



# North Idaho College

## Agenda Dormitory Housing Commission

March 19, 2019

3:00 p.m.

Edminster Student Union Building, Driftwood Bay Room  
North Idaho College

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### AGENDA:

Call to Order/Verification of Quorum

Chair Marcheso

Approval of Minutes from April 18, 2018—Action Item

### NEW BUSINESS:

Tab 1: FY20 Annual Budget Proposal, Dormitory Housing Commission Operations—Action Item

*Graydon Stanley/Steve McGroarty*

GOOD OF THE ORDER/PUBLIC COMMENT

Chair

ADJOURN—Action Item



# North Idaho College

## Dormitory Housing Commission Meeting Minutes

April 18, 2018 at Noon

North Idaho College Student Wellness Center, Room 208

### Call to Order and Verification of Quorum

Chair Marcheso called the meeting to order at 12:24 p.m. and verified that a quorum was present.

### Attendance:

Commissioners: Chair John Marcheso  
Vice-Chair Mic Armon  
Commissioner Sandra Patano  
DHC Secretary: Sarah Garcia

### Action Item: Review/Approval of Minutes:

The minutes from February 7, 2018 were reviewed.

***Commissioner Armon moved to approve the minutes of February 7, 2018 as presented; Chair Marcheso seconded the motion; Motion passed.***

### NEW BUSINESS:

#### Action Item: Tab 1: FY19 Budget Proposal, Dormitory Housing Commission Operations

Auxiliary Services accountant Steve McGroarty introduced managers in attendance: Mike Reed, the new Cardinal Bookstore manager; Eddie Nelson, Dining Services; Paula Czirr, Residence Hall, Dodi Rode, Student Union Operations, and Jessica Bennett, Student Wellness and Recreation Center.

Impact Items from FY18 on the Student Union and Student Wellness and Recreation Center (SWRC) operations were addressed, including the bookstore remodel that was completed in January of 2018, the Residence Hall lock replacement program, and the opening of the SWRC in August of 2018.

Since opening its doors in August, 29,000 visitors (1,450 unduplicated #) have been welcomed to the Student Wellness and Recreation Center, with 285 student opt-ins and 95 employee/spouse memberships. We have also formed an SWRC Advisory board; student, with both faculty and staff involvement

Reflecting the college's decreased enrollment, the FY18 Student Union fee (\$93 per student) and the FY18 SWRC fee (\$87 per student) combined total was \$1,106,460, a negative -7.73% variance from FY18 forecast to FY18 budget. The FY18 Building and Operational Revenues were down -\$14,905, and Expenses were down -\$135,894, with the overall FY18 Net Revenue of Buildings and Operations deficit at -\$150,799. For all operations, our FY18 net loss was -\$214,594 forecast, with -\$88,527 budget, a variance of -\$126,067.

FY19 Impact items reflect a -\$51,000 decrease or -5% variance from FY19 budget to FY18 forecast.

- Personnel expenses for FY19 reflect a 3% increase for full-time benefitted staff, to be in-line with the college-wide 3% increase for personnel.
- The Bookstore year-one commission guarantee will end this year.
- There is a Dining Services RFP in progress, with a targeted date of June 6, 2018 for proposer selection, and an anticipated start date August 1, 2018. There was discussion among the commissioners regarding whether they would need to approve the contract. Ms. Garcia stated that if the commissioners were in agreement with proceeding with the RFP process, then North Idaho College would sign the contract. We would request that one of Commissioners be on the selection committee.
- The Student Wellness and Rec Center will start Sunday closure in FY19. There was discussion regarding this, with the commissioners stating that it made sense for the summer but we might want to consider opening on Sundays in the winter.

The Net Income/Loss for all operations, FY19 budget of \$3,994 versus FY18 forecast of negative -\$214, 594.

#### Debt Service Summary

The Series 2012 Residence Hall bond matures in 2022. The total debt service for the 2012 bond and 2016 SWRC bond shows a fund Balance Support for FY18 of \$224,000, and \$266,000 for FY19.

***Action Item: Commissioner Armon moved to approve the FY19 budget proposal for Dormitory Housing Commission operations; Commissioner Patano seconded the motion. Motion Carried.***

**GOOD OF THE ORDER/PUBLIC COMMENT:**

Vice President for Student Services Graydon Stanley stood to recognize Heather Erickson, Director of Student Life and Leadership, and Caleb Weeks, our Student Body President, who together led the process of the student fee advisory committee.

**Action Item: ADJOURNMENT**

*Commissioner Marcheso moved to adjourn the meeting; Commissioner Armon seconded motion; Motion passed. Meeting was adjourned at 1:15 p.m.*

**Dormitory Housing Commission of North Idaho College**

**FY 2020 Budget Summary (Workbook Summary)**

**Auxiliary Enterprises, Student Wellness & Recreation Center, Student Services Fee Fund**

**Presented is the Fiscal Year 2020 Preliminary Operating Budget for the following Funds / Operations:**

	Go To Pages →	Coverage	20 - 19 Variance	19 - 19 Variance	Margin
• Combined	Go To Page →	BK			
• Cardinal Bookstore	Go To Page →	DS			
• Dining Services	Go To Page →	RH	RH BE	RH Pricing	RH Occ
• Residence Hall	Go To Pages →	SU			
• Student Union Operations	Go To Page →	FS			
• Financial Services	Go To Page →	SR	SR Mbr Pricing	SR Rntl Rates	
• Student Wellness & Recreation Center	Go To Pages →	SS			
• Student Services Fee Fund	Go To Page →				

**Fiscal Year 2020 Major Impact Areas as follows:**

**Enrollment**

- ◆ FY 2020 Enrollment Projection
  - 3.00% FTE Enrollment Decline
  - Student Union Fee Decline = (\$14,714) FY 2020 compared to FY 2019 Forecast
  - Student Wellness & Recreation Center Student Fee = (\$13,765) FY 2020 compared to FY 2019 Forecast

**Dormitory Housing Commission Debt-Service Obligation**

- ◆ FY 2019 Forecast: Debt-Service Coverage = 1.25 (minimum) with \$464,000 Fund Balance support
- ◆ FY 2020 Budget: Debt-Service Coverage = 1.25 (minimum) with \$321,000 Fund Balance support
- ◆ Series 2012 (Residence Hall) - 3rd Year of Bond Acceleration (matures FY 2022)
  - \* Fifty-percent assignment to Residence Hall and Student Services Fund internal Operating Statements
- ◆ Series 2016 (Student Wellness & Recreation Center) Bond - Interest Only (FY 2017 - FY 2022)

**Personnel**

- ◆ Zero New Positions Requested
- ◆ Follow College Salary / Wage Step Increase ≈ 2%

**Additional Comments**

**◆ Cardinal Bookstore**

- Partnership with Follett Higher Education Group
  - \* Contract (5 Years - 9 Months) through June 30, 2022
- Follett On-Demand (Online store Solution)
- includeED (Inclusive Access Program)

**◆ Dining Services**

- Full-Year Partnership with Sodexo, Inc.
  - \* Contract (4 Years - 6 Months) through June 30, 2023
  - \* Commission-Based Income
  - \* \$100,000 Annual Investment (3-Years)

**◆ Residence Hall**

- Rate Proposal:
  - \* Single with Meal Plan = \$9,000 - \$9,840 Annual (compare to \$9,000 - \$9,800) in FY 2019
  - \* Double with Meal Plan = \$6,700 - \$7,540 Annual (compare to \$6,700 - \$7,500) in FY 2019
- Occupancy Forecast = 93.43% (Three-Year Average = 94.61%)

**◆ Student Union Operations**

- Funding Source = Student Services Fee Fund

**◆ Student Wellness & Recreation Center**

- College Investment in Employee Wellness
  - \* Employee Membership Pilot Program (College Pays 1/2 Monthly Membership Fee)
  - \* Fitness Classes Offered Free to Users (College Pays Instructor Fees)

