

**PimaCountyCommunityCollegeDistrict
Governing Board**

4905C East Broadway/Tucson, Arizona 85709-1010

REPORTS

Meeting Date: 11/08/17

Item Number: 2.1

| Item Title | Contact Person |
|--|--|
| Proposed Fiscal Year 2018-2019 Budget Development Calendar | Dr. David Bea Executive Vice Chancellor for Finance and Administration (206-4519) |

Information:

For your information, the Chancellor submits the following calendar of budget development activities in preparation for the Public Hearing and Special Meeting to adopt the budget and set tax levies and rates for Fiscal Year 2018-2019. This report provides a broad overview of Governing Board actions and major milestones in the budget development process.

The budget development calendar was reviewed at the Governing Board’s Finance and Audit Committee meeting on November 3, 2017 to ensure alignment of Committee activities in such a manner as to provide direct and timely support to the Board.

December 4, 2017

Governing Board Study Session to review the College’s budget outlook and acquire Board direction on potential scenarios and/or key budget parameters, including, but not limited to, property taxes, salaries and wages, and tuition and fees. The Board’s Finance and Audit Committee will also participate in this Study Session.

February 2018

Governing Board Meeting to review and approve course fees for the 2018-2019 Academic Year and receive a presentation of the Fiscal Year 2016-2017 Comprehensive Annual Financial Report.

Late February/Early March 2018

Governing Board Study Session to review the budget model and potential scenarios for Fiscal Year 2018-2019. The budget model and scenarios will be developed using the direction provided by the Board at their December 4, 2017 Study Session. Discussion will include, but not be limited to:

- Budget outlook
- Expenditure limitation
- Enrollment
- State aid
- Tuition and service fees
- Salaries and wages
- Employee benefits
- Property taxes
- Debt service
- Capital Requests

(Continued)

March 2018

Governing Board Meeting to review and potentially approve:

- Employee benefits
 - Dental
 - Medical and pharmaceutical
 - Short Term Disability
 - Life and AD&D Insurance
- Tuition and fees
- Capital budget project list
- Salaries and wages

April 2018

Governing Board Meeting to review the proposed Fiscal Year 2018-2019 budget and approve the Publication of Proposed Budget and, if required, Truth in Taxation notification.

May 2018

Public Hearing and Special Meeting to:

- Set tax levies and rates
- Adopt the Fiscal Year 2018-2019 budget

June 2018

Governing Board Meeting to review and approve:

- General liability and automobile insurance
- Workers' compensation
- Property Insurance

The College shall work with the Board's Finance and Audit Committee to review proposed budget actions, and feedback will be obtained through presentations to students, faculty, staff, administrators, and community members.

Approvals

Contact Person _____



David Bea, Ph.D.

Chancellor _____

Lee D. Lambert, J.D.