

# HIGHLAND COMMUNITY COLLEGE

District #519

## AGENDA

Board of Trustees Meeting

August 22, 2023 – 4:00 p.m.

Robert J. Rimington Board Room (H-228)

Highland Community College Student/Conference Center

Freeport, Illinois

Public access to the meeting is provided online via

<https://highland.zoom.us/j/88320472535?pwd=SmdzVjE3cDRVenFlaFBYRm5sV2VIQT09>

or by phone at 312-626-6799 using meeting ID 883 2047 2535 and Passcode 643643

- I. Call to Order/Roll Call
- II. Approval of Agenda
- III. Approval of Minutes: July 25, 2023 Budget Work Session  
July 25, 2023 Regular Meeting
- IV. Public Comments
- V. Discussion of Additional Pro Forma from Sports Facilities Regarding the Feasibility of a Potential Athletics, Learning, and Event Center
- VI. Budget Report
- VII. Foundation Report
- VIII. Consent Items
  - A. Academic (None)
  - B. Administration
    - 1. Appointment: Voting Delegate to the Association of Community College Trustees 2023 Leadership Congress (Page 1)
  - C. Personnel
    - 1. Part-time Instructors, Overload, and Other Assignments (Page 2)
  - D. Financial (None)
- IX. Main Motions
  - A. Academic (None)
  - B. Administration (None)
  - C. Personnel (None)
  - D. Financial
    - 1. Acceptance of Proposal: Purchase of Two (2) 2024 Chevrolet Silverado WT 2500HD Cab and Chassis (Page 4)

2. Resolution Identifying Work Contracts to an Installment Purchase Agreement Heretofore Entered Into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois – 2014 Bond Issuance (Page 6)
3. Resolution Identifying Work Contracts to an Installment Purchase Agreement Heretofore Entered Into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois – 2020 Bond Issuance (Page 11)
4. Resolution Identifying Work Contracts to an Installment Purchase Agreement Heretofore Entered Into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois – 2023 Bond Issuance (Page 16)
5. Payment of Bills and Agency Fund Report – July 2023 (Page 20)

**X. Reports**

- A. Treasurer's Report: Statements of Revenue, Expenditures and Changes in Fund Balance – FY23 and FY24 (Page 22)
- B. Student Trustee
- C. Audit and Finance Committee
- D. Illinois Community College Trustees Association (ICCTA) Representative
- E. Association of Community College Trustees (ACCT)
- F. Board Chair
- G. President

**XI. CLOSED SESSION**

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body
- B. Collective Negotiating Matters

**XII. ACTION, IF NECESSARY**

- A. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body
- B. Collective Negotiating Matters

**XIII. Old Business**

- A. Board Retreat Dates and Times

**XIV. New Business**

**XV. Dates of Importance**

- A. Next Quarterly Board Retreat – September 13, 2023 at 8:00 a.m. in the Robert J. Rimington Board Room (H-228) in the Student/Conference Center
- B. Budget Work Session – September 26, 2023 at 3:00 p.m. in the Robert J. Rimington Board Room (H-228)
- C. Next Regular Board Meeting – September 26, 2023 at 4:00 p.m. in the Robert J. Rimington Board Room (H-228)

**XVI. Adjournment**

**AGENDA ITEM #VIII-B-1  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD**

**APPOINTMENT  
VOTING DELEGATE TO THE  
ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES  
2023 LEADERSHIP CONGRESS**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the appointment of Trustee Pennie Groezinger to serve as the voting delegate for the Association of Community College Trustees (ACCT) 2023 Leadership Congress in Las Vegas, Nevada, October 9 – 12, 2023. It is further recommended that Trustee Shawn Boldt serve as the alternate delegate, if Ms. Groezinger is unable to fulfill her responsibilities at the meeting.

**BACKGROUND:** ACCT requires that the Board appoint a voting delegate for the annual Leadership Congress each year.

BOARD ACTION: \_\_\_\_\_

**AGENDA ITEM #VIII-C-1  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD**

**PART-TIME INSTRUCTORS, OVERLOAD, AND OTHER ASSIGNMENTS**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees approves the attached list of part-time instructors, overload, and other assignments.

**BACKGROUND:** The individuals listed have been certified by the hiring supervisor as having the required training and experience to perform duties or teach courses offered by Highland Community College. Each course is contingent upon appropriate enrollment.

BOARD ACTION: \_\_\_\_\_

Summer 2023				COURSE	CLOCK	CREDIT		TOTAL
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Alex	Jansen			Matilda Stipend				\$3,500.00
Ellen	McGinnis		MAC Lab			2	\$540.00	\$1,080.00
July 1, 2023				COURSE	CLOCK	CREDIT		TOTAL
FIRST	LAST	CRN	SUBJECT	TITLE	HRS	HRS	RATE	SALARY
Other Assignments								
Gerald	Reed			Bass in Matilda orchestra				\$ 880.00
Reid	Janssen			FY23 budget work for Adult Ed				\$ 875.00
Grace	Cifonie			Chamber Singers: 11 rehearsals & concert,				
				Royal Scots: 14 rehearsals & show				\$ 1,700.00
Erin	Korte			Deputy for Matilda production 6/24, 7/1 and 7/2 - total of 17 hours				\$ 510.00
Irene	Moore			Helped with Matilda costumes				\$ 800.00



**AGENDA ITEM #XI-D-1  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD**

**ACCEPTANCE OF PROPOSAL  
PURCHASE OF TWO (2) 2024 CHEVROLET SILVERADO WT 2500HD  
CAB AND CHASSIS**

**RECOMMENDATION OF THE PRESIDENT:** That the Board of Trustees authorizes acceptance of the attached proposal from The Bocker Group of Freeport, IL for the purchase of two (2) 2024 Chevrolet Silverado WT 2500HD cab and chassis at a total cost of \$90,032.18 (\$45,016.09 each). This purchase was approved for 2020 bond funding and is included in the FY24 budget.

**BACKGROUND:** The current maintenance trucks are 2003 and 2004 models. These vehicles have heavy rust and wear and tear from snow plowing, and the service bodies on the trucks have rusted away to the point that some of the compartments are unable to be used. They are also crucial for snow removal on campus. The replacement trucks are not in stock and will have to be ordered. Once they arrive, they will be outfitted with new service bodies and snow plows by a separate vendor.