## Dormitory Housing Commission of North Idaho College

### FY 2020 Budget Summary

#### Auxiliary Enterprise, Student Services Fee Fund, Student Wellness & Recreation Center

	FY 2020 Budget	FY 2019 Forecast	FY 2019 Budget	FY 2018 Actual	FY 2017 Actual
<b>Building Revenues</b>					
Revenue from Sales and Rentals (Auxiliary Enterprise & SWRC)	\$ 1,268,189	\$ 1,636,198	\$ 2,136,428	\$ 2,225,985	\$ 2,958,820
Interest Income (Auxiliary Enterprise)	3,000	4,153	2,100	2,504	1,418
<b>Total Building Revenues</b>	<b>\$ 1,271,189</b>	<b>\$ 1,640,351</b>	<b>\$ 2,138,528</b>	<b>\$ 2,228,490</b>	<b>\$ 2,960,238</b>
<b>Operations and Maintenance Expense</b>					
Cost of Merchandise Sold	\$ 600	\$ 234,463	\$ 457,072	\$ 490,662	\$ 1,318,971
Salaries and Benefits	827,626	956,495	1,159,981	1,122,083	977,072
Repairs, Maintenance and Supplies	110,712	118,194	103,081	152,010	78,532
Utilities and Garbage	88,237	82,550	97,803	114,530	123,736
Other Operating Expenses	113,903	287,375	184,996	200,478	152,766
<b>Total Building Expenses</b>	<b>\$ 1,141,079</b>	<b>\$ 1,679,077</b>	<b>\$ 2,002,932</b>	<b>\$ 2,079,763</b>	<b>\$ 2,651,076</b>
<b>Net Revenues of Buildings</b>	<b>\$ 130,110</b>	<b>\$ (38,726)</b>	<b>\$ 135,596</b>	<b>\$ 148,727</b>	<b>\$ 309,162</b>
Student Union Fee	\$ 475,768	\$ 490,482	\$ 501,114	\$ 527,488	\$ 580,305
Student Wellness & Recreation Center Fee	445,073	458,838	468,791	493,457	542,866
<b>Student Services Fee Fund Revenue</b>	<b>\$ 920,840</b>	<b>\$ 949,320</b>	<b>\$ 969,905</b>	<b>\$ 1,020,945</b>	<b>\$ 1,123,170</b>
<b>Total Pledged Revenues</b>	<b>\$ 1,050,950</b>	<b>\$ 910,594</b>	<b>\$ 1,105,500</b>	<b>\$ 1,169,672</b>	<b>\$ 1,432,332</b>
<b>Debt-Service on Parity Obligations</b>					
Series 2012 Bonds (Residence Hall)	\$ 819,325	\$ 822,088	\$ 821,650	\$ 817,534	\$ 765,488
Series 2016 Bonds (Student Wellness & Recreation Center)	282,356	281,956	279,856	287,537	303,651
<b>Total Debt-Service</b>	<b>\$ 1,101,681</b>	<b>\$ 1,104,044</b>	<b>\$ 1,101,506</b>	<b>\$ 1,105,071</b>	<b>\$ 1,069,139</b>
<b>Available for Capital Expenditures or Increase in Fund Balance</b>	<b>\$ (50,731)</b>	<b>\$ (193,450)</b>	<b>\$ 3,994</b>	<b>\$ 64,601</b>	<b>\$ 363,193</b>
<b>Fund Balance Support</b>					
Operations (Auxiliary Enterprise & SWRC)	\$ 321,000	\$ 464,000	\$ 266,000	\$ 207,000	\$ -
<b>Debt-Service Coverage</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>	<b>1.34</b>
<b>Capital Outlay</b>					
Equipment and Improvement (Auxiliary Enterprise)	\$ -	\$ -	\$ -	\$ 260,373	\$ 1,773
Equipment and Improvement (Student Services Fee Fund)	-	-	-	-	9,048
Equipment and Improvement (Student Wellness & Recreation Center)	-	-	-	-	9,170
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>260,373</b>	<b>19,990</b>
<b>Net Change in Fund(s) Balance</b>	<b>\$ (50,731)</b>	<b>\$ (193,450)</b>	<b>\$ 3,994</b>	<b>\$ (195,772)</b>	<b>\$ 343,202</b>
Auxiliary Fund Net Income	\$ 170,090	\$ 52,549	\$ 234,087	\$ (3,094)	\$ 182,383
Student Services Fee Fund Net Income	(224,742)	(247,881)	(230,465)	(199,579)	(13,680)
Student Recreation Center Fund Net Income	3,922	1,882	372	6,901	174,499
<b>Total Fund Net Income</b>	<b>\$ (50,731)</b>	<b>\$ (193,450)</b>	<b>\$ 3,994</b>	<b>\$ (195,772)</b>	<b>\$ 343,202</b>
<b>Combined Fund Balance</b>	<b>\$ 4,294,832</b>	<b>\$ 4,345,562</b>	<b>\$ 4,543,007</b>	<b>\$ 4,539,013</b>	<b>\$ 4,734,784</b>
<b>Auxiliary Enterprise Fund - Operating Unit Summary</b>					
Bookstore	\$ 170,305	\$ 171,188	\$ 198,688	\$ 254,878	\$ 123,867
Dining Services	8,035	(136,305)	12,572	7,805	29,935
Residence Life	83,686	104,900	114,187	(177,429)	108,906
Student Union Operations	-	-	-	-	-
Financial Services	(91,936)	(87,234)	(91,360)	(88,348)	(80,324)
<b>Auxiliary Enterprise Fund - Net Income Total</b>	<b>\$ 170,090</b>	<b>\$ 52,549</b>	<b>\$ 234,087</b>	<b>\$ (3,094)</b>	<b>\$ 182,383</b>



