstore, safety coordinator, TSS and IMC teams, CRC staff, managers/administration, and cashier's office for all their hard work.
 - We will continue our diligence in these tasks moving forward towards in person instruction.
 - Winter will most likely be online and Spring is still being worked out. (RCCD will strictly adhere to all Federal and Riverside County requirements and protocols)
 - It will be important to continue to include DRC/DSPS areas when planning as we move forward towards full opening in the future.
5. Budget Update – Esmeralda Abejar & Dr. Collins
 - Our Norco Financial & Technical Analyst, Misty Cheatham, has taken a promotion at the District as Payroll Manager. We thank her for all her hard work for Norco, and wish her the best in her new position. Recruitment is underway for a replacement.
 - This summer, Ana Molina transferred into the position of the Norco Accounting Services Clerk in Business Services. We welcome her to the team.

BFPC Statement of Purpose

(Approved by BFPC on May 14, 2013)

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- Budget Performance Report-Year End 2019-2020 (Handouts)

FUND 11				
BUDGETED EXPENSES	FY 19/20 Revised Budget	19/20 Actual Expenses 6/30/20	Balance as of 6/30/20	% of total expenses
Academic Salaries	20,551,466	22,002,755.91	(1,451,289.91)	48.9%
Classified Salaries	5,895,979	5,794,043.73	101,935.27	12.9%
Benefits	11,384,440	13,781,386.42	(2,396,946.42)	30.6%
Total Salaries & Benefits	37,831,885.00	41,578,186.06	(3,746,301.06)	92.40%
Supplies & Materials	1,220,530	233,021.69	987,508.31	0.5%
Services & Operating Expenses	5,738,131	2,614,337.88	3,123,793.12	5.8%
Capital Outlay	702,675	553,347.70	149,327.30	1.2%
Total Outgo	28,408	16,926.31	11,481.69	0.0%
Total Non-Salary	7,689,744.00	3,417,633.58	4,272,110.42	7.60%
Total Budgeted Expenses (includes holding accts)	45,521,629	44,995,819.64	525,809.36	100%

- End of the Year Budget Performance Report. (Handout)

- Fund 11 Revised Budget = \$45,521,629.00

Actual Expenses = \$44,565,085.57

Balance = \$ 525,809.36 (*Bal. includes holding accounts*)

FUND 12 (Resource 1190 only)				
BUDGETED EXPENSES	FY 19/20 Revised Budget	19/20 Actual Expenses 6/30/20	Balance as of 6/30/20	% of total expenses
Academic Salaries	2,870,995	2,512,449.83	358,545.17	17.2%
Classified Salaries	5,223,119	4,578,413.59	644,705.41	31.3%
Benefits	3,547,480	3,200,421.19	347,058.81	21.9%
Total Salaries & Benefits	11,641,594.00	10,291,284.61	1,350,309.39	70.47%
				0
Supplies & Materials	2,387,418	448,489.26	1,938,928.74	1.0%
Services & Operating Expenses	7,305,233	2,046,455.82	5,258,777.18	4.5%
Capital Outlay	10,626,487	1,284,986.40	9,341,500.60	2.9%
Total Outgo	756,861	533,420.78	223,440.22	1.2%
Total Non-Salary	21,075,999.00	4,313,352.26	16,762,646.74	29.53%
Total Budgeted Expenses	32,717,593.00	14,604,636.87	18,112,956.13	100%

Side Note: We are currently building out a scheduling program platform, to help estimate costs years in advance to help us try to meet FTE's, student completions, while adhering to faculty contracts, class cap loads, etc. for each discipline and departments. This platform can eventually give us a better understanding of where we can meet needs and ultimately help us with forward planning. It also allows us to balance higher cost classes with lower cost classes, to help achieve institutional budgeting goals and student completion success.

- Norco Holding Accounts (Handout)

- Projected carryover balance to FY19/20:

- Fund 11 - \$2,771,953.58

- Fund 12 - \$6,932,465.52

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○ Norco FY 20/21 Proposed Expenditure Plan:

NC FY 20/21 Proposed Expenditure Plan (One-Time Funds)	Amount
1% of 19/20 Expenditures per BAM requirement	449,959
Technology Replacement Program. AV Equipment Replacements/Computers	100,000
Professional Development	15,984
Set Aside for Resource Allocation/Program Review	60,000
Scheduled Maintenance (Additional Cost from SPP 655)	42,740
Personnel Expenses/other operating expenses (SPP 797 and SPP 738 ongoing expenses)	599,203
Facilities Operations/Dept Operations	50,000
VRC Project Local Match	1,200,000
Contingency for College Operational Emergencies	254,068
Total	2,771,954
Key Access Control (RDA funding Fund 12)	80,000

- 2020-21 Budget Allocation Model (BAM) Update
 - The Revised Budget Allocation Model was developed to allocate resources around the following core principles:
 - Fair – Resource allocation decisions will be informed by objective, predictable, verifiable, and easily accessible data and will be made in an impartial and consistent manner.
 - Equitable – Resources will be distributed in a manner that adequately supports the full array of programs offered at each college while ensuring compliance with statutory and regulatory requirements; efficient and strategic use of resources is expected, and inefficiencies will not be subsidized or supported.
 - Transparent – Resource allocation decisions will be made in an open and consultative manner with representative stakeholder groups and that it is simple, easy to administer and communicate as possible.
 - Continuing BAM development “To Do” tasks:
 - Analyze and justify “Unique” disciplines - (Will continue to work on this in FY 20/21)
 - Develop a treatment for “District Operations” costs – (Task partially completed.)
 - Establish the “Exchange Rate” (mean or median) for discipline categories. (Task completed, Median rate established.)
 - Model revenue flow through the revised BAM- determine true impacts to the college. (Task completed)
 - Analyze/implement budget development improvements that allow for planning. (In Progress)
 - Analyze strategic programs/considerations that impact the cost of an FTES. (In Progress)
 - Further consider the “Comprehensive College” allocation. In progress
 - Prep for implementation of the revised BAM in 2020-21 budget year. (In Progress)

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Revised BAM FINAL BUDGET - FY 2019/20 FY 18/19 MEDIAN USED FOR FY 19/20 FINAL BUDGET	
19/20 Revenue Allocation Direct Instructional, Academic Affairs, Student Services, Business Services and Other Costs	
Norco College	
Total FTEs	7,367
Direct Instructional & Academic Affairs Costs	29,544,512
Student Services, Business Services, and Other	10,339,579
Total Norco College	\$ 39,884,091 22.15%
Moreno Valley College	
Total FTEs	7,336
Direct Instructional & Academic Affairs Costs	31,890,375
Student Services, Business Services, and Other	10,296,354
Total Moreno Valley College	\$ 42,176,769 23.42%
Riverside City College	
Total FTEs	17,647
Direct Instructional & Academic Affairs Costs	73,320,730
Student Services, Business Services, and Other	24,796,647
Total Riverside City College	\$ 98,017,377 54.43%
	\$ 180,078,217
FY 20/21 Assumptions: Assumed Median district-wide cost for STEM, IA, CTE, SS, BS and Other Assumed Actual Cost for Unique Programs Escalation calculation: Contract and Cola and STRS at 2% and 3.26% and 5.037% for FY 19/20 Escalation calculation: Contract and Cola and STRS at 2% and 2.86% and 7.602% for FY 20/21	

Revised BAM FY 2020-21 TENTATIVE BUDGET FY 18/19 MEDIAN	
20/21 Revenue Allocation Direct Instructional, Academic Affairs, Student Services, Business Services and Other Costs	
Norco College	
Total FTEs	7,368
Direct Instructional & Academic Affairs Costs	28,292,863
Student Services, Business Services, and Other	18,641,093
Total Norco College	\$ 46,933,956 22.30%
Moreno Valley College	
Total FTEs	7,272
Direct Instructional & Academic Affairs Costs	30,493,494
Student Services, Business Services, and Other	18,403,208
Total Moreno Valley College	\$ 48,896,702 23.23%
Riverside City College	
Total FTEs	17,219
Direct Instructional & Academic Affairs Costs	71,048,057
Student Services, Business Services, and Other	43,576,040
Total Riverside City College	\$ 114,624,097 54.46%
	\$ 210,454,754
FY 20/21 District Expenses/Revenue included in College Allocation ***FY 19/20 did not include Expenses/Revenue in College Allocation***	

7. Standing Items/Reports:

- Facilities Project Update – Steve Marshall (Handout)
 - Detailed spreadsheet presented for review
 - Status for each current project was listed and discussed
- Facilities/M&O Update (Handout)
 - Detailed spreadsheet provided by Jim McMahon was presented for review.
 - Status for each current project was listed and discussed
 - Staff was thanked for working so hard in keeping our facilities and grounds safe and in great shape.
- Safety & Emergency Preparedness Update (Handout)
 - Detailed presentation provided by Justin Czerniak for review
 - Norco face-to-face lab security procedures discussed
 - Continuous on-site cleaning/sanitizing, following strict mandated protocols
 - RAVE Guardian daily health symptom checker
 - All employees and students must complete, prior to coming on campus.
- Technology Services Update – Mike Angeles (Handout)
 - Completed work orders:
 - Prepped for deployment 150 new HP laptops for students, delivered to Library
 - Reimaged 162 returned Spring Semester laptops, delivered to Library
 - On-Hold/Standing work orders:
 - Move old IT125 Computers to IT124 – In Progress, Master image creation
 - IT121 PC cascade to student computers SSV/ASNC – Imaging/Prep in Progress
 - Technology Equipment in the Warehouse on hold:
 - 20 Dell Computers for staff, 5 Desktops for faculty
 - 32 Dell Laptops/docking station for faculty

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- Ordered 50 Dell laptops for staff, Shipped, ETA
- Ordered 150 Verizon hotspot, ETA 9/14
- Remote Support for Students, Staff, Faculty and Admin:
 - TSS providing remote support Mon to Fri, 7:30-4:30
 - TSS team member onsite M-W-F, 8am 1pm
- IMS Update – Dan Lambros (Handout)
 - IT 101 Upgrade:
 - Installation was postponed due to equipment backorder. Installation will take place in May. – Completed Spring 2020
 - Projector Screens WEQ 7 and IT 110
 - Installation is complete – Completed Spring 2020
 - CSS 217 Replacement of defective projector and interactive display
 - Projector installation is complete
 - On hold for interactive display
 - Projector screens IT 124, IT 206 and LIB 121
 - PO issued, waiting for delivery - Completed Spring 2020
 - Interactive displays for ST 107 and 108 (Engagement Center)
 - PO issued, waiting for delivery waiting for installation.
 - Audio systems for LIB 109 and 110
 - Equipment has arrived. Waiting for installation - Completed Spring 2020
 - Third Street LED marquee update
 - Firmware upgrade to cellular device
 - Improvements to the TEMP sensors
 - Improvements to the ambient light sensors
 - Time frame: Originally scheduled for late June- *Changed to later date. Upgrade not available until October 30.*
 - Marquee upgrades will take place remotely and sign will be off during the process. College will be notified with exact date and time.
 - Reminder: as of September 27th, all Zoom meetings will require a passcode. Please be aware and keep your attendee's informed.