As a Sourcewell cooperative purchasing member, we are able to forego the bidding process to purchase these vehicles, as the Sourcewell contract satisfies State of Illinois bidding requirements. The Sourcewell proposal through National Auto Fleet Group of California is \$46,829.91 each. The Bocker price is more than \$1,800.00 lower per vehicle than the Sourcewell price and keeps our tax dollars in our local economy.

BOARD ACTION: \_\_\_\_\_

# THE BOCKER GROUP

Page 5  
801 EAST SOUTH STREET  
FREEPORT, ILLINOIS 61032  
815-235-2121

☒ NEW VEHICLE  
☐ USED VEHICLE

PHONE 815-599-3473  
DATE: 8/1/2023

PURCHASER Highland Community College  
ADDRESS 2998 W Pearl City Rd Freeport, IL 61032  
FED TAX ID #

YEAR	MAKE	SERIAL NUMBER	DESCRIPTION	MILEAGE	STOCK#
2024	Chevy	QUOTE	Silverado 2500	0	QUOTE

I HEREBY OFFER TO PURCHASE THE AUTOMOBILE STATED HEREIN EQUIPPED AS SPECIFIED FOR WHICH I AGREE TO PAY AS STATED HEREON:

FACTORY INSTALLED OPTIONS		SETTLEMENT DATA	
\$ 48,588.00	MSRP	ORIGINAL VALUE BEFORE DISCOUNT	\$ 44,448.83
\$ -		SPECIAL ADDED VALUE DISCOUNT	
		VALUE TRADE	
\$ (2,539.17)	Bocker Highland Discount	TOTAL TRADE & VALUE DISCOUNT	
		CASH DIFFERENCE	\$ 44,448.83
		DOCUMENTARY FEE	\$ 347.26
\$ (1,600.00)	Cap Discount	ACCESSORIES	
\$ -		SECRETARY OF STATE E-FILE FEE	\$ 35.00
\$ -		O.E. TAX	Tax Exempt
\$ 44,448.83	TOTAL	LIC. & PLATES	\$ 185.00
		TOTAL	\$ 45,016.09
		Rebate	
Delivery Information		BALANCE	
Delivery Type:		ADDITIONAL PAYMENT	
End User Fan#		BALANCE	
		LIEN PAYOFF	
		BALANCE DUE	
Lienholder		TRADE IN:	
		PAYOFF TO:	
		ADDRESS:	
		DELIVERY DATE:	
		BUYERS SIGNATURE:	
		SALESMAN	Jason Bardell
		ACCEPTED BY:	

## USED VEHICLES ONLY:

"THE INFORMATION YOU SEE ON THE WINDOW FORM FOR THIS VEHICLE IS PART OF THIS CONTRACT. INFORMATION ON WINDOW FORM OVERRIDES ANY CONTRARY

## PROVISIONS IN THE CONTRACT OF SALE:

ALL WARRANTIES, IF ANY, BY MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS; NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY DEALER, AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS - NOT EXPRESSLY WARRANTED OR GUARANTEED." NO PUBLIC LIABILITY, PROPERTY OR PHYSICAL DAMAGE INSURANCE ISSUED.



**AGENDA ITEM #IX-D-2  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD**

**RESOLUTION IDENTIFYING WORK CONTRACTS TO AN INSTALLMENT  
PURCHASE AGREEMENT HERETOFORE ENTERED INTO BY COMMUNITY  
COLLEGE DISTRICT NO. 519, COUNTIES OF STEPHENSON, OGLE, JO DAVIESS  
AND CARROLL AND STATE OF ILLINOIS  
2014 BOND ISSUANCE**

**RECOMMENDATION OF THE PRESIDENT:** That the Highland Community College Board approves the following Resolution:

RESOLUTION identifying work contracts to an Installment Purchase Agreement heretofore entered into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois.

**BACKGROUND:** As part of the 2014 bond issuance in the amount of \$3,300,000, the College adopted a Resolution on July 15, 2014, to provide for the issuance of debt certificates. The debt certificate Resolution included a requirement for the Board to consider the attached Resolution, which “identifies all or a designated portion of each Work Contract to the Installment Purchase Agreement between the District and the Seller-Nominee of the Project”. In other words, the Board must periodically approve a listing that specifies the purchases made with funds received as part of the bond issuance process to renovate, equip, or improve the College.

The attached Resolution includes a listing of expenditures made (by project), the contractor or vendor to whom the payment was made, and the amount of such payments for the period November 1, 2021, through June 30, 2023. The Board previously approved Resolutions for the time periods as follows:

- November 2015 for expenses through September 30, 2015,
- August 2016 for expenses from October 1, 2015 through June 30, 2016,
- June 2017 for expenses from July 1, 2016 through May 31, 2017,
- February 2018 for expenses from June 1, 2017 to January 31, 2018,
- June 2019 for expenses from February 1, 2018 through May 31, 2019,
- November 2020 for expenses from June 1, 2019 through October 31, 2020, and
- November 2021 for expenses from November 1, 2020 through October 31, 2021.

Multiple payments to one vendor for a particular project are combined. All payments have already been approved by the Board through the monthly approval of the payment of bills. The

BOARD ACTION: \_\_\_\_\_



College has followed any other necessary state regulations or Board policies related to purchasing and selection of vendors. The attached resolution simply identifies the expenses as those made with funds received as part of the bond issuance process, as required.

RESOLUTION identifying work contracts to an Installment Purchase Agreement heretofore entered into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois.

\* \* \*

WHEREAS, Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois (the "*District*"), is a Community College District of the State of Illinois operating under and pursuant to the Public Community College Act of the State of Illinois (the "*Public Community College Act*"), the Local Government Debt Reform Act of the State of Illinois (the "*Debt Reform Act*"), and in particular, the provisions of Section 17(b) of the Debt Reform Act (the "*Installment Purchase Provisions*"), and all other Omnibus Bond Acts of the State of Illinois, in each case, as supplemented and amended (collectively "*Applicable Law*"); and

WHEREAS, on the 15th day of July, 2014, the Board of Trustees of the District (the "*Board*") adopted a resolution (the "*Certificate Resolution*") entitled:

RESOLUTION authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, in and for Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois, and for the issue of not to exceed \$3,250,000 Debt Certificates, Series 2014, of said Community College District, evidencing the rights to payment under said Agreement, and providing for the security for and means of payment under said Agreement of said Certificates.