**Dormitory Housing Commission of North Idaho College  
FY 2020 Bookstore Budget Worksheet**

Item Description	FY 2020 Budget	FY 2019 Forecast	FY 2019 Budget	FY 2018 Actual	FY 2017 Actual	FY 2016 Actual	FY 2015 Actual
<b>INCOME</b>							
New Books	\$ -	\$ -	\$ -	\$ -	\$ 740,083	\$ 1,557,090	\$ 1,619,555
New Books - Rentals	-	-	-	-	-	25	923
Used Books	-	-	-	-	131,747	338,790	561,610
General Books	-	-	-	-	1,963	3,837	4,855
Sundries	-	-	-	-	4,053	14,271	15,146
Computers	-	-	-	-	31,019	92,874	102,414
Software	-	-	-	-	-	4,950	12,159
School / Office Supplies	-	-	-	-	34,671	74,637	83,603
Gifts	-	-	-	-	8,390	18,578	12,122
Electronics	-	-	-	-	19,883	50,227	31,849
Clothing	-	-	-	-	42,794	66,702	77,594
Other Sales	-	-	-	-	2,461	3,569	4,261
Commission (Follett)	170,000	170,000	200,000	250,000	95,409	-	-
Other (Follett)	1,680	2,500	-	4,807	51,120	-	-
Miscellaneous Income	-	-	-	125	1,001	16,283	13,454
Sales Discounts	-	-	-	-	(3,868)	216	990
<b>TOTAL INCOME</b>	<b>\$ 171,680</b>	<b>\$ 172,500</b>	<b>\$ 200,000</b>	<b>\$ 254,932</b>	<b>\$ 1,160,727</b>	<b>\$ 2,242,049</b>	<b>\$ 2,540,535</b>
<b>SALES RETURN</b>							
New Books	\$ -	\$ -	\$ -	\$ -	\$ 56,455	\$ 142,465	\$ 113,068
New Books - Rentals	-	-	-	-	-	228	164
Used Books	-	-	-	-	12,712	34,704	46,952
Used Books - Rentals	-	-	-	-	-	220	-
General Books	-	-	-	-	57	138	102
Sundries	-	-	-	-	20	106	33
Computers	-	-	-	-	647	1,368	2,345
Software	-	-	-	-	-	586	562
School / Office Supplies	-	-	-	-	488	953	1,199
Gifts	-	-	-	-	100	163	145
Electronics	-	-	-	-	1,053	2,988	1,928
Clothing	-	-	-	-	1,192	2,834	2,833
<b>TOTAL SALES RETURNS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 72,725</b>	<b>\$ 186,754</b>	<b>\$ 169,331</b>
<b>NET INCOME</b>	<b>\$ 171,680</b>	<b>\$ 172,500</b>	<b>\$ 200,000</b>	<b>\$ 254,932</b>	<b>\$ 1,088,002</b>	<b>\$ 2,055,295</b>	<b>\$ 2,371,203</b>
<b>COST OF SALES</b>							
New Books	\$ -	\$ -	\$ -	\$ (1,350)	\$ 588,032	\$ 1,171,878	\$ 1,171,288
Used Books	-	-	-	-	105,561	221,061	354,542
General Books	-	-	-	-	(4,752)	1,332	3,986
Sundries	-	-	-	-	2,673	10,756	11,198
Computers	-	-	-	1,566	31,727	88,027	88,565
Software	-	-	-	-	1,350	4,640	9,325
School / Office Supplies	-	-	-	-	29,555	43,808	41,135
Gifts	-	-	-	-	23,213	13,915	9,719
Electronics	-	-	-	-	13,244	34,054	20,248
Clothing	-	-	-	-	60,168	45,391	52,690
Purchase Discounts	-	-	-	-	(4,578)	(7,530)	(6,210)
<b>TOTAL COST OF SALES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 216</b>	<b>\$ 846,193</b>	<b>\$ 1,627,333</b>	<b>\$ 1,756,487</b>
<b>GROSS PROFIT</b>	<b>\$ 171,680</b>	<b>\$ 172,500</b>	<b>\$ 200,000</b>	<b>\$ 254,716</b>	<b>\$ 241,808</b>	<b>\$ 427,962</b>	<b>\$ 614,716</b>
<b>PAYROLL EXPENSES</b>							
Salaries	\$ -	\$ -	\$ -	\$ -	\$ 25,553	\$ 183,694	\$ 202,450
Part-Time Wages	-	-	-	-	16,541	17,687	17,516
Overtime	-	-	-	-	90	10	-
Temporary	-	-	-	-	13,360	1,068	-
Student Wages	-	-	-	-	6,940	26,899	23,884
Employee Benefits - Miscellaneous	-	-	-	-	161	676	745
Social Security and Medicare	-	-	-	-	4,007	14,642	15,944
Workman's Compensation	-	-	-	-	279	953	767
Unemployment	-	-	-	-	104	279	142
Medical Insurance	-	-	-	-	9,371	29,673	31,349
Retirement Contribution	-	-	-	-	5,017	21,988	24,233
<b>TOTAL PAYROLL EXPENSES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 81,422</b>	<b>\$ 297,568</b>	<b>\$ 317,030</b>
<b>ADMINISTRATIVE EXPENSES</b>							
Advertising	\$ -	\$ -	\$ -	\$ -	\$ 1,637	\$ 288	\$ 261
Bad Check	-	-	-	-	107	(6)	329
Bad Debt	-	-	-	-	1,492	439	-
Bank and Credit Card Fees	-	-	-	-	12,054	19,276	19,388
Cash (Over) / Short	-	-	-	-	108	(104)	(78)
College Car	-	-	-	-	42	-	44
Commission (Cardinal Card)	-	-	-	-	20	268	429
Copier Expense	-	-	-	(2,011)	(966)	493	514
Copier Rent	-	-	-	-	559	2,285	2,235
Equipment - Purchased	-	-	-	-	-	2,481	-
Maintenance Contract	-	-	-	-	8,944	22,939	22,346
Memberships	-	-	-	-	1,435	2,275	2,475
Miscellaneous	-	-	-	568	160	438	857
Office Supplies	-	-	-	-	7	36	2,131
Postage	-	-	-	7	5,228	8,104	9,981
Repair Expense	-	-	-	-	90	-	139
Services (Contract Labor)	-	-	-	-	5,174	7,287	-
Software	1,375	1,312	1,312	1,274	-	-	-
Staff Development	-	-	-	-	-	15	-
Supplies	-	-	-	-	429	6,791	10,689
Travel	-	-	-	-	-	3,177	3,608
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>\$ 1,375</b>	<b>\$ 1,312</b>	<b>\$ 1,312</b>	<b>\$ (162)</b>	<b>\$ 36,520</b>	<b>\$ 76,482</b>	<b>\$ 75,346</b>
<b>TOTAL EXPENSES</b>	<b>\$ 1,375</b>	<b>\$ 1,312</b>	<b>\$ 1,312</b>	<b>\$ (162)</b>	<b>\$ 117,942</b>	<b>\$ 374,050</b>	<b>\$ 392,376</b>
<b>NET INCOME (LOSS)</b>	<b>\$ 170,305</b>	<b>\$ 171,188</b>	<b>\$ 198,688</b>	<b>\$ 254,878</b>	<b>\$ 123,867</b>	<b>\$ 53,912</b>	<b>\$ 222,340</b>

**Dormitory Housing Commission of North Idaho College  
FY 2020 Dining Services Budget Worksheet**

Item Description	FY 2020 Forecast	FY 2019 Forecast	FY 2019 Budget	FY 2018 Actual	FY 2017 Actual	FY 2016 Actual	FY 2015 Actual
<b>SALES</b>							
Market - Food	\$ -	\$ 139,236	\$ 366,629	\$ 362,309	\$ 354,653	\$ 342,372	\$ 399,610
Market - Beverage	-	37,512	97,330	104,062	107,415	106,243	136,296
Educated Cup - Food	-	8,765	24,505	21,491	25,297	23,175	27,921
Educated Cup - Beverage	-	53,045	108,000	106,546	115,632	119,054	69,212
Convenience Store (Residence Hall)	-	56,055	75,000	77,918	85,462	87,412	72,180
Catering	-	58,835	135,896	141,778	119,752	124,711	121,975
Summer Camp Catering	-	50,285	77,057	70,554	68,143	51,569	52,407
Mobile Operations - Food	-	1,933	3,000	2,113	1,919	6,269	4,984
Mobile Operations - Beverage	-	-	100	19	143	978	472
Commission	14,100	6,500	-	-	-	-	-
Miscellaneous Income	67,942	41,975	15,000	30,431	14,370	18,301	13,375
Sales Discounts	-	(567)	(1,500)	(1,566)	(1,280)	(1,536)	-
<b>TOTAL SALES</b>	<b>\$ 82,042</b>	<b>\$ 453,574</b>	<b>\$ 901,018</b>	<b>\$ 915,655</b>	<b>\$ 891,505</b>	<b>\$ 878,548</b>	<b>\$ 898,431</b>
<b>COST OF SALES</b>							
Food	\$ -	\$ 147,303	\$ 284,006	\$ 308,601	\$ 293,722	\$ 280,793	\$ 274,466
Supplies	-	30,425	44,376	50,218	48,230	42,043	38,720
Beverage	-	56,508	128,690	131,546	126,248	127,633	126,933
Purchase Discount or Rebate	-	(459)	(1,000)	(858)	(1,215)	(1,584)	(2,093)
<b>TOTAL COST OF SALES</b>	<b>\$ -</b>	<b>\$ 233,778</b>	<b>\$ 456,072</b>	<b>\$ 489,507</b>	<b>\$ 466,984</b>	<b>\$ 448,885</b>	<b>\$ 438,026</b>
<b>GROSS PROFIT</b>	<b>\$ 82,042</b>	<b>\$ 219,797</b>	<b>\$ 444,946</b>	<b>\$ 426,148</b>	<b>\$ 424,520</b>	<b>\$ 429,663</b>	<b>\$ 460,405</b>
<b>PAYROLL EXPENSES</b>							
Salaries	\$ 49,593	\$ 118,960	\$ 223,240	\$ 186,180	\$ 163,421	\$ 166,037	\$ 186,856
Part-Time Wages	-	17,591	47,620	64,715	56,165	46,391	66,602
Overtime	-	4,255	1,500	4,853	8,273	8,762	8,244
Temporary	-	8,436	-	-	-	-	8,589
Student Wages	-	21,896	50,065	60,750	74,733	65,849	51,761
Employee Benefits - Miscellaneous	650	973	1,200	1,272	851	890	2,162
Social Security and Medicare	3,794	10,515	20,836	19,185	16,479	16,169	19,911
Workman's Compensation	1,984	6,326	10,894	12,864	10,608	9,965	9,315
Unemployment	50	172	545	523	449	312	159
Medical Insurance	18,644	31,133	26,708	26,383	29,094	22,177	24,504
Retirement Contribution	6,244	14,729	26,722	22,865	20,435	20,892	24,328
<b>TOTAL PAYROLL EXPENSES</b>	<b>\$ 80,957</b>	<b>\$ 234,986</b>	<b>\$ 409,329</b>	<b>\$ 399,587</b>	<b>\$ 380,509</b>	<b>\$ 357,444</b>	<b>\$ 402,429</b>
<b>ADMINISTRATIVE EXPENSES</b>							
Advertising	\$ -	\$ -	\$ 500	\$ -	\$ 475	\$ -	\$ 1,326
Bank and Credit Card Fees	-	6,526	12,019	11,937	12,862	11,662	11,823
Cash (Over) / Short	-	(5)	100	86	146	102	165
College Car	100	117	39	189	165	85	116
Commission (Cardinal Card)	-	253	537	555	484	459	501
Contracts	-	52,858	-	-	-	-	-
Copier Expense	-	352	1,000	810	1,214	1,576	1,690
Copier Rent	-	-	213	195	213	218	213
Dish and Utensil Replacement	-	2,127	1,500	1,301	1,979	1,941	10,093
Equipment - Purchased	-	-	5,000	-	-	11,857	16,781
Janitorial Supplies	-	1,086	600	352	996	1,289	1,014
Maintenance Contract	750	575	1,500	1,420	1,883	4,967	5,823
Memberships	-	125	600	590	565	580	560
Miscellaneous	-	-	-	-	-	-	20
Office Supplies	-	1,120	700	992	489	905	1,871
Postage	-	-	200	107	216	-	-
Reception	200	147	-	-	-	339	91
Repair Expense	5,000	5,113	4,500	6,670	4,448	4,616	4,095
Services	3,000	65,626	11,040	11,698	10,012	6,381	-
Software	2,000	1,858	1,997	1,939	-	-	-
Staff Development	-	-	-	-	-	15	50
Supplies	-	1,648	3,000	2,097	688	2,754	8,836
Telephone	-	-	-	-	-	-	208
Travel	-	-	-	211	-	4	20
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>\$ 11,050</b>	<b>\$ 139,526</b>	<b>\$ 45,045</b>	<b>\$ 41,149</b>	<b>\$ 36,836</b>	<b>\$ 49,750</b>	<b>\$ 65,296</b>
<b>TOTAL EXPENSES</b>	<b>\$ 92,007</b>	<b>\$ 374,513</b>	<b>\$ 454,374</b>	<b>\$ 440,736</b>	<b>\$ 417,345</b>	<b>\$ 407,194</b>	<b>\$ 467,725</b>
<b>NET INCOME FROM OPERATIONS</b>	<b>\$ (9,965)</b>	<b>\$ (154,716)</b>	<b>\$ (9,428)</b>	<b>\$ (14,588)</b>	<b>\$ 7,176</b>	<b>\$ 22,469</b>	<b>\$ (7,320)</b>
OTHER INCOME - Vending	\$ 18,000	\$ 18,411	\$ 22,000	\$ 22,393	\$ 22,759	\$ 25,850	\$ 25,557
<b>NET INCOME (LOSS)</b>	<b>\$ 8,035</b>	<b>\$ (136,305)</b>	<b>\$ 12,572</b>	<b>\$ 7,805</b>	<b>\$ 29,935</b>	<b>\$ 48,319</b>	<b>\$ 18,238</b>



