



Administration and Finance  
University Budget Office

**DATE:** July 9, 2018  
**TO:** Vice President Freer  
President Morales  
In Turn  
**FROM:** Dena Chester  
University Budget Director  
**RE:** **FY 18-19 Auxiliary and Enterprise Fund Budgets**



Enclosed are the 18-19 Auxiliary and Enterprise Fund budgets for your review and approval.

Each Auxiliary/Enterprise area has included their year-end projections for FY 17-18 along with projected revenue and expenses for the upcoming year. Reserve designations for 17-18 balances have also been included to provide information for long-term financial plans.

The final sheet in this packet provides a combined summary of each of the Auxiliary/Enterprise funds' reserve designations.

Please let me know once these budgets have been approved and I will communicate back to the appropriate departments.

Enclosures

<b>Approved:</b>		8/6/18
	Dr. Douglas R. Freer Vice President, Administration & Finance	Date
		8/14/18
	Dr. Tomás D. Morales President	Date

909.537.5134 • fax: 909.537.7779

5500 UNIVERSITY PARKWAY, SAN BERNARDINO, CA 92407-2393

**CALIFORNIA STATE UNIVERSITY, SAN BERNARDINO**  
**AUXILIARY/ENTERPRISE BUDGET PLAN**  
**2018-2019**

Area Associated Students, Inc.

	2017/2018 Approved Budget	2017/2018 Projected Actuals	2018/2019 Projected Budget
<b>Operating Revenues</b>			
Student Fees	1,743,318	1,828,228	1,653,121
Interest Earnings	8,000	15,485	10,000
<b>Total</b>	<b>1,751,318</b>	<b>1,843,713</b>	<b>1,663,121</b>
<b>Operating Expenses</b>			
Management	84,000	89,500	89,000
Staff	218,000	222,350	235,175
Student Assistants	298,505	177,438	285,420
Overtime	100	0	100
Benefits	177,791	108,674	144,681
Supplies & Services (Includes Utilities, etc)	180,611	166,644	104,569
Travel	24,250	28,996	36,424
Scholarships/Campus Support	541,000	525,320	565,573
Equipment, IT Hardware & IT Software	19,500	2,991	11,500
Hospitality/Special Events	149,525	441,098	113,148
Scholarships/Campus Support			0
PDC activities	27,900	28,000	59,031
Insurance	22,000	17,401	18,500
<b>Total</b>	<b>1,743,182</b>	<b>1,808,412</b>	<b>1,663,121</b>
<b>Net Operating Income</b>	8,136	35,301	(0)
<b>Debt Service</b>			
Annual Debt Service Payments (if applicable)			
<b>Debt Coverage Ratio</b>	N/A	N/A	N/A
<b>Reserves</b>			
Prior-Year Retained Earnings	2,316,185	2,316,185	2,351,486
Current Year Reserve	8,136	35,301	(0)
<b>Total Net Reserve</b>	<b>2,324,321</b>	<b>2,351,486</b>	<b>2,351,486</b>
<b>Return of Surplus for Operations</b>			
	1,743,318		

Please designate applicable reserves below. For information purposes only.

<b>17/18 Mandatory Reserve Designation</b>	<b>Amount</b>
Capital Improvement/Construction	200,000
Equipment Acquisition	75,000
Administrative Reserve	100,000
Operations Reserve	200,000
ASI-Contingency Reserve	200,000
ASI-Contingency Reserve	200,000
Catastrophic Events	100,000
ASI-PDC Reserves	120,079
Unrstrcd Net Assets	1,156,407
<b>Total Reserve Designation</b>	<b>2,351,486</b>

*(Should equal 17/18 Actual Total Net Reserve)*