8. Good of the Order:

- None

9. Future Meeting Dates:

- Tuesday, October 13, 2020
- Tuesday, November 10, 2020
- Tuesday, December 8, 2020
- Tuesday, February 9, 2021
- Tuesday, March 9, 2021
- Tuesday, April 6, 2021 (*Note: moved up 1 week due to Spring Break*)
- Tuesday, May 11, 2021

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BFPC

Budget and Facilities Planning Council

September 8, 2020

TOPICS:

- **FY 19/20 End-of-Year Budget Performance Report**
- **Holding Account Balances (Fund 11& 12)**
- **NC FY 20/21 Proposed Expenditure Plan (OT funds)**
- **List of Grants -Handout (Fund 12)**
 - **Instructional Equipment (Fund 12)**
 - **Lottery Funds (Fund 12)**
- **Budget Allocation Model Revision update**

Presenters: Dr. Michael T. Collins, VP Business Services
Esmeralda Abejar MBA, Director, Business Services

19-20 End-of-Year Budget Performance Report

- End of the Year Budget Performance Report. *(Handout)*
- Fund 11 Revised budget = \$45,521,629.00
 Actual Expenses = \$44,565,085.57
 Balance = \$ 525,809.36 (Bal. includes holding accounts)
- Fund 11 Carryover balance \$ 2,771,954
- Fund 11 Ending balance minus carryover holding account = -2,246,144.58

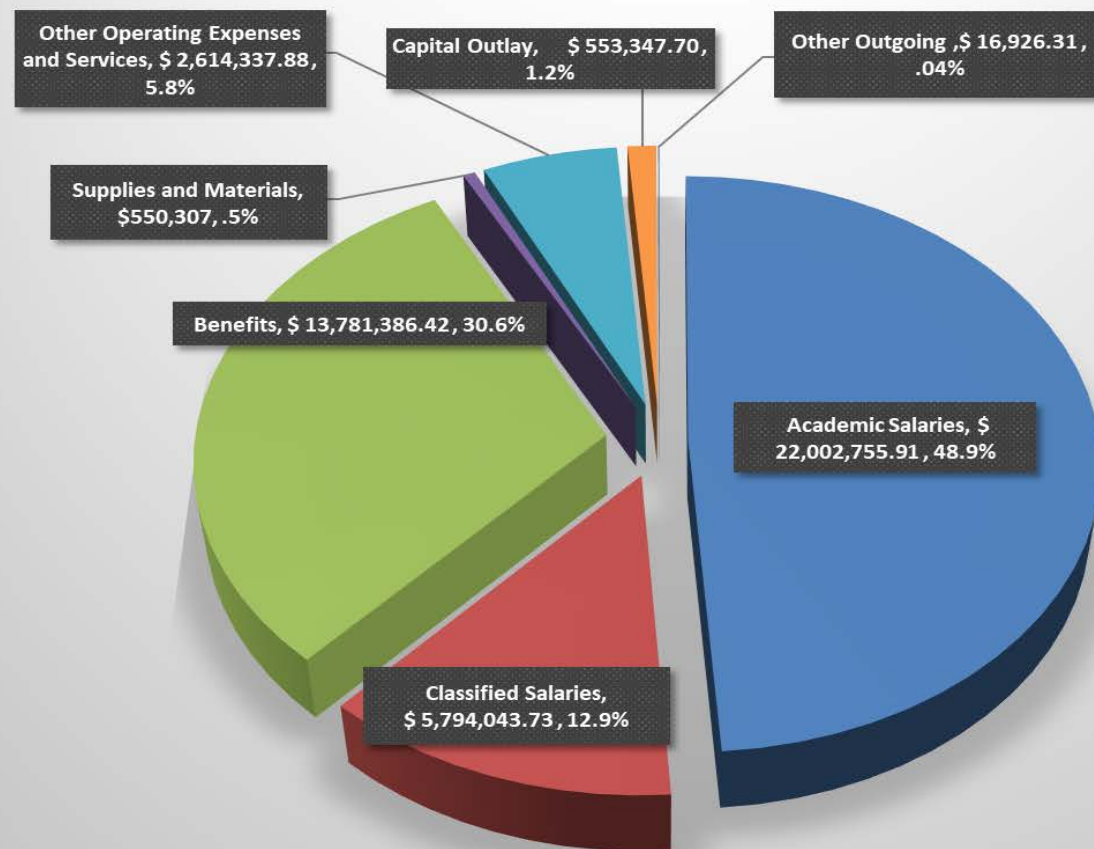
Year-End Budget Performance Report FY 19/20

Fund 11

DOES NOT
INCLUDE
DISTRICT
EXPENSES

FUND 11				
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Norco Actual Expenditures FY 19/20 (Fd 11)



19/20 End-of-Year Budget Performance Report

- Part Time & Overload, Academic, *Inst. Salaries*.
 - Budget \$7,731,597
 - Actual \$8,621,868.53
- 13xx's accounts overspent by **\$-890,271.53**

Accounts with negative balances:

Object	Object Description	Balance as of 6/30/20
1330	INSTRUCTORS, PART TIME FALL	(438,574.83)
1333	INSTRUCTORS, PART TIME SPRING	(284,229.90)
1334	<i>INSTRUCTORS, PART TIME SUMMER (EVEN YR)</i>	(115,749.57)
1335	INSTRUCTORS, FULL TIME OVERLOAD FALL	(53,354.85)
1336	<i>INSTRUCTORS, FULL TIME OVERLOAD SUMMER (EVEN YR)</i>	(203,350.77)
1338	INSTRUCTORS, FULL TIME OVERLOAD SPRING	(23,300.67)
1360	INSTRUCTORS, SUBSTITUTES	(30,559.06)
13xx	Part Time & Overload, Academic, Inst Salary	(1,149,119.65)

- Part Time & Overload, Academic, ***Non-Inst. Salaries.***
 - Budget 527,980.00
 - Actual 1,139,277.51
- 14xx's accounts overspent by \$-611,297.51

Accounts with negative balances:

Object	Object Description	Balance as of 6/30/20
1439	ACADEMIC - PT COUNSELORS / LIBRARIANS / COORDINATORS	(655,670.96)
1479	EXTRA DUTY STIPENDS	(19,091.89)
14xx	PT & Overload, Academic, Non-Inst Salary	(674,762.85)

FY 19/20 Norco Actual Revenue and Expenses
at Year-End

Actual Revenue \$50,562,040.33
Actual Expenses \$51,831,049.94
Balance \$-1,269,009.61

Includes:

District Revenue Transfer \$4,610,991.90

District Expenses in the amount of \$6,875,528

Norco Holding Accounts *(Handout)*

Projected Carryover balance to FY19/20:

Fund 11 - \$2,771,953.58

Fund 12 - \$6,932,465.52

NC FY 20/21 *Proposed Expenditure Plan*

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1% of 19/20 Expenditures per BAM requirement	449,959
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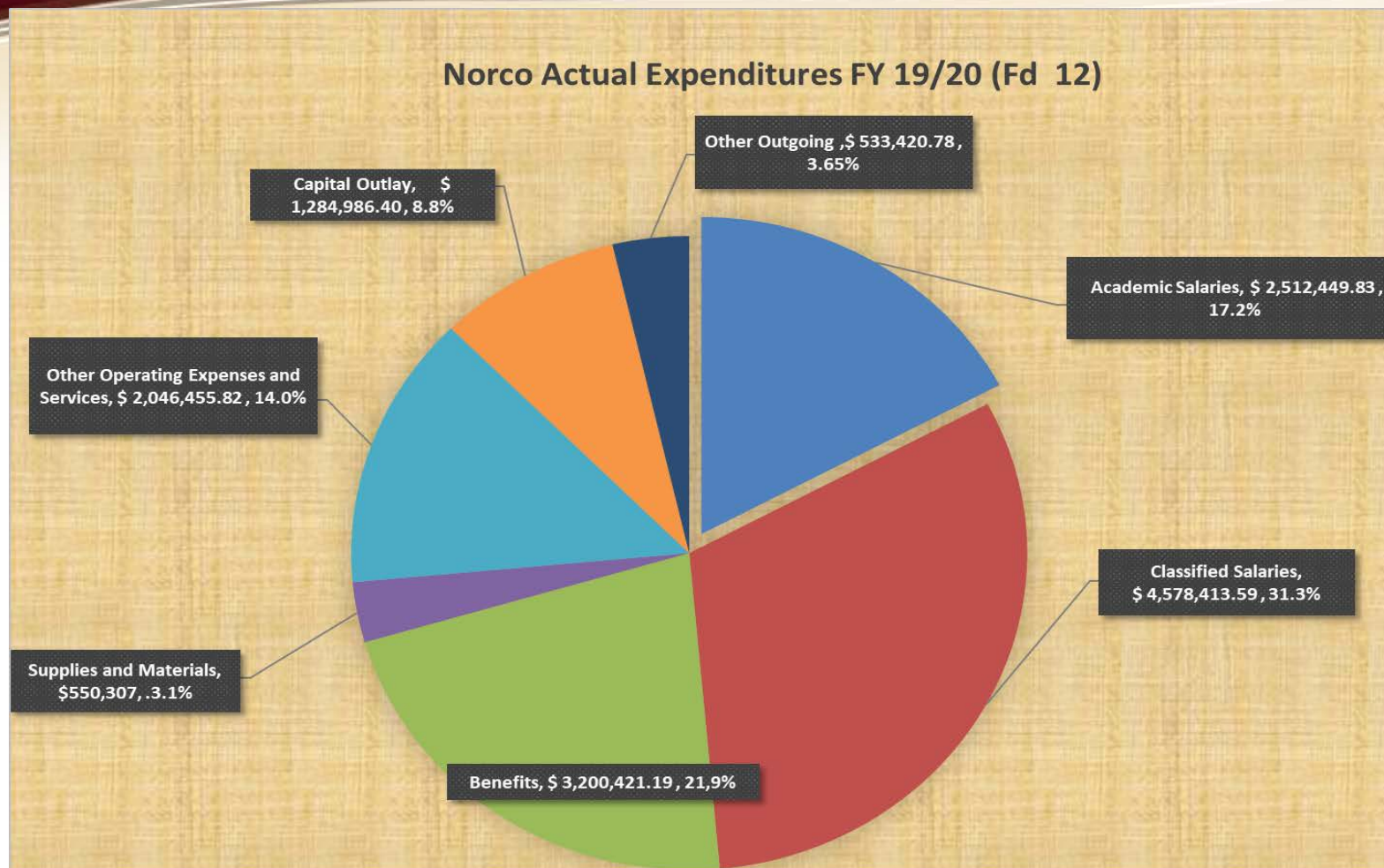
Year-End Budget Performance Report FY 19/20

Fund 12

FUND 12 (Resource 1190 only)				
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Total Budgeted Expenses	32,717,593.00	14,604,636.87	18,112,956.13	100%

19.84 % of total
institutional
salaries and
benefits

NORCO
COLLEGE



Fund 12, List of Grant handout by SPP

Lottery and Instructional Equipment

LOTTERY FUNDS	Norco
FY 18/19 Budget	605,146.00
FY 18/19 Expenses	560,373.00
Estimated Carryforward to FY 19/20	44,773.00
FY 2019/20 Revenue	369,600.00
Total available funds FY 19/20	414,373.00
FY 19/20 Actual Expenses	325,694.93
Estimated Carry forward to FY 20/21	88,678.07

INSTRUCTIONAL EQUIPMENT FUNDS	NORCO
FY 18/19 Budget	123,147.00
FY 18/19 Expenses	25,017.00
Estimated Carryforward to FY 19/20	98,130.00
FY 2019/20 Revenue	64,176.00
Total Available funds FY 19/20	162,306.00
FY 19/20 Actual Expenses	104,595.16
Carryover to FY 20/21	57,710.84

No New I.E funds in FY 20/21

ALL FUNDS SOFTWARE AND EQUIPMENT PURCHASES FY 19/20		
Object	Description	Total Expenses as of 6/30/20
5649	Computer Software Maint/Lic	258,680.97
5890	Other Services	738,828.14
6226	Remodel Projects	759,043.69
6227	Fixtures & Fixed Equip	109,769.13
6481	Equipment Additional \$200-49999	403,628.24
6482	Equip Additional \$5000 >	193,142.52
6485	Comp Equip Additional \$200-4999	474,075.77
6486	Comp Equip Additional \$5000	29,223.92
	Total	2,966,392.38
* Includes holding accounts, I.E. and Lottery funds		

Budget Allocation Model Update

The Revised Budget Allocation Model was developed to allocate resources around the following core principles:

- Fair – Resource allocation decisions will be informed by objective, predictable, verifiable, and easily accessible data and will be made in an impartial and consistent manner.
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“TO DO” Tasks in 2019-20

- Analyze and justify “Unique” disciplines – Will continue to work on this in FY 20/21
- Develop a treatment for “District Operations” costs – Task partially completed.
- Establish the “Exchange Rate” (mean or median) for discipline categories. Task completed, Median rate established.
- Model revenue flow through the revised BAM- determine true impacts to the college. Task completed
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- Analyze strategic programs/considerations that impact the cost of an FTES. In Progress
- Further consider the “Comprehensive College” allocation. In progress
- Prep for implementation of the revised BAM in 2020-21 budget year. In Progress

Budget Allocation Budget (BAM)

Revised BAM FINAL BUDGET - FY 2019/20 FY 18/19 **MEAN** USED FOR FY 19/20 FINAL BUDGET

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	\$ 180,078,217		

FY 20/21 Assumptions:

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Assumed Actual Cost for Unique Programs
Escalation calculation: Contract and Cola and STRS at 2% and 3.26% and 5.037% for FY 19/20
Escalation calculation: Contract and Cola and STRS at 2% and 2.86% and 7.602% for FY 20/21

AMOUNT
DOES NOT
INCLUDE
SPECIFIC
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BOTH FISCAL
YEARS

Revised BAM FY 2020-21 TENTATIVE BUDGET FY 18/19 MEDIAN

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	\$ 210,454,754		

FY 20/21 District Expenses/Revenue Included in College Allocation

FY 19/20 Did not include Expense/Revenue in College Allocation

Thank you!

