

CHSAA BOARD OF CONTROL COMMITTEE REPORT
April 9, 2009

BUDGET/PROPERTY ADMINISTRATION
(Final Reading)

Randy Miller, Eaton School District
Chair

ADM-1
Report No.

I. MAJOR CHANGES:

- A. School membership fees and participation fees will be frozen for the 2009-10 school year. A four-year plan has been established with minimal increases for dues and fees in years 2-4.
- B. There will be a \$230,000 refund to member schools as a result of a financially successful year in 2007-08.
- C. Increase courtesy card cost from \$45 to \$50.

II. RATIONALE:

- A. The sudden financial difficulties have caught people off guard. An increase in dues and participation fees is not appropriate at this time, but should be administered in the future.
- B. Net Funds Available (2007-08 Audit) exceeded 50% of the 2007-08 CHSAA Budget by \$230,000.
- C. The cost for a voluntary school purchase increased for the first time in seven years.

III. ITEMS FOR BOARD OF CONTROL ACTION:

- A. Service/Participation Fees 2009-10:

Member Service/Participation Fees				
	2009-10	2010-11	2011-12	2012-13
Service Fee-Membership Dues	\$740	\$750	\$760	\$770
Participation Fee	\$108	\$110	\$112	\$114
Service % increase	0%	1.3%	1.3%	1.3%
Participation % increase	0%	1.8%	1.8%	1.7%
Service Fee Revenue	\$244,000	\$247,500	\$250,800	\$254,100
Partic. Fee Rev (x 4840)	\$522,700	\$532,400	\$542,000	\$551,700
Total Revenue Gen.	\$766,700	\$779,900	\$792,300	\$805,800
Annual % Increase		1.7%	1.6%	1.7%

- B. Formula for "Net Funds Available" (NFA) (July 2008 audit figures):

Funds Available End of Year	\$3,175,553
Less Building Fund	(501,893)
<u>Less Prior Year Refund</u>	<u>(488,249)</u>
Net Funds Available	\$2,185,411

- C. The NFA exceeded the targeted 50% of the budget.

<i>Refund Analysis</i>	
2008-09 Budget	\$3,910,000
Less 07-08 Refund	<u>488,249</u>
Net Budget	<u>\$3,421,751</u>
NFA (July 06)	2,185,411
50% of Net Budget	<u>1,955,000</u>
	\$230,411

IV. PROPERTY ADMINISTRATION:

- A. The committee reviewed the long-term building maintenance and renovation needs. Possible long-term maintenance needs include a new roof (5 years) and possible parking lot replacement.

V. INFORMATIONAL ITEMS:

- A. The April 8, 2009 Executive Committee will consider 2009-10 staff salaries, including the Commissioner and the Assistant and Associate Commissioners.
- B. The Building Fund, established by the April, 1999 Board of Control, is currently \$523,183. The budget calls for \$3,500 a month and \$42,000 each year to be placed in the fund. The Board of Control approved the following uses for the fund: land, expansion, new building, major renovation and other uses as approved by the Board of Control. There are currently no plans for immediate use of the fund.
- C. The Budget Committee will meet on March 19, 2009 to prepare the 2009-10 budget. The proposed budget will be mailed to the Board of Control representatives after that date and will be acted on by the Board of Control at its April 9, 2009 meeting.

VI. COMMITTEE MEMBERS:

Randy Miller, Chair, Eaton School District; Jane Barnes, CASB, Jeffco; Paul Cain, Mesa County Valley Schools; Jim Chapman, Liberty; Jeff Durbin, Otis; Janelle Peters, Highlands Ranch; Ginger Ramsey, Broomfield; Rob Ring, Weld County School District RE-9; George Welsh, Center

