

COMMUNITY COLLEGE COMMITTEE MEETING MINUTES  
JUNE 16, 2009

COMMUNITY COLLEGE COMMITTEE MEMBERS PRESENT: Trinkle, G. Hall,  
Henke

COMMUNITY COLLEGE COMMITTEE MEMBERS ABSENT: Alexander, Banks

SUPERVISORS: Wilbur

Debra Prehoda, Clerk

Kevin Hayes, County Administrator

Phyllis Cooper, Treasurer

Warren County Supervisors

ACC Staff – President Heacock, Kevin Reilly, Ann Marie Sommo, Bill Long, Joe  
Custshall-King

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Updates
  - a) Regional Higher Education Project
  - b) 2010 Budget
- 3) Miscellaneous
- 4) Adjournment

The meeting was called to order at 10:00 A.M.

President Heacock welcomed everyone to the Regional Higher Education Center. He humorously noted that the building is almost paid for.

Proposed 2009-2010 Adirondack Community College Budget – Copy attached. President Heacock stated that the ACC Board of Trustees will consider this proposed budget on June 25<sup>th</sup>. The attached handout lists the highlights of the proposed 2009-2010 budget. The percent of increase in Adirondack Community College's tuition (4%) ranks the college about in the middle range compared with other community colleges. (0% to 8.89% ). The budget assumes a 3% increase from the sponsors but there is a dramatic difference between the two counties due to the change in enrollment. Their current computer system allows for a more concise student enrollment count. Warren County's enrollment increased by 4% and Washington County's enrollment decreased by 4% which means an increase of \$172,325 for Warren County and a decrease of \$83,191 for Washington County. The sponsors' contributions in the proposed 2009-2010 budget are as follows: Warren County \$1,836,152 (\$172,325 increase) and Washington County \$1,224,102 (\$83,191 decrease). The college has also reviewed their personnel eliminating an administrative Dean's level position, not backfilling two faculty positions and increased the adjunct positions to fill their needs. The cost of benefits increased for health insurance, FICA and retirement. Their equipment and software budget is almost identical to last year's. They are also going out for professional services to look into a student housing study at an

estimated cost of \$40,000.00. President Heacock stated most community colleges offer student housing. In a recent meeting with the President of Hudson Valley Community College, he learned that they plan to operate a site in Malta that could greatly impact our enrollment from Saratoga County. President Heacock stated his goal is to keep Adirondack Community College at a size that is large enough that makes it affordable and make sense, correctly sized.

In the budget preparation as a guideline, they tried to budget the personnel and benefits at about 75% of the budget. Funds that have become available due to not filling positions are being applied toward capital improvements items that just cannot be postponed because they do not have any capital funds, wire/fiber replacement/upgrade. Last year, they replaced theater seats because the college does not have capital funds for these purchases. Phyllis Cooper, Treasurer, stated purchasing items that qualify for a capital improvement out of the operating budget results in a loss of 50% state funding of which ACC is aware. President Heacock stated he deferred most equipment purchases last year when he had to budget \$700,000± out of fund balance and now with budget funds remaining he is going back and replacing necessary items. G. Hall, Budget Officer, noted that overall the 2008-2009 estimated actual expenses are lower than the 2008-2009 budget expense in the adopted budget.

The following represents the revenue sources and the percentage of the total: 8.58% from federal and other income, state revenues 28.96%, student tuition 40.18% which is over the state recommended 33%, non-sponsors' share 8.89%, sponsors' cash 13.06% which equates to a 3% increase for 09/10), and applied fund balance .34%. The proposed budget includes using \$78,545 of fund balance.

The proposed 2009-2010 budget attached includes a summary of charges to sponsors from 1960 through 2010 and official headcounts, FTE's, Chargeback, state aid and tuition rates.

President Heacock distributed a handout detailing a breakdown of sponsors' cash, attached. In this proposed 2009-2010 budget Washington County's contribution with a 3% increase is \$1,224,102, a decrease of \$83,191 over the previous year due to the change in enrollment.

Kevin Reilly, ACC, explained that if the sponsors contribution decreased from the previous year then they would be required by the state to roll back the tuition rates such that the amount of tuition they collected in the budget would equal one-third of the operating expenditures. President Heacock stated that is the penalty the state applies if the counties do not meet maintenance of effort from year to year. Warren County expressed they are not considering any increase.

President Heacock is going to move forward with a 3% increase in his presentation to the ACC Board of Trustees on June 25<sup>th</sup> and if the two counties' share will not be increasing then he will take that 3% out of fund balance. It was noted for budgeting purposes they use 60/40 between the two counties and true up the fund balance (use actual percentages) at the end of the year.

President Heacock stated that stimulus monies are coming to ACC through the state. Instead of a 10% reduction in their base state aid rate, the state has used stimulus funding to make up the 10%.

A motion to approve 3% increase in sponsors share was moved by Mrs. Trinkle, and seconded by Mr. Henke. Discussion. They discussed the fact that Warren County is not going to support a 3% increase. A motion to amend to a zero increase was moved by Mrs. Trinkle, seconded by Mr. Henke and adopted. The motion was adopted as amended, zero increase in Washington County's contribution.