Norco College Holding Accounts

As of June 30, 2020

Funding Source	SPP/ Resc .	One Time, Annual, On Going	Carry Over?	Fund	Res c.	Description	FY 0/1 Adopted Budget	FY 0/1 Revised Budget	FY 0/1 Rev/Exp Net of Abatements	Uncommitted / Unrealized	Estimated Carryover to FY 20/21
Salary Savings	991	OT	N	11	1000	Savings from Permanent Gen.Fund Staff Positions	-	188,593	-	188,593	-
Sabbatical Holding Account	993	OT	N	11	1000	Savings from Permanent Gen.Fund Staff Positions	65,653	65,653	-	65,653	-
Barnes & Noble Commission Transfer	566	A	Y	11	1000	Annual Commissions rec'd from B&N	538,531	149,669	50,458	99,211	99,211.00
Barnes & Noble Signing Bonus	728	OT	Y	11	1000	One-time Funding - Rolled over Year to Year until gone	21,404	21,404	13,974	7,430	7,430.00
Follett Bookstore Commission Transfer	563	A	Y	11	1000	Annual Commissions rec'd from Follett	224,755	462,109	214,164	247,945	247,945.00
Follett Bookstore Signing Bonus	733	OT	Y	11	1000	One-time Funding - Rolled over Year to Year until gone	138,600	138,600	9,607	128,993	128,993.24
Follett Bookstore Textbook Scholarship	746	OT	Y	11	1000	Annual Funding with carry over	1,667	1,667	-	1,667	1,667.00
Pepsi Signing Bonus	734	OT	Y	11	1000	One-time Funding - Rolled over Year to Year until gone	1,000	1,000	-	1,000	1,000.00
Non-Resident Base Budget	729	A	Y	11	1000	Based on a Percentage of Non-Resident Fees rec'd	243,705	243,705	14,746	228,959	228,958.94
Budget Savings Distribution	738	OT	Y	11	1000	One-Time Allocation from Dist. Reserves in FY 17/18	971,522	972,173	279,447	692,726	692,726
Budget Savings Distribution	716	OT	Y	11	1000	One-Time Allocation in FY 18/19 for borrowed back FTES	696,824	696,824	266,105	430,719	430,719.00
Norco Soccer Field Use	568	OT	Y	11	1000	Facilities Fees Revenue	189,176	189,178	68,446	120,732	120,732.00
Permanent Position Funding	997	OG	Y	11	1000	To/From Permanently Funded Positions	457,041	457,041	-	457,041	
Classified/Management Position Allocation	998	A	N	11	1000	Allocation to fund add'l Classified/Mgmt. Positions - has not been distributed in FY 18/19	-	-	-	-	-
Contract Holding Account	999	OT	Y	11	1000	Adjusting Account to Address Permanent Increases in College Contracts	27,634	19,747	-	19,747	-
Indirect Expenditure Holding Account	797	OT	Y	11	1000	Indirect Cost Recovery (at 83%)	830,815	1,211,774	399,203	812,571	812,571.00
						Fund 11- Unrestricted	4,408,327.00	4,819,137.00	1,316,150.14	3,502,986.86	2,771,953.58
Instructional Equipment	075	A	Y	12	1190	Restricted to Instructional Equipment	162,306	162,306	104,595	57,711	57,711
Lottery - Restricted	735	A	Y	12	1190	Restricted to Instructional & Library Materials including Instructional Software	414,373	414,373	325,695	88,678	88,678
Redevelopment Allocation	1180	A	Y	12	1180	Relatively Unrestricted	319,567	319,567	109,374	210,193	210,193
Non-Resident Capital Outlay	709	A	Y	12	1190	Restricted to Capital Purchases	119,076	119,076	64,720	54,356	54,356
Veterans Resource Center	190	OT	Y	12	1190	State Appropriation - VRC and Articulation Platform	1,651,765	1,651,765	129,950	1,521,815	1,521,815
Early Childhood Education Center	191	OT	Y	12	1190	State Appropriation	4,999,712	4,999,712	-	4,999,712	4,999,712
						Fund 12 Restricted	7,666,799.00	7,666,799.00	734,333.48	6,932,465.52	6,932,465.52

Norco College Holding Accounts

As of June 30, 2020

Funding Source	SPP/ Resc .	One Time, Annual, On Going	Carry Over?	Fun d	Res c.	Description	FY 0/1 Adopted Budget	FY 0/1 Revised Budget	FY 0/1 Rev/Exp Net of Abatements	Uncommitted / Unrealized	Estimated Carryover to FY 20/21
Note: All allocations to the General Fund Must Adhere to General Fund						Fund 11- Unrestricted	4,408,327	4,819,137	1,316,150	3,502,987	2,771,954
						Fund 12-Restricted	7,666,799	7,666,799	734,333	6,932,466	6,932,466
						Total Fund 11 and 12	12,075,126	12,485,936	2,050,484	10,435,452	9,704,419

Carryover Definitions:

- OT** One-Time - Funds that Do Not Renew Once Depleted
- A** Annual - New Funds are Allocated Annually
- OG** On Going - Funds Renew Annually with the Exception of Permanent Transfers out of Account

List of Grants Fund 12-1190 as of 6/30/20

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County 33 - RIVERSIDE COUNTY

District 07 - RIVERSIDE COMMUNITY COLLEGE DISTRICT

Begin Date 07/01/2019

End Date 06/30/2020

Fund	Adopted Budget	Revised Budget	Rev/ Exp Net of Abatements	Encumbrances	Uncommitted/ Unrealized	Description
	0.00	9,187.00	219,283.10	0.00	-210,096.10	Unrest. Gen Total
	233,689.00	233,689.00	233,689.04	0.00	-0.04	BASIC SKILLS/ESL 2018/2019 Total
	297,631.00	313,296.00	14,918.79	0.00	298,377.21	BASIC SKILLS/ESL 2019/2020 Total
	21,585.00	72,783.00	4,344.13	0.00	68,438.87	VETERAN RESOURCE CENTER - ONGOING Total
	84,401.00	86,807.00	59,034.64	0.00	27,772.36	HUNGER FREE CAMPUS SUPPORT ALLOCATION 17/18 - 19/20 Total
	397,500.00	421,551.00	354,945.62	0.00	66,605.38	NEXTUP (CAFYES) Total
	654,163.00	654,163.00	503,963.69	0.00	150,199.31	CALIFORNIA COLLEGE PROMISE (AB 19) Total
	18,140.00	18,140.00	0.00	0.00	18,140.00	CAMPUS SAFETY AND SEXUAL ASSAULT Total
	535,207.00	535,207.00	504,668.52	0.00	30,538.48	EOPS Total
	45,911.00	45,911.00	43,864.37	0.00	2,046.63	EOPS CARE Total
	254,473.00	254,473.00	244,757.12	0.00	9,715.88	SFAA - CAPACITY (old term Augmentation) Total
	96,961.00	96,961.00	96,934.85	0.00	26.15	SFAA - BASE (old term BFAP) Total
	364,944.00	364,944.00	358,219.58	0.00	6,724.42	GUIDED PATHWAYS Total
	162,306.00	162,306.00	104,595.16	0.00	57,710.84	INSTRUCTIONAL EQUIPMENT Total
	1,740,740.00	1,740,740.00	1,694,227.64	0.00	46,512.36	STUDENT SUCCESS & SUPPORT PROGRAM (old term MATRICULATION) Total
	952,977.00	952,977.00	777,910.06	0.00	175,066.94	STUDENT EQUITY Total
	100,355.00	100,355.00	32,559.84	0.00	67,795.16	HERE TO CAREER Total
	100,000.00	100,000.00	59,281.11	0.00	40,718.89	MIDDLE COLLEGE HIGH SCHOOL - NORCO 15/16 Total
	692,257.00	692,257.00	582,095.77	0.00	110,161.23	TITLE V - ACCELERATING PATHWAYS TO GRADUATION & TRANSFER Total
	2,722.00	2,722.00	0.00	0.00	2,722.00	CACT-SEMINARS Total
	332,280.00	332,280.00	241,946.50	0.00	90,333.50	UPWARD BOUND - CORONA HIGH SCHOOL 17/22 Total
	92,734.00	112,018.00	55,250.00	0.00	56,768.00	FINANCIAL AID TECHNOLOGY Total
	16,542.00	16,542.00	8,950.00	0.00	7,592.00	MENTAL HEALTH SUPPORT Total
	56,033.00	56,033.00	13,612.30	0.00	42,420.70	THE CALIFORNIA WELLNESS FOUNDATION Total
	73,150.00	73,150.00	55,425.90	0.00	17,724.10	INNOVATION IN HIGHER EDUCATION GRANT Total
	296,885.00	254,520.00	40,948.46	0.00	213,571.54	CALIFORNIA APPRENTICESHIP INITIATIVE Total
	358,147.00	358,147.00	39,000.64	0.00	319,146.36	NORCO COLLEGE APPRENTICESHIP PROGRAM Total
12	0.00	10,000.00	0.00	0.00	10,000.00	GROWING INLAND ACHIEVEMENT (RCEC)
	0.00	10,000.00	0.00	0.00	10,000.00	GROWING INLAND ACHIEVEMENT (RCEC) Total
	192,300.00	192,300.00	75,016.40	0.00	117,283.60	COLLEGE FUTURE FOUNDATION Total
	909,714.00	921,025.00	921,440.00	0.00	-415.00	DSP&S Total
	0.00	1,000,000.00	0.00	0.00	1,000,000.00	VETERANS RESOURCE CENTER- FY 19/20 Total
	0.00	500,000.00	0.00	0.00	500,000.00	WORKFORCE DEVELOPMENT PRG- FY 19/20 Total
	395,615.00	395,615.00	280,680.72	0.00	114,934.28	UPWARD BOUND - CENTENNIAL HIGH SCHOOL 17/22 Total
	113,636.00	113,636.00	81,679.00	0.00	31,957.00	CFIS REENTRY PROGRAM Total
	1,651,765.00	1,651,765.00	129,949.68	0.00	1,521,815.32	VETERANS RESOURCE CENTER Total
	4,999,712.00	4,999,712.00	0.00	0.00	4,999,712.00	EARLY CHILDHOOD EDUCATION CENTER Total
	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	NEW WORKFORCE DEVELOPMENT CENTER Total
	96,608.00	96,608.00	70,087.07	0.00	26,520.93	VETERANS RESOURCE CENTER - VISION FOR SUCCESS Total
	200,000.00	200,000.00	66,663.82	0.00	133,336.18	WORKFORCE ACCELERATOR FUND (WAF) Total
	0.00	1,761,528.00	142,509.47	0.00	1,619,018.53	CARES ACT- INSTITUTIONAL Total
	0.00	231,694.00	0.00	0.00	231,694.00	CARES ACT- MSI/HIS Total

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County 33 - RIVERSIDE COUNTY