2009-10 OPERATING BUDGET

Income

	PROPOSED <u>2009-10</u>	<u>2008-09</u>
<u>ACTIVITIES</u>		
MIDDLE SCHOOL DIVISION	\$ 3,000	\$ 4,000
MUSIC	\$ 101,000	\$ 105,000
SPEECH	\$ 29,000	\$ 25,000
STUDENT COUNCIL DIVISION	\$ 120,000	\$ 97,000
<u>MISCELLANEOUS</u>		
CORPORATE AND PROMOTIONS	\$ 333,000	\$ 335,000
COURTESY CARDS	\$ 175,000	\$ 150,000
HALL OF FAME	\$ 6,000	\$ 6,000
INTEREST	\$ 25,000	\$ 75,000
OFFICE MISCELLANEOUS	\$ 1,000	\$ 1,000
SALE OF ASSOCIATION AUTOS	\$ 32,000	\$ 35,000
<u>PROGRAMS/OFFICIALS</u>		
COACHING CERTIFICATION	\$ 90,000	\$ 95,000
OFFICIALS REGISTRATIONS	\$ 46,000	\$ 48,000
PARTNERS	\$ 20,000	\$ 20,000
<u>PUBLICATIONS/SALES</u>		
CHSAA PUBLICATIONS	\$ 19,000	\$ 15,000
PROGRAM SALES	\$ 1,000	\$ 1,000
RULE BOOK SALES	\$ 63,000	\$ 65,000
T-SHIRT SALES	\$ 120,000	\$ 120,000
<u>SCHOOL FEES</u>		
LATE FEES	\$ 2,000	\$ 2,000
PARTICIPATION FEES	\$ 540,000	\$ 523,000
SERVICE FEES	\$ 248,000	\$ 245,000
<u>SPORTS</u>		
BASEBALL	\$ 70,000	\$ 66,000
BASKETBALL - DIST/REG	\$ 255,000	\$ 240,000
BASKETBALL - STATE	\$ 430,000	\$ 450,000
FIELD HOCKEY - GIRLS	\$ 7,000	\$ 7,000
FOOTBALL	\$ 375,000	\$ 340,000
GYMNASTICS	\$ 8,000	\$ 8,000
ICE HOCKEY	\$ 14,000	\$ 13,000
LACROSSE - BOYS	\$ 28,000	\$ 28,000
LACROSSE - GIRLS	\$ 8,000	\$ 9,000
SOCCER - BOYS	\$ 40,000	\$ 40,000
SOCCER - GIRLS	\$ 36,000	\$ 32,000
SOFTBALL - GIRLS	\$ 28,000	\$ 26,000
SPIRIT COMPETITION	\$ 90,000	\$ 90,000
SWIMMING - BOYS	\$ 14,000	\$ 13,000
SWIMMING - GIRLS	\$ 17,000	\$ 17,000
TRACK & FIELD	\$ 85,000	\$ 85,000
VOLLEYBALL - DIST/REG	\$ 18,000	\$ 18,000
VOLLEYBALL - STATE	\$ 80,000	\$ 85,000
WRESTLING - REGIONAL	\$ 16,000	\$ 16,000
WRESTLING - STATE	\$ 345,000	\$ 360,000
TOTAL INCOME	\$ 3,938,000	\$ 3,910,000
*CONTINGENCY RESERVE	\$ 2,385,411	\$ -
TOTAL AVAILABLE	\$ 6,323,411	\$ 3,910,000

Expenses

	PROPOSED	
	<u>2009-10</u>	2007-08
SERVICE/PARTICIPATION FEE REDUCTION	\$ 231,000	\$ 489,000
<u>ACTIVITIES</u>		
MIDDLE SCHOOL DIVISION	\$ 2,000	\$ 2,000
MUSIC	\$ 85,000	\$ 105,000
SPEECH	\$ 38,000	\$ 38,000
STUDENT COUNCIL DIVISION	\$ 141,000	\$ 141,000
<u>ADMINISTRATIVE EXPENSES</u>		
AUTOMOBILE	\$ 32,000	\$ 32,000
STAFF IN-SERVICE	\$ 2,000	\$ 3,000
TRAVEL AND EXPENSE	\$ 21,000	\$ 18,000
<u>COMMITTEES</u>		
BOARD OF CONTROL	\$ 32,000	\$ 28,000
EXECUTIVE COMMITTEE	\$ 69,000	\$ 70,000
NATIONAL MEETING	\$ 35,000	\$ 35,000
OTHER COMMITTEES	\$ 30,000	\$ 15,000
<u>EQUIPMENT</u>		
COMPUTER SUPPORT	\$ 27,000	\$ 32,000
BUSINESS MACHINE LEASE	\$ 115,000	\$ 115,000
<u>INSURANCE</u>		
BONDING/LIAB/BLDG INSURANCE	\$ 117,000	\$ 120,000
EMPLOYEE INSURANCE	\$ 130,000	\$ 118,000
EMPLOYEE RETIREMENT (PERA)	\$ 130,000	\$ 120,500
STATE COMPENSATION INSURANCE	\$ 5,000	\$ 2,000
<u>MISCELLANEOUS</u>		
CORPORATE & PROMOTIONS	\$ 50,000	\$ 50,000
COURTESY CARDS	\$ 4,000	\$ 6,000
EMERGENCY TRAVEL FUND	\$ 2,000	\$ 2,000
HALL OF FAME	\$ 24,000	\$ 20,000
PROGRAMS	\$ 1,000	\$ 1,000
PURCHASE ASSOCIATION AUTOS	\$ 52,000	\$ 54,000
T-SHIRT COMMISSIONS	\$ 25,000	\$ 33,000
<u>OPERATING EXPENSES</u>		
AUDIT	\$ 20,000	\$ 21,000
BUILDING FUND	\$ 42,000	\$ 42,000
BUILDING MAINTENANCE/UTILITIES	\$ 70,000	\$ 90,000
BUILDING, OFFICE EQUIPMENT	\$ -	\$ -
DUES & FEES	\$ 6,000	\$ 7,000
LEGAL	\$ 28,000	\$ 30,000
LEGISLATIVE SERVICES	\$ 26,000	\$ 26,000
OFFICE SUPPLIES	\$ 105,000	\$ 103,000
POSTAGE	\$ 46,000	\$ 42,000
PRINTING/MEMBER PUBLICATIONS	\$ 60,000	\$ 60,000
PUBLICATIONS	\$ 1,000	\$ 1,000
TELEPHONE	\$ 20,000	\$ 19,000
T-SHIRT SALES TAX	\$ 1,000	\$ 1,000
<u>PROGRAMS/OFFICIALS</u>		
COACHING CERTIFICATION	\$ 3,000	\$ 22,000
OFFICIALS EXPENSE	\$ 20,000	\$ 20,000
RULE BOOK EXPENSE	\$ 65,000	\$ 72,000
<u>STAFF</u>		
ADMINISTRATION SALARIES	\$ -	\$ 639,000
CLASSIFIED SALARIES	\$ -	\$ 367,000
PART-TIME SUPPLEMENTAL	\$ 2,000	\$ 2,000
SICK BUY BACK ACCOUNT	\$ 10,000	\$ 7,000
VACATION PAY ACCOUNT	\$ 9,000	\$ 1,000

