

FY17 General Fund Mandatories

Updated items: 6/10/2016

	Mandatory Expenditures	Responsible	FY17 Approved 7/1/2016	FY17 Comment
1	Fees & Dues (ex: OCCA)	President's Office	120,000	Donna Zmolek - no change.
2	Legal	President's Office	150,000	Donna Zmolek - no change.
3	Elections	President's Office	70,000	Donna Zmolek - no change.
4	League for Innovation	President's Office	35,000	Donna Zmolek - no change.
5	Labor Relations	President's Office	50,000	Donna Zmolek - no change.
6	Maint contract w/ Eastman Kodak for microfiche machine; keep on list until \$'s/staffing avail to switch records to a different format. (U2B PeopleFluent/Mntc Contracts on the Mandatories lists.)	Human Resources	5,169	Aneita Grogan - no change to Kodak portion. Add \$2719 for Integra contract to convert all microfiched personnel files to electronic files. Also asked to move \$5856 budget from 111100-150005-617500-510000 to 111100-150005-610900-510000.
7	LEO System Annual Fee - HR	Human Resources	24,539	Aneita Grogan - FY16 increase ended up 5% so the same increase expected for FY17.
8	Bad Debt - Contra Revenue Account	College Finance	-	Greg Holmes - FY17 <634,107> & drop off Mand lists.
9	Bank Charges	College Finance	55,000	Greg Holmes - no change.
10	Audit Services	College Finance	90,000	Greg Holmes - no change.
11	Property Insurance	Risk/Insurance	733,000	Dawn Barth/Ron Cutter suggest approx 7% increase. (\$500,000 to \$685,550 to \$733,000)
12	Willamette Dental Clinic - Lease & Maint & EWEB Lease: 111100-220010-619150-610000 Maint: 111100-220010-615700-610000 Utils:111100-220080-619400-610000.	FMP	76,987	FY17 Lease = \$68,797 per lease agreement. Utilities included in water, electricity and garbage budgets. Maint estimate = \$8190 (4% inc over FY15 total).
13	HVAC telephone	FMP	15,982	The estimated total expenditure for FY16 +4%.
14	HVAC/BAS/ALC systems contracts	FMP	23,000	Contract amounts decreasing due to increasing expertise of in-house staff and upgraded controls due to new construction. More info on dept's spreadsheet HVAC Controls-BAS tab.
15	Megamation Maintenance CMMS System - DirectLine	FMP	22,351	More info on dept's spreadsheet CMMS Megamation tab.
16	Fire/Life/Safety/Access Contracts Fire Alarm Security Monitoring Contracts Convergent	FMP	144,681	Items cost more than estimated for the FY16 Mandatories. More info on the dept's spreadsheet Fire Life Safety tab.
17	Flight Tech Lease/AMTF	FMP	-	Remove from future lists.
18	Elevator Service Contracts - KONE	FMP	57,207	FY16 costs higher than estimated plus Lane added elevator in Center Bldg during FY16. More info on dept's spreadsheet Elevator tab.

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19	Electricity	ISP staff calculates, budget in FMP	1,111,835	Decreased usage. Projected EWEB rate incr of 2%, EPUD 4%, BPA increase + 1% contingency. CLPUD incr 7%. BLD 40, 61-R electricity not included as services are billed separately to property management companies.
20	Water	FMP	183,428	Projected EWEB rate incr of 5.25%. Eff Feb 2016 City of Eugene rate incr of 3.75% wastewater & 6.5% stormwater. City of Florence rate incr 1.7% for water, 1.7% for wastewater, 1.7% stormwater. City of Cottage Grove inc of 1.8% water, 3.1% wastewater, 7.9% stormwater. Both BLD 61 DC residential & academic are included because they are served by one service. Includes contingency for potential weather issues.
21	Garbage Service	ISP staff calculates, budget in FMP	54,900	Michael Sims - Garbage amounts decreasing, largely due to decreased enrollment but also doing better with reducing, reusing & recycling.
22	Heating Oil	FMP	33,000	No change.
23	Natural Gas	ISP staff calculates, budget in FMP	424,946	NWNG rates to decrease by 7% + contingency for potential weather issues. Both BLD 61 DC residential and academic are included because they are served by one service.
24	SSS - Custodial Subcontractor	FMP	161,579	Day shift cost w/min wage impact added in. Funding for both day and night shifts was approved.
25	Wastewater Treatment Plant, Siltcoos, etc (DEQ permits, related contracts)	FMP	51,758	DEQ requiring more frequent testing and permitting costs going up. More info on dept's spreadsheet WWTP tab.
26	IEQ Remediation (per dept) Environmental and Safety Compliance	FMP	119,240	Increase due to reorganization of categories. This category was changed from IEQ Remediation to Environmental and Safety Compliance and some of the thing that were in the Compliance Required Testing category for FY16 are no in this item. Costs have not increased overall. The amount is just larger due to reorganization. More info on dept's spreadsheet IPM Services tab.
27	Integrated Pest Management Service Contract	FMP	18,975	Increase due to added square footage, added fly program, and historical annual increases to this contract. More inof on dept's spreadsheet IPM Services tab.

