

# **Associated Students**

of CSU, Chico

**Estimated Budget Results  
Year Ending June 30, 2018**

**Approved Budget Results  
Year Ending June 30, 2019**

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**ALL AREAS**

**APPROVED FOR THE YEAR ENDING  
JUNE 30, 2019**

## **OVERVIEW OF APPROVED BUDGETS BY FUND**

The overview of approved budgets by fund reflects the Associated Students' entire budget in an income statement format. This statement provides a one-page view of the Associated Students financial budget as a whole.

During the 2018-19 year, the Associated Student's total revenues and income are projected to be approximately \$22,266,272. This includes \$9,301,458 in business sales, \$10,011,705 in return of surplus-student fees, and \$2,953,109 in other income.

Operating expenses for the 2018-19 year are projected to be approximately \$21,233,415. Included in the operating expenses is \$3,151,013 in cost of sales, \$11,748,355 in personnel costs, and \$6,334,047 in other operating expenses.

The total increase in net assets of the Associated Students for the 2018-19 year is projected to be \$1,032,857.

**Associated Students, CSU, Chico**  
**Overview of Approved Budgets by Fund**  
**For the Year Ending June 30, 2019**

	Total A S Budget	Activity Fee Fund	Student Union Fund BMU	Wildcat Recreation Center	Corporate Services Fund	Auxiliary Activities Fund Total	Auxiliary Activities	
							Wildcat Store	Dining Services
<b>Revenues and Income</b>								
Sales Net of Discounts	9,301,458	0	0	0	0	9,301,458	0	9,301,458
Fees	10,011,705	2,188,678	3,758,740	4,064,287	0	0	0	0
Interest Income	114,000	30,000	40,000	0	0	44,000	44,000	0
Research Fnd - Financial Services	0	0	0	0	0	0	0	0
University Reimbursement	0	0	0	0	0	0	0	0
Research Foundation - Info Tech	0	0	0	0	0	0	0	0
Box Office Charge	0	0	0	0	0	0	0	0
Other Income	2,839,109	768,487	315,035	361,945	34,013	1,359,629	1,089,428	270,201
Total Revenues and Income	<u>22,266,272</u>	<u>2,987,165</u>	<u>4,113,775</u>	<u>4,426,232</u>	<u>34,013</u>	<u>10,705,087</u>	<u>1,133,428</u>	<u>9,571,659</u>
<b>Operating Expenses</b>								
Cost of Sales	3,151,013	0	0	0	0	3,151,013	0	3,151,013
Salaries and Wages	8,776,967	1,029,458	1,673,084	1,736,467	1,076,868	3,261,090	0	3,261,090
Officer Compensation	26,249	795	12,727	0	12,727	0	0	0
Employee Benefits	2,945,139	448,984	623,020	515,902	460,676	896,557	0	896,557
Professional Services	483,177	26,548	70,529	94,833	246,665	44,602	1,600	43,002
Audit	71,600	15,000	0	0	56,600	0	0	0
Corporate Services Reimbursement	0	347,351	659,560	431,293	(2,042,649)	604,445	62,806	541,639
Insurance	188,039	29,455	40,311	57,712	7,246	53,315	12,711	40,604
Financial Aid Set Aside	246,720	246,720	0	0	0	0	0	0
Operating Supplies	538,107	7,000	17,050	151,200	0	362,857	0	362,857
Repairs, Maint, Recycling	427,277	10,624	140,419	133,500	8,974	133,760	6,349	127,411
Utilities	657,296	10,157	142,442	286,300	5,342	213,055	56,146	156,909
Rent	101,458	34,179	(538,285)	18,979	0	586,585	398,733	187,852
Contributions to University	537,414	0	0	0	0	537,414	334,299	203,115
AF Custodialship Reimburse	13,800	13,800	0	0	0	0	0	0
Professional Development & Dues	163,021	43,011	27,550	38,600	25,260	28,600	0	28,600
Employee Training & Staff Conference	32,800	12,800	0	0	20,000	0	0	0
Meals & Refreshment	15,400	15,000	0	0	400	0	0	0
Telephone & Communications	105,267	12,955	33,084	22,681	13,695	22,852	8,500	14,352
Postage & Freight	5,255	825	500	450	3,480	0	0	0
Office Supplies	34,255	7,250	6,525	5,550	14,930	0	0	0
Sustainability Programs	96,795	0	96,795	0	0	0	0	0

**Associated Students, CSU, Chico**  
**Overview of Approved Budgets by Fund**  
**For the Year Ending June 30, 2019**

	Total A S Budget	Activity Fee Fund	Student Union Fund BMU	Wildcat Recreation Center	Corporate Services Fund	Auxiliary Activities Fund Total	Auxiliary Activities	
							Wildcat Store	Dining Services
Printing and Copies	10,500	10,500	0	0	0	0	0	0
Depreciation	726,352	12,100	262,539	252,640	62,026	137,047	17,087	119,960
Advertising & Publicity	55,935	6,000	11,610	22,725	0	15,600	0	15,600
Staff Recognition & Student Awards	11,500	6,000	0	0	5,500	0	0	0
Programming	1,063,310	690,060	288,050	77,700	0	7,500	0	7,500
Software Maint & Equip Purchase	137,400	7,750	41,300	60,100	28,250	0	0	0
Other	611,369	68,020	4,965	19,600	28,023	490,761	237,760	253,001
<b>Total Operating Expenses</b>	<u>21,233,415</u>	<u>3,112,342</u>	<u>3,613,775</u>	<u>3,926,232</u>	<u>34,013</u>	<u>10,547,053</u>	<u>1,135,991</u>	<u>9,411,062</u>
<b>Inc (Dec) in Unrestricted Net Assets</b>	<u>1,032,857</u>	<u>(125,177)</u>	<u>500,000</u>	<u>500,000</u>	<u>0</u>	<u>158,034</u>	<u>(2,563)</u>	<u>160,597</u>

A S S O C I A T E D  
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## **PAY SCHEDULE**

## **PAY SCHEDULE**

The pay schedule reflects the impact of the compensation study results, effective October 1, 2017. The pay schedule is required by the Associated Students retirement provider, CalPERS. The pay schedule must be adopted annually by the Board of Directors and meet the requirements of California Code of Regulations 570.5, Requirement for a Publicly Available Pay Schedule.