; and

WHEREAS, this Resolution does hereby incorporate by reference the definitions, terms, and provisions of the Certificate Resolution; and

WHEREAS, the Certificate Resolution provides that Work Contracts shall be identified to the Agreement so as to permit the disbursement of Certificate proceeds for the purpose of making payments on the Agreement; and

WHEREAS, it is the purpose of this Resolution to identify Work Contracts to the Agreement:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. Procedure for Identification.* Contracts ("*Work Contracts*") have been or shall be awarded, from time to time, by the Board for work on the Project; and the Board represents and covenants that each Work Contract has been or will be let in strict accordance with the applicable laws of the State of Illinois, and the rules and procedures of the District for same. In Section 3 of this Resolution or pursuant to resolution or resolutions previously or to be duly adopted, the Board has previously or shall identify all or a designated portion of each Work Contract to the Agreement. This Resolution and any such other resolution has been or shall be filed of record with the Secretary and Treasurer of the Board. The adoption and filing of any such resolution and the Work Contracts with such officers shall constitute authority for the Treasurer to make disbursements from the Project Fund to pay amounts due under such Work Contracts from time to time, upon such further resolutions, order, vouchers, warrants, or other proceedings as are required under the applicable laws of the State of Illinois, and the rules and procedures of the District for same. No action need be taken by or with respect to the contractors



and vendors under the Work Contracts as, pursuant to the Installment Purchase Provisions, the Treasurer acts as Nominee-Seller of the Project for all purposes, enabling the issuance of the Certificates.

*Section 3. Identification of Work Contracts.* The following Work Contracts are hereby identified to the Agreement:

<u>Brief Description of Work Contract/Expenditure</u>	<u>Name of Contractor/Vendor</u>	<u>Identified Amount</u>
Building M lobby furniture	Midwest Educational Furnishing	33,897
Campus concrete	James Green	4,560

*Section 4. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

*Section 5. Repeal.* All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chairman, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**AGENDA ITEM #IX-D-3  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD**

**RESOLUTION IDENTIFYING WORK CONTRACTS TO AN INSTALLMENT  
PURCHASE AGREEMENT HERETOFORE ENTERED INTO BY COMMUNITY  
COLLEGE DISTRICT NO. 519, COUNTIES OF STEPHENSON, OGLE, JO DAVIESS  
AND CARROLL AND STATE OF ILLINOIS  
2020 BOND ISSUANCE**

**RECOMMENDATION OF THE PRESIDENT:** That the Highland Community College Board approve the following Resolution:

RESOLUTION identifying work contracts to an Installment Purchase Agreement heretofore entered into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois.

**BACKGROUND:** As part of the 2020 bond issuance in the amount of \$5,330,000, the College adopted a Resolution on October 22, 2019, to provide for the issuance of debt certificates. The debt certificate Resolution included a requirement for the Board to consider the attached Resolution, which “identifies all or a designated portion of each Work Contract to the Installment Purchase Agreement between the District and the Seller-Nominee of the Project”. In other words, the Board must periodically approve a listing that specifies the purchases made with funds received as part of the bond issuance process to renovate, equip, or improve the College.

The attached Resolution includes a listing of expenditures made (by project), the contractor or vendor to whom the payment was made, and the amount of such payments for the period November 1, 2021 through June 30, 2023. The Board previously approved Resolutions for the time periods as follows:

- November 2020 for expenses from March 1, 2020 through October 31, 2020, and
- November 2021 for expenses from November 1, 2020 through October 31, 2021.

Multiple payments to one vendor for a particular project are combined. All payments have already been approved by the Board through the monthly approval of the payment of bills. The College has followed any other necessary state regulations or Board policies related to purchasing and selection of vendors. The attached resolution simply identifies the expenses as those made with funds received as part of the bond issuance process, as required.

BOARD ACTION: \_\_\_\_\_

RESOLUTION identifying work contracts to an Installment Purchase Agreement heretofore entered into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois.

\* \* \*

WHEREAS, Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois (the "*District*"), is a Community College District of the State of Illinois operating under and pursuant to the Public Community College Act of the State of Illinois (the "*Public Community College Act*"), the Local Government Debt Reform Act of the State of Illinois (the "*Debt Reform Act*"), and in particular, the provisions of Section 17(b) of the Debt Reform Act (the "*Installment Purchase Provisions*"), and all other Omnibus Bond Acts of the State of Illinois, in each case, as supplemented and amended (collectively "*Applicable Law*"); and

WHEREAS, on the 22nd day of October, 2019, the Board of Trustees of the District (the "*Board*") adopted a resolution (the "*Certificate Resolution*") entitled:

RESOLUTION authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, in and for Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois, and for the issue of not to exceed \$5,330,000 Debt Certificates, Series 2019A, of said Community College District, evidencing the rights to payment under said Agreement, and providing for the security for and means of payment under said Agreement of said Certificates.

; and

WHEREAS, this Resolution does hereby incorporate by reference the definitions, terms, and provisions of the Certificate Resolution; and



WHEREAS, the Certificate Resolution provides that Work Contracts shall be identified to the Agreement so as to permit the disbursement of Certificate proceeds for the purpose of making payments on the Agreement; and

WHEREAS, it is the purpose of this Resolution to identify Work Contracts to the Agreement:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. Procedure for Identification.* Contracts ("*Work Contracts*") have been or shall be awarded, from time to time, by the Board for work on the Project; and the Board represents and covenants that each Work Contract has been or will be let in strict accordance with the applicable laws of the State of Illinois, and the rules and procedures of the District for same. In Section 3 of this Resolution or pursuant to resolution or resolutions previously or to be duly adopted, the Board has previously or shall identify all or a designated portion of each Work Contract to the Agreement. This Resolution and any such other resolution has been or shall be filed of record with the Secretary and Treasurer of the Board. The adoption and filing of any such resolution and the Work Contracts with such officers shall constitute authority for the Treasurer to make disbursements from the Project Fund to pay amounts due under such Work Contracts from time to time, upon such further resolutions, order, vouchers, warrants, or other proceedings as are required under the applicable laws of the State of Illinois, and the rules and procedures of the District for same. No action need be taken by or with respect to the contractors

and vendors under the Work Contracts as, pursuant to the Installment Purchase Provisions, the Treasurer acts as Nominee-Seller of the Project for all purposes, enabling the issuance of the Certificates.