A motion was made, seconded and adopted by Warren County for a zero increase in Warren County's contribution.

#### Capital Projects/Regional Higher Education Center Update:

Phyllis Cooper, Treasurer, distributed a handout on capital projects, attached. There are currently five (5) open active projects. The capital project for renovations to Eisenhart Hall can be closed once an accounts payable in the amount of \$2,732.32 is paid. She explained the BAN's for the Regional Higher Education Center that were issued on May 21, 2009 in the amount of \$1,250,000, interest rate of 1.80% and interest expense distribution on 2008 BAN's. There is currently an uncommitted chargeback fund balance as of 6/15/09 of \$798,997.85 of which \$650,000 will be committed to a future capital project, per Resolution No. 56 dated February 20, 2009.

The Treasurer also distributed combined balance sheets for ACC Capital Projects, on file. A balance of \$319,000 is remaining in the Regional Higher Education Center project but \$250,000 of that is related to an expenditure by Plattsburgh for furniture. Joe Cutshall-King, ACC Foundation, explained this was an in-kind payment by Plattsburgh that does not show up as an expenditure in the project. The Foundation does plan to meet their fund raising goal. When they meet their goal for the Kresge Foundation funding, they will be over their original goal. Mr. Long stated the contractors still have a few punch list items to complete before the retainage will be released.

The meeting adjourned at 12:10 P.M.





**ADIRONDACK COMMUNITY COLLEGE**

**P R O P O S E D**

**2009-2010**

**OPERATING BUDGET**

**FOR CONSIDERATION BY THE  
BOARD OF TRUSTEES  
JUNE 25, 2009**

## HIGHLIGHTS OF THE 2009-2010 BUDGET

JUNE 25, 2009

### TOTAL OPERATING BUDGET:

- ❖ 2008-2009 \$22,753,500
- ❖ 2009-2010 \$23,436,105 (3.0% increase)

### FTE:

- ❖ 2006-2007 Actual: 2,490
- ❖ 2007-2008 Actual: 2,391.2
- ❖ 2008-2009 Budget: 2,375 (Estimated Actual: 2,494)
- ❖ 2009-2010 Budget: 2,493 (4.97% increase)

### TUITION RATE:

- ❖ \$3,256 per year, Full-Time (4% - \$126 increase)
- ❖ \$136 per credit hour, Part-Time (4% - \$5 increase)

### STATE AID:

- ❖ \$2,675 per FTE (\$0 increase)
- ❖ Rental Aid \$86,934 (\$21,417 decrease)

### SPONSORS' CONTRIBUTION: (ASSUMES 3% INCREASE TO SPONSORS' CONTRIBUTION)

- ❖ Warren County \$1,836,152 (\$172,325 increase)
- ❖ Washington County \$1,224,102 (\$83,191 decrease)
- ❖ Applied Fund Balance \$78,545 (\$667,820 decrease)

### NON-SPONSORS' CONTRIBUTION:

- ❖ Chargeback Rate \$1,990 per FTE (\$180 increase)
- ❖ 947.0 FTE's used in Chargeback calculation

**PERSONNEL:**

- ❖ 2 Vacant Full-Time Faculty positions will not be filled for this year (Business and MECS Divisions)
- ❖ 1 Dean's Level Administrative position has been eliminated
- ❖ Possible position savings in Information Technology due to consolidation
- ❖ Added 1 Special Adjunct position (Technology Division)
- ❖ Additional Grant-Funded Staffing (Workforce Development Institute Vocational Counselor)
- ❖ Additional Instructional Assistance in Nursing (High Needs Nursing Grant) (\$61,620)
- ❖ Increase in Adjunct, Overload, Substitute, Summer School and Private Music Instruction due to enrollment increases (\$21,400)

**BENEFITS:**

- ❖ Increase in Health / Dental Insurance (\$194,900)
- ❖ Increase in FICA and Retirement Systems (\$39,330)

**EQUIPMENT & SOFTWARE:**

- ❖ Total Equipment & Software - \$1,190,840 (\$2,713 increase)
  - Banner Initiative: \$499,948
  - Technology Fee: \$229,041
  - Perkins Grant: \$ 66,828
  - Additional Academic Requests: \$ 88,891
  - Technology Equipment & Software: \$149,038
  - Physical Plant Equipment: \$136,140
  - Classroom Equipment: \$ 16,362
  - All Other: \$ 4,592

**OTHER:**

- ❖ Decrease in Banner Project (\$59,584)
- ❖ Decrease in Liability Insurance (\$10,000)
- ❖ Decrease in Utilities (\$50,830)
- ❖ Increase for Assessment (\$75,761)
- ❖ Increase for Auditing Services (\$19,400)
- ❖ Increase for Middle States (\$6,000)
- ❖ Increase for Professional Services—Housing Study (\$40,000)
- ❖ Increase for Educational Support (\$20,000)

