

## **Board of Trustees Agenda Item**

**Board Meeting Date:** May 3, 2010

**Title of Item:** Maintain De Anza College Campus Center Use Fee at \$16/Quarter

### **Background and Analysis:**

At the June 5, 2006 board meeting, the Board of Trustees approved to modify the De Anza Campus Use Fee for the campus-based students for the five-year period 2006/07 – 2010/11. The purpose of the increase was to finance a new debt of \$5,000,000 for fifteen years for the renovation portion of the existing campus center building. The approved fees were set as follows:

2006/07	\$15.00
2007/08	\$15.50
2008/09	\$16.00
2009/10	\$16.00
2010/11	\$16.00

At that time, it was agreed that the Campus Center Fee would be reduced to \$15.00 in 2010/11, if possible. A review of campus center finances show that while expenses have increased, on-campus enrollments have brought about increased revenues as well, thus resulting in a net increase to the fund balance in each of the last three years as indicated in the backup (\$177,878 in 06/07, \$174,192 in 07/08, and \$209,648 in 08/09). These resources have made it possible to maintain and support campus center operations, provide one-time resources for such items as the elevator repair, signage design and installation, furnishings and equipment and unexpected maintenance costs.

The College is requesting that we maintain the current fee at \$16/quarter in order to hire two additional custodians and expand service during the day and into the evenings. Hiring two custodians dedicated to the campus center will also free up the services of an existing Fund 14 custodian to serve other areas of the campus. The cost of these two personnel will be approximately \$140,000. Any remaining resources will be used for other expenses pertaining to the running the campus center.

In April 2010, this proposal was presented to and approved by the De Anza College Campus Center Advisory Board and the De Anza Associated Student Body Senate.

The purpose of this agenda item is to request that the Board:

1. Maintain the Campus Center Use Fee for De Anza College at \$16/quarter.
2. Authorize the hiring of two new custodians for the campus center.

### **Recommendation:**

De Anza President Brian Murphy recommends approval

Submitted by:	Brian Murphy, President, ext. 8705
Additional contact	Letha Jeanpierre, VP Finance ext. 8976
Is backup provided?	Yes

**De Anza Campus Center Use Fee  
Statement of Revenues, Expenditures and Fund Balances**

	<b>Actuals 2005-06</b>	<b>Actuals 2006-07</b>	<b>Actuals 2007-08</b>	<b>Actuals 2008-09</b>	<b>Actuals 2009-10 at 3/31/10</b>
Campus Center Fee Revenue	\$ 875,364	\$ 1,058,653	\$ 1,157,827	\$ 1,296,554	\$ 1,304,789
Interest Earnings	\$ 31,273	\$ 6,471			
<b>Total Revenues</b>	<u>\$ 906,637</u>	<u>\$ 1,065,124</u>	<u>\$ 1,157,827</u>	<u>\$ 1,296,554</u>	<u>\$ 1,304,789</u>
Wages/Benefits	\$ 358,560	\$ 380,700	\$ 447,133	\$ 451,226	\$ 588,841
Supplies	\$ 38,991	\$ 24,761	\$ 46,496	\$ 55,772	\$ 46,169
Utilities	\$ -	\$ -	\$ -	\$ -	
Insurance	\$ 4,167	\$ 5,000	\$ 5,000	\$ 5,000	\$ 3,333
Tech Support & Prof Services	\$ 1,722	\$ 7,766	\$ 26,992	\$ 35,648	\$ 41,756
Misc Repairs	\$ 37,137	\$ 16,535	\$ 5,065	\$ 16,817	\$ 2,255
Capital Equipment	\$ -	\$ 2,680	\$ 5,815	\$ -	\$ -
<b>Total Operating Expenses</b>	<u>\$ 440,577</u>	<u>\$ 437,442</u>	<u>\$ 536,501</u>	<u>\$ 564,463</u>	<u>\$ 682,354</u>
11.33M COP Debt	\$ -				
Previous Debt & Fees	\$ 690,144	\$ 689,984	\$ 446,314	\$ 521,038	\$ 541,805
Transfer IN	\$ -	\$ (240,180)	\$ 820	\$ 1,405	\$ 585
<b>Debt Service</b>	<u>\$ 690,144</u>	<u>\$ 449,804</u>	<u>\$ 447,134</u>	<u>\$ 522,443</u>	<u>\$ 542,390</u>
<b>Change in Fund Balance frm Operations</b>	<u>\$ (224,084)</u>	<u>\$ 177,878</u>	<u>\$ 174,192</u>	<u>\$ 209,648</u>	<u>\$ 80,045</u>
<b>Beginning Fund Balance</b>	\$ 155,872	\$ (68,212)	\$ 109,666	\$ 283,858	\$ 493,506
<b>Ending Fund Balance</b>	\$ (68,212)	\$ 109,666	\$ 283,858	\$ 493,506	\$ 573,551
Campus Center Fee	\$ 13.00	\$ 18.00	\$ 15.50	\$ 16.00	\$ 16.00