*Section 3. Identification of Work Contracts.* The following Work Contracts are hereby identified to the Agreement:

<u>Brief Description of Work Contract/Expenditure</u>	<u>Name of Contractor/Vendor</u>	<u>Identified Amount</u>
N120 & N139 Remodel	Richard L Johnson	1,077
N120 & N139 Remodel	Gehrke Construction Inc.	43,126
N120 & N139 Remodel	Vanderheyden Furniture Inc.	1,699
N120 & N139 Remodel	TEM Environmental	7,888
N120 & N139 Remodel	Compliance Signs LLC	294
N120 & N139 Remodel	Global Equipment Company	1,040
N120 & N139 Remodel	Midwest Educational Furnishings	1,624
Restroom Remodel	Richard L Johnson	47,348
Restroom Remodel	Hogan Environmental Cleaning	3,000
Restroom Remodel	TEM Environmental	2,181
Restroom Remodel	Larson & Larson Builders Inc.	461,359
Digital Upgrades	Midwest Educational Furnishings	1,036
Digital Upgrades	Conference Technologies Inc.	9,745
English Classrooms Renovation	Paragon Development Systems	35,574
Ellucian CRM Recruit	Ellucian Company	121,000
AV Button Panels	Conference Technolgies, Inc.	53,768
AV Button Panels	Full Compass Systems Ltd.	1,855
Technology	Leapfrog Techonologies Inc.	19,500
Cafeteria Renovation	Midwest Educational Furnishings	90,039
Technology	Marco Technologies	4,000
Technology	Executive Personal Computers	18,346
Technology	The Telecomm Spot	2,596
Technology	B & H Photo & Video	5,402
Technology	Nextiva	58,504
Technology	Threatblocker	2,663
Technology	Computer Dynamics	890
Technology	Paragon Development Systems	157,792
Technology	CDWG	12,991
Mass Comm Program Equipment	B & H Photo & Video	148,034
Mass Comm Program Equipment	Apple	3,968
Mass Comm Program Equipment	Paragon Development Systems	2,019
Nursing Simulation Equipment	Pocket Nurse Medical Supply	43,448

Nursing Simulation Equipment	Realityworks Inc.	3,924
Nursing Simulation Equipment	Laerdal Medical Corp.	96,185
Agriculture Program Equipment	Prairie State Tractor LLC	68,000
Maintenance Equipment	AC McCartney Farm Equipment	34,892

*Section 4. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

*Section 5. Repeal.* All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted \_\_\_\_\_, 20\_\_.

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Chairman, Board of Trustees

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Secretary, Board of Trustees



**AGENDA ITEM #IX-D-4  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD**

**RESOLUTION IDENTIFYING WORK CONTRACTS TO AN INSTALLMENT  
PURCHASE AGREEMENT HERETOFORE ENTERED INTO BY COMMUNITY  
COLLEGE DISTRICT NO. 519, COUNTIES OF STEPHENSON, OGLE, JO DAVIESS  
AND CARROLL AND STATE OF ILLINOIS  
2023 BOND ISSUANCE**

**RECOMMENDATION OF THE PRESIDENT:** That the Highland Community College Board approve the following Resolution:

RESOLUTION identifying work contracts to an Installment Purchase Agreement heretofore entered into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois.

**BACKGROUND:** As part of the 2023 bond issuance in the amount of \$7,150,000, the College adopted a Resolution on August 16, 2022 to provide for the issuance of debt certificates. The debt certificate Resolution included a requirement for the Board to consider the attached Resolution, which “identifies all or a designated portion of each Work Contract to the Installment Purchase Agreement between the District and the Seller-Nominee of the Project”. In other words, the Board must periodically approve a listing that specifies the purchases made with funds received as part of the bond issuance process to renovate, equip, or improve the College.

The attached Resolution includes a listing of expenditures made (by project), the contractor or vendor to whom the payment was made, and the amount of such payments for the period February 1, 2023 through June 30, 2022. (The College did not utilize the funds until the completion of the bond issuance process in February, 2023.) Multiple payments to one vendor for a particular project are combined. All payments have already been approved by the Board through the monthly approval of the payment of bills. The College has followed any other necessary state regulations or Board policies related to purchasing and selection of vendors. The attached Resolution simply identifies the expenses as those made with funds received as part of the bond issuance process, as required.

BOARD ACTION: \_\_\_\_\_

RESOLUTION identifying work contracts to an Installment Purchase Agreement heretofore entered into by Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois.

\* \* \*

WHEREAS, Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois (the "*District*"), is a Community College District of the State of Illinois operating under and pursuant to the Public Community College Act of the State of Illinois (the "*Public Community College Act*"), the Local Government Debt Reform Act of the State of Illinois (the "*Debt Reform Act*"), and in particular, the provisions of Section 17(b) of the Debt Reform Act (the "*Installment Purchase Provisions*"), and all other Omnibus Bond Acts of the State of Illinois, in each case, as supplemented and amended (collectively "*Applicable Law*"); and

WHEREAS, on the 16th day of August, 2022, the Board of Trustees of the District (the "*Board*") adopted a resolution (the "*Certificate Resolution*") entitled:

RESOLUTION authorizing and providing for the issue of not to exceed \$7,600,000 General Obligation Debt Certificates (limited tax) for the purpose of renovating, repairing and equipping District facilities, authorizing and providing for an installment purchase agreement for the purpose of paying the cost of purchasing real or personal property, or both, and authorizing the sale of said certificates to the purchaser thereof.

; and

WHEREAS, this Resolution does hereby incorporate by reference the definitions, terms, and provisions of the Certificate Resolution; and

WHEREAS, the Certificate Resolution provides that Work Contracts shall be identified to the Agreement so as to permit the disbursement of Certificate proceeds for the purpose of making payments on the Agreement; and

WHEREAS, it is the purpose of this Resolution to identify Work Contracts to the Agreement:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 519, Counties of Stephenson, Ogle, Jo Daviess and Carroll and State of Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. Procedure for Identification.* Contracts ("*Work Contracts*") have been or shall be awarded, from time to time, by the Board for work on the Project; and the Board represents and covenants that each Work Contract has been or will be let in strict accordance with the applicable laws of the State of Illinois, and the rules and procedures of the District for same. In Section 3 of this Resolution or pursuant to resolution or resolutions previously or to be duly adopted, the Board has previously or shall identify all or a designated portion of each Work Contract to the Agreement. This Resolution and any such other resolution has been or shall be filed of record with the Secretary and Treasurer of the Board. The adoption and filing of any such resolution and the Work Contracts with such officers shall constitute authority for the Treasurer to make disbursements from the Project Fund to pay amounts due under such Work Contracts from time to time, upon such further resolutions, order, vouchers, warrants, or other proceedings as are required under the applicable laws of the State of Illinois, and the rules and procedures of the District for same. No action need be taken by or with respect to the contractors and vendors under the Work Contracts as, pursuant to the Installment Purchase Provisions, the Treasurer acts as Nominee-Seller of the Project for all purposes, enabling the issuance of the Certificates.