## ADIRONDACK COMMUNITY COLLEGE BUDGET EXPENDITURES

	2007-2008	2008-2009		2009-2010		
	Actual Expenses	Budget Expenses	Estimated Actual Expenses	BUDGET EXPENSES	% of BUDGET	% Change (Budget to Budget)
<b>Personnel</b>	\$ 13,083,707	\$ 13,808,977	\$ 13,688,186	\$ 14,078,301	60.07%	1.95%
<b>Benefits</b>	\$ 3,648,641	\$ 3,637,939	\$ 3,611,957	\$ 3,965,354	16.92%	9.00%
<b>Equipment &amp; Software</b>						
Academic Equipment	\$ 265,488	\$ 305,395	\$ 348,283	\$ 312,729		
Classroom Furniture	\$ 104,398	\$ 29,395	\$ 55,411	\$ 31,247		
Physical Plant	\$ 86,704	\$ 84,325	\$ 159,043	\$ 156,200		
Office Equipment/Furnishings	\$ 20,818	\$ 3,800	\$ 9,142	\$ 5,167		
Technology Equipment	\$ 126,382	\$ 103,195	\$ 183,966	\$ 138,110		
Software	\$ 101,848	\$ 74,681	\$ 75,748	\$ 62,447		
Software Support	\$ 532,413	\$ 587,336	\$ 587,336	\$ 561,767		
<b>Total</b>	<b>\$ 1,238,051</b>	<b>\$ 1,188,127</b>	<b>\$ 1,418,929</b>	<b>\$ 1,267,667</b>	<b>5.41%</b>	<b>7%</b>
<b>Other</b>						
Printing & Advertising	\$ 337,799	\$ 383,817	\$ 381,829	\$ 375,805		
Communications & Utilities	\$ 964,129	\$ 1,075,601	\$ 859,856	\$ 1,026,609		
Maintenance (including Maintenance Contracts)	\$ 661,594	\$ 716,117	\$ 702,042	\$ 703,108		
Educational Supplies	\$ 135,695	\$ 204,513	\$ 151,450	\$ 179,534		
Library Materials	\$ 143,075	\$ 143,759	\$ 143,759	\$ 136,250		
Rentals (including Facilities)	\$ 344,935	\$ 405,758	\$ 381,177	\$ 366,999		
Insurance (Liability & Student Accident)	\$ 147,219	\$ 161,500	\$ 140,000	\$ 152,000		
Travel & Professional Devlpt	\$ 184,243	\$ 271,658	\$ 270,835	\$ 314,288		
Office Supplies	\$ 68,641	\$ 83,041	\$ 82,380	\$ 95,206		
Professional Services	\$ 214,898	\$ 198,140	\$ 215,246	\$ 256,600		
ID Card Expense	\$ 16,411	\$ 16,695	\$ 16,695	\$ 16,695		
Child Care Grant	\$ 146,581	\$ 101,500	\$ 101,500	\$ 101,500		
Dues, Fees, Subscriptions	\$ 185,317	\$ 235,248	\$ 233,459	\$ 230,247		
U/B Training Stipends	\$ 14,680	\$ 22,500	\$ 21,500	\$ 22,500		
Miscellaneous	\$ 121,656	\$ 98,610	\$ 156,170	\$ 147,442		
<b>Total</b>	<b>\$ 3,686,873</b>	<b>\$ 4,118,457</b>	<b>\$ 3,857,898</b>	<b>\$ 4,124,783</b>	<b>17.60%</b>	<b>0.15%</b>
<b>Total Operating Expenditures</b>	<b>\$ 21,657,272</b>	<b>\$ 22,753,500</b>	<b>\$ 22,576,970</b>	<b>\$ 23,436,105</b>	<b>100.00%</b>	<b>0.00%</b>

# ADIRONDACK COMMUNITY COLLEGE EXPENDITURES BY OBJECT AND FUNCTIONAL AREA

OPERATING BUDGET	ACTUAL			BUDGETED		
	2006-2007	2007-2008	2008-2009	2009-2010	2009-2010	% OF TOTAL
OBJECT OF EXPENSE	ACTUAL EXPENSES	% CHANGE	% OF TOTAL	ACTUAL EXPENSES	% CHANGE	% OF TOTAL
Personnel	\$ 12,928,097	4.24%	62.37%	\$ 13,083,707	1.20%	60.41%
Benefits	\$ 3,925,416	-1.09%	17.06%	\$ 3,648,641	-7.05%	16.85%
Equipment & Software	\$ 472,011	1.60%	3.60%	\$ 1,238,051	162.29%	5.72%
Other (travel, supplies, utilities, insurance, etc.)	\$ 3,792,012	10.23%	16.97%	\$ 3,686,873	-2.77%	17.02%
<b>Total:</b>	<b>\$ 21,117,536</b>	<b>4.14%</b>	<b>100.00%</b>	<b>\$ 21,657,272</b>	<b>2.56%</b>	<b>100.00%</b>

  