Position	Effective Date	Pay Grade	Time Base	Range Min	Range Max
CDL Cook	10/1/2017	2	Hourly	\$ 12.37	\$ 18.55
Cook I	10/1/2017	2	Hourly	\$ 12.37	\$ 18.55
Residence Hall Line Supervisor	10/1/2017	2	Hourly	\$ 12.37	\$ 18.55
BMU Custodian	10/1/2017	3	Hourly	\$ 13.54	\$ 20.31
CDL Office Assistant	10/1/2017	3	Hourly	\$ 13.54	\$ 20.31
Cook II	10/1/2017	3	Hourly	\$ 13.54	\$ 20.31
Custodian/Maintenance Supervisor	10/1/2017	3	Hourly	\$ 13.54	\$ 20.31
Dining Services Marketing Coordinator	10/1/2017	3	Hourly	\$ 13.54	\$ 20.31
Dish Room Supervisor	10/1/2017	3	Hourly	\$ 13.54	\$ 20.31
Human Resources Assistant	10/1/2017	3	Hourly	\$ 13.54	\$ 20.31
Office Operations Coordinator	10/1/2017	3	Hourly	\$ 13.54	\$ 20.31
WREC Custodian	10/1/2017	3	Hourly	\$ 13.54	\$ 20.31
Bakery Supervisor	10/1/2017	4	Hourly	\$ 14.82	\$ 22.23
Coffee Shop Supervisor	10/1/2017	4	Hourly	\$ 14.82	\$ 22.23
Conference Services/Catering Assistant	10/1/2017	4	Hourly	\$ 14.82	\$ 22.23
Cook III	10/1/2017	4	Hourly	\$ 14.82	\$ 22.23
Residential Production Supervisor	10/1/2017	4	Hourly	\$ 14.82	\$ 22.23
Residential Relief Supervisor	10/1/2017	4	Hourly	\$ 14.82	\$ 22.23
Retail Service Supervisor	10/1/2017	4	Hourly	\$ 14.82	\$ 22.23
Sutter Hall Café Supervisor	10/1/2017	4	Hourly	\$ 14.82	\$ 22.23
CDL Teacher	10/1/2017	5	Hourly	\$ 16.44	\$ 24.66
Convenience Store(s) Supervisor	10/1/2017	5	Hourly	\$ 16.44	\$ 24.66
FSO Accounting Tech II	10/1/2017	5	Hourly	\$ 16.44	\$ 24.66
Procurement Coordinator	10/1/2017	5	Hourly	\$ 16.44	\$ 24.66
Dining Services Accounting Assistant II	10/1/2017	5	Hourly	\$ 16.44	\$ 24.66
Administrative Office Coordinator	10/1/2017	6	Hourly	\$ 18.09	\$ 27.13
FSO Payroll Technician	10/1/2017	6	Hourly	\$ 18.09	\$ 27.13
Kitchen Supervisor	10/1/2017	6	Hourly	\$ 18.09	\$ 27.13
Residential Production Manager	10/1/2017	6	Hourly	\$ 18.09	\$ 27.13
WREC Weekend Facility Supervisor	10/1/2017	6	Hourly	\$ 18.09	\$ 27.13
Adventure Outings Operations Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
Adventure Outings Program Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
BMU Assistant Facilities Manager	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
BMU Building Maintenance Specialist	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
BMU Conference Services Operations Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
BMU Program Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
BMU Theater Technician	2/1/2018	7	Hourly	\$ 20.22	\$ 30.33
CDL Head Teacher	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
CDL Site Supervisor	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
CDL Teacher - Family Service Worker	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
Dining Services Residential Assistant Manager	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
FSO Accountant - Accounts Payable	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
Human Resources Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
Program Coordinator, Wildcat Leadership Institute	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
Student Programs and Events Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
Sustainability Program Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
Warehouse and Recycling Operations Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
WREC Aquatics Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33