*Section 3. Identification of Work Contracts.* The following Work Contracts are hereby identified to the Agreement:

<u>Brief Description of Work Contract/Expenditure</u>	<u>Name of Contractor/Vendor</u>	<u>Identified Amount</u>
Biology Equipment	Vernier Software and Technology	9,089
Biology Equipment	American 3B Scientific	6,413
Biology Equipment	Denoyer Geppert Science Company	5,799
Biology Equipment	VWR Scientific	1,039
Criminal Justice Program Equipment	Lynn Peavey Company	418
Criminal Justice Program Equipment	Amazon Capital Services	930
Criminal Justice Program Equipment	Sirchie	1,385
Maintenance Equipment	Crescent Electric Supply Co	2,666

*Section 4. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

*Section 5. Repeal.* All resolutions or parts thereof in conflict herewith be and the same are hereby repealed, and this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chairman, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**AGENDA ITEM #IX-D-5  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD**

**PAYMENT OF BILLS AND AGENCY FUND REPORT  
JULY 2023**

**RECOMMENDATION OF THE PRESIDENT:** It is recommended that the Highland Community College Board approves the following Resolution for the payment of the July 2023 bills, including Board travel.

**RESOLUTION:** Resolved that Jill Janssen, Treasurer, be and she is hereby authorized and directed to make payments or transfers of funds as reflected by warrants 359192 through 359501 amounting to \$1,673,617.27, Automated Clearing House (ACH) debits W0000645 amounting to \$43,950.09, and Electronic Refunds of \$44,224.12, with 3 adjustments of \$2,227.60, such warrants amounting to \$1,759,563.88. Transfers of funds for payroll amounted to \$665,924.59.

Automated Clearing House (ACH) debits are Fifth Third Bank in the amount of \$43,950.09. Electronic Refunds are issued to students. Financial Aid disbursed Pell in July.

BOARD ACTION: \_\_\_\_\_

HIGHLAND COMMUNITY COLLEGE  
AGENCY FUND  
Balance Sheet, July 31, 2023

	PREVIOUS BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE
US BANK	\$365,032.82	\$1,250.00	\$416.78	\$365,866.04
FIFTH THIRD	8,508.40	0.00	0.00	8,508.40
UNION SAVINGS BANK	176,469.08	0.00	0.00	176,469.08
<b>TOTAL ASSETS</b>	<b>\$550,010.30</b>	<b>\$1,250.00</b>	<b>\$416.78</b>	<b>\$550,843.52</b>
1010 HCC ORCHESTRA				
1011 TRANSFER FUNDS				
1012 FORENSICS SCHOLAR				
1013 INTEREST ON INVEST.				
1014 TRUSTS AND AGENCIES				
1015 CARD FUND				
1016 DIST #145 ROAD AND LOT	65,074.89			65,074.89
1017 HCC ROAD AND LOT	112,651.85			112,651.85
1018 YMCA ROAD AND LOT	98,067.94	416.66	416.78	98,067.82
1019 YMCA BLDG/MAINT	76,958.23	833.34		77,791.57
1020 HCC BLDG/MAINT	88,047.13			88,047.13
1021 YMCA/HCC INTEREST	100,701.86			100,701.86
1022 HCC SECTION 125 PLAN	8,508.40			8,508.40
1023 Ic3SP CAREER SERVICES	0.00			0.00
<b>TOTAL</b>	<b>\$550,010.30</b>	<b>\$1,250.00</b>	<b>\$416.78</b>	<b>\$550,843.52</b>



**AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD**

**TREASURER'S REPORT  
STATEMENTS OF REVENUE, EXPENDITURES &  
CHANGES IN FUND BALANCE  
FY23 AND FY24**

**FY23 Operating Funds as of June 30, 2023**

- The FY23 reports include unaudited year-to-date figures as of June 30, 2023. It is possible that adjustments may occur as part of the annual audit, which is currently underway.
- The District's EAV increased from tax year 2021 to 2022 by 7.7%. The budget included a 5% increase. Local tax revenue for FY23 is about \$96,000 more than budgeted.
- State funding amounted to a total of \$1,489,904 which is \$13,000 more than budgeted. The State is current on monthly payments.
- Tuition & Fees revenue is about 6% more than budgeted. The budgeted revenue was based on a tuition rate of \$151 and 24,900 unrestricted certified credit hours. Actual unrestricted certified credit hours appear to be 25,800. Truck driving enrollment was about 80% higher than anticipated, amounting to \$332,000 in revenue.
- Non-governmental Gifts and Grants includes Foundation programmatic gifts in the amount of \$7,000 and a \$355,160 draw down from the Matching Fund. Other gifts from the Foundation are accounted for in the Restricted Purposes Fund.
- Overall, total Operating Funds revenue was about 4.8% (\$715,867) more than the amount budgeted.
- The Salaries and Employee Benefits line items are lower than budgeted due to employee turnover. The Materials & Supplies line item and the Conference & Meeting line item are lower than budgeted due to grants being utilized to offset costs when appropriate. Utilities were impacted by a rebate for electricity costs that will expire in FY23. Other expenditures are over budget due to the College and Foundation opting to create an endowment with the funds that had been budgeted to cover the Top Scholars awards for FY23. The endowment interest will fund the Top Scholars awards and other tuition support in future years.
- The Transfer In (Out) line item includes a transfer into the Operating Funds from the Working Cash fund (of net investment revenue). This line also includes a transfer out of the Operating Funds to the Auxiliary Funds and Restricted Purposes Funds to support the

activities accounted for in those sets of funds and a transfer to the Operations and Maintenance, Restricted Fund for future deferred maintenance or unplanned campus repairs.

