



PROPOSED FY 2021
MISCELLANEOUS
AUXILIARY BUDGETS

**Proposed to
Board of Trustees**

Prepared by the Office of
Finance and Administration

June 2020

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MISCELLANEOUS AUXILIARY BUDGETS

A variety of services and activities maintained for effective University administration and service requirements of students, faculty, and staff are represented by the following miscellaneous auxiliary budgets. Miscellaneous auxiliary units are expected to be self-sustaining and do not receive student general fees to support their operations.

Projected income for each program budget, based on proposed charge rates and utilization estimates, should render each budget self-supporting. Any excess income over expenses will be directed to respective accumulated fund balances. An attempt has been made to hold rates charged to other internal units as low as possible.

DESCRIPTION OF AUXILIARY ENTERPRISES

BG1 Card

A centralized operation for handling both revenue transactions and non-revenue access transactions for such items as University Dining Services meal plans, a debit account to be used on campus in the campus store, vending machines, laundry machines, etc., and with off-campus participating merchants, by faculty, staff and students.

Farm Leases

Approximately 250 acres of farm land farmed on a lease basis.

Parking & Traffic / Union Parking - Bowling Green Campus

Operates and maintains Bowling Green Campus parking areas.

Falcon Outfitters

Formerly known as The University Bookstore, Falcon Outfitters provides a full-range of supplies, BGSU clothing and novelty items and is located in the Bowen-Thompson Student Union.

Falcon Landing

Rental property owned and operated by BGSU beginning in FY 2012.

Falcon Landing II

Falcon Landing II is a small five unit apartment building located at 920 East Wooster Street which the University acquired during FY 2014.

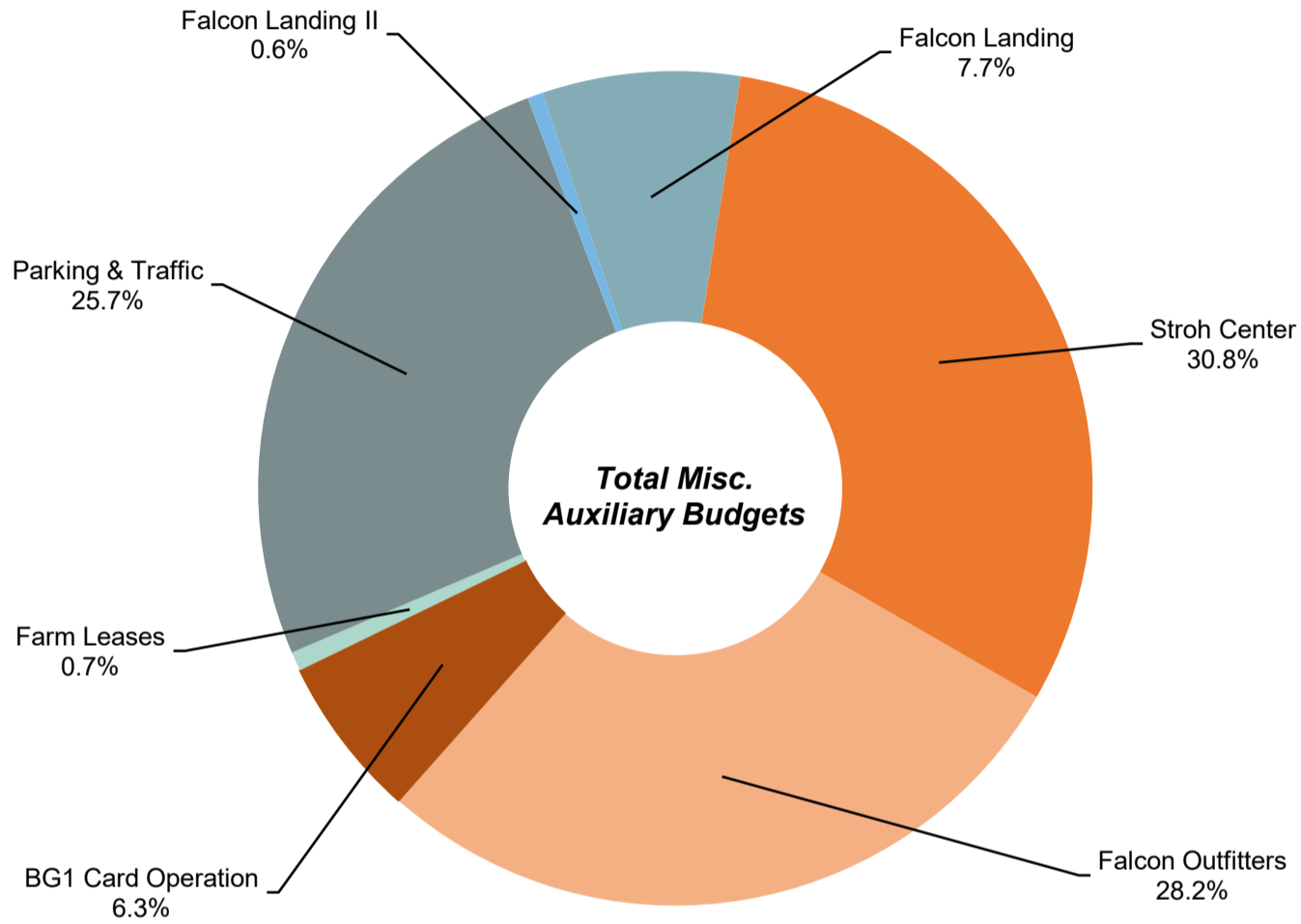
As a reminder, the Board authorizes opportunistic real estate acquisitions on a biennial basis up to a maximum of \$1.0 million.