Expenses

	PROPOSED <u>2009-10</u>	2007-08
<u>SPORTS</u>		
BASEBALL	\$ 50,000	\$ 48,000
BASKETBALL - DIST/REG	\$ 105,000	\$ 110,000
BASKETBALL - STATE	\$ 260,000	\$ 258,000
CROSS COUNTRY	\$ 16,000	\$ 15,000
FIELD HOCKEY	\$ 3,000	\$ 3,500
FOOTBALL	\$ 45,000	\$ 24,000
GOLF - BOYS	\$ 7,000	\$ 7,000
GOLF - GIRLS	\$ 5,000	\$ 5,000
GYMNASTICS	\$ 19,000	\$ 18,000
ICE HOCKEY	\$ 16,000	\$ 16,000
LACROSSE - BOYS	\$ 11,000	\$ 11,000
LACROSSE - GIRLS	\$ 5,000	\$ 5,000
SKIING	\$ 6,000	\$ 6,000
SOCCER - BOYS	\$ 22,000	\$ 22,000
SOCCER - GIRLS	\$ 20,000	\$ 20,000
SOFTBALL	\$ 27,000	\$ 27,000
SPIRIT COMPETITION	\$ 54,000	\$ 52,000
SWIMMING - BOYS	\$ 19,000	\$ 19,000
SWIMMING - GIRLS	\$ 19,000	\$ 19,000
TENNIS - BOYS	\$ 11,000	\$ 11,000
TENNIS - GIRLS	\$ 11,000	\$ 11,000
TRACK & FIELD	\$ 68,000	\$ 68,000
VOLLEYBALL - DIST/REG	\$ 5,000	\$ 5,000
VOLLEYBALL - STATE	\$ 77,000	\$ 80,000
WRESTLING -REGIONAL	\$ 2,000	\$ 2,000
WRESTLING - STATE	\$ 330,000	\$ 315,000
TOTAL EXPENDITURES	\$ 3,147,000**	\$ 4,399,000
SERVICE FEE/PARTICIPATION FEE REFUND	\$ (231,000)	\$ (346,500)
*CONTINGENCY RESERVE	\$ 2,385,411	\$ 2,837,125
TOTAL AVAILABLE	\$ 5,322,411	\$ 6,889,625

#CONTINGENCY RESERVE	#BUILDING FUND SUMMARY
#BUILDING FUND \$ 553,000	Approved by Jan., 1999 Bd. Of Control as a separate Contingency item
SICK LEAVE/VACATION \$ 115,000	Subtract Building Fund from "Funds Available End of Year".
EMERGENCY TRAVEL & EXPENSE \$ 10,000	When Bldg. Fund annual interest equals \$42,000, eliminate BF expense item.
TOURNEY CANCELLATION REVENUE \$ 100,000	The April 1999 Bd. Of Control approved the following uses of the BF:
LEGAL \$ 15,000	(land, expansion, new bldg. major renovation & other uses as appvd by the BC)
INSURANCE, UNEMPLOYMENT \$ 20,000	
LONG TERM BUILDING MAINTENANCE \$ 10,000	\$ 442,000 Beginning balance June 30, 2007
OPERATING RESERVE \$1,562,411	\$ 42,000 Contributions 2007-08
TOTAL \$2,385,411*	\$ 22,000 Estimated Interest 2007-08
	\$ 506,000 Estimated Balance June 30, 2008
\$2,185,411 AUDITED FUNDS AVAIL. BEGINNING YEAR 2006-07	\$ 42,000 Contributions 2008-09
\$200,000 ESTIMATED INCOME OVER EXPENSE 7/1/06-6/30/07	\$ 5,000 Estimated Interest 2008-09
\$2,385,411 CONTINGENCY RESERVE*	\$ 553,000 Projected Balance June 30, 2009
**without salaries-TBA-Executive Committee	