Position	Effective Date	Pay Grade	Time Base	Range Min	Range Max
WREC Assistant Facilities Manager	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
WREC Building Maintenance Specialist	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
WREC Operations Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
WREC Programs Coordinator	10/1/2017	7	Hourly	\$ 20.22	\$ 30.33
Assessment & Special Projects Coordinator	10/1/2017	8	Hourly	\$ 22.42	\$ 33.63
Audio/Visual Technical Manager	10/1/2017	8	Hourly	\$ 22.42	\$ 33.63
CAVE Program Coordinator	10/1/2017	8	Hourly	\$ 22.42	\$ 33.63
IT Support Analyst	10/1/2017	8	Hourly	\$ 22.42	\$ 33.63
Marketing/Public Relations Coordinator	10/1/2017	8	Hourly	\$ 22.42	\$ 33.63
Sous Chef	10/1/2017	8	Hourly	\$ 22.42	\$ 33.63
Board Operations Manager	10/1/2017	8	Semimonthly	\$ 22.42	\$ 33.63
FSO Accounting Supervisor	10/1/2017	8	Semimonthly	\$ 22.42	\$ 33.63
Retail Manager	10/1/2017	8	Semimonthly	\$ 22.42	\$ 33.63
BMU Events Manager	10/1/2017	9	Semimonthly	\$ 24.87	\$ 37.30
CAVE Program Director	10/1/2017	9	Semimonthly	\$ 24.87	\$ 37.30
CDL Program Director	10/1/2017	9	Semimonthly	\$ 24.87	\$ 37.30
WREC Assistant Director - Programs	10/1/2017	9	Semimonthly	\$ 24.87	\$ 37.30
Executive Chef	10/1/2017	10	Semimonthly	\$ 27.58	\$ 41.36
Adventure Outings Program Director	10/1/2017	10	Semimonthly	\$ 27.58	\$ 41.36
AS Programs & Government Affairs Assistant C	10/1/2017	10	Semimonthly	\$ 27.58	\$ 41.36
BMU Facilities Manager	10/1/2017	10	Semimonthly	\$ 27.58	\$ 41.36
Conference Services/Catering Manager	10/1/2017	10	Semimonthly	\$ 27.58	\$ 41.36
WREC Assist Director- Member Services	10/1/2017	10	Semimonthly	\$ 27.58	\$ 41.36
Associate Director of Dining Services	10/1/2017	11	Semimonthly	\$ 30.58	\$ 45.87
Director, Leadership Development	10/1/2017	11	Semimonthly	\$ 30.58	\$ 45.87
AS Programs & Government Affairs Director	10/1/2017	12	Semimonthly	\$ 33.92	\$ 50.87
Human Resources Director	10/1/2017	12	Semimonthly	\$ 33.92	\$ 50.87
IT Director	10/1/2017	12	Semimonthly	\$ 33.92	\$ 50.87
Wildcat Recreation Center Director	10/1/2017	12	Semimonthly	\$ 33.92	\$ 50.87
Dining Services Director	10/1/2017	13	Semimonthly	\$ 37.59	\$ 56.39
FSO Financial Services Director	10/1/2017	13	Semimonthly	\$ 37.59	\$ 56.39
Associate Executive Director	10/1/2017	14	Semimonthly	\$ 45.08	\$ 67.62
Executive Director	10/1/2017	15	Semimonthly	\$ 58.39	\$ 87.58

*All pay ranges are stated with hourly rates, even those that are exempt and paid semimonthly.*

"Effective Date" is the date that pay grade became effective.

A S S O C I A T E D  
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## **ACTIVITY FEE FUND**

**APPROVED FOR THE YEAR ENDING  
JUNE 30, 2019**

## **NOTES TO THE ACTIVITY FEE FUND**

The following pages reflect the Activity Fee Fund Overview budget summary, actual experience for the 2016-17 year, original budget and estimated results for the 2017-18 year and the approved budget for the 2018-19 year. These budgets are based upon a net fee income of \$2,158,176, \$2,139,638, \$2,216,076, and \$2,188,678, respectively. The fee revenue for 2016-17 is based upon actual receipts. The fee revenues for estimated results 2017-18 and approved 2018-19 were calculated using a fee of \$134 and a student head count of 17,350, and a fee of \$136 and an estimated student head count of 16,900 respectively. The Government Affairs Committee (GAC) estimates increasing net assets by \$117,766 in 2017-18. The approved budget for 2018-19 indicates an intentional decrease in net assets of \$125,177.

As of June 30, 2017 the reserve policy then established by GAC for this fund was fully funded with excess net assets above reserves of \$2,685,091.

In November of 2017, the Government Affairs Committee approved revisions to Activity Fee Net Assets Reserve Policy that would maximize the long-term health of the fund by setting an improved level for Activity Fee net assets. The cap of \$200,000 for the Working Capital Reserve was removed; the Inflation/Contingency Reserve was increased from 6% to 10% of Activity Fee operating expenses for the preceding year, and the Capital Replacement Reserve was increased from 5% and \$35,000 to 10% of the total costs of fixed assets up to \$50,000. The approved changes increased required reserves by approximately \$300,000 annually. The Activity Fee Fund remains fully funded at the new levels.

In addition, a net asset adjustment, CalPERS Unfunded Accrued Liability Estimate, has been added to the reserve analysis in 2017-18 and represents a placeholder for the potential payment of this liability. The payment of this liability is currently pending and is dependent on the approval of both the CSU Chancellor's Office and the AS Board of Directors.

Considering the estimated changes to the net assets as noted above, the excess net assets should be approximately \$2,119,339 at June 30, 2018 and \$1,919,822 at June 30, 2019. With the forecasted operational costs associated with the increase in minimum wage and other factors (enrollment, inflation, cost savings), a new long term strategy is for the Activity Fee to use its excess reserves for a few years and then set a timeline for a probable increase. Still, based on the current programming, budget estimates and conservative projections, a fee increase will most likely not be necessary to maintain existing programs and operations at the proposed levels until the 2023-24 fiscal year.

The most recent change to the Activity Fee was approved in April 2007 which extended the annual CPI fee increase indefinitely.