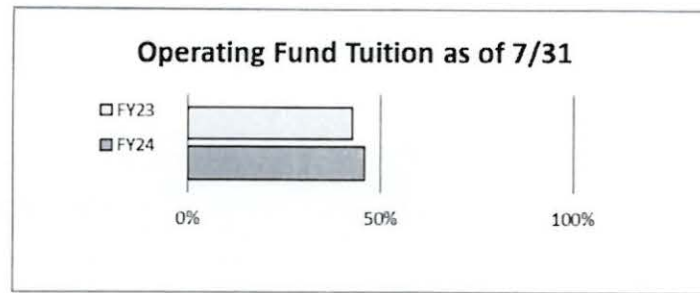
- Total expenditures were about 1.7% (\$254,732) more than budgeted.
- The net result for the fiscal year is an Operating funds excess of revenues over expenses in the amount of \$461,135.

### **FY23 Other Funds as of June 30, 2023**

- The Operations and Maintenance Fund (Restricted) reflects the costs incurred for Protection, Health, and Safety Projects: microbiology lab and barn roof. This fund also includes expenditures for bond projects from the 2020 and 2023 bond issuance.
- The Bond and Interest Fund reflects payments made on the 2019 and 2020 funding bonds. Payments on the 2023 funding bonds will begin in FY24.
- The Auxiliary Enterprise Fund includes bookstore and cafeteria sales, as well as the costs of operating such. In addition, this fund includes the costs of athletics, theatre, and all student activities.
- The Restricted Purpose Fund includes all restricted grants and Foundation gifts received by the College during the fiscal year. In addition, the Health Insurance Fund is included here.
- The expenses in the Liability, Protection, and Settlement Fund include liability insurance, workman's compensation insurance, and safety related services such as the contract for Sheriff's deputies housed on campus. These costs are in accordance with our Risk Management Program.

### **FY24 All Funds as of July 31, 2023**

- The budget column reflects amounts included in the tentative budget and may change prior to the adoption of the permanent budget in September.
- In the expenditure line items, all of the funds include encumbered purchase orders for expenses to be incurred throughout the year.
- **Current Results as of Month End:** The following chart shows the comparison of the FY24 Operating Funds tuition revenue results to FY23 results as of July 31st. The FY23 bar is the year-to-date results as of July 31, 2022, divided by the actual year end results for FY23. The FY24 bar is the year to date results for July 31, 2023, divided by the annual budgeted amount for FY24.



The actual amount of tuition and fee revenue in the Operating Funds as of July 31 appears to indicate that an increase in budgeted tuition revenue could be made and included in the FY24 permanent budget.



**June 2023**  
**Financials**  
**(FY23)**

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE  
FY23

OPERATING FUNDS (EDUCATIONAL AND OPER. & MAINT. FUNDS COMBINED)

Statement of Revenue, Expenditures, & Changes in Fund Balance

For the Period Ended June 30, 2023

<u>REVENUE:</u>	<u>Budget</u>	<u>Year- to-Date</u>	<u>Percent</u>
Local Taxes	\$7,237,650	7,348,432	101.5%
Credit Hour Grants	1,274,865	1,274,865	100.0%
Equalization	50,000	50,000	100.0%
ICCB Career/Tech Education	136,719	136,719	100.0%
ICCB Performance	15,000	28,320	188.8%
CPP Replacement Tax	1,285,000	1,355,263	105.5%
Federal Sources	72,000	134,108	186.3%
Tuition & Fees	4,378,900	4,655,454	106.3%
Sales & Services	29,550	33,058	111.9%
Facilities Revenue	111,850	89,494	80.0%
Interest on Investments	72,000	251,756	349.7%
Non-Govt. Gifts, Grants	355,161	362,160	102.0%
Miscellaneous	44,376	59,309	133.7%
	-----	-----	-----
Total Revenue	\$15,063,071	\$15,778,938	104.8%
<u>EXPENDITURES:</u>			
Salaries	\$9,925,107	\$9,686,076	97.6%
Employee Benefits	2,330,670	2,203,314	94.5%
Contractual Services	1,279,288	1,499,459	117.2%
Materials & Supplies	934,410	783,149	83.8%
Conference & Meeting	269,788	209,763	77.8%
Fixed Charges	62,390	64,088	102.7%
Utilities	581,716	515,887	88.7%
Capital Outlay	38,745	45,147	116.5%
Other Expenditures	137,957	378,177	274.1%
Transfers (In) Out	(497,000)	(67,257)	13.5%
	-----	-----	-----
Total Expenditures	\$15,063,071	\$15,317,803	101.7%
Excess of Revenues Over Expenditures	\$0	\$461,135	
Fund Balance 7/1/22	6,771,616	6,771,616	
	-----	-----	
Fund Balance 6/30/23	\$6,771,616	\$7,232,751	

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY23

OPERATIONS AND MAINTENANCE FUND (RESTRICTED)  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended June 30, 2023

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$957,500	962,319	100.5%
Interest	-	608,678	-
Bond Proceeds	7,245,000	7,357,250	101.5%
-----	-----	-----	-----
Total Revenue	\$8,202,500	\$8,928,247	108.8%
EXPENDITURES:			
-----			
Contractual Services	120,800	160,325	132.7%
Materials and Supplies	-	856	-
Capital Outlay	10,692,319	1,736,699	16.2%
Other	-	169,534	-
Transfers	-	(50,000)	-
-----	-----	-----	-----
Total Expenditures	10,813,119	2,017,414	18.7%
Excess of Revenues Over Expenditures	(\$2,610,619)	\$6,910,833	
Fund Balance 7/1/22	\$3,640,802	\$3,640,802	
-----	-----	-----	
Fund Balance 6/30/23	\$1,030,183	\$10,551,635	



AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY23

AUXILIARY ENTERPRISE FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended June 30, 2023

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Tuition and Fees	\$425,000	\$423,000	99.5%
Bookstore Sales	425,000	445,157	104.7%
Athletics	41,040	34,615	84.3%
Other	70,350	258,578	367.6%
	-----	-----	-----
Total Revenue	\$961,390	\$1,161,350	120.8%
 EXPENDITURES:			
-----			
Salaries	\$323,600	\$301,178	93.1%
Employee Benefits	33,433	32,588	97.5%
Contractual Services	120,330	86,377	71.8%
Materials & Supplies	539,635	656,010	121.6%
Conference & Meeting	322,063	312,309	97.0%
Fixed Charges	13,459	13,762	102.3%
Utilities	17,295	916	5.3%
Capital Outlay	650	50,905	7831.5%
Other Expenditures	25,773	41,331	160.4%
Transfers	-	(100,000)	-
	-----	-----	-----
Total Expenditures	\$1,396,238	\$1,395,376	99.9%
 Excess of Revenues Over Expenditures	 (\$434,848)	 (\$234,026)	
 Fund Balance 7/1/22	 \$1,471,702	 \$1,471,702	
	-----	-----	
Fund Balance 6/30/23	\$1,036,854	\$1,237,676	