Stroh Center

The Stroh Center opened in August of 2011 as the home for the Falcon Men's and Women's Basketball and Volleyball Programs. It also serves as a venue for concerts, commencement, lectures and numerous campus and community events.

BGSU Miscellaneous Auxiliary Budgets FY 2021

Grand Total \$8,053,194



Miscellaneous Auxiliary Budgets	Budget	% of Total
Falcon Outfitters	\$2,272,407	28.2%
Parking & Traffic - BG Campus	2,068,141	25.7%
BG1 Card Operation	504,594	6.3%
Farm Leases	59,890	0.7%
Falcon Landing	617,175	7.7%
Falcon Landing II	48,259	0.6%
Stroh Center	2,482,728	30.8%
Total	\$8,053,194	100.0%

**SUMMARY OF FY 2021 RECOMMENDATIONS
FOR MISCELLANEOUS AUXILIARY BUDGETS REVENUE**

	FY 2020 APPROVED BUDGET	FY 2021 PROPOSED BUDGET	\$ INC.	% INC.
BG1 Card	\$ 525,175	\$ 504,594	\$ (20,581)	-3.92%
Farm Leases	59,890	59,890	-	0.00%
Parking & Traffic - BG Campus	2,068,141	2,068,141	-	0.00%
Falcon Outfitters * Previously the University Bookstore	4,019,284	2,272,407	(1,746,877)	-43.46%
Falcon Landing	601,279	617,175	15,896	2.64%
Falcon Landing II	46,109	48,259	2,150	4.66%
Stroh Center	2,506,275	2,482,728	(23,547)	-0.94%
TOTALS	\$ 9,826,153	\$ 8,053,194	\$ (1,772,959)	-18.04%