District 07 - RIVERSIDE COMMUNITY COLLEGE DISTRICT

Begin Date 07/01/2019

End Date 06/30/2020

Fund	Adopted Budget	Revised Budget	Rev/ Exp Net of Abatements	Encumbrances	Uncommitted/ Unrealized	Description
	1,834,485.00	1,834,485.00	1,625,597.34	0.00	208,887.66	STEM ENGINEERING PATHWAYS Total
	0.00	4,555.00	1,534.00	0.00	3,021.00	ECS CONSORTIUM GRANT Total
	5,000.00	5,000.00	5,000.00	0.00	0.00	QSSB BARRIERS TO BRIDGES PROGRAMS Total
	105,000.00	105,000.00	32,240.88	0.00	72,759.12	MENTAL HEALTH SERVICES Total
	46,543.00	46,543.00	43,351.13	0.00	3,191.87	UMOJA COMMUNITY EDUCATION FOUNDATION Total
	30,000.00	30,000.00	25,239.50	0.00	4,760.50	EXPANDING COMMUNITY COLLEGE APPRENTICESHIPS Total
	0.00	200,000.00	446.40	0.00	199,553.60	INNOVATION AND EFFECTIVENESS GRANT- SANTA CLARITA CCD Total
	2,074,388.00	2,074,388.00	801,962.54	0.00	1,272,425.46	NATIONAL CENTER FOR SUPPLY CHAIN AUTOMATION Total
	511,844.00	511,844.00	237,945.04	0.00	273,898.96	UPWARD BOUND - NORTE VISTA HIGH SCHOOL Total
	0.00	535,449.00	383,417.79	0.00	152,031.21	CAMPUS STUDENT SERVICES PACES: PATHWAYS TO ACCESS, COMPLETION, EQUITY AND SUCCESS Total
	272,531.00	293,298.00	215,864.83	0.00	77,433.17	SSS RISE - NORCO 15/20 Total
	35,977.00	35,977.00	21,249.96	0.00	14,727.04	FWS OFF CAMPUS (COMMUNITY SERVICE) Total
	0.00	0.00	203.72	0.00	-203.72	FWS OFF CAMPUS 100% - AMERICA COUNTS Total
	323,797.00	323,797.00	310,257.54	0.00	13,539.46	FWS ON CAMPUS (INSTRUCTIONAL/NON-INSTRUC) Total
	0.00	0.00	4,951.75	0.00	-4,951.75	FWS ON CAMPUS CALWORKS (75%) / FWS (25%) Total
	260,200.00	282,015.00	206,869.73	0.00	75,145.27	STUDENT SUPPORT SERVICES TRIO-NORCO 15/20 Total
	452,869.00	453,472.00	431,697.55	0.00	21,774.45	STRONG WORKFORCE PROGRAM LOCAL 17/18 Total
	362,485.00	218,403.00	215,819.94	0.00	2,583.06	STRONG WORKFORCE PROGRAM REGIONAL 17/18 Total
	768,286.00	761,151.00	298,143.88	0.00	463,007.12	STRONG WORKFORCE PROGRAM LOCAL 18/19 Total
	1,383,143.00	1,107,193.00	410,193.85	0.00	696,999.15	STRONG WORKFORCE PROGRAM REGIONAL 18/19 Total
	563,913.00	734,980.00	0.00	0.00	734,980.00	STRONG WORKFORCE PROGRAM LOCAL 19/20 Total
	797,552.00	650,164.00	259,472.38	0.00	390,691.62	INSTRUCTIONAL SUPPORT-STRONG WORKFORCE PROGRAM REGIONAL 19/20 Total
	774,153.00	0.00	-4.63	0.00	4.63	JAMES IRVINE FOUNDATION - APPRENTICESHIP NETWORK Total
	46,119.00	46,644.00	46,072.26	0.00	571.74	TANF (TEMPORARY ASSTCE TO NEEDY FAMILIES) Total
	250,261.00	258,519.00	251,838.64	0.00	6,680.36	CAL WORKS Total
	219,422.00	136,851.00	132,924.58	0.00	3,926.42	PERKINS - TITLE I-C Total
	367,855.00	367,855.00	111,180.44	0.00	256,674.56	ONLINE CTE PATHWAYS GRANT PROGRAM Total
	67,598.00	0.00	20.00	0.00	-20.00	AB 86 ADULT EDUCATION BLOCK GRANT Total
	0.00	25,966.00	25,959.54	0.00	6.46	AB 86 ADULT EDUCATION BLOCK GRANT 16/17 Total
	119,076.00	119,076.00	64,720.08	0.00	54,355.92	NON-RESIDENT CAPITAL OUTLAY SURCHARGE FEE Total
	5,553.00	5,553.00	2,318.29	0.00	3,234.71	VETERANS EDUCATION Total
	414,373.00	414,373.00	325,694.93	0.00	88,678.07	LOTTERY Total
	29,633,506.00	32,717,593.00	14,604,636.87	0.00	18,112,956.13	Grand Total

Riverside Community College District
FY 2020/21 Net Budget Savings/Holding Account Carryover Request and Expenditure Plan

Entity: **Norco College**

Beginning Holding Account Estimated Balance 20-21 (Fund 11) **2,771,954**

Expenditure Plan	Amount	Timeline for Completion	Funding Source	Specific Strategic Plan Reference/Number	Reason Net Budget Savings were Generated or Reason Holding Account wasn't Expended	Approval to Carryover Net Budget Savings/Holding	Budget Code for Tracking Purposes
1% of 19/20 Expenditures per BAM requirement	449,959		Off-the-top allocation from the aggregate beginning balance of holding account funds.	BAM Principles	BAM principle		SPP 729, SPP 738, SPP 716, SPP 563
Technology Replacement Program (I.E and other grants). AV Equipment Replacements/Computers	100,000	20-21	Budget savings distribution/17-18	2030 Goal 11: (Operations) Implement professional, intuitive, and technology-enhanced systems	Funds not expended due to the plans for funding the ongoing needs of the technology replacement program, as required by accreditation standards.		SPP 716
Professional Development	15,984	20-21	Follett signing bonus	2030 Goal 4: (Professional Development) Implement Professional Development around Guided Path- ways and equity framework: foster a culture of ongoing improvement	Funds not expended due to the ongoing GF support of the college's professional development program.		SPP 734
Set Aside for Resource Requests/Program Review	60,000	20-21	Budget savings distribution/17-18	2030 Goal 8: (Effectiveness, Planning, and Governance) Develop institutional effectiveness and integrated planning systems and governance structures to support ongoing development and continuous improvement as we become a comprehensive college.	Funds not expended due to the ongoing needs to fund resources requests in alignment with SLO/PLO/ILOs outlined in area program review documents.		SPP 716
Scheduled Maintenance (additional cost from SM SP 655)	42,740	20-21	RDA and Budget Savings Dist. OT.	2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.	Funds not expended due to the restricted nature of RDA funds, serving to supplement the college's small allocation of scheduled maintenance funding and the significant cost of the college's planned scheduled maint. Projects in 20-21 and 21-22.		SPP 738
Key Access Control*	80,000	20-21	RDA	2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.	Funds not expended due to the restricted nature of RDA funds, and the unrestricted nature of commission revenue helps fund critical safety/security projects on campus.		12-1180
Personnel Expenses/other operating expenses (SPP 797 and SPP 738 ongoing expenses)	599,203	20-21	Indirects, budget savings distribution (17-18)	2030 Goal 12: (Resources) Develop innovative and diversified resources to build and sustain a comprehensive college and achieve our visionary goals.	Funds not expended due to strategic development salaries attached to funding stream (grants), as well as one employee currently on one-time funds serving the incarcerated instructional program, critical to the college's strategic plan and FTES production.		SPP 797, SPP 738
Facilities operations/Dept Operations	50,000	20-21	Barnes & Noble commission transfer	2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.	Funds not expended due to the unrestricted nature of commission revenue, serving to supplement the college's insufficient GF resources supporting ongoing facilities needs.		SPP 738
VRC Project Local Match	1,200,000	20-21	RDA, Follett commissions, Follett signing bonus, budget savings distribution/17-18,	2030 Goal 10: (Facilities) Build a comprehensive and inspiring campus integrated into the region that serves as a destination for education, commerce, life, and the arts.	Funds not expended due to reliance on restricted and unrestricted funds to serve the ongoing and operational needs of the college. These funds, in aggregate, will support the budget shortfall on the VRC project in 20-21.		SPP 797, SPP 738, SPP 716, SPP 563, SPP 566, SPP 728, SPP 733, SPP 746, SPP 734
Contingency for College Operational Emergencies	254,068	20-21	Holding accounts balance	The lack of ongoing GF resources requires the holding accounts to fund ongoing operational expenses. In 19/20, the holding accounts funded \$1.4 million in ongoing operational expenses due to lack of GF resources.	The very small balance of holding account resources, planned to be significantly decreased at 20-21 fiscal year close, will be held for college operational emergencies and/or strategic investment where needed.		SPP 568, SPP 729, SPP 738
Total	2,851,954	-					

*Project funded with fund 12 RDA funds (80,000.00)

Expenditure plan should be in excess of the 1% of 19/20 Expenditures per BAM requirement

Attach project expenditure plan detail sheet including supporting documentation as it relates to the facilities master plan, schedule, project status, etc.

Applies to Resource 1000 General Funds/Resource 1180 Redevelopment Funds/Resource 1190 Capital Outlay Surcharge and Scheduled Maintenance Funds

Norco- Budget Performance Report 19-20 6-30-20 Final

Norco College				E															
Fund:	11	Resource:	1000	FY 2019/20															
		Prior Year 2018/19	Current Year 2019/20	Actuals														%	
Object	Object Description	Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD 6/30/20	Balance	Used	
8120	HIGHER EDUCATION ACT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8140	TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8150	STUDENT FINANCIAL AID	45,830.40	48,936.00	-	-	1,740.00	-	4,403.30	-	4,048.96	-	12,525.00	2,404.03	-	21,561.66	46,682.95	2,253.05	95.40%	
8160	VETERANS EDUCATION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8170	CAREER AND TECHNICAL EDUCATION ACT (CTEA)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8190	OTHER FEDERAL REVENUES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
81xx	Federal Revenues	45,830.40	48,936.00	-	-	1,740.00	-	4,403.30	-	4,048.96	-	12,525.00	2,404.03	-	21,561.66	46,682.95	2,253.05	95.40%	
8611	GENERAL APPORTIONMENTS	23,504,374.29	20,742,490.00	-	3,772,435.80	2,829,327.00	-	2,357,772.00	169,786.20	2,525,131.00	-	2,725,142.00	1,691,717.00	1,954,895.00	6,002,092.67	24,028,298.67	(3,285,808.67)	115.84%	
8613	APPRENTICESHIP	262,026.00	783,169.00	52,536.00	52,536.00	78,803.00	65,670.00	59,103.00	32,834.00	52,536.00	-	105,072.00	52,535.00	52,536.00	(263,562.00)	340,599.00	442,570.00	43.49%	
8615	BOARD FINANCIAL ASSISTANCE PROGRAM	107,322.38	88,416.00	-	16,456.45	12,343.00	-	10,286.00	740.55	11,016.00	-	6,779.00	6,779.00	6,779.00	13,557.89	84,736.89	3,679.11	95.84%	
8617	RDA BACKFILL & REVENUE IN EXCESS OF ENTITLEMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8619	OTHER GENERAL APPORTIONMENTS	549,004.11	211,684.00	-	73,677.00	55,258.00	-	46,048.00	29,257.00	56,491.00	-	35,376.00	34,837.00	(228,343.00)	78,645.58	181,246.58	30,437.42	85.62%	
8620	GENERAL CATEGORICAL PROGRAMS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8621	DSPS (DISABLED STUDENTS PROGRAMS AND SERVICES)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8622	EOPS (EXTENDED OPPORTUNITY PROGRAMS AND SERVICES)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8626	CALWORKS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8627	OTHER STATE PROGRAMS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8629	OTHER CATEGORICAL APPORTIONMENTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8630	EDUCATION PROTECTION ACCOUNT REVENUE	6,823,712.04	5,565,595.00	-	-	1,688,935.00	-	-	-	1,093,863.00	-	1,717,073.00	-	-	(1,065,756.99)	3,434,114.01	2,131,480.99	61.70%	
8652	SCHEDULED MAINTENANCE AND SPECIAL REPAIR PROGRAM	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8658	PROP 39: CLEAN ENERGY JOBS ACT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8659	OTHER CATEGORICAL PROGRAM ALLOWANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8670	STATE TAX SUBVENTIONS	165.22	-	-	-	-	-	-	-	-	-	-	-	-	117.77	117.77	(117.77)		
8671	HOMEOWNERS' PROPERTY TAX RELIEF	100,123.00	84,959.00	-	-	-	-	-	12,132.37	28,571.85	(92,391.46)	-	92,391.97	-	40,711.05	81,415.78	3,543.22	95.83%	
8681	STATE LOTTERY REVENUE	1,205,783.66	932,496.00	-	-	-	-	-	-	325,006.93	13,753.37	-	282,118.38	20.10	449,058.43	1,069,957.21	(137,461.21)	114.74%	
8685	STATE MANDATED COSTS	197,882.92	171,890.00	-	-	-	-	173,202.00	-	-	-	-	-	-	-	173,202.00	(1,312.00)	100.76%	
8690	OTHER STATE REVENUES	1,168,410.08	-	-	-	-	-	-	-	-	-	-	-	-	2,021,664.01	2,021,664.01	(2,021,664.01)		
86xx	State Revenues	33,918,803.70	28,580,699.00	52,536.00	3,915,105.25	4,664,666.00	65,670.00	2,646,411.00	244,750.12	4,092,615.78	(78,638.09)	4,589,442.00	2,160,378.35	1,785,887.10	7,276,528.41	31,415,351.92	(2,834,652.92)	109.92%	
8809	REDEVELOPMENT ASSET LIQUIDATION	25,840.10	21,927.00	-	-	-	-	-	-	-	-	-	4,280.57	-	313.32	4,593.89	17,333.11	20.95%	
8811	TAX ALLOCATION, SECURED ROLL	9,283,654.36	7,875,810.00	-	-	-	-	-	2,445,810.16	-	1,995,365.83	84,334.12	-	815,253.18	2,723,257.11	8,064,020.40	(188,210.40)	102.39%	
8812	TAX ALLOCATION, SUPPLEMENTAL ROLL	146,207.67	123,932.00	-	-	68,039.53	-	-	0.21	-	-	-	25,864.99	4,226.94	49,964.81	148,096.48	(24,164.48)	119.50%	
8813	TAX ALLOCATION, UNSECURED ROLL	397,605.46	337,387.00	-	-	-	-	393,584.81	6.20	24,412.51	-	-	0.01	-	7,673.19	425,676.72	(88,289.72)	126.17%	
8816	PRIOR YEARS TAXES	185,608.41	157,498.00	-	-	31,127.56	-	180,191.68	2.87	-	-	-	0.38	14.24	(0.78)	211,335.95	(53,837.95)	134.18%	
8817	EDUCATION REVENUE AUGMENTATION FUND (ERAF)	(870,904.41)	(739,796.00)	-	-	27,103.92	-	4,987.81	-	-	-	-	(118,257.35)	-	(690,754.95)	(776,920.57)	37,124.57	105.02%	
8818	REDEVELOPMENT AGENCY FUNDS	316,809.11	268,827.00	-	-	-	-	-	-	148,217.68	-	-	-	-	146,779.17	294,996.85	(26,169.85)	109.73%	
8819	REDEVELOPMENT RESIDUAL	1,882,138.55	1,597,083.00	-	-	-	-	-	-	810,266.70	-	-	-	-	1,071,332.34	1,881,599.04	(284,516.04)	117.81%	
8820	CONTRIBUTIONS, GIFTS, GRANTS AND ENDOWMENTS	92.41	12.00	-	-	-	-	-	-	-	-	-	-	-	-	-	12.00	0.00%	
8831	CONTRACT INSTRUCTIONAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8844	FOOD SALES/COMMISSIONS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8847	BOOKSTORE COMMISSIONS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8848	BOX OFFICE RECEIPTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8849	OTHER SALES	169.50	173.00	-	-	-	-	-	-	-	-	-	-	-	-	-	173.00	0.00%	
8850	RENTALS AND LEASES	83,045.35	254,033.00	-	-	-	-	-	-	705.00	-	-	-	-	(38,809.38)	(38,104.38)	292,137.38	-15.00%	
8860	INTEREST AND INVESTMENT INCOME	416,738.56	361,580.00	-	1.97	1.26	-	72.48	98,687.50	7,394.51	21.98	74,966.43	-	20,232.82	101,471.50	302,850.45	58,729.55	83.76%	
8871	CHILD DEVELOPMENT SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8872	COMMUNITY SERVICE CLASSES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8874	ENROLLMENT	2,936,646.67	2,082,314.00	551,882.64	181,652.70	510,395.07	124,350.02	131,643.05	240,895.68	204,772.15	317,307.04	381,340.12	(54,353.19)	62,208.92	284,297.96	2,936,392.16	(854,078.16)	141.02%	
8875	FIELD TRIPS AND USE OF NONDISTRICT FACILITIES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8876	HEALTH SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8878	INSURANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8879	STUDENT RECORDS	19,751.51	20,000.00	-	39.10	1,587.35	1,216.21	892.54	935.70	894.84	1,269.11	1,726.45	3,569.95	1,193.40	4,433.83	17,758.48	2,241.52	88.79%	
8880	NONRESIDENT TUITION	333,566.08	433,926.00	-	11,780.00	91,757.00	39,444.67	33,211.00	37,983.43	36,003.00	22,661.00	74,814.96	(6,231.31)	40,749.00	115,015.16	497,187.91	(63,261.91)	114.58%	
8881	PARKING SERVICES AND PUBLIC TRANSPORTATION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
8884	STUDENT REPRESENTATION FEE	35,927.55	-	54.00	11,778.89	23,291.95	(23,103.55)	(12,021.29)	21,004.64	863.98	13,208.54	21,281.16	(4,014.36)	(40,947.65)	51,975.77	63,372.08	(63,372.08)		
8889	OTHER STUDENT FEES & CHARGES	5,952.96	19,134.00	24.00	246.00	920.00	599.68	297.00	135.38	261.00	426.00	798.00	(29.96)	198.00	38.72	3,913.82	15,220.18	20.45%	
8890	OTHER LOCAL REVENUE	140,120.74	299,080.00	-	165.35	103,950.00	11.56	27.21	1,391.42	65.64	-	46.77	-	60,232.12	9,480.40	175,370.47	123,709.53	58.64%	
8897																			