**Dormitory Housing Commission of North Idaho College**  
**FY 2020 Residence Hall Budget Worksheet**

Item Description	FY 2020 Budget	FY 2019 Forecast	FY 2019 Budget	FY 2018 Actual	FY 2017 Actual	FY 2016 Actual	FY 2015 Actual
<b>Income</b>							
Rental Income	\$ 793,900	\$ 798,529	\$ 808,180	\$ 831,661	\$ 791,667	\$ 784,643	\$ 779,314
Technology Fee	25,900	47,360	49,010	61,932	58,391	50,890	50,820
Activity Fee	14,800	14,600	15,080	15,480	14,637	14,580	14,520
Cancellation Fee	27,500	37,305	25,000	21,820	33,580	27,505	41,000
Bookkeeping Fee	200	125	350	250	275	450	1,500
Damage / Cleaning / Key Replace	3,300	3,770	6,000	3,103	5,888	7,462	6,797
Alcohol Fine	-	-	-	150	-	-	1,270
Laundry Commission	8,483	7,220	7,540	7,780	7,277	7,250	5,554
Summer Rental	35,000	23,116	35,000	38,810	35,558	32,969	35,472
Miscellaneous Income	500	615	750	572	1,240	2,748	501
<b>TOTAL INCOME</b>	<b>\$ 909,583</b>	<b>\$ 932,641</b>	<b>\$ 946,910</b>	<b>\$ 981,558</b>	<b>\$ 948,511</b>	<b>\$ 928,498</b>	<b>\$ 936,748</b>
<b>PAYROLL EXPENSES</b>							
Salaries	\$ 84,516	\$ 83,862	\$ 84,776	\$ 82,307	\$ 78,423	\$ 74,131	\$ 88,460
Part-Time Wages	13,528	13,636	11,055	15,184	18,968	18,631	17,893
Temporary	-	-	-	1,582	-	-	3,521
Student Wages	-	-	1,836	-	2,215	-	-
Manager and R/A Room & Board	83,035	82,675	82,906	82,583	82,583	81,983	80,980
Employee Benefits - Miscellaneous	480	446	480	420	319	316	351
Social Security and Medicare	7,500	7,378	7,331	7,320	7,321	6,975	8,202
Workman's Compensation	1,961	1,840	1,953	1,991	1,815	1,620	1,360
Unemployment	196	144	192	195	190	128	75
Medical Insurance	6,402	6,276	6,489	6,286	5,910	5,114	6,457
Retirement Contribution	10,641	10,046	10,148	9,852	9,387	8,874	10,589
<b>TOTAL PAYROLL EXPENSES</b>	<b>\$ 208,259</b>	<b>\$ 206,304</b>	<b>\$ 207,167</b>	<b>\$ 207,722</b>	<b>\$ 207,132</b>	<b>\$ 197,771</b>	<b>\$ 217,889</b>
<b>ADMINISTRATIVE EXPENSES</b>							
Advertising	\$ -	\$ 207	\$ 750	\$ 2,463	\$ 1,234	\$ 2,541	\$ 3,177
Air Fare	500	222	800	269	330	-	-
Bad Debt	-	-	-	(691)	2,731	1,528	-
Bank and Credit Card Fees	-	-	18	-	10	64	18
College Car	400	442	800	254	818	1,245	963
Commission (Summer Rental)	-	-	-	-	-	3,829	11,085
Copier Expense	1,000	848	1,250	1,823	1,118	2,185	1,797
Copier Rent	-	-	745	683	745	771	851
Equipment - Purchased	-	-	-	-	-	581	1,625
Janitorial Supplies	4,500	4,244	4,500	4,316	6,081	4,071	3,254
Maintenance Contract	8,900	8,923	7,625	7,759	7,094	6,960	6,483
Memberships	250	250	350	232	328	387	328
Miscellaneous Expense	-	-	-	3,533	-	42	65
Office Supplies	2,000	2,233	1,500	1,225	3,272	2,738	4,066
Postage	250	181	300	317	401	382	440
Receptions (Activities)	14,800	12,145	15,080	16,157	16,180	12,587	11,367
Renovation and Remodel	-	-	-	260,373	-	-	-
Repair Expense	48,000	55,434	41,710	89,370	48,691	27,512	39,280
Services	15,000	17,650	11,100	11,575	-	-	2,450
Software	2,000	1,540	10,250	10,079	-	-	-
Staff Development	7,000	6,803	7,000	6,950	7,777	9,359	7,578
Subscriptions	250	350	250	350	1,225	149	70
Supplies	16,000	15,070	14,000	11,316	6,323	11,940	7,092
Travel	450	1,421	450	1,416	1,685	1,623	2,079
<i>Utilities:</i>							
Cable Television	3,000	-	10,080	20,580	19,900	19,283	18,905
Electricity	35,157	33,369	34,700	34,897	32,287	30,758	30,897
Garbage	5,422	3,298	8,329	7,230	7,449	9,395	6,313
Internet Service	19,704	22,529	19,200	26,456	32,987	31,007	26,999
Natural Gas	9,361	8,199	10,935	9,978	9,993	10,155	11,539
Sewer and Street Lights	8,959	8,766	8,248	8,630	7,212	7,080	6,045
Telephone	1,222	1,200	1,222	1,403	1,506	768	773
Water	3,850	3,687	3,540	3,788	3,458	3,509	3,383
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>\$ 207,975</b>	<b>\$ 209,012</b>	<b>\$ 214,731</b>	<b>\$ 542,730</b>	<b>\$ 220,836</b>	<b>\$ 202,448</b>	<b>\$ 208,924</b>
<b>NET FROM OPERATIONS</b>	<b>\$ 493,349</b>	<b>\$ 517,325</b>	<b>\$ 525,012</b>	<b>\$ 231,106</b>	<b>\$ 520,544</b>	<b>\$ 528,278</b>	<b>\$ 509,935</b>
<b>OTHER (INCOME) EXPENSE</b>							
Debt Service - Interest / Principal	\$ 409,663	\$ 412,425	\$ 410,825	\$ 408,535	\$ 411,638	\$ 413,989	\$ 403,747
<b>TOTAL OTHER (INCOME) EXPENSE</b>	<b>\$ 409,663</b>	<b>\$ 412,425</b>	<b>\$ 410,825</b>	<b>\$ 408,535</b>	<b>\$ 411,638</b>	<b>\$ 413,989</b>	<b>\$ 403,747</b>
<b>NET INCOME (LOSS)</b>	<b>\$ 83,686</b>	<b>\$ 104,900</b>	<b>\$ 114,187</b>	<b>\$ (177,429)</b>	<b>\$ 108,906</b>	<b>\$ 114,289</b>	<b>\$ 106,188</b>



