

ORANGE COUNTY COMMUNITY COLLEGE

Middletown, New York 10940

Office of the Vice President for Administration & Finance September 21, 2022

To: Members of the Board of Trustees

From: Paul Martland, Vice President of Administration and Finance

FISCAL REPORT: September 1, 2021 – August 31, 2022

The report of revenue and expenditures for the period September 1, 2021 to August 31, 2022 is attached. This report compares the projected 2021-2022 fiscal year to the budget which reflects expected levels of State support and enrollment. The format of this report compares month activity to budget, current year to date activity to budget year to date, and projection to budget.

Year-to-Date Revenue Highlights

Total year-to-date revenues for the twelve-month period ending August 31, 2022, are 3.7% or \$2.3 million lower than the budget expectations. Enrollment declines of 17% for Fall and Spring are the major contributing factors to the shortfall. As you recall the college budgeted for 10% reduction. These shortfalls impacts tuition, fees, and chargeback revenues. Summer revenues are slightly more than budget even with Summer 2022 enrollment having a 21% decline compared to Summer 2021. This is because the budget included a more aggressive reduction compared to Fall and Spring. There was also a 52.2%, or \$238k decline in Non-Credit Courses which are offered by the college's Continuing and Professional Development Education department also known as CAPE.

Year-to-Date Expenditures Highlights

Total expenditures for the twelve-month period ending August 31, 2022, are 4.9% or \$3.1 million below the budget. Each of the three major expense categories contributed to this positive variance. Personnel Services expenses are down \$2.4 million from the budget, largely due to the net effect of savings from employee retirements, the timing of filling open positions, and reductions in Federal Work Study payments. Included in this category are employee payouts increases related to the recently negotiated Faculty Contract and accruals for possible employee payouts which may result from negotiations with CSEA over PT security staff classifications. Employee benefit expenses are \$822k lower than budget largely due to vacant positions not yet filled. Contract Services is less than budget by \$870k primarily due to the net effect of CRRSAA expenditures (\$769k) occurring in the Equipment line, decrease in Material & Supplies expense (\$396k), decrease in bad debt expense (\$237k), additional funding towards the Facilities and PIP glide paths of \$448k for future planned expenditures, increase in utility cost of \$339k, and additional \$330k in consulting costs to temporary fill some of the college vacancies and provide assistance to CAPE to bolster Self Sustaining revenues. Equipment is over budget by \$952k due to CRRSAA expenditures.

Full Year Projections

Since August is the final month of the fiscal year, the full year projections are essentially the same as the year-to-date projections. In all likelihood the final actual bottom line will be approximately \$200,000 higher in the final audited statements. Invoices are still coming in for open purchase orders for goods and services received prior to August 31, 2022. Some of the open Pos were encumbered at a higher level than the final actual expenditures.

FUND BALANCE

SUNY's general guideline for each community college, regardless of size, is to "work to establish unrestricted net assets ranging from 5% to 15% of its operating expenses." The current projection indicates that the operating fund balance plus restricted fund balance will result in a level of 11% of operating expenses.

It should be noted that the College's estimated operating fund balance of \$6,771,617 is different from what our Sponsor Orange County report. The County fund balance calculation includes the college's restricted fund balance and adds back sick and vacation accruals that were recorded in the college's unrestricted fund. The County's methodology of adding back sick and vacation accruals produces a higher unrestricted fund balance than that reported by the College in our audited financial statements.