FUNCTIONAL AREA	ACTUAL			BUDGETED		
	2006-2007	2007-2008	2008-2009	2009-2010	2009-2010	% OF TOTAL
FUNCTIONAL AREA	ACTUAL EXPENSES	% CHANGE	% OF TOTAL	ACTUAL EXPENSES	% CHANGE	% OF TOTAL
Instructional	\$ 9,623,816	5.19%	45.57%	\$ 10,802,043	3.15%	46.09%
Academic Support	\$ 2,808,629	-11.16%	13.30%	\$ 2,570,831	0.56%	10.97%
Student Services	\$ 2,147,770	19.05%	10.17%	\$ 1,922,493	3.70%	8.20%
Maintenance	\$ 2,348,761	6.32%	11.12%	\$ 2,630,328	0.29%	11.22%
General Administration	\$ 2,127,265	-3.43%	10.07%	\$ 3,067,911	4.56%	27.70%
General Institutional	\$ 2,061,295	48.07%	9.76%	\$ 2,442,499	5.54%	10.42%
<b>Total</b>	<b>\$ 21,117,536</b>	<b>6.02%</b>	<b>100.00%</b>	<b>\$ 23,436,105</b>	<b>3.00%</b>	<b>100.00%</b>

FTE's	2,490	2.00%	2,391	-3.97%	2,375	4.97%
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# BUDGET REVENUES

	2007-2008	2008-2009		2009-2010		
	Actual Revenues	Budget Revenues	Estimated Actual Revenues	BUDGET REVENUES	% of BUDGET	Change (Budget to Budget)
<b>Federal &amp; Other Income</b>						
Federal	\$ 739,706	\$ 736,382	\$ 544,205	\$ 740,000		
Other Income	\$ 1,365,340	\$ 1,258,837	\$ 1,090,560	\$ 1,270,000		
Total	\$ 2,105,046	\$ 1,995,219	\$ 1,634,765	\$ 2,010,000	8.58%	0.7%
<b>State Revenues</b>	\$ 6,803,649	\$ 6,647,869	\$ 6,637,436	\$ 6,787,203	28.96%	2.1%
<b>Student Tuition</b>	\$ 8,402,449	\$ 8,509,402	\$ 8,813,649	\$ 9,415,573	40.18%	10.6%
<b>Non-Sponsors' Share</b>						
Chargebacks	\$ 1,497,396	\$ 1,633,525	\$ 1,670,000	\$ 1,884,530		
Non-Residents	\$ 214,255	\$ 250,000	\$ 200,000	\$ 200,000		
Total	\$ 1,711,651	\$ 1,883,525	\$ 1,870,000	\$ 2,084,530	8.89%	10.7%
<b>Sponsors' Cash</b>						
Warren County	\$ 1,615,366	\$ 1,663,827	\$ 1,663,827	\$ 1,836,152		
Washington County	\$ 1,269,216	\$ 1,307,293	\$ 1,307,293	\$ 1,224,102		
Total	\$ 2,884,582	\$ 2,971,120	\$ 2,971,120	\$ 3,060,254	13.06%	3.0%
<b>Applied Fund Balance</b>	\$ (250,106)	\$ 746,365	\$ 650,000	\$ 78,545	0.34%	0%
<b>Total Revenue</b>	<b>\$ 21,657,271</b>	<b>\$ 22,753,500</b>	<b>\$ 22,576,970</b>	<b>\$ 23,436,105</b>	<b>100.00%</b>	<b>3.0%</b>
<b>Fund Balance-Beginning of Year</b>	\$ 2,312,977	\$ 2,563,083	\$ 2,563,083	\$ 1,913,083		
- Interest		\$ -	\$ -	\$ -		
- Used/Appropriated	\$ (250,106)	\$ 746,365	\$ 650,000	\$ 78,545		
<b>Year End</b>	\$ 2,563,083	\$ 1,816,718	\$ 1,913,083	\$ 1,834,538		
<b>Tuition:</b>						<b>Increase</b>
Full Time (annual)	\$ 3,130	\$ 3,130		\$ 3,256	\$ 126	
Part Time (per credit hour)	\$ 131	\$ 131		\$ 136	\$ 5	
<b>State Aid (per FTE)</b>	\$ 2,675	\$ 2,675		\$ 2,675	\$ -	
<b>Chargeback (per FTE)</b>	\$ 1,740	\$ 1,810		\$ 1,990	\$ 180	
<b>FTE's:</b>						
Budgeted (Used for Tuition)	2,499.0	2,375.0		2,493.0	118.0	
Funded (Used for State Aid)	2,489.9	2,434.9		2,494.8	59.9	
Chargebacks	949.6	902.5		947.0	44.5	