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY23

RESTRICTED PURPOSE FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended June 30, 2023

<u>REVENUE:</u>	<u>Budget</u>	<u>Year-to-Date</u>	<u>Percent</u>
Vocational Education	\$153,441	143,791	93.7%
Adult Education	253,516	183,485	72.4%
Other Illinois Sources	131,865	525,681	398.7%
Department of Education	3,624,293	3,285,058	90.6%
Other Federal Sources	565,013	249,756	44.2%
Tuition & Fees	520,000	517,000	99.4%
Sales & Service Fees	24,500	28,892	117.9%
Interest	20,000	158,311	791.6%
Non-govt. Gifts, Grants	376,614	419,696	111.4%
Other	298,951	409,083	136.8%
	-----	-----	-----
Total Revenue	\$5,968,193	5,920,753	99.2%
 <u>EXPENDITURES:</u>			
Salaries	\$1,363,927	\$1,356,253	99.4%
Employee Benefits	358,188	325,773	91.0%
Contractual Services	836,554	801,593	95.8%
Materials & Supplies	281,409	257,990	91.7%
Conference & Meeting	140,706	205,855	146.3%
Fixed Charges	26,758	24,816	92.7%
Utilities	4,872	7,662	157.3%
Capital Outlay	1,036,653	550,650	53.1%
Other Expenditures	430,040	359,979	83.7%
Financial Aid	2,588,010	2,133,722	82.4%
Transfers out (in)	427,000	46,342	0.0%
	-----	-----	-----
Total Expenditures	\$7,494,117	\$6,070,635	81.0%
 Excess of Expenditures Over Revenue	 (\$1,525,924)	 (\$149,882)	
 Fund Balance 7/1/22	 2,235,248	 2,235,248	
	-----	-----	
Fund Balance 6/30/23	\$709,324	\$2,085,366	

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY23

AUDIT FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended June 30, 2023

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$60,000	\$60,451	100.8%
-----	-----	-----	-----
Total Revenue	\$60,000	\$60,451	100.8%
EXPENDITURES:			
-----			
Contractual Services	\$57,000	\$55,500	97.4%
-----	-----	-----	-----
Total Expenditures	\$57,000	\$55,500	97.4%
Excess of Revenues Over Expenditures	\$3,000	\$4,951	
Fund Balance 7/1/22	(\$2,785)	(\$2,785)	
-----	-----	-----	
Fund Balance 6/30/23	\$215	\$2,166	



AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY23

BOND AND INTEREST FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended June 30, 2023

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$1,831,050	1,840,088	100.5%
Interest	-	16,352	-
	-----	-----	-----
Total Revenue	\$1,831,050	1,856,440	101.4%
EXPENDITURES:			
-----			
Fixed Charges	\$1,776,050	1,776,050	100.0%
Other	-	950	-
	-----	-----	-----
Total Expenditures	\$1,776,050	\$1,777,000	100.1%
Excess of Revenues Over Expenditures	\$55,000	\$79,440	
Fund Balance 7/1/22	\$870,056	\$870,056	
	-----	-----	
Fund Balance 6/30/23	\$925,056	\$949,496	

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY23

LIABILITY, PROTECTION, AND SETTLEMENT FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended June 30, 2023

REVENUE:	Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$1,327,500	\$1,333,846	100.5%
-----	-----	-----	-----
Total Revenue	\$1,327,500	\$1,333,846	100.5%
EXPENDITURES:			
-----			
Salaries	\$310,613	\$315,116	101.4%
Employee Benefits	309,017	293,541	95.0%
Contractual Services	389,425	358,747	92.1%
Materials & Supplies	16,300	11,122	68.2%
Conference & Meetings	23,220	16,935	72.9%
Fixed Charges	251,122	253,149	100.8%
Utilities	36,400	11,012	30.3%
-----	-----	-----	-----
Total Expenditures	\$1,336,097	\$1,259,622	94.3%
Excess of Revenues			
Over Expenditures	(\$8,597)	\$74,224	
Fund Balance 7/1/22	\$414,929	\$414,929	
-----	-----	-----	
Fund Balance 6/30/23	\$406,332	\$489,153	

**July 2023**  
**Financials**  
**(FY24)**



AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE  
FY24

OPERATING FUNDS (EDUCATIONAL AND OPER. & MAINT. FUNDS COMBINED)

Statement of Revenue, Expenditures, & Changes in Fund Balance

For the Period Ended July 31, 2023

<u>REVENUE:</u>	Tentative Budget	Year- to-Date	Percent
Local Taxes	\$7,829,778	124,576	1.6%
Credit Hour Grants	1,441,684	184,959	12.8%
Equalization	50,000	4,167	8.3%
ICCB Career/Tech Education	136,719	-	0.0%
ICCB Performance	30,000	-	0.0%
CPP Replacement Tax	625,000	34,456	5.5%
Federal Sources	123,000	1,185	1.0%
Tuition & Fees	5,092,300	2,331,174	45.8%
Sales & Services	29,950	1,982	6.6%
Facilities Revenue	111,850	10,370	9.3%
Interest on Investments	235,000	28,427	12.1%
Non-Govt. Gifts, Grants	361,983	-	0.0%
Miscellaneous	39,226	2,150	5.5%
	-----	-----	-----
Total Revenue	\$16,106,490	\$2,723,446	16.9%
<u>EXPENDITURES:</u>			
Salaries	\$10,451,222	\$537,733	5.1%
Employee Benefits	2,447,814	545,851	22.3%
Contractual Services	1,577,968	310,084	19.7%
Materials & Supplies	1,035,375	224,520	21.7%
Conference & Meeting	289,361	28,230	9.8%
Fixed Charges	68,030	33,360	49.0%
Utilities	764,991	709,380	92.7%
Capital Outlay	47,963	2,801	5.8%
Other Expenditures	286,390	107,117	37.4%
Transfers (In) Out	(517,000)	-	0.0%
	-----	-----	-----
Total Expenditures	\$16,452,114	\$2,499,076	15.2%
Excess of Revenues Over Expenditures	(\$345,624)	\$224,370	
Fund Balance 7/1/23	7,232,750	7,232,750	
	-----	-----	
Fund Balance 7/31/23	\$6,887,126	\$7,457,120	