**Dormitory Housing Commission of North Idaho College**

**FY 2020 Financial Services Budget Worksheet**

Item Description	FY 2020 Budget	FY 2019 Forecast	FY 2019 Budget	FY 2018 Actual	FY 2017 Actual	FY 2016 Actual	FY 2015 Actual
<b>INCOME</b>							
Interest	\$ 3,000	\$ 4,153	\$ 2,100	\$ 2,504	\$ 1,418	\$ 871	\$ 607
<b>TOTAL INCOME</b>	<b>\$ 3,000</b>	<b>\$ 4,153</b>	<b>\$ 2,100</b>	<b>\$ 2,504</b>	<b>\$ 1,418</b>	<b>\$ 871</b>	<b>\$ 607</b>
<b>PAYROLL EXPENSES</b>							
Salaries	\$ 63,753	\$ 62,572	\$ 63,234	\$ 61,392	\$ 54,088	\$ 52,449	\$ 50,351
Faculty Part-Time	-	-	-	-	-	250	-
Employee Benefits - Miscellaneous	390	279	240	210	160	159	149
Social Security and Medicare	4,877	4,404	4,837	4,268	3,733	3,514	3,360
Workman's Compensation	319	303	348	349	221	209	151
Unemployment	128	70	126	123	106	73	31
Medical Insurance	15,943	15,631	16,043	15,734	15,112	13,616	12,759
Retirement Contribution	8,027	7,490	7,569	7,349	6,474	6,278	6,027
<b>TOTAL PAYROLL EXPENSES</b>	<b>\$ 93,436</b>	<b>\$ 90,749</b>	<b>\$ 92,397</b>	<b>\$ 89,425</b>	<b>\$ 79,894</b>	<b>\$ 76,548</b>	<b>\$ 72,829</b>
<b>ADMINISTRATIVE EXPENSES</b>							
Copier Rent	\$ -	\$ -	\$ 213	\$ 195	\$ 213	\$ 218	\$ 213
Memberships	500	500	700	440	695	1,123	480
Miscellaneous Expense	-	-	-	500	-	-	-
Office Supplies	1,000	138	150	17	190	95	614
Receptions	-	-	-	-	750	-	-
Staff Development	-	-	-	275	-	-	1,102
Travel	-	-	-	-	-	-	-
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>\$ 1,500</b>	<b>\$ 638</b>	<b>\$ 1,063</b>	<b>\$ 1,427</b>	<b>\$ 1,848</b>	<b>\$ 1,436</b>	<b>\$ 2,409</b>
<b>TOTAL EXPENSES</b>	<b>\$ 94,936</b>	<b>\$ 91,387</b>	<b>\$ 93,460</b>	<b>\$ 90,852</b>	<b>\$ 81,742</b>	<b>\$ 77,984</b>	<b>\$ 75,238</b>
<b>NET INCOME (LOSS)</b>	<b>\$ (91,936)</b>	<b>\$ (87,234)</b>	<b>\$ (91,360)</b>	<b>\$ (88,348)</b>	<b>\$ (80,324)</b>	<b>\$ (77,113)</b>	<b>\$ (74,631)</b>

**Dormitory Housing Commission of North Idaho College**  
**FY 2020 Student Wellness & Recreation Center Budget Worksheet**

Item Description	FY 2020 Budget	FY 2019 Forecast	FY 2019 Budget	FY 2018 Actual	FY 2017 Actual	FY 2016 Actual	FY 2015 Actual
<b>SALES &amp; RENTALS</b>							
Student Fees	\$ 445,073	\$ 458,838	\$ 468,791	\$ 493,457	\$ 542,866	\$ 238,243	\$ -
Student Memberships	9,824	9,692	7,500	9,677	-	-	-
Employee (All) + Spouse Memberships	35,100	18,847	19,450	17,704	-	-	-
Employee (Other) Memberships	3,600	-	-	774	-	-	-
Retiree Memberships	-	-	-	-	-	-	-
Alumni Memberships	700	773	-	585	-	-	-
Higher-Ed Partner Memberships	600	630	1,450	443	-	-	-
Community Fitness Pass	2,600	2,559	2,000	330	-	-	-
Guest / Day-Use Fees	2,000	1,936	2,100	2,081	-	-	-
Rock-Climbing Wall Utilization Fees	3,100	3,051	3,500	1,945	-	-	-
Fitness Programming Fees (Members)	13,071	9,100	2,000	1,581	-	-	-
Room Rental Fees	3,500	3,500	3,000	3,515	-	-	-
Camp Fees (External)	-	-	7,500	118	-	-	-
Self-Programmed Fees	5,000	1,025	5,000	125	-	-	-
Class (Physical Education) Fees	6,489	6,690	9,500	10,382	-	-	-
Merchandise (Clothing/Sundries/Beverages)	800	790	2,000	1,071	-	-	-
Miscellaneous Income	500	479	1,500	1,116	-	-	-
<b>TOTAL INCOME</b>	<b>\$ 531,957</b>	<b>\$ 517,909</b>	<b>\$ 535,291</b>	<b>\$ 544,903</b>	<b>\$ 542,866</b>	<b>\$ 238,243</b>	<b>\$ -</b>
<b>COST OF SALES</b>							
Merchandise	\$ 600	\$ 685	\$ 1,000	\$ 939	\$ -	\$ -	\$ -
<b>TOTAL COST OF SALES</b>	<b>\$ 600</b>	<b>\$ 685</b>	<b>\$ 1,000</b>	<b>\$ 939</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>GROSS PROFIT</b>	<b>\$ 531,357</b>	<b>\$ 517,224</b>	<b>\$ 534,291</b>	<b>\$ 543,965</b>	<b>\$ 542,866</b>	<b>\$ 238,243</b>	<b>\$ -</b>
<b>PERSONNEL EXPENSES</b>							
Salaries - Professional	\$ 84,582	\$ 79,108	\$ 82,221	\$ 79,826	\$ 26,155	\$ -	\$ -
Part-Time Wages	26,000	25,623	38,784	25,551	-	-	-
Student Wages	60,000	59,959	59,328	69,735	-	-	-
Employee Benefits - Miscellaneous	480	402	300	305	73	-	-
Social Security and Medicare	8,460	7,627	9,257	10,410	1,731	-	-
Workman's Compensation	2,559	2,448	3,607	2,798	107	-	-
Unemployment	221	141	242	290	52	-	-
Medical Insurance	18,777	18,409	18,313	17,815	6,870	-	-
Retirement Contribution	10,649	9,469	9,842	9,555	3,131	-	-
<b>TOTAL PERSONNEL EXPENSES</b>	<b>\$ 211,727</b>	<b>\$ 203,186</b>	<b>\$ 221,893</b>	<b>\$ 216,285</b>	<b>\$ 38,119</b>	<b>\$ -</b>	<b>\$ -</b>
<b>ADMINISTRATIVE EXPENSES</b>							
Advertising	\$ 350	\$ 350	\$ 350	\$ 553	\$ -	\$ -	\$ -
Air Fare	350	-	-	327	705	-	-
Artwork	-	-	250	263	-	-	-
Bank and Credit Card Fees	2,700	2,663	2,700	2,327	-	-	-
Cable Television	1,320	1,303	1,320	510	-	-	-
Cash Over / Short	50	52	25	29	-	-	-
College Car	300	397	100	127	-	-	-
Contracts	2,000	2,000	2,000	-	-	-	-
Copier Expense (Copy Center)	300	298	700	633	38	-	-
Equipment / Furniture	-	-	-	-	70,642	-	-
Janitorial Supplies	2,100	2,317	3,000	-	-	-	-
Maintenance Contract	4,625	4,559	5,400	3,064	-	-	-
Memberships	620	613	600	1,050	-	-	-
Office Supplies	500	473	450	789	-	-	-
Planning & Design	-	-	-	888	(61,471)	72,469	37,586
Postage	25	-	25	-	-	-	-
Receptions	200	200	200	181	-	-	-
Recruiting	350	350	350	350	-	-	-
Repair Expense	3,250	2,510	1,500	1,683	-	-	-
Services	1,000	-	1,000	-	7,998	-	-
Software	7,200	7,400	7,200	8,150	600	-	-
Staff Development	950	214	950	1,076	525	-	-
Supplies	2,600	3,001	2,500	8,827	6,083	-	-
Telephone	1,562	1,501	1,550	1,568	138	-	-
Travel	1,000	-	-	849	1,339	-	-
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<b>\$ 33,352</b>	<b>\$ 30,200</b>	<b>\$ 32,170</b>	<b>\$ 33,242</b>	<b>\$ 26,597</b>	<b>\$ 72,469</b>	<b>\$ 37,586</b>
<b>NET FROM OPERATIONS</b>	<b>\$ 286,278</b>	<b>\$ 283,838</b>	<b>\$ 280,228</b>	<b>\$ 294,438</b>	<b>\$ 478,150</b>	<b>\$ 165,775</b>	<b>\$ (37,586)</b>
<b>DEBT-SERVICE EXPENSE</b>							
Debt Service - Interest / Principal	\$ 282,356	\$ 281,956	\$ 279,856	\$ 287,537	\$ 303,651	\$ -	\$ -
<b>TOTAL DEBT-SERVICE EXPENSE</b>	<b>\$ 282,356</b>	<b>\$ 281,956</b>	<b>\$ 279,856</b>	<b>\$ 287,537</b>	<b>\$ 303,651</b>	<b>\$ -</b>	<b>\$ -</b>
<b>NET INCOME (LOSS)</b>	<b>\$ 3,922</b>	<b>\$ 1,882</b>	<b>\$ 372</b>	<b>\$ 6,901</b>	<b>\$ 174,499</b>	<b>\$ 165,775</b>	<b>\$ (37,586)</b>