**BG1 CARD OPERATION
BUDGET FOR FY 2021
(Fund: 21500, 76550 / Dept: 723000)**

	FY 2020 APPROVED BUDGET	FY 2021 PROPOSED BUDGET	\$ INC.	% INC.	BUDGET NOTE
REVENUE:					
ID Production Fees	\$ 201,745	\$ 202,650	\$ 905	0.45%	
Administrative Services	302,450	281,364	(21,086)	-6.97%	[1]
Other Revenue	20,980	20,580	(400)	-1.91%	
TOTAL REVENUE	525,175	504,594	(20,581)	-3.92%	
EXPENSE:					
Salaries and Wages					
Contract Salaries	56,182	58,778	2,596	4.62%	[2]
Classified Salaries	-	-	-	0.00%	
Student / Temporary	50,000	42,000	(8,000)	-16.00%	[3]
Wage / Compensation Pool	1,124	-	(1,124)	-100.00%	[4]
Sub-total Salaries & Wages	107,306	100,778	(6,528)	-6.08%	
Employee Benefits	20,883	21,896	1,013	4.85%	
Sub-total Salaries, Wages and Benefits	128,189	122,673	(5,516)	-4.30%	
Operating Expenses					
Supplies	56,000	50,000	(6,000)	-10.71%	[5]
Travel	15,000	4,000	(11,000)	-73.33%	[6]
Information and Communication	5,000	5,000	-	0.00%	
Repairs and Maintenance	247,524	246,350	(1,174)	-0.47%	
Equipment	13,000	13,250	250	1.92%	
Facility Charge	5,000	5,000	-	0.00%	
Sub-total Operating Expenses	341,524	323,600	(17,924)	-5.25%	
Fixed Expenses					
Renewals / Replacements	5,000	5,000	-	0.00%	
General Service Charge	50,000	50,000	-	0.00%	
Sub-total Fixed Expenses	55,000	55,000	-	0.00%	
TOTAL EXPENSE	524,713	501,273	(23,440)	-4.47%	
Revenue Over/(Under) Expense	\$ 462	\$ 3,321	\$ 2,859	618.79%	

Notes:

- [1] Based on termination of Moocho contract (\$20,000)
- [2] Based on mid-year salary adjustment
- [3] Based on prior year actual expense.
- [4] Wage/Compensation Pool - Reflects budget changes due to impact of COVID-19 Pandemic.
- [5] Decrease in projected ID card expenses
- [6] Based on termination of Enterprise Rental Program contract due to lack of use.

FARM LEASES AND OTHER BUILDINGS
BUDGET FOR FY 2021
(Fund: 21300 / Dept: 724000)

	FY 2020 APPROVED BUDGET	FY 2021 PROPOSED BUDGET	\$ INC.	% INC.	BUDGET NOTE
<u>REVENUE:</u>					
Sales	\$ 59,890	\$ 59,890	\$ -	0.00%	[1]
TOTAL REVENUE	59,890	59,890	-	0.00%	
<u>EXPENSE:</u>					
Operating Expenses					
Repairs and Maintenance	30,000	30,000	-	0.00%	[2]
Sub-total Operating Expenses	30,000	30,000	-	0.00%	
Fixed Expenses					
General Service Charge	7,500	7,500	-	0.00%	[3]
Sub-total Fixed Expenses	7,500	7,500	-	0.00%	
TOTAL EXPENSE	37,500	37,500	-	0.00%	
Revenue Over/(Under) Expense	\$ 22,390	\$ 22,390	\$ -	0.00%	

Notes:

- [1] Contract in effect until January 2022.
- [2] Based on prior year actuals.
- [3] Per FY 2021 Auxiliary Budget Guidelines.

**PARKING & TRAFFIC
BUDGET FOR FY 2021**
(Includes Bowen-Thompson Student Union Parking)
(Fund: 21100, 76500 / Dept: 726000)