**ASSOCIATED STUDENTS CSU, CHICO**  
**ACTIVITY FEE FUND**  
**Actual & Budgeted Income and Expenses**  
**For the Years Ended June 30**

	<b>Actual Experience 2017</b>	<b>Original Budget 2018</b>	<b>Estimated Results 2018</b>	<b>Approved Budget 2019</b>
<b>INCOME</b>				
<b>Income Sources</b>				
Activity Fees	2,158,176	2,139,638	2,216,076	2,188,678
AFFA Income	85,000	85,000	85,000	85,000
Agency Account Fees	4,029	0	0	0
Indirect Income	36,749	34,345	35,000	35,000
Interest/Investments	31,518	21,000	42,000	30,000
Misc Income/Internal Txfers	9,926	8,263	8,314	10,486
Transfer from Wildcat Store	50,192	50,192	50,192	50,192
<b>TOTAL INCOME</b>	<b>2,375,590</b>	<b>2,338,438</b>	<b>2,436,582</b>	<b>2,399,356</b>
<b>ALLOCATED FUNDS</b>				
<b>University Service Fees</b>				
Copyright Fees	3,278	3,500	3,500	3,500
Indirect Costs to RF	15,980	15,638	17,500	17,500
VPBF Custodial Fee	2,250	2,250	2,250	2,250
Student Organization Banking	0	11,000	11,000	11,550
Campus IT Charges	23,159	25,260	22,504	21,898
Total University Service Fees	44,667	57,648	56,754	56,698
<b>Contract Programs</b>				
CCLC	40,000	40,000	40,000	40,000
CLIC	0	0	48,431	48,500
CLIC Rent	0	0	30,000	30,000
FASA Expense	243,282	237,005	250,458	246,720
GSEC	0	0	0	45,000
Student Shuttle Program	165,836	219,300	219,300	230,000
Total Contract Programs	449,118	496,305	588,189	640,220
<b>Corporate Services</b>				
Agency Accounts Acctg	16,800	0	0	0
Financial Services Office	149,220	165,238	170,966	174,383
Administration & HR Offices	76,928	86,467	85,607	90,995
Information Technology Office	71,456	85,395	87,597	106,441
Scholarship Program	0	1,000	0	0
Total Corporate Services	314,404	338,100	344,170	371,819
<b>AF Operational Costs</b>				
AF Administration	89,855	152,451	118,246	158,930
Corporate Insurance	30,789	32,833	32,810	29,455
Depreciation	19,945	7,500	11,000	12,100
Risk Management	68	200	200	200
Small Equipment	0	2,000	2,000	2,000
Utilities	10,505	11,150	11,150	10,157
Custodial	7,436	7,436	7,436	6,374
Bank Charges	(182)	200	200	200
Total AF Operational Costs	158,416	213,770	183,042	219,416

**ASSOCIATED STUDENTS CSU, CHICO**  
**ACTIVITY FEE FUND**  
**Actual & Budgeted Income and Expenses**  
**For the Years Ended June 30**

	<b>Actual Experience 2017</b>	<b>Original Budget 2018</b>	<b>Estimated Results 2018</b>	<b>Approved Budget 2019</b>
<b>Government Affairs</b>				
GAO Administration	305,932	316,179	316,460	235,271
Officer's Scholarship & Expense Budgets	12,425	11,500	11,500	82,410
Elections Budget	3,760	6,205	5,369	5,577
FLO Program	9,872	10,813	0	0
Total Government Affairs	<u>331,989</u>	<u>344,697</u>	<u>333,329</u>	<u>323,258</u>
<b>Annual Program Allocations</b>				
Event Funding Allocation Council	19,948	35,000	35,000	35,000
Activity Fee Reserves	(1,028)	26,745	27,701	27,358
Diversity Affairs Council	25,170	35,000	35,000	35,000
Revenue Sharing	50,624	63,980	67,141	67,000
Traditional Programming	17,239	22,350	22,350	22,350
Dream Center Allocation	2,073	5,000	5,000	0
Total Annual Program Allocations	<u>114,026</u>	<u>188,075</u>	<u>192,192</u>	<u>186,708</u>
<b>Campus Programs</b>				
CDL Career Employee S/B	647,183	640,092	657,258	747,869
CDL Operational Costs	297,653	300,592	494,209	266,242
Less CDL Grant Activity & Other Income	(580,968)	(539,146)	(776,316)	(526,870)
GSEC	44,661	44,053	44,054	0
KCSC	9,507	24,881	24,842	24,992
Program Space Rent	8,358	8,358	8,358	4,179
Total Campus Programs	<u>426,394</u>	<u>478,830</u>	<u>452,405</u>	<u>516,412</u>
<b>Community Programs</b>				
CAVE Career Employee S/B	151,615	149,587	130,107	151,979
CAVE Operational Costs	86,876	108,623	110,920	118,962
Less CAVE Fee 4 Service Activity	(61,239)	(59,466)	(72,292)	(60,939)
CLIC	38,300	46,000	0	0
CLIC Rent	30,000	30,000	0	0
Total Community Programs	<u>245,552</u>	<u>274,744</u>	<u>168,735</u>	<u>210,002</u>
<b>TOTAL ALLOCATIONS</b>	<u>2,084,566</u>	<u>2,392,169</u>	<u>2,318,816</u>	<u>2,524,533</u>
<b>Available for Reserves</b>	<u>291,024</u>	<u>(53,731)</u>	<u>117,766</u>	<u>(125,177)</u>

A S S O C I A T E D  
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**AUXILIARY ACTIVITIES FUND**

**APPROVED FOR THE YEAR ENDING  
JUNE 30, 2019**

## **AUXILIARY ACTIVITIES FUND: AN OVERVIEW**

Since 1942, the Associated Students have provided the University community (students, faculty, staff and guests) with bookstore and campus dining services.

Operating under the broad policies and procedures set by the Associated Students Business Committee (ASBC), the commercial enterprises provide quality products and services at competitive prices, are responsive to the needs of the campus, and remain financially self-supporting.

Each year as a part of the budget process, the businesses project estimated results of operations for the next year using guidelines established by ASBC. These estimates are presented in an operational income statement format.