# ADIRONDACK COMMUNITY COLLEGE FUND BALANCE

	ACTUAL 2001-2002	ACTUAL 2002-2003	ACTUAL 2003-2004	ACTUAL 2004-2005	ACTUAL 2005-2006	ACTUAL 2006-2007	ACTUAL 2007-2008	ESTIMATED ACTUAL 2008-2009	BUDGET 2009-2010
Beginning Balance	\$ 2,931,319	\$ 2,711,226	\$ 2,487,952	\$ 2,158,985	\$ 1,676,627	\$ 1,614,459	\$ 2,312,977	\$ 2,563,083	\$ 1,913,083
Interest*	\$ 60,325	\$ 38,545	\$ 30,343	\$ 50,111	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Year Adjustment	\$ (10,054)	\$ (43,961)							
Applied Fund Balance	\$ 280,418	\$ 251,765	\$ 315,349	\$ 532,469	\$ 62,168	\$ (1,058,517)	\$ (250,106)	\$ 650,000	\$ 78,545
Budgeted	\$ 1,665,401	\$ 1,512,496	\$ 1,029,144	\$ 486,415	\$ 672,926	\$ 332,189	\$ 115,383	\$ 746,365	\$ 78,545
Health Ins Reserve**						\$ (360,000)			
<b>Ending Balance</b>	<b>\$ 2,711,226</b>	<b>\$ 2,487,952</b>	<b>\$ 2,158,985</b>	<b>\$ 1,676,627</b>	<b>\$ 1,614,459</b>	<b>\$ 2,312,977</b>	<b>\$ 2,563,083</b>	<b>\$ 1,913,083</b>	<b>\$ 1,834,538</b>
Fund Balance as % of Budget	15.24%	13.65%	11.85%	8.70%	7.95%	10.78%	11.61%	8.41%	7.83%

\* Interest may be added to sponsors' share when total local share equals or exceeds 26.7% of the net operating budget.

\*\* Health insurance reserve was established to defer unanticipated health care costs.

**ADIRONDACK COMMUNITY COLLEGE  
SUMMARY OF CHARGES TO SPONSORS THROUGH 2010**

Total Amount (Cash) For:	Washington County	Warren County	Total Sponsor Contribution
1960	\$ 1,800.00	\$ 1,800.00	\$ 3,600.00
1961	\$ 31,136.18	\$ 50,863.82	\$ 82,000.00
1962	\$ 52,239.04	\$ 58,052.96	\$ 110,292.00
1963	\$ 74,070.30	\$ 82,533.80	\$ 156,604.10
1964	\$ 92,025.25	\$ 112,264.52	\$ 204,289.77
1965	\$ 111,107.64	\$ 154,525.37	\$ 265,633.01
1966	\$ 136,841.25	\$ 178,169.68	\$ 315,010.93
1967	\$ 139,248.30	\$ 180,147.34	\$ 319,395.64
1968	\$ 126,841.13	\$ 178,916.87	\$ 305,758.00
1969	\$ 143,551.75	\$ 172,635.58	\$ 316,187.33
1970	\$ 153,076.34	\$ 205,445.80	\$ 358,522.14
1971	\$ 109,757.37	\$ 141,939.75	\$ 251,697.12
1972	\$ 116,613.42	\$ 143,351.19	\$ 259,964.61
1973	\$ 115,353.00	\$ 159,298.00	\$ 274,651.00
1974	\$ 130,765.61	\$ 181,440.44	\$ 312,206.05
1975	\$ 136,664.00	\$ 203,336.00	\$ 340,000.00
1976	\$ 144,795.00	\$ 215,336.00	\$ 360,131.00
1977	\$ 80,365.00	\$ 142,621.00	\$ 222,986.00
1978	\$ 209,964.00	\$ 274,287.00	\$ 484,251.00
1979	\$ 208,996.00	\$ 274,465.00	\$ 483,461.00
1980	\$ 210,175.00	\$ 287,070.00	\$ 497,245.00
1981	\$ 222,785.00	\$ 304,290.00	\$ 527,075.00
1982	\$ 222,785.00	\$ 304,290.00	\$ 527,075.00
1983	\$ 222,785.00	\$ 304,290.00	\$ 527,075.00
1984	\$ 222,785.00	\$ 304,290.00	\$ 527,075.00
1985	\$ 222,785.00	\$ 304,290.00	\$ 527,075.00
1986	\$ 222,785.00	\$ 304,290.00	\$ 527,075.00
1987	\$ 322,147.00	\$ 459,703.00	\$ 781,850.00
1988	\$ 428,598.00	\$ 670,372.00	\$ 1,098,970.00
1989	\$ 465,595.00	\$ 728,240.00	\$ 1,193,835.00
1990	\$ 558,905.00	\$ 838,358.00	\$ 1,397,263.00
1991	\$ 591,889.00	\$ 887,832.00	\$ 1,479,721.00
1992	\$ 683,642.00	\$ 944,077.00	\$ 1,627,719.00
1993	\$ 683,642.00	\$ 944,077.00	\$ 1,627,719.00
1994	\$ 683,642.00	\$ 944,077.00	\$ 1,627,719.00
1995	\$ 814,342.00	\$ 1,124,568.00	\$ 1,938,910.00
1996	\$ 814,342.00	\$ 1,208,910.00	\$ 2,023,252.00
1997	\$ 814,342.00	\$ 1,208,910.00	\$ 2,023,252.00
1998	\$ 814,342.00	\$ 1,208,910.00	\$ 2,023,252.00
1999	\$ 814,342.00	\$ 1,208,910.00	\$ 2,023,252.00
2000	\$ 874,740.00	\$ 1,312,111.00	\$ 2,186,851.00
2001	\$ 892,236.00	\$ 1,338,353.00	\$ 2,230,589.00
2002	\$ 932,236.00	\$ 1,398,353.00	\$ 2,330,589.00
2003	\$ 972,236.00	\$ 1,458,353.00	\$ 2,430,589.00
2004	\$ 972,236.00	\$ 1,458,353.00	\$ 2,430,589.00
2005	\$ 1,032,236.00	\$ 1,548,353.00	\$ 2,580,589.00
2006	\$ 1,148,491.00	\$ 1,522,418.00	\$ 2,670,909.00
2007	\$ 1,269,216.00	\$ 1,615,366.00	\$ 2,884,582.00
2008	\$ 1,269,216.00	\$ 1,615,366.00	\$ 2,884,582.00
2009	\$ 1,307,293.00	\$ 1,663,827.00	\$ 2,971,120.00
2010	\$ 1,224,102.00	\$ 1,836,152.00	\$ 3,060,254.00