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Norco College				E	FY 2019/20															
Fund:	11	Resource:	1000	Actuals																%
		Prior Year 2018/19	Current Year 2019/20																	
Object	Object Description	Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD 6/30/20	Balance	Used		
1160	INSTRUCTORS, SUBSTITUTE		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
1170	INSTRUCTORS, RELEASE / REASSIGN TIME	63,789.40	69,036.00	6,315.44	6,315.44	6,205.01	6,205.01	6,205.01	6,205.01	6,205.01	5,708.08	5,708.08	5,708.08	5,708.08	5,708.08	72,196.33	(3,160.33)	104.58%		
1180	INSTRUCTORS, SABBATICAL	125,015.04	185,486.00	-	-	-	-	-	-	8,328.51	8,328.51	8,328.51	8,328.51	8,328.51	8,328.51	49,971.06	135,514.94	26.94%		
11xx	FT, Academic Inst Salary	6,824,471.77	7,865,864.00	603,150.24	709,881.63	697,937.34	671,298.29	687,519.70	670,146.63	712,410.12	710,920.08	711,157.51	694,001.93	708,570.75	963,675.78	8,540,670.00	(674,806.00)	108.58%		
1218	ACADEMIC MANAGERS FULL TIME	2,230,139.70	2,035,562.00	239,757.68	144,055.88	185,209.89	177,953.24	183,323.11	93,081.89	288,282.85	168,599.38	168,599.38	168,599.38	168,599.38	166,825.50	2,152,887.56	117,325.56	105.76%		
1219	COUNSELORS / LIBRARIANS / COORDINATORS	2,058,734.56	2,390,463.00	149,418.83	166,197.74	172,342.15	189,282.71	166,224.73	169,982.66	158,266.77	156,663.55	157,891.93	153,250.45	151,605.07	132,908.06	1,924,034.65	466,428.35	80.49%		
1280	ACADEMIC ADMINISTRATORS, SABBATICAL		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
12xx	FT, Academic, Non-Inst Salary	4,288,874.26	4,426,025.00	389,176.51	310,253.62	357,552.04	367,235.95	349,547.84	263,064.55	446,549.62	325,262.93	326,491.31	321,849.83	320,204.45	299,733.56	4,076,922.21	349,102.79	92.11%		
1330	INSTRUCTORS, PART TIME FALL	2,407,630.83	2,298,560.00		773.67	9,678.77	1,120,384.64	11,173.58	1,055,907.06	528,180.75	4,349.42	1,060.56	2,674.72	1,060.56	1,891.10	2,737,134.83	(438,574.83)	119.08%		
1331	INSTRUCTORS, PART TIME SUMMER (ODD YR)	335,055.80	390,797.00	340,205.56	18,058.10	-	-	-	668.52	-	-	-	-	-	-	2,646.59	361,578.77	29,218.23	92.52%	
1332	INSTRUCTORS, PART TIME WINTER	541,120.73	588,900.00	-	-	-	-	-	-	289,916.00	7,591.99	282,233.66	-	-	-	579,741.65	9,158.35	98.44%		
1333	INSTRUCTORS, PART TIME SPRING	2,396,619.44	2,102,241.00	-	-	-	-	-	213.50	-	6,083.94	477,134.65	477,427.07	486,822.93	938,788.81	2,386,470.90	(284,229.90)	113.52%		
1334	INSTRUCTORS, PART TIME SUMMER (EVEN YR)	330,342.46	205,620.00	-	-	-	-	-	-	-	-	-	-	-	-	321,369.57	321,369.57	(115,749.57)	156.29%	
1335	INSTRUCTORS, FULL TIME OVERLOAD FALL	413,635.36	443,554.00	3,013.08	-	138,479.86	123,679.64	113,891.59	120,478.55	-	-	-	-	-	(2,633.87)	496,908.85	(53,354.85)	112.03%		
1336	INSTRUCTORS, FULL TIME OVERLOAD SUMMER (EVEN YR)	214,327.08	149,235.00	11,284.38	-	-	-	-	-	-	79.90	-	-	-	-	341,221.49	352,585.77	(203,350.77)	236.26%	
1337	INSTRUCTORS, FULL TIME OVERLOAD WINTER	523,247.30	619,605.00	-	-	-	-	-	-	275,745.62	275,745.66	-	300.00	-	-	(3,317.70)	548,473.58	71,131.42	88.52%	
1338	INSTRUCTORS, FULL TIME OVERLOAD SPRING	432,602.54	442,427.00	-	-	-	-	-	-	-	103,497.28	120,639.01	127,199.03	115,940.52	(1,548.17)	465,727.67	(23,300.67)	105.27%		
1339	INSTRUCTORS, FULL TIME OVERLOAD SUMMER (ODD YR)	249,189.86	271,361.00	257,514.13	(265.38)	-	-	-	-	-	-	-	-	-	-	8,347.21	265,595.96	5,765.04	97.88%	
1360	INSTRUCTORS, SUBSTITUTES	23,793.24	-	1,704.04	400.20	-	5,105.69	2,106.80	17,156.88	662.14	-	331.07	515.90	663.91	1,912.43	30,559.06	(30,559.06)	-	-	
1370	INSTRUCTORS, EXTRA DUTY	29,196.40	43,618.00	1,009.00	3,253.00	1,009.00	9,985.00	1,009.00	11,481.00	4,001.00	1,009.00	1,009.00	1,009.00	1,009.00	(972.44)	34,810.56	8,807.44	79.81%		
1371	INSTRUCTORS, LARGE LECTURE STIPENDS	30,534.62	175,679.00	-	1,828.72	-	-	8,641.23	15,202.30	-	-	-	6,088.95	8,982.90	167.26	40,911.36	134,767.64	23.29%	-	
13xx	PT & Overload, Academic, Inst Salary	7,927,295.66	7,731,597.00	614,730.19	24,048.31	149,167.63	1,259,154.97	136,822.20	1,221,107.81	1,098,505.51	398,357.19	882,407.95	615,214.67	614,479.82	1,607,872.28	8,621,868.53	(890,271.53)	111.51%	-	
1439	ACADEMIC - PT COUNSELORS / LIBRARIANS / COORDINATOR	791,875.50	347,377.00	61,612.45	21,360.64	6,224.18	202,956.43	10,662.77	191,351.46	6,005.62	23,355.73	69,702.10	93,456.72	206,478.64	109,881.22	1,003,047.96	(655,670.96)	288.75%	-	
1460	LONG TERM SUBSTITUTES FOR COUNSELORS / LIBRARIANS /		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
1469	SHORT TERM (DAILY) SUBSTITUTE COUNSELORS / LIBRARIAN	8,572.55	7,839.00	348.48	(696.96)	-	1,060.42	-	2,996.84	-	-	130.94	1,244.84	2,397.46	-	7,482.02	356.98	95.45%	-	
1470	NONINSTRUCTIONAL SALARIES, OTHER EXTRA DUTY		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
1479	EXTRA DUTY STIPENDS	85,754.53	62,244.00	5,105.62	4,787.66	5,892.88	8,336.13	6,035.66	9,187.12	6,786.81	5,925.23	7,856.07	6,873.44	7,229.89	7,319.38	81,335.89	(19,091.89)	130.67%	-	
1490	ACADEMIC SPECIAL PROJECTS	36,344.72	110,520.00	-	5,544.49	23,412.50	-	-	2,946.00	-	-	3,019.65	11,489.00	1,000.00	-	47,411.64	63,108.36	42.90%	-	
14xx	PT & Overload, Academic, Non-Inst Salary	922,547.30	527,980.00	67,066.55	30,995.83	35,529.56	212,352.98	16,698.43	206,481.42	12,792.43	29,280.96	80,708.76	113,064.00	217,105.99	117,200.60	1,139,277.51	(611,297.51)	215.78%	-	
	Academic Salaries	19,963,188.99	20,551,466.00	1,674,123.49	1,075,179.39	1,240,186.57	2,510,042.19	1,190,588.17	2,360,800.41	2,270,257.68	1,463,821.16	2,000,765.53	1,744,130.43	1,860,361.01	2,988,482.22	22,378,738.25	(1,827,272.25)	108.89%	-	
2101	DISTRICT YE ADJ - 2XXX		-	-	-	-	-	-	-	-	-	-	-	-	-	2,859,344.75	2,859,344.75	(2,859,344.75)	-	
2117	CLASSIFIED FULL TIME SUPERVISOR	81,448.84	84,336.00	7,125.92	7,125.92	7,125.92	7,125.92	7,125.92	7,125.92	7,125.92	6,538.08	7,125.92	7,125.92	7,113.76	7,228.74	85,613.86	(1,277.86)	101.52%	-	
2118	CLASSIFIED FULL TIME ADMINISTRATOR	716,543.57	920,309.00	65,525.98	65,525.98	67,900.25	71,551.23	71,487.84	71,346.12	71,320.01	71,603.45	71,461.73	71,461.73	71,701.42	87,555.88	858,441.62	61,867.38	93.28%	-	
2119	CLASSIFIED FULL TIME STAFF	3,645,204.78	3,959,206.00	350,828.97	305,204.93	327,335.37	313,536.58	312,052.68	308,522.85	295,548.99	296,640.69	312,012.48	332,444.04	330,402.54	351,758.14	3,836,288.26	122,917.74	96.90%	-	
2129	CLASSIFIED PERMANENT PART TIME STAFF	123,969.87	148,941.00	13,901.48	10,988.84	13,670.57	12,259.60	11,619.94	14,133.79	12,690.93	13,087.02	10,476.00	10,161.94	10,237.52	13,609.39	146,837.02	2,103.98	98.59%	-	
21xx	Classified, Non-Inst Reg Salary	4,567,167.06	5,112,792.00	437,382.35	388,845.67	416,032.11	404,473.33	402,286.38	401,128.68	386,685.85	387,869.24	401,076.13	421,193.63	420,055.24	3,319,496.90	7,786,525.51	(2,673,733.51)	152.29%	-	
2210	INSTRUCTIONAL CLASSIFIED FULL TIME STAFF	315,866.12	328,380.00	25,423.43	26,151.62	27,187.65	27,187.65	27,361.65	27,361.65	27,361.65	27,361.65	27,699.65	28,169.77	28,256.25	32,680.90	332,203.52	(3,823.52)	101.16%	-	
2220	INSTRUCTIONAL CLASSIFIED PERM PART TIME STAFF	109,289.11	129,716.00	9,139.79	8,399.45	8,856.16	8,219.32	9,258.48	10,688.24	9,494.80	11,109.68	11,109.68	11,164.88	11,077.94	13,466.99	121,985.21	7,730.79	94.04%	-	
22xx	Classified, Inst Aide Reg Salary	425																		