A S S O C I A T E D  
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## **WILDCAT STORE**

**APPROVED FOR THE YEAR ENDING  
JUNE 30, 2019**



**ASSOCIATED STUDENTS, CSU, CHICO**  
**WILDCAT STORE**  
**ACTUAL AND ESTIMATED OPERATIONAL RESULTS**  
**FOR THE YEARS ENDED JUNE 30**

	<b>Actual 2017</b>		<b>Original Budget 2018</b>		<b>Estimated Results 2018</b>		<b>Approved Budget 2019</b>	
	<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>	<b>Amount</b>	<b>%</b>
<b>INCOME</b>								
Contract Commission Income	1,044,041	81.88%	970,000	82.06%	950,000	75.78%	840,000	74.11%
Contract One-Time Bonus Amort	116,667	9.15%	116,667	9.87%	175,000	13.96%	175,000	15.44%
Contract Utility Reimbursement	73,866	5.79%	68,410	5.79%	70,000	5.58%	70,000	6.18%
Other Income	3,836	0.30%	0	0.00%	8,603	0.69%	4,428	0.39%
Interest Income	36,725	2.88%	27,000	2.28%	50,000	3.99%	44,000	3.88%
Sales at Register (Net of Cost)	0	0.00%	0	0.00%	0	0.00%	0	0.00%
<b>Total Income</b>	<b>1,275,135</b>	<b>100.00%</b>	<b>1,182,077</b>	<b>100.00%</b>	<b>1,253,603</b>	<b>100.00%</b>	<b>1,133,428</b>	<b>100.00%</b>
<b>EXPENSES</b>								
Professional Services	1,531	0.12%	0	0.00%	1,600	0.13%	1,600	0.13%
Financial Services Office	32,270	2.53%	33,000	2.79%	33,000	2.63%	33,000	2.63%
Administration Expenses	26,009	2.04%	29,754	2.52%	28,590	2.28%	29,806	2.38%
Utilities	53,001	4.16%	54,541	4.61%	54,541	4.35%	56,146	4.48%
Postage & Freight	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Telephone	12,843	1.01%	8,000	0.68%	8,500	0.68%	8,500	0.68%
Operating Supplies	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Repairs and Maintenance	5,869	0.46%	45,869	3.88%	46,349	3.70%	6,349	0.51%
Depreciation	17,249	1.35%	17,087	1.45%	17,087	1.36%	17,087	1.36%
Advertising	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Insurance	13,341	1.05%	14,115	1.19%	13,985	1.12%	12,711	1.01%
Rent - Equipment	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Rent BMU	310,895	24.38%	311,191	26.33%	311,191	24.82%	398,733	31.81%
Contributions to University	356,546	27.96%	356,496	30.16%	347,114	27.69%	334,299	26.67%
Wildcat and Credit Card Fees	228	0.02%	100	0.01%	100	0.01%	100	0.01%
Other Expenses	775	0.06%	1,314	0.11%	773	0.06%	795	0.06%
<b>Total Expenses</b>	<b>830,557</b>	<b>65.14%</b>	<b>871,467</b>	<b>73.73%</b>	<b>862,830</b>	<b>68.83%</b>	<b>899,126</b>	<b>71.73%</b>
<b>NET INCOME BEFORE TRANSFERS</b>	<b>444,578</b>	<b>34.86%</b>	<b>310,610</b>	<b>26.27%</b>	<b>390,773</b>	<b>31.17%</b>	<b>234,302</b>	<b>28.27%</b>
<b>TRANSFERS</b>								
Transfer to Other Funds	(236,865)	-18.58%	(236,865)	-20.04%	(236,865)	-18.89%	(236,865)	-18.89%
<b>Total Transfers</b>	<b>(236,865)</b>	<b>-18.58%</b>	<b>(236,865)</b>	<b>-20.04%</b>	<b>(236,865)</b>	<b>-18.89%</b>	<b>(236,865)</b>	<b>-18.89%</b>
<b>AVAILABLE FOR RESERVES</b>	<b>207,713</b>	<b>16.28%</b>	<b>73,745</b>	<b>6.23%</b>	<b>153,908</b>	<b>12.28%</b>	<b>(2,563)</b>	<b>9.38%</b>

A S S O C I A T E D  
S T U D E N T S

## **DINING SERVICES**

**APPROVED FOR THE YEAR ENDING  
JUNE 30, 2019**

**DINING SERVICES**  
**ASSOCIATED STUDENTS, CSU, CHICO**  
**ACTUAL AND ESTIMATED OPERATIONAL RESULTS**  
**FOR THE YEARS ENDING JUNE 30**

