



Planning & Budget Committee Meeting Minutes

MAY 19, 2017

9:00 A.M. – 11:00 A.M.

LOCATION: ROOM L246

Members	
Chairs: Tim Flood, Linda Gilstrap, and Andrew Rempt	
<p>VOTING MEMBERS:</p> <p>2 Academic Senate:</p> <ul style="list-style-type: none"> • Maria E. Martinez-Sanabria • Vacant <p>2 CSEA:</p> <ul style="list-style-type: none"> • Hilda Carey • Fammy Ray <p>2 SCCDAA:</p> <ul style="list-style-type: none"> • Silvia Cornejo • Linda Hensley <p>1 Administration:</p> <ul style="list-style-type: none"> • Tim Flood, VP BFA <p>2 ASO Student:</p> <ul style="list-style-type: none"> • Vacant (not calculated in quorum) • Vacant (not calculated in quorum) <p>• Guest(s):</p>	<p>VOTING MEMBERS (continued):</p> <p>1 Confidential:</p> <ul style="list-style-type: none"> • Alfredo Farah <p>Committee Chairs:</p> <ul style="list-style-type: none"> • Tim Flood, VP BFA • Linda Gilstrap, Dean IE • Andrew Rempt, Academic Senate President <p>NON-VOTING MEMBERS</p> <ul style="list-style-type: none"> • Elena Arteaga, SCEA • Trinda Best, VP-ES • Kindred Murillo, S/P • Angelica Suarez, VP SA • Kathy Tyner, VP AA • Wayne Yanda, Director of Finance (resource) <p>Recorder: Janell Ruiz, Confidential BFA</p>

QUORUM: 5 VOTING MEMBERS

Call to Order

FLOOD/GILSTRAP/REMPT

	Called to order at 9:05.
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1. Approval of Agenda, Minutes

FLOOD/GILSTRAP/REMPT

ACTION	<ul style="list-style-type: none"> • Agenda – approved. • Minutes of May 5, 2017 – approved.
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2. BP & AP 6307 – Debt Issuance and Management

FLOOD

FIRST READ	<p>Tim displayed and discussed this new Policy and Procedure that is required before we do any sort of debt issuance or refinance. The Policy and Procedure were discussed at SCC on May 17th. Our bond council wrote the Procedure and we used the CCLC template for the Policy. Tim is comfortable with the Procedure written by David Casnocha, the District's bond council.</p> <p>They must be approved by SCC and Governing Board because he is anticipating we will need additional funds for some of the future projects fairly soon. He expects that we will be selling the first \$100 million of bonds sometime in the Fall. Tim discussed that SCC has completed their first read and the policy and procedure will appear on the June 14th agenda for second read. Tim asked the committee to provide any comments he can incorporate before it goes to SCC for second read.</p> <p>Link to Policy and Procedure: AP 6307 - Debt Issuance and Management BP 6307 - Debt Issuance and Management</p>
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3. Prioritization – Identify Funding Sources

FLOOD

ACTION	<p>Tim displayed the SCC approved Prioritization List for 2018-2019 and the committee identified possible funding sources. The Tentative Budget includes \$1.6 million for Prioritization: \$576k Instructional Equipment and \$450k Redevelopment Funds. The attached link includes all of the suggested funding sources.</p> <p>IPRC will discuss the process and specifically the way items were submitted this year (bundled).</p> <p>Link to Prioritization Prioritization List Final - with funding sources identified by PBC</p>
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4. 2017-2018 Tentative Budget Governing Board Workshop Preview

FLOOD



INFORMATION	Tim displayed and discussed his draft presentation to be made to the Governing Board at the Workshop on Tuesday, May 23 rd . SWC may receive \$2.4M in Base Augmentation – at the January budget this number was \$331,000. This increase has allowed Tim to balance the budget. Link to Draft Presentation: 2017-18 Tentative Budget GB Workshop Preview
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5. Monthly Grants Report

GILSTRAP

REPORT	Linda distributed and displayed the Monthly Grants Report (dated 5-5-17). There will be an annual report that will be submitted to the Governing Board in August, but will be reported to PBC. Link to Grants Report: Monthly Grants Report 5-5-17
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Adjournment

ADJOURNMENT	Meeting adjourned at 10:50. Next meeting: Fall 2017.
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Next Meeting: Fall 2017

Coming Attractions:

Initiatives/Grant Presentations: SSSP, SEP
Planning and Resources Development Document
Linking Fiscal Allocation to Strategic Plan
Utilities and Auxiliary Funds