	FY 2020 RESTATED BUDGET	FY 2021 PROPOSED BUDGET	\$ INC.	% INC.	BUDGET NOTE
REVENUE:					
Sales (Registration Fees/Meters)	\$ 1,813,141	\$ 1,813,141	\$ 0	0.00%	[1]
Other Revenue (Fines, etc.)	255,000	255,000	0	0.00%	[1]
TOTAL REVENUE	2,068,141	2,068,141	-	0.00%	
EXPENSE:					
Salaries and Wages					
Contract Salaries	102,765	101,743	(1,022)	-0.99%	[2]
Classified Salaries	185,517	165,244	(20,273)	-10.93%	[2]
Student / Temporary	30,000	37,440	7,440	24.80%	
Wage / Compensation Pool	8,006	-	(8,006)	-100.00%	[2]
Sub-total Salaries & Wages	326,288	304,427	(21,861)	-6.70%	
Employee Benefits	112,030	105,317	(6,713)	-5.99%	[2]
Sub-total Salaries Wages and Benefits	438,318	409,743	(28,575)	-6.52%	
Operating Expenses					
Supplies	150,000	150,000	-	0.00%	
Travel	10,000	10,000	-	0.00%	
Information and Communication	18,000	18,000	-	0.00%	
Repairs and Maintenance	60,000	60,000	-	0.00%	
Equipment	75,000	75,000	-	0.00%	
Utilities	95,000	95,000	-	0.00%	
Sub-total Operating Expenses	408,000	408,000	-	0.00%	
Fixed Expenses					
Renewals / Replacements	738,141	738,141	-	0.00%	
General Service Charge	185,084	185,084	-	0.00%	
Debt Service	219,461	219,461	-	0.00%	
Insurance	6,028	6,929	901	15.00%	[3]
Sub-total Fixed Expenses	1,148,714	1,149,615	901	0.08%	
TOTAL EXPENSE	1,995,032	1,967,358	(27,674)	-1.39%	
Revenue Over/(Under) Expense	\$ 73,109	\$ 100,783	\$ 27,674	37.85%	

Notes:

[1] Based on previous 3 year historical trend.

[2] Wage/Compensation Pool/Employee Benefits - reflects budget changes due to impact of COVID-19 Pandemic.

[3] Per FY 2021 Auxiliary Budget Guidelines.

FALCON OUTFITTERS
BUDGET FOR FY 2021
(Fund: 20300, 76150, / Dept: 721000, 722000)

	FY 2020 APPROVED BUDGET	FY 2021 PROPOSED BUDGET	\$ INC.	% INC.	BUDGET NOTE
REVENUE:					
Sales	\$ 3,918,784	\$ 2,171,907	\$ (1,746,877)	-44.58%	[1]
Other Revenue	100,500	100,500	0	0.00%	
TOTAL REVENUE	4,019,284	2,272,407	(1,746,877)	-43.46%	
EXPENSE:					
Salaries and Wages					
Contract Salaries	239,233	137,625	(101,608)	-42.47%	[2]
Classified Salaries	32,094	-	(32,094)	-100.00%	[2]
Student / Temporary	124,400	97,920	(26,480)	-21.29%	[3]
Wage / Compensation Pool	7,364	-	(7,364)	-100.00%	[2]
Sub-total Salaries & Wages	403,091	235,545	(167,546)	-41.57%	
Employee Benefits	99,950	51,259	(48,691)	-48.72%	[2]
Sub-total Salaries, Wages and Benefits	503,041	286,804	(216,237)	-42.99%	
Cost of Sales	2,821,525	1,368,302	(1,453,223)	-51.50%	[1]
Operating Expenses					
Supplies	37,000	37,000	-	0.00%	
Travel	5,000	5,000	-	0.00%	
Information and Communication	65,000	65,000	-	0.00%	
Repairs and Maintenance	4,000	4,000	-	0.00%	
Equipment	10,000	10,000	-	0.00%	
Supplemental Staffing	-	-	-	0.00%	
Scholarship Program	15,000	10,000	(5,000)	-33.33%	[4]
Facility Charge	210,000	210,000	-	0.00%	
Other Expenses	79,000	79,000	-	0.00%	
Sub-total Operating Expenses	425,000	420,000	(5,000)	-1.18%	
Fixed Expenses					
General Service Charge	226,200	186,200	(40,000)	-17.68%	[5]
Insurance	2,040	1,641	(399)	-19.56%	[5]
Sub-total Fixed Expenses	228,240	187,841	(40,399)	-17.70%	
TOTAL EXPENSE	3,977,806	2,262,947	(1,714,859)	-43.11%	
Revenue Over/(Under) Expense	\$ 41,478	\$ 9,461	\$ (32,017)	-77.19%	

Notes:

- [1] Based on FY 2020 actuals. The majority of this decrease was in Computer & Electronics, which average a 3.7% profit margin. This merchandise category is being phased out to focus on more profitable general merchandise categories.
- [2] Reflects budget changes due to impact of COVID-19 Pandemic.
- [3] Reduction In student staffing based on FY 2020 actuals.
- [4] Reduction in sponsorship for scholarships.
- [5] Per FY 2021 Auxiliary Budget Guidelines.