**ADIRONDACK COMMUNITY COLLEGE**  
**OFFICIAL HEADCOUNTS, FTE's, CHARGEBACK,**  
**STATE AID and TUITION RATES**

	Headcount (Fall)	FTE's Budget	FTE's Actual	Chargeback Rate	State Aid Rate	Full Time Tuition Rate
1988-1989	3,096	1,971	2,140	\$ 950	\$ 1,525	\$ 1,250
1989-1990	3,267	2,058	2,284	\$ 870	\$ 1,675	\$ 1,300
1990-1991	3,378	2,359	2,351	\$ 990	\$ 1,725	\$ 1,300
1991-1992	3,554	2,306	2,448	\$ 1,300	\$ 1,680	\$ 1,450
1992-1993	3,791	2,477	2,565	\$ 1,090	\$ 1,600	\$ 1,600
1993-1994	3,689	2,650	2,460	\$ 910	\$ 1,650	\$ 1,700
1994-1995	3,475	2,380	2,363	\$ 1,220	\$ 1,800	\$ 1,900
1995-1996	3,602	2,340	2,394	\$ 1,620	\$ 1,800	\$ 2,050
1996-1997	3,487	2,410	2,420	\$ 1,270	\$ 1,850	\$ 2,050
1997-1998	3,379	2,396	2,342	\$ 1,090	\$ 1,900	\$ 2,050
1998-1999	3,319	2,353	2,249	\$ 1,700	\$ 2,050	\$ 2,050
1999-2000	3,167	2,155	2,187	\$ 2,120	\$ 2,125	\$ 2,200
2000-2001	3,151	2,080	2,230	\$ 2,420	\$ 2,250	\$ 2,300
2001-2002	3,206	2,205	2,259	\$ 2,300	\$ 2,250	\$ 2,370
2002-2003	3,442	2,265	2,468	\$ 1,740	\$ 2,300	\$ 2,470
2003-2004	3,514	2,480	2,491	\$ 1,290	\$ 2,300	\$ 2,600
2004-2005	3,637	2,560	2,519	\$ 970	\$ 2,235	\$ 2,730
2005-2006	3,493	2,510	2,442	\$ 1,740	\$ 2,350	\$ 2,870
2006-2007	3,604	2,460	2,490	\$ 2,200	\$ 2,525	\$ 3,000
2007-2008	3,408	2,499	2,391	\$ 1,740	\$ 2,675	\$ 3,130
2008-2009		2,375	2,494*	\$ 1,810	\$ 2,675	\$ 3,130
2009-2010 Budget		2,493		\$ 1,990	\$ 2,675	\$ 3,256

\*Estimate

Note: Through 1994-1995, the College also received supplemental State Aid for Business (\$82 per FTE) and Technical (\$195 per FTE) students.



SPONSORS' CASH 2009-2010

	Warren	Washington	Total
<b>FY2008-2009</b>			
Sponsors' Cash 2008-2009	\$1,663,827	\$1,307,293	\$2,971,120
	56.00%	44.00%	
<b>FY2009-2010</b>			
Enrollment by Credit Hour Fall 2008	12,444	8,388	20,832
	59.74%	40.26%	
<u>CASH WITH NO INCREASE</u>			
Sponsors' Cash 2009-2010 (assumes no increase)	\$1,782,672	\$1,188,448	\$2,971,120
Change to contribution	\$118,845	-\$118,845	\$0
<u>CASH WITH 3% INCREASE</u>			
Sponsors' Cash 2009-2010 (with proposed 3% increase)	\$1,836,152	\$1,224,102	\$3,060,254
Proposed Change to contribution	\$172,325	-\$83,191	\$89,134

## Memo

To: Attendees at the Community College Meeting of June 16, 2009

From: Phyllis Cooper  
Washington County Treasurer

Re: Higher Education Center Project

Dated: June 16, 2009

For your information, attached please find a combined balance sheet for Adirondack Community College Capital Construction Projects and for the Chargeback Fund. There are currently five (5) active projects as follows:

**ACC Capital Project #77 - Restroom Access, Safety, & Improvements:**

This Capital Project was established in August 1999. The purpose of this project was for the conversion of college rest rooms for compliance with the Americans' with Disabilities Act. The cost of the project was funded by local charge back monies and New York State Aid.

