



# **First Reading Board Policy BP 3100: Business and Noninstructional Operations (Reserves and Use of One- Time Funds)**

Board Meeting  
May 21, 2020  
Agenda Item No. 10.2

# Reserves for Economic Uncertainty

Current BP 3100:

The Governing Board accepts responsibility for adopting a sound budget that is compatible with the District's vision and goals. The Board shall establish and maintain a reserve that meets or exceeds the requirements of the law.

Current required percentage = 2%

Proposed:

Per BP 3100, the Board shall establish and maintain a general fund reserve for economic uncertainty that meets or exceeds the requirements of 5 CCR 15443. ***The reserve for economic uncertainty for the District will be established at no less than 5% of total general fund expenditures. In the event that the District falls below the 5% level, the percentage level will be restored at a rate of no less than one percent per year until the five percent level is reached.*** In the event that restoring the reserve at a rate of 1% per year will result in a negative impact to students due to reductions in student programs, the Board can elect to restore the reserve level at a rate less than 1% per year.

# Reserves for Economic Uncertainty

## Benefits:

- Protect a district from a future fiscal crisis by providing a buffer against future funding reductions and/or unexpected increased liabilities
- Allow a district time to adjust the budget thoughtfully and strategically

# Reserves for Economic Uncertainty

Current Reserve 2% = \$11.5M approximately

Proposed 5% = \$28M approximately

Average monthly cash flow for 10 months =  
\*\$49M approximately

Average monthly payroll for 10 months =  
\*\$40.5M approximately

*\*assuming current year budget*

# Use of One-Time Funds

Proposed:

**One-Time funding should be used for one-time expenditures and shall only be used for an on-going expenditure as a last resort. As part of the approval of the annual budget, the Board shall consider any proposed use of One-Time funding and shall take separate action to approve such uses.**

# Use of One-Time Funds

## Benefits:

- Clear guidance (board policy) on the appropriate use of one-time funds can prevent the District from assuming unfunded expenditures that can result when short term resources are committed for long term liabilities without a sustainable plan or exit strategy

# Summary

- Board reviews revisions to Board Policy 3100