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28	Compliance and Required Testing Other Systems Maintenance Contracts (per dept)	FMP	35,000	This category changed and some things were put into Environmental and Safety Compliance.
29	SSS - Recycling Subcontractor	ISP & SS staff calculates	81,280	Mike Sims - no change.
30	Public Safety Dispatch Services	Public Safety	83,972	Jace Smith - recommend estimated 5% increase.
31	Regional Radio System Fees (fee for accessing inter-operable system) - paid to City of Eugene	Public Safety	6,872	Jace Smith - no change.
32	Public Safety LEADS	Public Safety	3,534	Jace Smith - no change.
33	HazMat Program	Public Safety	3,000	Remove from FY18 list; \$3,000 one time perm funding included in FY17 Budget.
34	Distance Learning Sftwr License	Info Tech/Distance Learning	2,000	Tight Rope Assurance Maint replaced TV automation system for a projected savings. FOAP change from Casey.
35	Academic Technology - Host/Provider & Career Planning online course fees	Info Tech/Distance Learning	63,100	Late FY17 Budget Balancing reduction.
36	Information Technology - Hdwr/Sftwr Maint	Info Tech	1,201,749	\$1,239,249 submitted - \$32,500 Luminus - \$5,000 1X reduction = \$1,201,749
37	Information Technology - Telephone Lines	Info Tech	16,721	No change.
38	Achieving the Dream	ASA	10,000	3/29 no response from ASA; 4/1 Per JS keep it at \$10,000
39	Continuing Ed Parking Fees	Continuing Ed	10,000	4/6/15 rme Banner Actuals = \$6648; reduce to \$10,000.
40	Learn & Earn Program - Wages	Career & Employment Svs Workforce Devpt	75,000	WFD - student employees; \$75,000 + OPE
41	Learn & Earn Program - OPE	Career & Employment Svs Workforce Devpt	7,500	WFD - student employees; \$75,000 + OPE
42	Armour Car Service	Enrollment Services	1,716	No change. Backup shows total cost in FY16 \$14,000 (same as FY17 request). On FY18 sheet use the \$14,000 as the starting place.
43	Library Memberships - see footnote.	Library	55,958	Several other requests, which were already disallowed last year.
44	Financial Aid--Institutional scholarships Note: FY13 audited ending fund balance for Fund 541100 = \$928,057; FY14 EFB = \$758,687.	Student Financial Services Interfund Transfers to Fund V institutional matches on scholarships. See Interfund Transfers file for detailed information.	-	Greg Holmes. Fund 541100 maintains adequate Fd Balance so do not need to budget transfer. <i>Not a Mandatory (they are IntFd Trfrs Out); kept on this sheet to ensure staff reviews each year and amounts can be used in GF projections.</i>

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45			-	
46			-	
	TOTAL		5,489,979	

Library Memberships - A limited scope addition for specific memberships for \$36,000 was added (new) to mandatories in FY08 (current staff does not know why). This has increased over the years until FY17's amount of \$55,958. Additional funding for other Library M&S request have been denied as membership fees and other **similar operating M&S are not allowed. Recommend remove Library from Mandatories in FY18 process.**