**Funding:**

50% State Aid	\$14,500.
50% Local Share	<u>\$14,500.</u>
Total funding	\$29,000.

Last expenditure: 01/28/09

Unexpended Budget Balance: \$3,692.25

Note: ACC should provide an update as to the status of this project. Based on the date of establishment, this project should be completed and closed if possible.

**ACC Capital Project IAM #87 - Renovations of Eisenhart Hall:**

*Per Wash. Co. Board of Supervisors' Resolution No.453, December 15, 2006, Title: To Amend Budget- Capital Project No. 87 - Renovate Eisenhart Hall, the project's budget was amended based on the Warren/Washington Counties' ACC financing Settlement Agreement of 2005 signed February 9, 2006. The agreement amended the two counties' operational costs for the period 2000-2001 to 2004-2005 as well as adjusted the capital project contribution between the two counties as it related to this capital project.*

**Funding:**

Original Funding for Project			Amended Funding for Project	
50% State Aid	\$1,435,000.00		\$1,435,000.00	50% State Aid
50% Local Share:				50% Local Aid
Warren Co. (60%)	\$487,484.00	\$125,170.00	\$612,654.00	Warren Co. (75%)
Washington Co. (40%)	\$324,989.00	-\$125,170.00	\$199,819.00	Washington Co. (25%)
Future Charge Backs	\$622,527.00		\$622,527.00	Future Chargebacks
Total Budgeted Revenue	\$2,870,000.00	\$0.00	\$2,870,000.00	Total Budgeted Revenue

Last expenditure: 06/12/09

Unexpended Budget Balance: 0

Outstanding Accounts Payable: \$2,732.32 (6/12/09 Thermal Environment Sales, Inc. for Water Source Pump.

Per settlement agreement between the County of Warren and the County of Washington, dated February 2006, section 3., "In order to settle and pay the amounts due each party for expenses associated with ACC as outlined, Washington County shall make payment of the sum of Two Hundred Thirty-five Thousand Nine Hundred Forty-Seven Dollars (\$235,947) to Warren County upon execution of this Agreement with, however, both parties agreeing that a final accounting will be performed with respect to the Eisenhart Hall and Technology Project, at the conclusion of which a further accounting will be has as necessary as between the Counties".

**Capital Project IAN #88 - Technology Project**

This project was created in September 2004 for the new infrastructure, card access system, upgrade administrative computer system, and the addition of smart class rooms.

**Funding:**

50% State Aid	\$ 238,027.
50% Local Share:	
Warren County (60% x 50% = 30%)	\$ 142,816.
Washington County (40% x 50% = 20%)	\$ 95,211.
Total Funding	\$ 476,054.

Last expenditure: 09/19/08

Unexpended Budget Balance: \$125,994.75

On July 18, 2005, Washington County issued General Fund Check No. 37814, in the amount of \$95,211., to this project for their share. Warren County is paying their local share obligation on a reimbursement basis.

**Capital Project LAO #91 - Higher Education Construction:**

This project was created in January 2007 for the construction of the higher education center.

**Funding:**

Higher Education Center - ACC Construction Phase

Revenue:

IAQ2397.02	Local Shares Washington County	\$ 400,000.
IAQ2397.03	Local Shares Warren County	\$ 933,333.
IAQ2401.03	Interest on Foundations Monies	\$ 15,889.
IAQ2705.01	Gifts & Donations (ACC Foundation)	\$ 666,667.
	Balance on \$16,500. Interest Expense (\$16,500. - \$15,889. = \$611.)	\$ 611.
IAQ2705.02	Gifts & Donations (ACC Foundation)	\$ 1,342,500.
IAQ3097	State Aid	\$ 3,065,000.
	State Aid	<u>\$ 277,500.</u>
Total Revenue		\$6,701,500.