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Norco College				E														
Fund:	11	Resource:	1000	FY 2019/20														
		Prior Year 2018/19	Current Year 2019/20	Actuals														%
Object	Object Description	Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD 6/30/20	Balance	Used
5151	TEMPORARY SERVICES	4,650.00	10,001.00	-	-	-	2,600.00	-	-	-	682.50	-	-	700.00	-	3,982.50	6,018.50	39.82%
5160	AMBULANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5192	SCOUTING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5194	FILMING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5195	ENTRY FEES	-	1,500.00	-	580.00	455.00	440.00	-	150.00	-	-	-	-	-	-	1,625.00	(125.00)	108.33%
5197	GRANT / CONTRACT SUB-AGREEMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5198	PROFESSIONAL SERVICES	47,371.63	22,456.00	-	-	6,050.00	450.00	2,235.17	300.00	3,214.00	11,317.96	-	1,985.84	2,229.50	1,935.54	29,718.01	(7,262.01)	132.34%
5210	MILEAGE / TOLL FEES	8,672.39	6,865.00	39.44	513.35	307.11	1,199.46	204.91	24.82	157.18	-	140.89	-	669.05	2,861.68	6,117.89	747.11	89.12%
5211	MEETING EXPENSES	1,146.83	5,356.00	-	-	120.00	-	-	-	1,053.44	1,515.00	-	-	-	(1,500.00)	1,188.44	4,167.56	22.19%
5219	TRAVEL EXPENSES - NON-RCCD EMPLOYEES / STUDENTS	4,098.13	9,479.00	-	-	-	-	-	-	496.30	646.69	-	-	-	6,459.26	7,602.25	1,876.75	80.20%
5220	CONFERENCES (INCLUDING WEBINAR PROGRAMS)	72,059.93	70,241.00	2,415.62	1,056.60	(1.63)	7,711.46	3,586.75	7,976.83	10,504.74	5,239.78	294.89	2,459.92	3,608.66	563.67	45,417.29	24,823.71	64.66%
5250	TRAVEL EXPENSES - EMPLOYEE CANDIDATES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5310	MEMBERSHIP / DUES	44,620.78	86,653.00	33,405.00	1,053.00	9,653.35	8,725.00	9,130.00	-	670.00	30.00	100.00	-	-	813.78	63,580.13	23,072.87	73.37%
5400	INSURANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5410	FIRE AND THEFT INSURANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5420	LIABILITY INSURANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5421	GENERAL LIABILITY AND PROPERTY EXPENSE	405,995.11	424,347.00	-	-	-	(10.06)	134,679.44	-	72,819.47	43,730.76	30,837.39	39,568.10	35,628.08	87,495.58	444,748.76	(20,401.76)	104.81%
5430	FIDELITY BOND PREMIUMS	1,265.00	986.00	-	-	-	985.50	-	-	-	-	-	-	-	-	985.50	0.50	99.95%
5440	STUDENT INSURANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5450	INSURANCE CLAIMS EXPENSE (EXTERNAL INS CO)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5451	SELF INSURANCE CLAIMS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5510	NATURAL GAS	217,864.99	225,391.00	-	2,240.05	14,219.46	23,504.25	-	24,059.62	7,118.36	5,415.66	16,726.55	31,581.40	15,795.84	28,016.99	168,678.18	56,712.82	74.84%
5520	ELECTRICITY	438,057.37	494,537.00	-	65,244.94	78,167.86	5,415.30	104,169.88	20,025.96	11,608.71	25,473.51	3,216.77	25,472.61	23,293.70	(40,010.23)	322,079.01	172,457.99	65.13%
5530	WATER	137,575.49	142,335.00	-	12,011.55	12,404.89	14,506.85	14,656.93	13,259.55	10,110.03	7,589.55	9,874.99	11,042.27	6,670.81	14,636.90	126,764.32	15,570.68	89.06%
5540	TELEPHONE	9,929.28	36,585.00	2,852.70	3,287.40	1,336.23	1,539.22	1,361.00	-	1,345.31	1,114.80	-	1,341.85	-	(917.75)	13,260.76	23,324.24	36.25%
5541	CELLULAR TELEPHONE	23,713.02	27,827.00	154.95	164.14	1,024.08	3,589.81	3,982.02	-	3,637.73	-	3,361.52	154.07	-	10,049.71	26,118.03	1,708.97	93.86%
5550	LAUNDRY AND CLEANING	9,449.38	15,500.00	343.47	823.40	506.07	1,064.81	158.95	2,507.41	-	898.46	714.14	320.41	321.33	-	7,658.45	7,841.55	49.41%
5560	TOWEL SERVICE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5570	WASTE DISPOSAL	43,347.77	41,493.00	1,896.72	1,896.72	1,485.19	4,038.16	3,849.44	2,762.23	4,044.35	2,232.56	-	6,334.39	2,540.72	1,896.72	32,977.20	8,515.80	79.48%
5610	COUNTY CONTRACTS	29,363.78	30,001.00	-	-	-	-	-	-	-	-	-	-	-	31,325.00	31,325.00	(1,324.00)	104.41%
5621	CATALOG PRINTING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5622	CLASS SCHEDULE PRINTING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5630	RENTS AND LEASES	115,872.75	94,451.00	106.16	3,871.14	85.72	8,459.59	1,271.84	-	170.06	3,043.38	10,121.10	450.52	239.34	1,334.65	29,153.50	65,297.50	30.87%
5631	FILM RENTAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5632	SCENIC RENTALS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5633	COSTUME RENTALS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5644	REPAIR SERVICES - PERFORMED BY AN OUTSIDE VENDOR	310,982.28	343,824.00	4,000.88	5,294.12	8,843.61	11,748.63	3,172.46	9,813.12	7,404.71	23,502.48	51,232.98	109,339.15	13,263.04	15,099.02	262,714.20	81,109.80	76.41%
5649	COMPUTER / SOFTWARE - MAINTENANCE / LICENSE	36,455.31	82,793.00	-	-	649.95	42,301.73	3,357.00	195.00	1,200.00	-	-	-	1,139.95	26,846.88	75,690.51	7,102.49	91.42%
5650	TRANSPORTATION CONTRACTS	(435.00)	4,571.00	-	698.76	122.76	344.52	2,754.60	-	-	-	-	-	-	-	3,920.64	650.36	85.77%
5660	TRANSPORTATION IN LIEU	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5691	GOVERNMENTAL FEES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5710	AUDIT SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5720	ELECTIONS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5730	LEGAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5740	ADVERTISING - MAY INCLUDE SPONSORSHIP IF OUR ONLY B	29,970.23	190,584.00	-	6,370.00	-	1,755.00	11,584.38	-	9,559.38	13,312.99	9,649.37	11,541.77	2,794.88	18,813.76	85,381.53	105,202.47	44.80%
5790	OTHER - (FEES FOR LICENSES, PERMITS, PROCESSING, CPR, V	23,724.71	30,251.00	-	(52.53)	557.42	4,993.50	575.00	-	-	3,138.50	77.00	-	7,910.64	3,406.01	20,605.54	9,645.46	68.12%
5810	APPRAISALS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5820	INTEREST	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5821	STRS PENALTIES & INTEREST	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5822	TRAN EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5830	SURVEYS	19,020.00	19,020.00	-	-	-	-	-	-	4,682.50	-	2,341.25	-	2,341.25	-	9,365.00	9,655.00	49.24%
5840	PHYSICALS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5850	FINGERPRINTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5855	PRE-EMPLOYMENT TESTING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5861	THEFT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5863	BODILY INJURY EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5870	CONSORTIUM EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5880	DAMAGE TO PERSONAL PROPERTY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5881	DAMAGE TO DISTRICT PROPERTY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5890	OTHER SERVICES	292,756.16	676,050.00	273.50	6,802.65	(88.30)	16,941.01	10,055.69	2,427.87	7,339.03	32,831.78	332.62	18,761.48	7,135.00	490,982.64	593,794.97	82,255.03	87.83%
5891	SALES TAX	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5892	BANK CHARGES	45,737.15	41,118.00	-	6,990.92	2,513.06	7,154.71	3,320.25	1,989.11	4,296.87	3,990.91	3,540.43	-	6,012.79	4,088.63	43,897.68	(2,779.68)	106.76%
5893	RETURNED ITEMS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5894	INTER - LIBRARY LOANS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5899	ADMINISTRATIVE CONTINGENCY	-	2,400,432.00	-	-	-	-	-	-	-	-	-	-	-	-	-	2,400,432.00	0.00%
5910	INDIRECT CHARGES (GRANTS)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Services & Operating Expenses	2,686,733.57	5,722,831.00	63,488.44	134,696.21	161,811.83	212,958.45	324,505.71	85,491.52	159,232.17	216,796.99	142,561.89	260,353.78	132,294.58	1,926,151.23	3,820,342.80	1,902,488.20	67%