FALCON LANDING
BUDGET FOR FY 2021
(Fund: 24000 / Dept: 725500)

	FY 2020 RESTATED BUDGET	FY 2021 PROPOSED BUDGET	\$ INC.	% INC.	BUDGET NOTE
REVENUE:					
Rental Income	\$ 601,279	\$ 617,175	\$ 15,896	2.64%	[1]
TOTAL REVENUE	601,279	617,175	15,896	2.64%	
EXPENSE:					
Operating Expenses					
Rental Expense	20,688	51,860	31,172	150.68%	[2]
Utilities	134,165	152,400	18,235	13.59%	[3]
Cleaning	12,360	12,731	371	3.00%	
Common Areas	3,605	3,713	108	3.00%	
Repairs & Maintenance	24,484	25,219	735	3.00%	
Landscape & Snow Removal	8,116	8,359	243	2.99%	
Administrative & Office Expense	69,492	63,975	(5,517)	-7.94%	[4]
Management Fee	62,019	71,577	9,558	15.41%	[4]
Property Insurance	6,223	6,410	187	3.00%	[5]
Sub-total Operating Expenses	341,152	396,244	55,092	16.15%	
Fixed Expenses					
General Service Charge	27,375	27,375	-	0%	[3]
Sub-total Fixed Expenses	27,375	27,375	-	0%	
TOTAL EXPENSE	368,527	423,619	55,092	14.95%	
Revenue Over/(Under) Expense	\$ 232,752	\$ 193,556	\$ (39,196)	-16.84%	[6]

Notes:

- [1] Revenue is based on current residents, with no increase to rates.
- [2] Reflects new free rent program for lease renewals.
- [3] Based on FY 2020 actuals.
- [4] Reflects prior year actuals in addition to a 3% management fee increase.
- [5] Property Insurance & COCM Liability Insurance.
- [6] Any surplus generated for the year will be directed to reimburse the University for the acquisition costs and improvements to the facility.

FALCON LANDING RATE ANALYSIS FY 2021

New Resident Monthly Per Bed Rate					
Unit Type	# of Beds	FY 2020	FY 2021	\$ Increase	% Increase
One Bedroom					
10 Months	30	\$ 680	\$ 680	\$ -	0.0%
12 Months	52	\$ 610	\$ 610	\$ -	0.0%
Full Unit					
12 Months	10	\$ 1,115	\$ 1,115	\$ -	0.0%

**FALCON LANDING II
BUDGET FOR FY 2021
(Fund: 25000 / Dept: 725600)**

	FY 2020 APPROVED BUDGET	FY 2021 PROPOSED BUDGET	\$ INC.	% INC.	BUDGET NOTE
<u>REVENUE:</u>					
Rental Income	\$ 41,664	\$ 43,680	\$ 2,016	4.8%	[1]
Utility Payments	4,445	4,579	134	3.0%	[2]
TOTAL REVENUE	46,109	48,259	2,150	4.7%	
<u>EXPENSE:</u>					
Operating Expenses					
Rental Expense	1,160	1,195	35	3.0%	
Utilities	4,579	14,146	9,567	208.9%	[3]
Cleaning	1,394	1,436	42	3.0%	
Common Areas	1,126	1,160	34	3.0%	
Repairs & Maintenance	11,256	11,594	338	3.0%	
Landscape & Snow Removal	2,815	2,899	84	3.0%	
Administrative & Office Expense	452	480	28	6.2%	
Management Fee	10,188	10,494	306	3.0%	[4]
Property Insurance	1,051	1,115	64	6.1%	
Sub-total Operating Expenses	34,021	44,519	10,498	30.9%	
Fixed Expenses					
General Service Charge	1,292	1,292	-	0%	[5]
Sub-total Fixed Expenses	1,292	1,292	-	0%	
TOTAL EXPENSE	35,313	45,811	10,498	29.7%	
Revenue Over/(Under) Expense	\$ 10,796	\$ 2,448	\$ (8,348)	-77.3%	

Notes:

- [1] See next page for Revenue Analysis. Assumes a rate increase of 5% for new residents and no increase for renewals.
- [2] Payments are collected from residents for gas, water and sewer.
- [3] Based on prior year actual expense.
- [4] Partial salary for maintenance and leasing agent.
- [5] Per FY 2021 Auxiliary Budget Guidelines.