	<b>Actual 2017</b>		<b>Original Budget 2018</b>		<b>Estimated Results 2018</b>		<b>Approved Budget 2019</b>	
	<b>Amount</b>	<b>Percent</b>	<b>Amount</b>	<b>Percent</b>	<b>Amount</b>	<b>Percent</b>	<b>Amount</b>	<b>Percent</b>
<b>OPERATING INCOME</b>								
Residential Dining Revenue	4,370,772	50.73%	4,606,956	48.95%	4,723,404	53.34%	5,074,301	54.55%
Cash Operations Sales	4,244,842	49.27%	4,804,172	51.05%	4,131,757	46.66%	4,227,157	45.45%
Total Operating Income	<u>8,615,614</u>	<u>100.00%</u>	<u>9,411,128</u>	<u>100.00%</u>	<u>8,855,161</u>	<u>100.00%</u>	<u>9,301,458</u>	<u>100.00%</u>
<b>COST OF SALES</b>								
Residential Dining Costs	1,380,972	31.60%	1,391,363	30.20%	1,434,263	30.37%	1,528,434	30.12%
Cash Operations & Catering	1,585,891	37.36%	1,914,839	39.86%	1,577,346	38.18%	1,622,579	38.38%
Total Cost of Sales	<u>2,966,863</u>	<u>34.44%</u>	<u>3,306,202</u>	<u>35.13%</u>	<u>3,011,609</u>	<u>34.01%</u>	<u>3,151,013</u>	<u>33.88%</u>
<b>OPERATING MARGIN</b>	<u>5,648,751</u>	<u>65.56%</u>	<u>6,104,926</u>	<u>64.87%</u>	<u>5,843,552</u>	<u>65.99%</u>	<u>6,150,445</u>	<u>66.12%</u>
<b>OPERATING EXPENSES</b>								
Salary, Wages & Benefits								
Salaries & Wages Career	1,211,139	14.06%	1,172,096	12.45%	1,123,357	12.69%	1,284,176	13.81%
Wages Student & Casual	1,672,749	19.42%	2,000,995	21.26%	1,855,975	20.96%	1,976,914	21.25%
Employee Benefits	810,791	9.41%	786,399	8.36%	730,123	8.25%	896,557	9.64%
Total Salary, Wages & Benefits	<u>3,694,679</u>	<u>42.89%</u>	<u>3,959,490</u>	<u>42.07%</u>	<u>3,709,455</u>	<u>41.90%</u>	<u>4,157,647</u>	<u>44.70%</u>
Other Operating Expenses								
Professional Services	41,007	0.48%	34,295	0.36%	35,949	0.41%	43,002	0.46%
Financial Services Office	205,802	2.39%	227,892	2.42%	235,791	2.66%	240,505	2.59%
Administration & HR Offices	197,779	2.30%	228,760	2.43%	224,473	2.53%	252,568	2.72%
Information Technology Office	32,603	0.38%	38,962	0.41%	39,968	0.45%	48,566	0.52%
Utilities	144,960	1.68%	129,444	1.38%	152,990	1.73%	156,909	1.69%
Telephone	11,474	0.13%	13,938	0.15%	12,230	0.14%	14,352	0.15%
Operating Supplies	318,899	3.70%	336,554	3.58%	289,158	3.27%	296,460	3.19%
Local/Auto & Truck	1,600	0.02%	5,004	0.05%	1,750	0.02%	1,742	0.02%
Travel & Meetings	14,431	0.17%	29,600	0.31%	28,600	0.32%	28,600	0.31%
Repairs and Maintenance	153,720	1.78%	132,308	1.41%	125,057	1.41%	127,411	1.37%
Laundry and Linen	67,476	0.78%	73,595	0.78%	70,792	0.80%	66,397	0.71%
Depreciation	132,627	1.54%	163,754	1.74%	115,937	1.31%	119,960	1.29%
Advertising	12,158	0.14%	14,800	0.16%	16,600	0.19%	15,600	0.17%

**DINING SERVICES**  
**ASSOCIATED STUDENTS, CSU, CHICO**  
**ACTUAL AND ESTIMATED OPERATIONAL RESULTS**  
**FOR THE YEARS ENDING JUNE 30**

	<b>Actual 2017</b>		<b>Original Budget 2018</b>		<b>Estimated Results 2018</b>		<b>Approved Budget 2019</b>	
	<b>Amount</b>	<b>Percent</b>	<b>Amount</b>	<b>Percent</b>	<b>Amount</b>	<b>Percent</b>	<b>Amount</b>	<b>Percent</b>
Insurance	42,908	0.50%	45,222	0.48%	44,254	0.50%	40,604	0.44%
Program Expense	6,117	0.07%	9,500	0.10%	9,500	0.11%	7,500	0.08%
Rent - Equip & BMU Space	165,888	1.93%	167,470	1.78%	167,470	1.89%	167,622	1.80%
Rent - Housing & Other	20,229	0.23%	20,230	0.21%	20,230	0.23%	20,230	0.22%
Contributions to University	203,511	2.36%	212,737	2.26%	200,965	2.27%	203,115	2.18%
Credit and Wildcat Card Fees	115,746	1.34%	117,600	1.25%	122,776	1.39%	123,723	1.33%
Other Operating Expenses	97,946	1.14%	123,394	1.31%	105,203	1.19%	114,052	1.23%
Total Other Operating Expenses	<u>1,986,881</u>	<u>23.06%</u>	<u>2,125,059</u>	<u>22.57%</u>	<u>2,019,693</u>	<u>22.82%</u>	<u>2,088,918</u>	<u>22.47%</u>
Total Operating Expenses	<u>5,681,560</u>	<u>65.95%</u>	<u>6,084,549</u>	<u>64.64%</u>	<u>5,729,148</u>	<u>64.72%</u>	<u>6,246,565</u>	<u>67.17%</u>
INCOME (LOSS) FROM OPERATIONS	<u>(32,809)</u>	<u>-0.39%</u>	<u>20,377</u>	<u>0.23%</u>	<u>114,404</u>	<u>1.27%</u>	<u>(96,119)</u>	<u>-1.05%</u>
OTHER INCOME (EXPENSES)								
Other Income (Expense)	147,494	1.71%	135,788	1.44%	177,495	2.00%	191,232	2.06%
Sales Tax Expense	(13,031)	-0.15%	(14,103)	-0.15%	(13,485)	-0.15%	(13,485)	-0.14%
Transfer from Wildcat Store	78,969	0.92%	78,969	0.84%	78,969	0.89%	78,969	0.85%
Total Other Income (Expense)	<u>213,432</u>	<u>2.48%</u>	<u>200,654</u>	<u>2.13%</u>	<u>242,979</u>	<u>2.74%</u>	<u>256,716</u>	<u>2.77%</u>
AVAILABLE FOR RESERVES	<u>180,623</u>	<u>2.09%</u>	<u>221,031</u>	<u>2.36%</u>	<u>357,383</u>	<u>4.01%</u>	<u>160,597</u>	<u>1.72%</u>

A S S O C I A T E D  
S T U D E N T S

**STUDENT UNION FUND**

**APPROVED FOR THE YEAR ENDING  
JUNE 30, 2019**

### **Student Union Fee and Enrollment**

The current Student Union fee is \$798 annually to each student. The fee increases annually by the Consumer Price Index (CPI). The annual fee includes \$12.23, adjusted annually by CPI, to fund sustainability programs. The annual fee is projected to increase to \$814 in 2018-19.