**Dormitory Housing Commission of North Idaho College  
FY 2020 Student Services Fee Fund (Student Union Fee) Budget Worksheet**

Item Description	FY 2020 Budget	FY 2019 Forecast	FY 2019 Budget	FY 2018 Actual	FY 2017 Actual	FY 2016 Actual	FY 2015 Actual
Student Count	5,116	5,274	5,388	5,672	6,240	6,439	7,222
Semester Rate	\$93	\$93	\$93	\$93	\$93	\$93	\$93
<b>Total Student Fees</b>	<b>\$ 475,768</b>	<b>\$ 490,482</b>	<b>\$ 501,114</b>	<b>\$ 527,488</b>	<b>\$ 580,305</b>	<b>\$ 598,873</b>	<b>\$ 671,614</b>
<b>Total Income</b>	<b>\$ 475,768</b>	<b>\$ 490,482</b>	<b>\$ 501,114</b>	<b>\$ 527,488</b>	<b>\$ 580,305</b>	<b>\$ 598,873</b>	<b>\$ 671,614</b>
Capital / Furniture Expenditure	\$ -	\$ -	\$ -	\$ 59,893	\$ 9,048	\$ 595,065	\$ 302,335
Miscellaneous Expenditure	-	61,381	40,000	2,378	53	-	-
Transfer to Student Union Operations	290,847	267,319	280,754	255,797	231,035	199,519	55,353
Debt-Service Expenditure	409,663	409,663	410,825	408,999	353,850	409,650	416,155
<b>Total Expenditures</b>	<b>\$ 700,510</b>	<b>\$ 738,363</b>	<b>\$ 731,579</b>	<b>\$ 727,067</b>	<b>\$ 593,985</b>	<b>\$ 1,204,234</b>	<b>\$ 773,843</b>
<b>Net Income</b>	<b>\$ (224,742)</b>	<b>\$ (247,881)</b>	<b>\$ (230,465)</b>	<b>\$ (199,579)</b>	<b>\$ (13,680)</b>	<b>\$ (605,361)</b>	<b>\$ (102,229)</b>
<b>Expenditure Listing</b>							
	<b>FY 2020 Budget</b>	<b>FY 2019 Budget</b>	<b>FY 2019 Budget</b>	<b>FY 2018 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2015 Actual</b>
Residence Hall Carpets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,174	\$ 23,212
Residence Hall Surveillance System	-	-	-	-	-	72,204	764
Residence Hall Interior Paint	-	-	-	-	-	17,385	-
<b>Residence Hall Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 108,762</b>	<b>\$ 23,976</b>
Student Union Refresh	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 468,292	\$ -
Student Union Roof	-	-	-	-	-	-	278,359
Student Union Conference Room Tables	-	-	-	-	-	12,963	-
Student Union HVAC Controls	-	-	-	-	-	5,047	-
Student Union (Kitchen Floor)	-	9,147	-	-	-	-	-
Student Union Miscellaneous	-	10,965	-	-	53	-	-
Student Union Furniture Replacement	-	41,269	40,000	59,893	-	-	-
Student Union Door Replacement (Bookstore)	-	-	-	-	9,048	-	-
<b>Student Union Subtotal:</b>	<b>\$ -</b>	<b>\$ 61,381</b>	<b>\$ 40,000</b>	<b>\$ 59,893</b>	<b>\$ 9,100</b>	<b>\$ 486,302</b>	<b>\$ 278,359</b>
Student Union Personnel / Other Income	\$ 233,247	\$ 221,271	\$ 229,195	\$ 209,064	\$ 187,747	\$ 145,926	\$ -
Student Union Administrative	57,600	46,048	51,559	46,733	43,288	53,594	55,353
<b>Student Union Personnel/Administrative Subtotal:</b>	<b>\$ 290,847</b>	<b>\$ 267,319</b>	<b>\$ 280,754</b>	<b>\$ 255,797</b>	<b>\$ 231,035</b>	<b>\$ 199,519</b>	<b>\$ 55,353</b>
Combined - Other Expenses	\$ -	\$ -	\$ -	\$ 2,378	\$ -	\$ -	\$ -
<b>Combined - Other Expenses Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,378</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Building Debt Service	\$ 409,663	\$ 409,663	\$ 410,825	\$ 408,999	\$ 353,850	\$ 409,650	\$ 416,155
<b>Building Debt Service Subtotal:</b>	<b>\$ 409,663</b>	<b>\$ 409,663</b>	<b>\$ 410,825</b>	<b>\$ 408,999</b>	<b>\$ 353,850</b>	<b>\$ 409,650</b>	<b>\$ 416,155</b>
<b>Total Expenses</b>	<b>\$ 700,510</b>	<b>\$ 738,363</b>	<b>\$ 731,579</b>	<b>\$ 727,067</b>	<b>\$ 593,985</b>	<b>\$ 1,204,234</b>	<b>\$ 773,843</b>