ORANGE COUNTY COMMUNITY COLLEGE
AY21-22 Projected Year-End

	Actual Month vs Budget				YTD Actual vs. YTD Budget				Projected vs. Budget					
	8/31/2022		8/31/2022		as of 08/31/22		as of 08/31/22		AY21-22		AY21-22		AY21-22	
	Actual Month	Budget Month	\$ Variance	% Variance	YTD Actual	YTD Budget	\$ Variance	% Variance	Projection	Original Budget	\$ Variance	% Variance	Fav/(Unfav)	% Variance
1 Revenue														
2 Fall	\$ (30,003)	\$ -	\$ (30,003)	#DIV/0!	9,103,139	\$ 9,581,220	\$ (478,081)	-5.0%	\$ 9,103,139	\$ 9,581,220	\$ (478,081)	-5.0%	(I-J)	(K/J)
3 Winter	-	-	-	#DIV/0!	97,776	92,080	5,696	6.2%	97,776	92,080	5,696	6.2%	-	-
4 Spring	(21,535)	-	(21,535)	#DIV/0!	7,417,594	8,034,980	(617,386)	-7.7%	7,417,594	8,034,980	(617,386)	-7.7%	(I-J)	(K/J)
5 Summer	(20,860)	-	(20,860)	#DIV/0!	1,315,805	1,327,860	(12,055)	-0.9%	1,315,805	1,327,860	(12,055)	-0.9%	(I-J)	(K/J)
6 Tuition-Credit	(72,398)	-	(72,398)	#DIV/0!	17,934,314	19,036,140	(1,101,826)	-5.8%	17,934,314	19,036,140	(1,101,826)	-5.8%	(I-J)	(K/J)
7 Tuition-Non-Credit	150	260	(110)	-42.3%	11,850	20,265	(8,415)	-41.5%	11,850	20,265	(8,415)	-41.5%	(I-J)	(K/J)
8 Total Tuition	(72,248)	260	(72,508)	-27887.6%	17,946,164	19,056,405	(1,110,241)	-5.8%	17,946,164	19,056,405	(1,110,241)	-5.8%	(I-J)	(K/J)
9 State Aid	-	-	-	#DIV/0!	12,039,221	11,999,765	39,456	0.3%	11,809,673	11,770,217	39,456	0.3%	(I-J)	(K/J)
9a State Aid-Non Credit Courses	-	-	-	#DIV/0!	688,645	688,645	-	0.0%	918,193	918,193	-	0.0%	(I-J)	(K/J)
10 County Aid	-	-	-	0.0%	19,052,882	19,052,882	-	0.0%	19,052,882	19,052,882	-	0.0%	(I-J)	(K/J)
11 Chargebacks	92,095	91,000	1,095	1.2%	2,289,432	2,826,740	(537,308)	-19.0%	2,289,432	2,826,740	(537,308)	-19.0%	(I-J)	(K/J)
12 Service Fees	4,763	10,130	(5,367)	-53.0%	2,768,205	2,925,310	(157,105)	-5.4%	2,768,205	2,925,310	(157,105)	-5.4%	(I-J)	(K/J)
13 Non Credit Courses	(1,235)	5,950	(7,185)	-120.7%	218,445	456,790	(238,345)	-52.2%	218,445	456,790	(238,345)	-52.2%	(I-J)	(K/J)
14 Cares Funding	-	-	-	0.0%	-	-	0	0.0%	-	-	0	0.0%	(I-J)	(K/J)
15 GRRSAA Funding	-	-	-	#DIV/0!	5,268,118	5,268,118	-	0.0%	5,268,118	5,268,118	-	0.0%	(I-J)	(K/J)
16 ARP Funding	-	-	-	#DIV/0!	-	-	-	-	-	-	-	-	(I-J)	(K/J)
17 Other	46,678	67,495	(20,817)	-30.8%	345,294	683,443	(338,149)	-49.5%	345,294	683,443	(338,149)	-49.5%	(I-J)	(K/J)
18 Sub-Total	142,301	174,575	(32,274)	-18.5%	42,670,242	43,901,693	(1,231,451)	-2.8%	42,670,242	43,901,693	(1,231,451)	-2.8%	(I-J)	(K/J)
19 Total Revenues	70,053	174,835	(104,782)	-59.9%	60,616,406	62,958,098	(2,341,692)	-3.7%	60,616,406	62,958,098	(2,341,692)	-3.7%	(I-J)	(K/J)
20 Expenditures														
21 Total Personnel Services	4,418,038	3,379,516	(1,038,523)	-30.7%	31,999,856	34,371,200	2,371,344	6.9%	32,249,856	34,371,200	2,121,344	6.2%	(I-J)	(K/J)
22 Total Employee Benefits	1,759,695	1,809,535	49,840	2.8%	17,578,218	18,400,226	822,008	4.5%	17,597,343	18,400,226	802,883	4.4%	(I-J)	(K/J)
23 Total Contract Services	1,780,884	2,234,830	453,947	20.3%	9,024,375	9,894,772	870,397	8.8%	9,423,073	9,894,772	471,699	4.8%	(I-J)	(K/J)
24 Equipment	324,097	905	(323,192)	0.0%	1,244,736	291,900	(952,836)	0.0%	1,261,536	291,900	(969,636)	-332.2%	(I-J)	(K/J)
25 Total Expenditures	8,282,714	7,424,786	(857,928)	-11.6%	59,847,186	62,958,098	3,110,912	4.9%	60,531,809	62,958,098	2,426,289	3.9%	(I-J)	(K/J)
26 Rev over/(under) Exp	\$ (8,212,661)	\$ (7,249,951)	\$ (962,710)		\$ 769,220	\$ -	\$ 769,220		\$ 84,597	\$ -	\$ 84,597			
Est Operating Fund balance as of 8/31/21									6,687,020					
Proj. Operating Fund balance as of 8/31/22									\$ 6,771,617					

11.05% of Operating Expense
11.19% of Operating Expense

Operating Fund