Falcon Landing II
Assumptions / Input

FY 2021

Gross Potential Rent Budget

UNIT TYPE	# OF UNITS	MONTHLY RENT PER BED	LEASE TERM	GROSS POTENTIAL RENT
Unit 1	1	\$ 650.00	12	\$ 7,800
Unit 2	1	\$ 650.00	12	7,800
Unit 3	1	\$ 650.00	12	7,800
Unit 4	1	\$ 650.00	12	7,800
Unit 5	1	\$ 1,040.00	12	12,480
Totals	5			\$ 43,680

Monthly Per Bed Rate				
UNIT TYPE	FY 2020	FY 2021	\$ Increase	% Increase
Unit 1	\$ 618.00	\$ 650.00	\$ 32.00	5.2%
Unit 2	\$ 618.00	\$ 650.00	\$ 32.00	5.2%
Unit 3	\$ 618.00	\$ 650.00	\$ 32.00	5.2%
Unit 4	\$ 618.00	\$ 650.00	\$ 32.00	5.2%
Unit 5	\$ 1,000.00	\$ 1,040.00	\$ 40.00	4.0%

Stroh Center
BUDGET FOR FY 2021
(Fund: 21900 / Dept: 718500)

	FY 2020 APPROVED BUDGET	FY 2021 PROPOSED BUDGET	\$ INC.	% INC.	BUDGET NOTE
REVENUE:					
Facility Fee	\$ 1,700,000	\$ 1,675,273	\$ (24,727)	-1.45%	[1]
Operational Income	802,275	803,455	1,180	0.15%	[2]
Facility Income	-	-	-	100.00%	
Other Income	4,000	4,000	-	0.00%	
TOTAL REVENUE	2,506,275	2,482,728	(23,547)	-0.94%	
EXPENSE:					
Salaries and Wages					
Contract Salaries	84,558	82,969	(1,589)	-1.88%	[3]
Graduate Assistants	10,000	-	(10,000)	-100.00%	[3]
Student / Temporary	97,000	65,000	(32,000)	-32.99%	[3]
Wage / Compensation Pool	2,283	-	(2,283)	-100.00%	[3]
Sub-total Salaries & Wages	193,841	147,969	(45,872)	(23.67%)	
Employee Benefits	33,950	31,057	(2,893)	(8.52%)	[3]
Sub-total Salaries, Wages and Benefits	227,791	179,025	(48,766)	(21.41%)	
Operating Expenses					
Supplies	28,200	21,200	(7,000)	(24.82%)	
Travel	17,000	21,000	4,000	23.53%	
Information and Communication	14,200	14,200	-	0.00%	
Repairs and Maintenance	222,716	229,800	7,084	3.18%	[4]
Equipment	68,000	60,000	(8,000)	(11.76%)	
Utilities	206,200	206,200	-	0.00%	
Sub-total Operating Expenses	556,316	552,400	(3,916)	(0.70%)	
Fixed Expenses					
General Service Charge	64,363	64,363	-	0.00%	[1]
Debt Service	1,700,000	2,013,676	313,676	18.45%	[1]
Insurance/Other	8,556	10,046	1,490	17.41%	[1]
Sub-total Fixed Expenses	1,772,919	2,088,085	315,166	17.78%	
TOTAL EXPENSE	2,557,026	2,819,510	262,484	10.27%	
Revenue Over/(Under) Expense	\$ (50,751)	\$ (336,782)	\$ (286,031)	563.60%	

Notes:

- [1] Per FY 2021 Auxiliary Budget Guidelines.
- [2] Re-evaluation of programming for external events. Ticket sales goal based on prior year actuals.
- [3] Wage/Compensation Pool/Employee Benefits- reflects budget changes due to impact of COVID-19 Pandemic.
- [4] Based on prior year actual expense.