**Dormitory Housing Commission of North Idaho College**

**Residence Hall Pricing Analysis Recommendation (Fiscal Year 2020)**

**Five Year-View (Fiscal Years 2016 - 2020)**

Semester Rates (School Year)	FY 2020	FY 2019	FY 2018	FY 2017	FY 2016	Change (\$) 20 - 19	Change (%) 20 - 19	Change (\$) 20 - 16	Change (%) 20 - 16
Single Room	\$ 3,190	\$ 3,190	\$ 3,160	\$ 3,160	\$ 3,135	\$ -	0.00%	\$ 55	1.75%
Double Room	2,040	2,040	2,010	2,010	2,005	-	0.00%	35	1.75%
Activity Fee	40	40	40	40	40	-	0.00%	-	0.00%
Technology Fee	70	130	160	160	140	(60)	-46.15%	(70)	-50.00%
Laundry Fee	45	40	40	40	40	5	12.50%	5	12.50%
Single+Activity+Tech+Laundry	\$ 3,345	\$ 3,400	\$ 3,400	\$ 3,400	\$ 3,355	\$ (55)	-1.62%	\$ (10)	0.30%
Double+Activity+Tech+Laundry	\$ 2,195	\$ 2,250	\$ 2,250	\$ 2,250	\$ 2,225	\$ (55)	-2.44%	\$ (30)	1.37%
Single Per Week (Room)	\$ 197	Single Per Semester (Room)			\$ 3,345	Single Annual (Room)		\$ 6,690	
Double Per Week (Room)	\$ 129	Double Per Semester (Room)			\$ 2,195	Double Annual (Room)		\$ 4,390	
Meal Plan Per Week	\$ 68	Meal Plan Per Semester			\$ 1,155	Meal Plan Annual		\$ 2,310	
Meal Plan Per Week	\$ 80	Meal Plan Per Semester			\$ 1,365	Meal Plan Annual		\$ 2,730	
Meal Plan Per Week	\$ 93	Meal Plan Per Semester			\$ 1,575	Meal Plan Annual		\$ 3,150	
Single Per Week w/Meal	\$ 265	Single Per Semester w/Meal			\$ 4,500	Single Annual w/Meal		\$ 9,000	
Single Per Week w/Meal	\$ 277	Single Per Semester w/Meal			\$ 4,710	Single Annual w/Meal		\$ 9,420	
Single Per Week w/Meal	\$ 289	Single Per Semester w/Meal			\$ 4,920	Single Annual w/Meal		\$ 9,840	
Double Per Week w/Meal	\$ 197	Double Per Semester w/Meal			\$ 3,350	Double Annual w/Meal		\$ 6,700	
Double Per Week w/Meal	\$ 209	Double Per Semester w/Meal			\$ 3,560	Double Annual w/Meal		\$ 7,120	
Double Per Week w/Meal	\$ 222	Double Per Semester w/Meal			\$ 3,770	Double Annual w/Meal		\$ 7,540	

**Dormitory Housing Commission of North Idaho College**  
**Residence Hall Occupancy History**  
**Fiscal Years 2004 - 2019 (July 01, 2003 - June 30, 2019)**

<b>Semester Rates (School Year)</b>	<b>2018 2019</b>	<b>2017 2018</b>	<b>2016 2017</b>	<b>2015 2016</b>
Fall Count	195	198	195	194
Spring Count	174	188	174	170
Average	185	193	185	182
Available	198	198	198	198
Occupancy %	93.18%	97.47%	93.18%	91.92%
<b>Semester Rates (School Year)</b>	<b>2014 2015</b>	<b>2013 2014</b>	<b>2012 2013</b>	<b>2011 2012</b>
Fall Count	190	180	183	186
Spring Count	162	153	160	147
Average	176	167	172	167
Available	198	198	198	198
Occupancy %	88.89%	84.09%	86.62%	84.09%
<b>Semester Rates (School Year)</b>	<b>2010 2011</b>	<b>2009 2010</b>	<b>2008 2009</b>	<b>2007 2008</b>
Fall Count	190	194	196	187
Spring Count	167	183	175	173
Average	179	189	186	180
Available	198	198	201	201
Occupancy %	90.15%	95.20%	92.29%	89.55%
<b>Semester Rates (School Year)</b>	<b>2006 2007</b>	<b>2005 2006</b>	<b>2004 2005</b>	<b>2003 2004</b>
Fall Count	191	188	201	188
Spring Count	180	152	166	123
Average	186	170	184	156
Available	201	201	201	201
Occupancy %	92.29%	84.58%	91.29%	77.36%

**Note:**

Ending semester counts used as a baseline. Actual occupancy may be higher due to opening occupancy less departures throughout semester.

Early departures throughout the semester are contractually obligated to pay the entire semester charge.

**Dormitory Housing Commission of North Idaho College**  
**Student Wellness & Recreation Center**  
**Fiscal Year 2020 (No Change from Fiscal Year 2019)**

Memberships		
Type	Rate (\$)	Term
NIC Student	87.00	FTE: Fall (August 19, 2019 - December 13, 2019)
NIC Student	87.00	FTE: Spring (January 13, 2020 - May 15, 2020)
NIC Student	79.75	1 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	72.50	2 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	65.25	3 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	58.00	4 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	50.75	5 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	43.50	6 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	36.25	7 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	29.00	8 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	21.75	9 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	14.50	10 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
NIC Student	7.25	11 Credit Student Opt-in at \$7.25 per Credit (up to 12 Credits)
<b>Please note: Opt-In Payment must be received prior to Membership Access</b>		
NIC Student	20.00	Summer: Month-to-Month (Monthly Payment Due: Start of each Contract Month)
Extension Student	30.00	Month-to-Month (Monthly Payment Due: Start of each Contract Month)
<b>Please note: Extension Student includes LCSC / UI / BSU</b>		
NIC Graduate	30.00	Month-to-Month (Monthly Payment Due: Start of each Contract Month)
NIC Graduate	115.00	Fall 2017 (Payment Due: 1st of each Semester)
NIC Graduate	115.00	Spring 2018 (Payment Due: 1st of each Semester)
NIC Graduate	290.00	Annual (Full Payment Due: Start of Membership Contract)
NIC Employee	30.00	Month-to-Month (Monthly Payment Due: Start of each Contract Month)
NIC Employee	115.00	Fall 2017 (Payment Due: 1st of each Semester)
NIC Employee	115.00	Spring 2018 (Payment Due: 1st of each Semester)
NIC Employee	290.00	Annual (Full Payment Due: Start of Membership Contract)
NIC Spouse	30.00	Month-to-Month (Monthly Payment Due: Start of each Contract Month)
NIC Spouse	115.00	Fall 2017 (Payment Due: 1st of each Semester)
NIC Spouse	115.00	Spring 2018 (Payment Due: 1st of each Semester)
NIC Spouse	290.00	Annual (Full Payment Due: Start of Membership Contract)
NIC Retiree	30.00	Month-to-Month (Monthly Payment Due: Start of each Contract Month)
NIC Retiree	115.00	Fall 2017 (Payment Due: 1st of each Semester)
NIC Retiree	115.00	Spring 2018 (Payment Due: 1st of each Semester)
NIC Retiree	290.00	Annual (Full Payment Due: Start of Membership Contract)
Guest Pass	6.00	Daily - General Access (Must be Accompanied by Registered Member)
Guest Pass	12.00	Daily - General Access + Climbing Wall (Must be Accompanied by Registered Member)
Climbing Wall		
Type	Rate (\$)	Term
Community Member	50.00	5 Climb Pass (Punch Card)
Community Member	30.00	Month-to-Month (Monthly Payment Due: Start of each Contract Month)
Guest Pass	12.00	Daily - 1 Guest (Must be Accompanied by Registered or Community Member)



**Dormitory Housing Commission of North Idaho College****Student Wellness & Recreation Center****Fiscal Year 2020 Room Rental Rates (No Change from Fiscal Year 2019)**

Location	Capacity	Public			K - 12 Education		
		Hourly Rate (\$)	Minimum (\$)	Maximum (\$)	Hourly Rate (\$)	Minimum (\$)	Maximum (\$)
Multi-Purpose # 111	50	75.00	N/A	450.00	65.00	N/A	390.00
Gym # 103	121	100.00	200.00	600.00	85.00	170.00	510.00
Fitness # 207	20	30.00	N/A	N/A	25.00	N/A	N/A
Fitness # 209	17	30.00	N/A	N/A	25.00	N/A	N/A
Fitness # 207 & # 209	37	50.00	N/A	N/A	45.00	N/A	N/A
Learning Lab # 208	30	30.00	60.00	180.00	25.00	50.00	150.00
Field # 1		50.00	100.00	300.00	45.00	90.00	270.00
Field # 2		25.00	50.00	150.00	20.00	40.00	120.00
Field # 3		25.00	50.00	150.00	20.00	40.00	120.00

Free facility reservations are held for health, wellness, and recreation events - coordinated by authorized student organizations and are subject to availability.

Gymnasium is not available for exclusive use during regular operating hours during the Fall and Spring semesters. After-hour rentals may be available, depending on schedule.

All listed rates include basic room rental. Reservations requiring additional accommodations will be charged accordingly.

Appeals board will hear all disputes and make recommendations for facility usage beyond the scope of this record.