Average enrollment for 2017-18 and 2018-19 is expected to be 17,350 and 16,900 student head count, respectively.

### **Building Costs and Debt Service**

The original Bell Memorial Union (BMU) building was authorized by a student vote in 1964 and construction was completed in 1969. Chico was the second Union constructed in the system. In 1996, a referendum was approved by the students to increase fees to provide funding to expand and remodel the BMU. Construction began in 1998 and was completed in 2001. Bonds totaling approximately \$23,370,000 were sold to fund the BMU expansion and remodel construction costs.

In 2005, a referendum was approved by the students to increase fees to provide funding to construct and operate the Wildcat Recreation Center (WREC). Construction began in 2007 and was completed in 2009. Systemwide Revenue Bonds totaling approximately \$66,425,000 were sold to fund the construction costs of the WREC.

Both bond agreements require annual payments of principal and interest on the bonded debt. A bond surety reserve was purchased to secure payment on both bond issues.

### **Funds held by the University**

#### **Revenue Fund**

Student Union fees are collected locally and are held in the Revenue Fund maintained by the University. One of the primary purposes of this fund is to collect the student fee revenue and then fund the required debt service obligation for both the BMU and WREC facilities. In addition, administrative costs and other required fund transfers are paid out of this fund. The remaining funds, referred to as Return of Surplus Funds, are those made available to the Associated Students (AS) Student Union Fund to cover the annual operating and programming costs.

#### **Repair and Replacement Fund**

The Repair and Replacement Reserve Fund is held by the University with the purpose to set aside and disburse funds for future repairs and maintenance of the BMU and WREC facilities. Funding for this purpose is transferred annually from the Revenue Fund.

### Capital Projects Fund

The Capital Projects Reserve is held by the University with the purpose to set aside and disburse funds for future capital projects related to the BMU and WREC facilities. Funding for this purpose is transferred annually from the Revenue Fund.

Schedule 1, on the following page, reflects the combined activity of all Student Union funds held by the University, actual activity for 2016-17, original budget and estimated results for 2017-18 and approved budget for 2018-19.

### **Funds Held by the Associated Students**

The AS Student Union Fund – Local Total, presented in Schedule 2, reflects combined income and expenses for the general operation and administration of the Bell Memorial Union and Wildcat Recreation Center buildings, actual activity for 2016-17, original budget and estimated results for 2017-18 and approved budget for 2018-19.

**Associated Students, CSU, Chico**  
**Student Union Funds Activity at University and Chancellors Office**  
**For the Years Ending June 30**

	Actual Experience 2017	Original Budget 2018	Estimated Results 2018	Approved Budget 2019
Receipts				
Student Union Fees	13,265,400	13,207,214	13,638,932	13,551,530
Return of Surplus Funds	(5,267,634)	(6,132,950)	(6,132,950)	(7,823,027)
Interest Income	272,999	138,704	262,079	251,596
Other Income	3,931	0	0	0
Total Receipts	<u>8,274,696</u>	<u>7,212,968</u>	<u>7,768,061</u>	<u>5,980,099</u>
Disbursements				
General Admin & Insurance Costs	318,679	63,088	22,703	22,703
Financial Aid	427,721	258,404	440,125	437,305
BMU Bond Payment	1,424,625	1,425,375	1,425,375	1,419,250
WREC Bond Payment	3,839,237	2,423,231	3,917,531	3,736,831
Other Fund Transfers	0	56,065	0	0
Repairs & Maintenance Costs	66,421	500,000	1,146,803	250,000
Capital Projects Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,000,000</u>
Total Disbursements	<u>6,076,683</u>	<u>4,726,163</u>	<u>6,952,537</u>	<u>7,866,089</u>
Net Increase (Decrease)	<u>2,198,013</u>	<u>2,486,805</u>	<u>815,524</u>	<u>(1,885,990)</u>



**AS STUDENT UNION FUND - LOCAL TOTAL  
ASSOCIATED STUDENTS, CSU, CHICO  
ACTUAL EXPERIENCE AND BUDGETS  
FOR THE YEARS ENDING JUNE 30**

	Actual Experience 2017	Original Budget 2018	Estimated Results 2018	Approved Budget 2019
<b>INCOME</b>				
Return of Surplus Funds - Fees	5,267,634	6,132,950	6,132,950	7,823,027
Rent Income	152,662	145,000	115,000	115,000
Program Receipts	133,549	132,500	106,000	106,000
Reimbursements - A S Areas	798,049	783,857	799,538	888,987
Interest Income	37,427	23,000	51,000	40,000
UHFS Contract	21,930	21,930	21,930	21,930
Miscellaneous Sales / Fees	171,722	148,100	164,100	152,600
Transfer from Wildcat Store	107,704	107,704	107,704	107,704
Other Income	179,313	149,169	173,410	173,746
Total Income	6,869,990	7,644,210	7,671,632	9,428,994
<b>OPERATING EXPENSES</b>				
Salaries & Wages - Career	1,589,645	1,821,464	1,707,789	2,030,360
Salaries & Wages - Temp	1,009,412	1,306,869	1,223,031	1,379,191
Employee Benefits	901,751	937,682	899,350	1,138,922
Student Stipends	4,761	12,770	12,375	12,727
Legal and Professional	148,704	101,095	140,909	165,362
Corporate Services Reimb:				
Administration & HR Offices	338,883	393,679	395,051	502,630
GAC,ELBD,ADMIN	6,614	8,319	7,250	7,892
Financial Services Office	301,270	333,606	345,170	352,070
Information Technology Office	153,239	183,128	187,849	228,261
Utilities	644,819	652,661	635,500	640,800
Postage	834	850	850	950
Telephone	51,669	50,605	53,585	55,765
Supplies	3,132	2,050	2,550	2,550
Professional Development	35,107	58,350	57,835	66,150
Repairs and Maintenance	287,741	301,160	702,708	348,408
Depreciation	313,076	511,837	373,071	515,179
Advertising	32,427	43,375	30,000	32,775
Marketing and Public Relations	1,560	1,560	1,560	1,560
Insurance	50,896	53,306	100,635	98,023
Rent	80,749	80,749	80,749	80,749