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Norco College				E			FY 2019/20													
Fund:	11	Resource:	1000	Actuals															%	
		Prior Year 2018/19	Current Year 2019/20																	
Object	Object Description	Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD 6/30/20	Balance	Used		
6101	DISTRICT YE ADJ - 6XXX	-	-	-	-	-	-	-	-	-	-	-	-	-	118,819.27	118,819.27	(118,819.27)			
	6111 SITE - ADVERTISING & LEGAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
	6112 SITE - APPRAISAL & INSURANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
	6113 SITE - PURCHASE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
	6119 SITE - OTHER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
6121	Sites	-	-	-	-	-	-	-	-	-	-	-	-	-	118,819.27	118,819.27	(118,819.27)			
	6121 ADVERTISING & LEGAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
	6122 ENGINEERING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
	6123 ARCHITECT'S FEES	-	16,275.00	-	-	-	-	-	-	-	2,677.50	2,677.50	9,345.00	-	1,575.00	16,275.00	-	100.00%		
	6124 TESTING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
	6125 DEMOLITION / GRADING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			
	6126 CONSTRUCTION CONTRACT	308,590.13	396,781.00	-	-	-	-	-	-	-	41,162.50	27,757.10	-	-	-	254,939.02	323,858.62	72,922.38	81.62%	
	6127 FIXTURES & FIXED EQUIPMENT	119.39	11,471.00	-	-	52.20	231.99	-	-	1,372.99	-	1,650.73	255.35	-	-	-	3,563.26	7,907.74	31.06%	
	6128 INSPECTION	1,454.25	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6129 OTHER	-	2,528.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,528.00	0.00%	
6210	Site Improvement	310,163.77	427,055.00	-	-	52.20	231.99	-	-	42,535.49	30,434.60	4,328.23	9,600.35	-	256,514.02	343,696.88	83,358.12	80.48%		
	6210 PURCHASE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6211 ADVERTISING / LEGAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6212 ENGINEERING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6213 ARCHITECT'S FEES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6214 TESTING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6215 DEMOLITION / GRADING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6216 CONSTRUCTION CONTRACT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6217 FIXTURES & FIXED EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6218 INSPECTION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
6219	OTHER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	New Buildings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6221 ADVERTISING / LEGAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6222 ENGINEERING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6223 ARCHITECT'S FEES	-	36,800.00	-	-	-	-	-	-	-	6,052.50	6,052.50	-	9,415.00	5,380.00	26,900.00	9,900.00	73.10%		
	6224 TESTING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6225 DEMOLITION / GRADING	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6226 REMODEL PROJECTS	42,059.14	9,993.00	-	-	-	-	-	-	-	-	9,992.51	-	-	-	-	9,992.51	0.49	100.00%	
	6227 FIXTURES & FIXED EQUIPMENT	19,292.68	8,827.00	-	-	-	-	-	1,853.10	-	1,000.00	-	469.92	3,698.85	-	7,021.87	1,805.13	79.55%		
	6228 INSPECTION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
6310	OTHER	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	Building Remodel	61,351.82	55,620.00	-	-	-	-	-	1,853.10	-	7,052.50	16,045.01	469.92	13,113.85	5,380.00	43,914.38	11,705.62	78.95%		
	6310 LIBRARY BOOKS / PURCHASE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6311 LIBRARY MEDIA MATERIAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
6312	LIBRARY SUBSCRIPTIONS FOR DATABASE & PRINT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	Library Books	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6481 EQUIPMENT NEW ADDITIONAL - \$200 - \$4,999	80,670.32	72,010.00	-	-	-	586.03	715.77	-	13,834.85	4,002.00	2,430.14	3,603.16	11,507.75	6,996.45	43,676.15	28,333.85	60.65%		
	6482 EQUIPMENT NEW ADDITIONAL - OVER \$5,000	8,372.98	16,567.00	-	-	6,425.00	-	-	-	7,549.37	-	1,000.00	-	-	238.28	15,212.65	1,354.35	91.83%		
6485	COMPUTER EQUIPMENT NEW ADDITIONAL - \$200 - \$4,999	23,598.76	114,903.00	-	593.79	-	-	1,737.64	-	(28.69)	5,696.18	3,465.72	25,220.57	-	70,162.43	106,847.64	8,055.36	92.99%		
	6486 COMPUTER EQUIPMENT NEW ADDITIONAL - OVER \$5,000	9,037.29	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6487 COMP EQUIP REPLACEMENT \$200-\$4999	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6491 EQUIPMENT REPLACEMENT - \$200 - \$4,999 (IDENTICALLY RE	-	13,187.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,187.00	0.00%	
6492	EQUIPMENT REPLACEMENT - OVER \$5,000 (IDENTICALLY RE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	6495 COMPUTER EQUIPMENT REPLACEMENT - \$200 - \$4,999 (IDE	-	3,333.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,333.00	0.00%	
	6496 COMPUTER EQUIPMENT REPLACEMENT - OVER \$,5000 (IDEN	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	Equipment	121,679.35	220,000.00	-	593.79	6,425.00	586.03	2,453.41	-	21,355.53	9,698.18	6,895.86	28,823.73	11,507.75	77,397.16	165,736.44	54,263.56	75.33%		
7390	Capital Outlay	493,194.94	702,675.00	-	593.79	6,477.20	818.02	2,453.41	1,853.10	63,891.02	47,185.28	27,269.10	38,894.00	24,621.60	458,110.45	672,166.97	30,508.03	95.66%		
	7390 INTRAFUND TRANSFERS OUT	61,663.36	-	-	-	-	-	-	-	-	-	-	-	-	(8,073.69)	(8,073.69)	8,073.69			
	7101 DISTRICT YE ADJ - 7XXX	-	-	-	-	-	-	-	-	-	-	-	-	-	66.45	66.45	(66.45)			
	7510 STUDENT SCHOLARSHIPS (GRANTS)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
7511	STDNT FINANCIAL AID - TUITION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	7520 STDNT FINANCIAL GRANT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	7521 STDNT FINANCIAL AID - REGISTRATION RELATED FEES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	7620 STUDENT FINANCIAL GRANTS - GRANTS / CATEGORICALS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	7640 BOOK GRANTS - GRANTS / CATEGORICALS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	7650 MEAL GRANTS - GRANTS / CATEGORICALS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	7660 TRANSPORTATION / BUS PASSES - GRANTS / CATEGORICALS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	7661 EDUCATIONAL SUPPLIES PURCHASED BY GRANT TO GIVE TO	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	7910 APPROPRIATION FOR UNREST. CONTINGENCY	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
	Total Outgo	Student Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	66.45	66.45	(66.45)	-	
61,663.36		-	-	-	-	-	-	-	-	-	-	-	-	-	(8,007.24)	(8,007.24)	8,007.24			
Total Non-Salary	3,598,674.85	7,646,036.00	70,929.87	151,207.69	189,709.66	257,097.96	409,899.91	116,560.90	229,717.38	221,465.29	234,303.63	314,079.78	182,594.86	2,384,016.19	4,761,583.12	2,884,452.88	62.28%			

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Norco College				E															
Fund:	11	Resource:	1000	FY 2019/20															
		Prior Year 2018/19	Current Year 2019/20	Actuals														%	
Object	Object Description	Actual	Revised Budget	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	YTD 6/30/20	Balance	Used	
	Total 1000-7999 (obj code)	39,733,495.65	45,477,921.00	2,713,193.67	2,046,698.78	2,315,941.74	4,100,361.18	2,978,000.18	4,186,790.24	4,003,143.08	3,073,112.66	3,925,597.12	3,267,074.38	3,502,202.08	15,718,934.83	51,831,049.94	(6,353,128.94)	113.97%	
	Revenue	49,977,939.76	42,592,279.00	604,496.64	4,120,769.26	5,524,579.64	256,791.46	3,435,212.72	3,124,909.80	5,424,357.95	2,289,719.14	5,135,370.38	2,052,714.79	2,866,102.97	15,727,015.58	50,562,040.33	(7,969,761.33)	118.71%	
	Expenses	39,733,495.65	45,477,921.00	2,713,193.67	2,046,698.78	2,315,941.74	4,100,361.18	2,978,000.18	4,186,790.24	4,003,143.08	3,073,112.66	3,925,597.12	3,267,074.38	3,502,202.08	15,718,934.83	51,831,049.94	(6,353,128.94)	113.97%	
	Revenue/expenses	10,244,444.11	(2,885,642.00)	(2,108,697.03)	2,074,070.48	3,208,637.90	(3,843,569.72)	457,212.54	(1,061,880.44)	1,421,214.87	(783,393.52)	1,209,773.26	(1,214,359.59)	(636,099.11)	8,080.75	(1,269,009.61)	(1,616,632.39)	43.98%	

Summary of Moves and Projects - Norco College 2019-20												NOTES
Item	Current Location/Description	New Location	Staff/Program	Requirements	Furniture Devd & Install Date	Projected Move Date	Funding Required	Funding Source	Primary Contact	PO #/Date issue	Status	
1	URC Associate Faculty			Relitting of the room to transform from a testing facility to an office/work space for Associate Faculty	After ST 107 & 108	10/23/2019		Grant			Complete Less Signage	2-11-20: Jim getting sign proof from Blanchard. 1-8-20: Door Signage on order with Blanchard. Signage needed. Move old furniture, Electrical disconnect, Relocate ILC tables and chairs
2	Transfer Space	SVV 2nd floor		New partitions and furnishings	TBD	TBD		A8 19 funds	Dr James	PO issued	Pending delivery	8/31/20: On hold until staff can return to empty their office and the furnishings can be removed. 4-8-20: Scheduled start of installation on June 22. 2-25-20: KI is revising the layout and proposal due to errors that were found in the final review. 12-11-20: Having to revise proposal due to prevailing wage installation. 1-29-20: Materials approved and directed to move forward with issuing PO and ordering materials. 10-1-19: Finish color selection is to be confirmed. 10-4-19: Layout has been selected. Proposal requested 8-13-19. Remove and replace all of the existing partitions and furnishings.
3	SVV 212	Puente/Umoja	Puente/Umoja	Flooring and furnishing replacement.	TBD	2/13/2020		Student Equity	Dr Olongwa	PO issued	Pending delivery	8/31/20: On hold until staff can return to empty their office and the furnishings can be removed. 4-8-20: Scheduled start of installation on June 22. 3-4-20: M&O seeking pricing for the paint and carpet work required. 2-25-20: KI is preparing a reviewed layout and proposal for approval. Facilities to getting pricing for painting and carpet work. 10-30-19: Dr O and Strategic to meet Nov 7th to start layout and selection.
4	Library - Shelving removal	Library		Removal of 5 existing bookshelves and installation of study tables with power & data	TBD	TBD	TBD	TBD	Damon Nance Steve Marshall		Preliminary	8/31/20: On hold until staff can return to work on projects. 3-4-20: M&O Seeking carpet pricing for the 330 SF of patch back work required. 2-25-20: M&O removed shelf in part of the book cases and installed a section of carpet. All the metal shelves will need to be removed and new carpet priced and installed(contractor). 2-11-20: Reviewing additional options with Damon. 1-18-20: Moving forward with developing scope and getting cost estimates. Removal of 5 existing low bookshelves, wall patch/paint, carpet replacement, 5 rectangular tables with power and data for 6 stations each. Rough estimate of cost is \$22-25k and was reported to Damon on 12-19-19
5	ADA Path of Travel	Parking Lots B & D		Asphalt & concrete replacement	Start Jan 13, 20			Scheduled Maint/District	Steve Marshall	Contract issued	Punch List	Complete. 3-4-20: Contractor to start punch list corrections. 9-20. 2/12/20: Work proceeding with Ph 1 complete Feb 17th. 1-29-20: Curb and walkways being formed and prepared for the first concrete pour. Demo completed and materials being removed. Irrigation relocated at Palm trees. 1-22-20: Demolition is 90% complete and grading of subgrade is in progress. 1-8-20: Selective tree demo has started and contractor is staged. 11-19-19 Starting with tree removal on 12-23. Revisions to ADA path of travel in Parking lot B & D.
6	Lighting Controller installation	5 Bldgs		Replacement of the lighting controller's an conversion to EMS system	Start Dec 16				Steve, Andy & Jim		Construction	8/31/20: Individual room occupancy sensors need to be installed to complete the project. 3-4-20: Pending installation of motion sensors. 2-25-20: Pending completion. 2-5-20: By pass switches and motion sensors to be installed and complete by Feb 18th. 1-29-20: CSI to be completed 1-30-20. Motion sensors and credits remaining. 1-15-20: CSI to complete. 1-8-20: LMC and CSI still to complete
7	Amphitheater Shading	Amphitheater		Shading of Amphitheater seating area	TBD		1 Time Funds		Steve Marshall	Pending PO for shade structures	Design phase	8/31/20: Contract was issued 8/28/20 and work can now move forward for the completion date of no later than Dec 31. 4-10-20: Pending revised proposal from USA Shuttle for PO to be issued via Piggyback. 2-25-20: Presenting to ASNC & SPC for input and agreement. 2-11-20: Plans cannot be checked OTC with PC. Additional engineering required for DSA submittal. 1-29-20: Shading analysis being completed. 1-25-20: ASNC has been notified of the submittal.
8	Soccer Field Turf Replacement	Soccer Field		Replacement of existing field turf	18 Feb-20			Measure "C"	Steve Marshall	PO issued	Complete	8/31/20: Concrete replacement part of the work needs to be DSA approved, bid and completed. 4-8-20: Punch walk completed with Field Turf. 3-3-20: Work in progress. 2-5-20: Start date of Feb 18. 1-29-20: PO to Field Turf in progress. 1-8-20: PO going to Board on Jan 22. 12-19-19: Plans to be ready for DSA Submittal on 12-23-19. Replacement of the existing field turf and the possible addition of Rugby lines and goal/punting funding)
9	Elevator Refurbishment	SVV Elevator		Refurbishment of the SVV Elevator	Summer 2020			Scheduled Maint. 19/20	Steve Marshall		Design Phase	8/31/20: Archt making final revisions to the bidding documents. 2-9-20: Comments returned to SON for revision. 1-8-20: Project Documents received for review. 12-19-19: Plans to be ready for DSA Submittal on 12-23-19. 11-25-19: Archt is in the process of developing Bidding Documents.
10	Key Control	Campus		Replacement and update of the campus keying system	Spring 2020		1 Time Funds		Steve Marshall		Design phase	8/31/20: We are ready to start having the key logic meetings with the VP, Deans and M&O staff. 3-3-20: Establishing a Key logic meeting. 2-11-20: NC to provide room keying information to Asa Abloy. AA to provide budget material pricing and specification information. 2-5-20: Key logic meeting. 2-10-20 with Metro. 1-29-20: Cylindrical lockset types to be confirmed by Art. Get budget and consultant feedback. 1-22-20: Met with Asa Abloy and we need to get them a little information so they can provide pricing. 1-8-20: meeting scheduled for 1-16-20. 12-19-19: All lock counts are in. 11-26-19: MV and KCC have completed their door and lock counts. 10-30-19: NC and KCC completing door and lock counts. Replacement of the existing door cylinders and updating of the existing keying system with updated and streamlined keying organization.
11	Veterans Resource Center	VRC	VRC	New VRC Building	Bid in March. Start in May			State Appropriation	Steve Marshall		COEA Approval	8/31/20: Project had to go out for the bid. Re-bid is due Sept 17th with the NTP issuing on Nov 11th and completion of the project in July/Aug. 1-8-20: Bidding in Feb and March. 12-15-19: OTSC approved the test samples and we are in COEA review and approval. DSA has approved plans. Pending OTSC testing results and any additional actions.
12	Prop 39 WEQ & STEM Exterior Wall Packs	WEQ & STEM		Replacement of exterior lights/wall packs				Prop 39	Steve Marshall	PO issued	Installation	Complete. 4-10-20: Materials received. Awaiting installation in July
13	Faculty Offices(9)	Various locations		Addition of 9 Faculty Offices					Steve Marshall		Review	8/31/20: Needed office count was reduced to 5. 4-8-20: locations to be confirmed with Cabinet.
14	IT 101 AV Equipment replacement	IT 011	YSS	IT 101 AV Equipment replacement	13-Apr-20			General Fund	Ben Lamborn		Bidding	1-22-20: Capital Project form approved.
15	District Solar Study	Campus wide		Installation of PV panels on rooftop and ground mount.				TBD	Husain Agah Steve Marshall		Planning	8/31/20: The District is currently conducting the investigation, planning and feasibility of installation of solar panels at the 3 campuses.
16	Early Childhood Education Center	TBD		Development of an Early Childhood Education Center	TBD			State Appropriation	TBD		Planning & Site Investigation	Development of an Early Childhood Education Center
17	Solar Panel - Field Lab	WEQ/CACT	STEM	Construction of a residential roof system for installation of solar panel installation	Winter/Spring term				Dr Parks Steve Marshall		Planning & Development	Planning of class needs and design of the roof size and structural needs. Class size of approx. 24. Pending action by Dr Parks.