**Dormitory Housing Commission of North Idaho College**  
**Margin Review Worksheet**  
**Fiscal Years 2015 - 2020 (July 01, 2014 - June 30, 2020)**

Description	FY 2020	FY 2019	FY 2019	FY 2018	FY 2017	FY 2016	FY 2015
	Budget	Forecast	Budget	Actual	Actual	Actual	Actual
<b>Bookstore</b>							
Net Sales	\$ 171,680	\$ 172,500	\$ 200,000	\$ 254,932	\$ 1,088,002	\$ 2,055,295	\$ 2,371,203
Cost of Goods Sold	-	-	-	216	846,193	1,627,333	1,756,487
<b>Bookstore Gross Profit</b>	<b>\$ 171,680</b>	<b>\$ 172,500</b>	<b>\$ 200,000</b>	<b>\$ 254,716</b>	<b>\$ 241,808</b>	<b>\$ 427,962</b>	<b>\$ 614,716</b>
<b>Bookstore Gross Margin</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.00%</b>	<b>99.92%</b>	<b>22.22%</b>	<b>20.82%</b>	<b>25.92%</b>
Payroll & Benefits	\$ -	\$ -	\$ -	\$ -	\$ 81,422	\$ 297,568	\$ 317,030
Other (Income) Expenses	1,375	1,312	1,312	(162)	36,520	76,482	75,346
<b>Bookstore Net Income</b>	<b>\$ 170,305</b>	<b>\$ 171,188</b>	<b>\$ 198,688</b>	<b>\$ 254,878</b>	<b>\$ 123,867</b>	<b>\$ 53,912</b>	<b>\$ 222,340</b>
<b>Bookstore Net Profit Margin</b>	<b>99.20%</b>	<b>99.24%</b>	<b>99.34%</b>	<b>99.98%</b>	<b>11.38%</b>	<b>2.62%</b>	<b>9.38%</b>
<b>Dining Services</b>							
Net Sales	\$ 100,042	\$ 471,985	\$ 923,018	\$ 938,049	\$ 914,263	\$ 904,398	\$ 923,988
Cost of Goods Sold	-	233,778	456,072	489,507	466,984	448,885	438,026
<b>Dining Services Gross Profit</b>	<b>\$ 100,042</b>	<b>\$ 238,208</b>	<b>\$ 466,946</b>	<b>\$ 448,542</b>	<b>\$ 447,279</b>	<b>\$ 455,513</b>	<b>\$ 485,962</b>
<b>Dining Services Gross Margin</b>	<b>100.00%</b>	<b>50.47%</b>	<b>50.59%</b>	<b>47.82%</b>	<b>48.92%</b>	<b>50.37%</b>	<b>52.59%</b>
Payroll & Benefits	\$ 80,957	\$ 234,986	\$ 409,329	\$ 399,587	\$ 380,509	\$ 357,444	\$ 402,429
Other (Income) Expenses	11,050	139,526	45,045	41,149	36,836	49,750	65,296
<b>Dining Net Income (Loss)</b>	<b>\$ 8,035</b>	<b>\$ (136,305)</b>	<b>\$ 12,572</b>	<b>\$ 7,805</b>	<b>\$ 29,935</b>	<b>\$ 48,319</b>	<b>\$ 18,238</b>
<b>Dining Services Profit Margin</b>	<b>8.03%</b>	<b>-28.88%</b>	<b>1.36%</b>	<b>0.83%</b>	<b>3.27%</b>	<b>5.34%</b>	<b>1.97%</b>
<b>Residence Hall</b>							
Revenue	\$ 909,583	\$ 932,641	\$ 946,910	\$ 981,558	\$ 948,511	\$ 928,498	\$ 936,748
Payroll & Benefits	208,259	206,304	207,167	207,722	207,132	197,771	217,889
Other Expense	617,638	621,437	625,556	951,265	632,474	616,437	612,671
<b>Residence Hall Net Income</b>	<b>\$ 83,686</b>	<b>\$ 104,900</b>	<b>\$ 114,187</b>	<b>\$ (177,429)</b>	<b>\$ 108,906</b>	<b>\$ 114,289</b>	<b>\$ 106,188</b>
<b>Residence Hall Profit Margin</b>	<b>9.20%</b>	<b>11.25%</b>	<b>12.06%</b>	<b>-18.08%</b>	<b>11.48%</b>	<b>12.31%</b>	<b>11.34%</b>
<b>Student Union</b>							
Net Revenue	\$ 290,847	\$ 267,319	\$ 280,754	\$ 255,797	\$ 233,285	\$ 199,519	\$ 578,887
Payroll & Benefits	233,247	221,271	229,195	209,064	189,997	145,926	131,637
Other Expense	57,600	46,048	51,559	46,733	43,288	53,594	530,501
<b>Student Union Net (Loss)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (83,252)</b>
<b>Student Union Profit Margin</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>-14.38%</b>
<b>Financial Services</b>							
Income	\$ 3,000	\$ 4,153	\$ 2,100	\$ 2,504	\$ 1,418	\$ 871	\$ 607
Payroll & Benefits	93,436	90,749	92,397	89,425	79,894	76,548	72,829
Other Expense	1,500	638	1,063	1,427	1,848	1,436	2,409
<b>Financial Services Net (Loss)</b>	<b>\$ (91,936)</b>	<b>\$ (87,234)</b>	<b>\$ (91,360)</b>	<b>\$ (88,348)</b>	<b>\$ (80,324)</b>	<b>\$ (77,113)</b>	<b>\$ (74,631)</b>
<b>Financial Services Profit Margin</b>	<b>-3064.54%</b>	<b>-2100.50%</b>	<b>-4350.48%</b>	<b>-3527.96%</b>	<b>-5663.09%</b>	<b>-8853.41%</b>	<b>-12298.96%</b>
<b>SWRC</b>							
Net Sales	\$ 531,957	\$ 517,909	\$ 535,291	\$ 544,903	\$ 542,866	\$ 238,243	\$ -
Cost of Goods Sold	600	685	1,000	939	-	-	-
<b>SWRC Gross Profit</b>	<b>\$ 531,357</b>	<b>\$ 517,224</b>	<b>\$ 534,291</b>	<b>\$ 543,965</b>	<b>\$ 542,866</b>	<b>\$ 238,243</b>	<b>\$ -</b>
<b>SWRC Gross Margin</b>	<b>99.89%</b>	<b>99.87%</b>	<b>99.81%</b>	<b>99.83%</b>	<b>100.00%</b>	<b>100.00%</b>	
Payroll & Benefits	\$ 211,727	\$ 203,186	\$ 221,893	\$ 216,285	\$ 38,119	\$ -	\$ -
Other (Income) Expenses	315,708	312,156	312,026	320,779	330,247	72,469	37,586
<b>SWRC Net Income</b>	<b>\$ 3,922</b>	<b>\$ 1,882</b>	<b>\$ 372</b>	<b>\$ 6,901</b>	<b>\$ 174,499</b>	<b>\$ 165,775</b>	<b>\$ (37,586)</b>
<b>SWRC Net Profit Margin</b>	<b>0.74%</b>	<b>0.36%</b>	<b>0.07%</b>	<b>1.27%</b>	<b>32.14%</b>	<b>69.58%</b>	
<b>Combined Net Income</b>	<b>\$ 174,011</b>	<b>\$ 54,431</b>	<b>\$ 234,459</b>	<b>\$ 3,807</b>	<b>\$ 356,883</b>	<b>\$ 305,182</b>	<b>\$ 151,296</b>
Net Sales	\$ 2,007,108	\$ 2,366,508	\$ 2,888,072	\$ 2,977,743	\$ 3,728,345	\$ 4,326,824	\$ 4,811,433
Cost of Goods Sold	600	234,463	457,072	490,662	1,313,178	2,076,218	2,194,513
Payroll	827,626	956,495	1,159,981	1,122,083	977,072	1,075,258	1,141,813
Other Expenses	1,004,871	1,121,119	1,036,561	1,361,191	1,081,213	870,167	1,323,810
<b>Combined Net Income</b>	<b>174,011</b>	<b>54,431</b>	<b>234,459</b>	<b>3,807</b>	<b>356,883</b>	<b>305,182</b>	<b>151,296</b>
<b>Combined Profit Margin</b>	<b>8.67%</b>	<b>2.30%</b>	<b>8.12%</b>	<b>0.13%</b>	<b>9.57%</b>	<b>7.05%</b>	<b>3.14%</b>