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY24

OPERATIONS AND MAINTENANCE FUND (RESTRICTED)  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended July 31, 2023

REVENUE:	Tentative Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$1,100,000	\$16,145	1.5%
Interest	-	18	-
-----	-----	-----	-----
Total Revenue	\$1,100,000	\$16,163	1.5%
EXPENDITURES:			
-----			
Contractual Services	61,800	32,701	52.9%
Capital Outlay	10,975,426	1,698,737	15.5%
-----	-----	-----	-----
Total Expenditures	11,037,226	1,731,438	15.7%
Excess of Revenues Over Expenditures	(\$9,937,226)	(\$1,715,275)	
Fund Balance 7/1/23	\$10,551,632	\$10,551,632	
-----	-----	-----	
Fund Balance 7/31/23	\$614,406	\$8,836,357	

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY24

AUXILIARY ENTERPRISE FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended July 31, 2023

REVENUE:	Tentative Budget	Year to-Date	Percent
-----	-----	-----	-----
Tuition and Fees	\$475,000	\$228,129	48.0%
Bookstore Sales	480,100	23,218	4.8%
Athletics	48,410	0	0.0%
Other	113,730	2,701	2.4%
-----	-----	-----	-----
Total Revenue	\$1,117,240	\$254,048	22.7%
EXPENDITURES:			
-----			
Salaries	\$333,381	\$31,407	9.4%
Employee Benefits	34,377	-	0.0%
Contractual Services	115,030	5,166	4.5%
Materials & Supplies	618,955	144,586	23.4%
Conference & Meeting	367,475	4,680	1.3%
Fixed Charges	24,644	10,740	43.6%
Utilities	20,007	650	3.2%
Capital Outlay	840	5,406	643.6%
Other Expenditures	24,170	5,139	21.3%
Transfers	-	-	-
-----	-----	-----	-----
Total Expenditures	\$1,538,879	\$207,774	13.5%
Excess of Revenues Over Expenditures	(\$421,639)	\$46,274	
Fund Balance 7/1/22	\$1,237,676	\$1,237,676	
-----	-----	-----	
Fund Balance 7/31/23	\$816,037	\$1,283,950	

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY24

RESTRICTED PURPOSE FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended July 31, 2023

<u>REVENUE:</u>	Tentative Budget	Year-to-Date	Percent
Vocational Education	\$158,765	-	0.0%
Adult Education	247,455	-	0.0%
Other Illinois Sources	558,444	-	0.0%
Department of Education	3,826,018	209,395	5.5%
Other Federal Sources	711,303	-	0.0%
Tuition & Fees	645,000	309,019	47.9%
Sales & Service Fees	34,300	-	0.0%
Interest	20,000	-	0.0%
Non-govt. Gifts, Grants	321,500	-	0.0%
Other	328,417	-	0.0%
	-----	-----	-----
Total Revenue	\$6,851,202	518,414	7.6%
 <u>EXPENDITURES:</u>			
Salaries	\$1,565,777	\$111,371	7.1%
Employee Benefits	456,390	9,129	2.0%
Contractual Services	1,264,258	337,585	26.7%
Materials & Supplies	372,086	74,408	20.0%
Conference & Meeting	178,653	22,244	12.5%
Fixed Charges	26,608	-	0.0%
Utilities	4,872	-	0.0%
Capital Outlay	935,644	221,585	23.7%
Other Expenditures	406,239	60,914	15.0%
Financial Aid	2,506,456	215,578	8.6%
Transfers out (in)	402,000	-	0.0%
	-----	-----	-----
Total Expenditures	\$8,118,983	\$1,052,814	13.0%
 Excess of Expenditures Over Revenue	(\$1,267,781)	(\$534,400)	
 Fund Balance 7/1/23	2,085,366	2,085,366	
	-----	-----	
Fund Balance 7/31/23	\$817,585	\$1,550,966	



AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY24

AUDIT FUND

Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended July 31, 2023

REVENUE:	Tentative Budget	Year to-Date	Percent
-----	-----	-----	-----
Local Taxes	\$71,000	\$1,102	1.6%
-----	-----	-----	-----
Total Revenue	\$71,000	\$1,102	1.6%
EXPENDITURES:			
-----			
Contractual Services	\$70,375	\$3,000	4.3%
-----	-----	-----	-----
Total Expenditures	\$70,375	\$3,000	4.3%
Excess of Revenues Over Expenditures	\$625	(\$1,898)	
Fund Balance 7/1/23	\$2,166	\$2,166	
-----	-----	-----	
Fund Balance 7/31/23	\$2,791	\$268	

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY24

BOND AND INTEREST FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended July 31, 2023

REVENUE:	Tentative Budget	Year to-Date	Percent
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Local Taxes	\$1,419,750	27,292	1.9%
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Total Revenue	\$1,419,750	27,292	1.9%
EXPENDITURES:			
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Fixed Charges	\$1,982,050	-	0.0%
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Total Expenditures	\$1,982,050	\$0	0.0%
Excess of Revenues Over Expenditures	(\$562,300)	\$27,292	
Fund Balance 7/1/23	\$949,496	\$949,496	
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Fund Balance 7/31/23	\$387,196	\$976,788	

AGENDA ITEM #X-A  
AUGUST 22, 2023  
HIGHLAND COMMUNITY COLLEGE BOARD  
FY24

LIABILITY, PROTECTION, AND SETTLEMENT FUND  
Statement of Revenue, Expenditures, & Changes in Fund Balance  
For the Period Ended July 31, 2023

REVENUE:	Tentative Budget	Year to-Date	Percent
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Local Taxes	\$1,395,000	\$22,538	1.6%
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Total Revenue	\$1,395,000	\$22,538	1.6%
EXPENDITURES:			
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Salaries	\$348,778	\$23,199	6.7%
Employee Benefits	310,573	55,102	17.7%
Contractual Services	392,925	31,960	8.1%
Materials & Supplies	16,300	8,000	49.1%
Conference & Meetings	31,825	285,103	895.8%
Fixed Charges	278,952	22,501	8.1%
Utilities	25,000	-	0.0%
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Total Expenditures	\$1,404,353	\$425,865	30.3%
Excess of Revenues			
Over Expenditures	(\$9,353)	(\$403,327)	
Fund Balance 7/1/23	\$489,153	\$489,153	
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Fund Balance 7/31/23	\$479,800	\$85,826	