Planning and Check Lists

Item	Responsibility	What	When	Where
Work Order for Electronics move	End User	CPJ's & AV	4 month storage maximum	Warehouse
Storage, surplus or reuse of furniture	End User/M&O		2 month Storage maximum	M&O

Maintenance/Operations & Grounds Report: SEPT 2020		
MAINTENANCE UPDATE	STATUS	NOTES
Campus domestic water flush	completed	
Chillers/HVAC tune up campus wide	completed	
HVAC filters new installed	completed	
Water fountain new filters installed	completed	
Campus lighting outdoor lighting checked and replaced	completed	
Wall packs installed	completed	Boom truck hydraulic hose replacement to pass safety cert.
Maintenance vehicles serviced	70% completed	NOC 119 completed
Fire safety monitoring systems battery back up checked	in progress	
Generator serviced and ran	completed	
EMS lighting and HVAC systems checked	completed	Battery, tire and brake assessments
Cart maintenance	in progress	
GROUNDS UPDATE		
Weeding campus wide	ongoing	
Mowing/Edging inner campus and STEM	ongoing	
Detailed line trimming inner campus	ongoing	
Lifting tree canopy's	ongoing	
Inner campus blowing	ongoing	
Hedge trimming campus wide	ongoing	
Campus and parking lot trash	ongoing	Future repair of three gate valves in order to isolate areas to avoid system shutdow
Pesticide spraying campus wide	ongoing	In order for students and guest to see signage
Irrigation repairs campus wide	ongoing	
Water conservation garden foliage thinning out	in progress	

Face-To-Face Labs @ Norco Safety Focus

- 1) Line up and proceed with health screening using the Rave App or Paper screening tool.





Thank you. You have been cleared to work/attend class onsite. If you start to feel any of the COVID-19 symptoms, please notify your supervisor/instructor and go home.

While working/attending class onsite, please wear a mask, keep six feet of social distance from others, and wash your hands periodically.

As a reminder, per CDC guidelines COVID-19 symptoms include: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting and diarrhea.

Justin Czerniak answered "Neither of the above applies. I feel healthy and have no symptoms." on 08/27/2020 7:48 am



How Do I Access RAVE Guardian

STEP 1 – DOWNLOAD THE APPLICATION ON YOUR SMART DEVICE.

On your Smart device, search your app store for the RAVE Guardian application developed by RAVE Mobile Safety. Download the application to your Smart device.

STEP 2 – VERIFY YOUR SCHOOL

Enter your RCCD E-Mail Address.

STEP 3: CREATE ACCOUNT

Enter Your Basic Information to include (1) first name, (2) last name, (3) preferred e-mail address, and (4) your mobile number.

STEP 4: CONFIRM MOBILE CARRIER

Verify the mobile carrier listed is accurate for your device. If not, select your carrier from the list of carriers provided.

STEP 5: CONFIRM MOBILE NUMBER

RAVE will send a 4-digit confirmation code to the mobile number you entered on the account creation page. This process is used to validate the mobile number provided.

Daily COVID-19 Self-Check

Name:

Student ID#:

Date:

The Rave Guardian App is available for all Employees and Students through the [Google App Store](#) and [Apple App Store](#) to do daily health assessments. Please do the assessments Self-Check **EACH DAY before reporting to work or class** and answer the following questions. If you reply **YES** to any of the questions, **STAY HOME** and follow the steps at the bottom of the page.

Employees- If you don't have a smart phone you may do your assessment via the [HRER Sharepoint Site](#) .

Have you, or anyone you have been in close contact with, been diagnosed with COVID-19, or placed on quarantine for possible contact with COVID-19 or have displayed multiple symptoms listed below in the last 14 calendar days.

- Yes
- No

Have you been asked to self-isolate or quarantine by a medical professional or local public health official?

- Yes
- No

Do you have a fever (temperature over 100.3 F) without having taken away any fever reducing medications?

- Yes
- No

Do you have any of the following symptoms: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting and diarrhea.

- Yes
- No

If you answered YES to any of the items above or start feeling sick at any point during your shift, follow the steps below:

Step 1: Immediately notify your supervisor/instructor

Step 2: DO NOT report onsite if scheduled, Go home if already working onsite

Step 3: Contact HRER and Risk Management for further guidance at Covidreporting@Rccd.edu

****Please note that if you start to experience any of the symptoms above during your shift/class you should inform your supervisor/instructor and go home.**

2) Getting students seated in their assigned seat for the semester.





3) Go over Safety procedures and the Infectious Disease Acknowledgement



Riverside Community College District

Infectious Disease Understanding of Risk for Students Doing On-Site Labs

Riverside Community College District ("RCCD") holds the health and safety of our students, staff, and community in the highest regard. We have implemented all recommendations and guidelines issued by the CDC, California Department Education, and local health officials in our effort to reopen in-person lab instruction as safely as possible. However each student and staff member bears personal responsibility for good hygiene, safe practices, and an understanding of the risks involved with in-person lab work. Prior to engaging in on-site lab work, students shall read and subscribe to the following:

- I understand that attending a Lab course at RCCD places me at a risk of exposure to viruses/bacteria such as COVID-19, Influenza, Streptococcus and other transmittable diseases.
- I understand that by attending a Lab course at RCCD, I may knowingly or unknowingly transmit such infectious viruses/bacteria to my family at home or to others that I am in close contact with.
- I understand that by attending a Lab course at RCCD and potentially transmitting infectious viruses/bacteria to others, I may place young children, elderly or immunocompromised family members and others at risk for infection and illness.
- I understand that by agreeing to participate in the Lab skills requirements of the course at RCCD, I am also committing to using good personal hygiene practices and social distancing with others because of the potential risk of virus/bacteria transmission.
- I understand that if I do not cooperate with the safety guidelines, I may be asked to leave the class and may be subject to student discipline per board policy AP3500.

I agree to the following procedures to limit my exposure to, or transmission of, viruses/bacteria by the following methods:

- Following proper hand-washing technique before and after all contact with all persons and associated equipment. Use an alcohol-based hand sanitizer when handwashing is not readily available.
- Follow proper use of facemasks, gloves and eye protection for all person/student/instructor contacts as per CDC guidelines (or recommended or designated guidelines).
- Report any COVID-19, coronavirus, or other Infectious Disease symptoms or exposure to your instructor/staff immediately.
- Not enter any RCCD Lab if experiencing any symptoms of COVID-19, coronavirus, or other infectious disease.
- I understand that I may be asked to leave the class if exhibiting any potential symptoms to COVID-19.
- I agree to follow any safety guidelines established by RCCD, which shall be provided to each student.

I understand that, due to infectious disease risk, I have the option to suspend my participation in a Lab at Riverside Community College District until a later date (to be determined).

I agree not to sue RCCD for, and to hold RCCD harmless from, any and all claims, including attorney's fees, which may occur as a result of my participation in the class below. If I need medical treatment, I agree to be financially responsible for any costs incurred as a result of such treatment. I am aware and understand that I should carry my own health insurance.

I am 18 years or older. I understand the legal consequences of signing this document, including (a) releasing RCCD from all liability, (b) promising not to sue RCCD, (c) and assuming all risks of participating in this course. I understand that this document is written to be as broad and inclusive as legally permitted by the State of California. I agree that if any portion is held invalid or unenforceable, I will continue to be bound by the remaining terms. I have read this document, and I am signing it freely. No other representations concerning the legal effect of this document have been made to me.

Print name: _____ Date: _____

Signature: _____ Student ID#: _____

Class: _____ Semester: _____

Witness by RCCD Staff: _____

Ref: BP 3200 Student Health Services, BP 3210 Communicable Disease (Students), AP3500 Student Discipline Procedures

Talk about

- One way system in place
- Wearing of masks
- Personal hygiene (hand washing and hand sanitizer)
- Communication – Not coming to class if you are showing any symptoms, even if not Covid related.
- Bathrooms that are available
- Frequent cleaning



Technology Support Services Update:

8/28/2020

1. Completed Work Order:
 - a. Prepped for deployment 150 new HP laptops for students, delivered to Library
 - b. Reimaged 162 returned Spring Semester laptops, delivered to Library

2. On- Hold/Standing Work Orders:
 - a. Move old IT125 Computers to IT124 – In Progress, Master image creation

 - b. IT121 PC cascade to student computers SSV/ASNC – Imaging/Prep in Progress

 - c. Technology Equipment in the Warehouse on hold:
 - i. 20 Dell Computers for staff, 5 Desktops for faculty
 - ii. 32 Dell Laptops/docking station for faculty

 - d. Ordered 50 Dell laptops for staff, Shipped, ETA
 - e. Ordered 150 Verizon hotspot, ETA 9/14

3. Remote Support for Students, Staff, Faculty and Admin:
 - a. TSS providing remote support Mon to Fri, 7:30-4:30
 - b. TSS team member onsite M-W-F, 8am 1pm

IMC Classroom Technology Projects

8/31/20

- IT 101 Upgrade
 - Installation was postponed due to equipment backorder. Installation will take place in May. – **Completed Spring 2020**
- Projector Screens WEQ 7 and IT 110
 - Installation is complete – **Completed Spring 2020**
- CSS 217 Replacement of defective projector and interactive display
 - Projector installation is complete
 - On hold for interactive display
- Projector screens IT 124, IT 206 and LIB 121
 - PO issued, waiting for delivery - **Completed Spring 2020**
- Interactive displays for ST 107 and 108 (Engagement Center)
 - PO issued, waiting for delivery Waiting for Installation.
- Audio systems for LIB 109 and 110
 - Equipment has arrived. Waiting for installation - **Completed Spring 2020**
- Third Street LED marquee update
 - Firmware upgrade to cellular device
 - Improvements to the TEMP sensors
 - Improvements to the ambient light sensors
 - Time frame: Late June - **Changed to later date. Upgrade not available until October 30.**

Please note: Upgrades will take place remotely and sign will be off during the process. Will update college with exact date and time.