**AS STUDENT UNION FUND - LOCAL TOTAL  
ASSOCIATED STUDENTS, CSU, CHICO  
ACTUAL EXPERIENCE AND BUDGETS  
FOR THE YEARS ENDING JUNE 30**

	Actual Experience 2017	Original Budget 2018	Estimated Results 2018	Approved Budget 2019
Program Expenses				
Union Programming	99,221	195,525	114,050	246,050
Art Gallery	1,582	3,000	2,000	2,000
Equipment & Truck	20	0	0	0
Sustainability Programs	88,792	99,845	102,763	96,795
Cross Cultural Center	40,000	40,000	40,000	40,000
WREC	81,050	71,350	74,350	77,700
Office Supplies and Copies	8,207	11,775	9,475	12,075
Small Electronics/Equipment	81,085	80,150	105,775	101,400
Operating Supplies	114,861	159,300	164,200	165,700
Recruitment	1,193	0	2,200	0
Bank Charges	103	600	500	600
AS Student Employee Scholarship	0	1,000	0	0
Other Expenses	27,681	26,550	25,010	26,350
Total Operating Expenses	<u>6,500,084</u>	<u>7,544,210</u>	<u>7,598,140</u>	<u>8,428,994</u>
Increase (Decrease) in Net Assets	<u>369,906</u>	<u>100,000</u>	<u>73,492</u>	<u>1,000,000</u>

A S S O C I A T E D  
S T U D E N T S

**CORPORATE SERVICES FUND**

**APPROVED FOR THE YEAR ENDING  
JUNE 30, 2019**

## **Corporate Services**

Corporate Services facilitates the smooth operations of all areas within the Associated Students (AS). For example, a single office performs all business services. This saves money and coordinates the business functions of the AS.

The Corporate Services budgets are unique in that they receive all funding from the other areas of the AS, except for Information Technology that receive some funding from non-AS sources in return for services. The budgets are also “break-even”, i.e. they are to receive only enough funding to cover costs. When looking at these budgets, notice each is “reimbursed” for the total cost of operations; the amount reimbursed plus income from non-AS sources equals the total cost of the operations.

The following pages include a combined schedule of the approved budgets for all Corporate Services areas and a brief description and individual budget presentation for each area. Line item explanations for budget changes greater than 10% and \$2,000 are provided for each area.

**TOTAL CORPORATE SERVICES BUDGET  
ASSOCIATED STUDENTS, CSU CHICO  
ACTUAL EXPERIENCE AND BUDGETS  
FOR THE YEARS ENDING JUNE 30**

	Actual Experience 2017	Original Budget 2018	Estimated Results 2018	Approved Budget 2019
<b>INCOME</b>				
Reimbursements				
Activity Fee	358,610	370,933	376,980	401,274
Student Union	488,472	546,091	554,349	670,979
Wildcat Recreation Center	380,516	414,258	424,460	458,162
Dining Services	490,491	534,992	538,215	575,396
Wildcat Store	66,202	71,025	70,034	69,400
Contract Income				
Research Foundation to Financial Services	0	0	0	0
Research Foundation to Information Tech	106,000	108,000	108,000	0
Other Income	96,726	95,264	94,430	34,013
<b>Total Income</b>	<u>1,987,017</u>	<u>2,140,563</u>	<u>2,166,468</u>	<u>2,209,224</u>
<b>EXPENDITURES</b>				
Salaries and Wages - Career	917,090	980,826	1,012,147	1,024,094
Salaries and Wages - Casual & Student	43,705	67,724	70,544	52,774
Employee Benefits	425,732	412,635	428,404	460,676
Directors Stipend	11,903	13,018	12,375	12,727
Professional Services & Supplies	260,314	289,066	280,030	303,265
Insurance	146,230	153,649	152,702	139,808
Rent	0	0	0	0
Utilities	7,305	7,753	5,193	5,342
Postage	2,517	2,880	3,430	3,480
Telephone	15,471	14,170	13,995	13,695
Travel and Conferences	12,542	19,600	18,600	20,300
Professional Dues & Subs	4,228	4,930	4,949	4,960
Meals and Refreshments	77	400	400	400
Repairs and Maintenance Equip	(411)	1,900	1,600	2,600
Software Maintenance	28,804	27,500	25,000	25,000
Equipment Purchases	4,386	7,000	7,000	3,250
Custodial	6,374	6,374	6,374	6,374
Depreciation	59,268	68,958	62,599	62,026
Other Operating Expenses	16,691	26,700	33,421	27,248
Office Supplies and Printing	10,313	14,505	14,430	14,930
Staff Appreciation Events	298	5,500	2,500	5,500
Employee Training	13,730	14,700	10,000	20,000
Staff Conference	0	0	0	0
Miscellaneous	450	775	775	775
<b>Total Expenditures</b>	<u>1,987,017</u>	<u>2,140,563</u>	<u>2,166,468</u>	<u>2,209,224</u>
<b>NET INCOME (LOSS)</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>