Total Budget Breakdown:

Local Shares (Warren and Washington Counties)	\$1,333,333./\$6,685,000. = 19.95%
Gifts and Donations (Foundation)	\$2,009,167./\$6,685,000. = 30.05%
State Aid	\$3,342,500./\$6,685,000. = 50.00%

*The split between Warren and Washington Counties is as follows:*

Warren County	\$933,333./\$1,333,333. = 70%
Washington County	\$400,000./\$1,333,333. = 30%

Appropriation:

IAQ2495.204010	Contingency	\$ 11,194.00
IAQ2495.204025	Construction Costs	\$ 5,920,389.00
IAQ2495.204028	Equipment & furnishings	\$ 455,300.00
IAQ2495.204033	Architect/Eng. & Other Exp.	\$ 298,117.00
IAQ9730.701	Interest on BAN's	<u>\$ 16,500.00</u>
Total Appropriations		<u>\$6,701,500.00</u>

Last expenditure posted: June 15, 2009

Unexpended Budget Balance: \$319,001.14

On May 28, 2008 BAN's were issued, in the amount of \$2,500,000., for budgeted local shares revenue as follows:

IAQ2397.02 Local Shares Washington County	\$ 400,000.00
IAQ2397.03 Local Shares Warren County	\$ 933,333.00
IAQ2705.01 Gifts and Donations (ACC Foundation)	\$ 666,667.00
CASH FLOW	<u>\$ 500,000.00</u>
Total	\$2,500,000.00

BAN's were issued with a maturity date of May 22, 2009. Interest Rate was 1.980%. Glens Falls National Bank was successful bidder.

Per agreement between Warren County, Washington County and the Adirondack Community College Foundation, Inc. dated June 2007, the parties shall each pay one-third (1/3) of interest that becomes due and payable on BAN/s for the Regional Higher Education Project.

Interest Expense Distribution on 2008 BAN's:

$\$2,500,000 \times .0198 + \$49,500 / 3 = \$16,500$ . each Warren County, Washington County and the Foundation.

The interest earned on the Foundation monies within Capital Project No. 90 - Higher Education Center - Design and ACC Capital Project No. 91 - Higher Education Center - Construction Phase, in the amounts of \$216.51 and \$15,672.53, were used to offset the Foundation's share of the debt interest.

Foundation's Share of Debt Interest	\$16,500.00
Less: Interest Revenue (Project No. 90)	(216.51)
Less: Interest Revenue (Project No. 91)	<u>(15,672.53)</u>
Balance Paid by Foundation	\$ 610.96

Interest earned on debt within Capital Project No. 91 - Higher Education Center - Construction Phase, in the amount of \$16,225.08, was split 50/50 between the two Counties to reduce their share of the 2009 debt interest payment as follows:

Warren County's Share of Debt Interest	\$16,500.00
Less: Interest Earned on Borrowing	<u>(8,112.54)</u>
Balance Paid by Warren County	\$ 8,387.46

Washington County's Share of Debt Interest	\$16,500.00
Less: Interest Earned on Borrowing	<u>(8,112.54)</u>
Balance Paid by Washington County	\$ 8,387.46

On May 21, 2009 BAN's were issued, in the amount \$1,250,000., with a maturity date of May 21, 2010. Interest Rate was 1.80%. First Niagara Bank was the successful bidder.

Principal Payments on the original issuance were as follows:

Principal	\$2,500,000.
Cash Flow portion paid by the Project	(500,000.)
Principal Paid by the Foundation	<u>(750,000.)</u>
New BAN Issuance	\$1,250,000.

Interest Expenses on 2009 BAN's:  
 $\$1,250,000 \times .0180 = \$22,500$ .

**Capital Project IAR #93 - Capital Reinvestment Model**

This project was created in November 2008 for the college's participation with the State University of New York Capital Reinvestment Model. The college plans to complete a building condition assessment survey with training provided by the State University of New York.

**Funding:**

50% State Aid	\$ 6,250.
50% Local Share - Chargebacks	<u>\$ 6,250.</u>
Total Funding	\$12,500.

Last expenditure: None

Unexpended Budget Balance: \$12,500.

**ACC Chargebacks:**

Purpose: This fund is used as a "pass through for the charge back monies used to fund established and active ACC Capital Projects".

Chargebacks are recorded as "IAA691 Deferred Revenue" until such time as they are transferred to the established capital project as budgeted to pay the local share of the incurred expense. State aid claims are recorded as a receivable and submitted to the New York State Dormitory for reimbursement.

Interest earned on the chargeback monies is recorded as revenue and closed to fund balance annually.

As of 01/20/09 the fund balance and "deferred revenue - chargeback monies" are as follows:

IAA 691 Deferred Revenue	\$568,621.78
Fund Balance 12/31/08	<u>\$238,472.20</u>
Total Charge back Local Shares (IAA 691 Deferred Revenue) & Fund Balance for ACC Cap Proj	\$807,093.98
Current Chargeback balance unrestricted & Fund Balance	\$807,093.98
Less:	
Rest Rooms Unexpended Budget Bal. (\$3,692.25 x .50)	( 1,846.13)
Capital Reinvestment Model (12,500.00 x .50)	<u>( 6,250.00)</u>
<b>Uncommitted Charge back Fund Balance as of 06/15/2009</b>	<b>\$798,997.85</b>

ACC Chargebacks received in the 2008 & 2009 Fiscal years are as follows:

Fall 2007	01/03/08	\$107,509.00
Spring 2008	04/30/08	\$150,000.00
Summer 2008	09/02/08	\$ 9,000.00
Fall 2008	01/08/09	\$143,110.11
Spring 2009	05/18/09	<u>\$133,779.00</u>
	<b>Total</b>	<b>\$543,398.11</b>