University Budget Committee

October 30, 2015
AGENDA

• Reminder – Opengov.com
  https://csuchicoca.opengov.com
• Budget Update
• Climate Commitment
• Costs to Operate the campus (FMS)
• Campus Facilities Use (CFU)
• Facilities Use Charges
• Cost Recovery
• Questions
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>President</td>
<td>56,220</td>
<td>26,174</td>
<td>82,394</td>
</tr>
<tr>
<td>Executive VP</td>
<td>35,000</td>
<td></td>
<td>35,000</td>
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<tr>
<td>Vice President</td>
<td>66,492</td>
<td>37,312</td>
<td>103,804</td>
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<tr>
<td>Office of Diversity</td>
<td>22,000</td>
<td>7,500</td>
<td>29,500</td>
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<tr>
<td>Programme Analyst</td>
<td>44,000</td>
<td>36,000</td>
<td>80,000</td>
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<tr>
<td>Development Officers</td>
<td>246,146</td>
<td>263,780</td>
<td>509,926</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td>179,804</td>
</tr>
<tr>
<td>Grand Total</td>
<td>179,804</td>
<td>260,000</td>
<td>439,804</td>
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**Notes:**
- Includes adjustments for risk management and enterprise.
- Reduction of funds for Faculty Equity.
- Total budget for 2015/16 Officer Reallocation.
BUDGET INFORMATION

Previously presented the following:

  • Various Forums on Facility Use Policy & Announcements to campus about Facilities Reservations & Charges

Sept 2014 – Academic Senate
  • Budget 101

Oct 2014
  • Updated “Facilities Allocation and Use” EM 13-078

Feb 2015 – UBC & Campus-wide Forum
  • Budget 101, 2015/16 Support Budget, Accountability Reporting, Campus Reserves, & Financial FAQ’s

May 2015 – UBC
  • Auxiliary Orgs, F&A Rates, MOU’s, Cost Alloc Plan

Sept 2015 – UBC
  • Budget 101, OpenGov, 2015/16 Budget, New Space Funding

Available at: http://www.csuchico.edu/bud/
CLIMATE COMMITMENT
As a founding signatory of the American College and University Presidents’ Climate Commitment (ACUPCC), President Zingg has committed CSU Chico to an institution-wide goal of carbon neutrality by 2030.
“Believing that each generation owes something to those who follow, we will create environmentally literate citizens who embrace sustainability as a way of living. We will be wise stewards of scarce resources and, in seeking to develop the whole person, be aware that our individual and collective actions have economic, social, and environmental consequences locally, regionally, and globally.”
October 2015: College of Ag named most sustainable farm in country.

August 2015: CSU Chico ranks # 39 on the Sierra Club’s Cool Schools of 2015 list.

July 2015: Energy Efficiency Partnership Program Best Practice Award at the 2015 CA Higher Education Sustainability Conference (CHESC)

December 2014: University Foundation divestment in fossil fuel.

May 2014: CSU Chico is one of six academic institutions selected to receive Second Nature's fifth annual Climate Leadership Award.

April 2014: CSU Chico's electricity competition ranks among the Top 10 in Campus Conservation Nationals.

March 2014: Charter signatory for Alliance for Resilient Campuses.

CSU Chico is named to Princeton Review's 2014 Green Honor Roll (one of only eight schools to repeat from the 2013 list.)
LEADERSHIP IN ENERGY AND ENVIRONMENTAL DESIGN (LEED) CERTIFIED CONSTRUCTION

Student Services Center (LEED Silver Certification)

Wildcat Recreation Center (LEED Gold Certification)

Gateway Science Museum (LEED Silver Certification)

Office Complex-Parking (LEED Gold Certification)

Sutter Hall (LEED Silver Certification)

The new Arts and Humanities Building will also be LEED certified.
FACILITIES MANAGEMENT AND SERVICES (FMS)
FACILITIES MANAGEMENT AND SERVICES (FMS)

What we do:

• Operate, clean, and maintain all state funded buildings/facilities and grounds to support normal campus operations: 11,000+ completed work orders in FY-2014/15

• Provide all utilities including heat, cooling, water, gas, air, and electricity

• Renovate and remodel as requested by departments

• Maintain all state vehicles

• Provide above services to non-state entities on a chargeback basis
FACILITIES MANAGEMENT AND SERVICES (FMS)

Maintenance practices governed by CO EO 847 - Policy Statement on Facility Maintenance

• Charges campus presidents with ensuring appropriate resources committed to proper operation and maintenance of campus state facilities and infrastructure

• Directs that campus general fund is reimbursed for non-maintenance services provided by FMS

• Directs and defines specific categories of maintenance

http://www.calstate.edu eo/EO-847.pdf
Categories of maintenance performed by FMS:

• Routine operations and maintenance
  Activities for ongoing, routine operations and maintenance to keep state supported buildings, infrastructure, roads, and grounds in good repair, appearance, and operating condition

• Deferred maintenance
  Work that has been deferred on a planned or unplanned basis due to lack of funds or scheduling ability

• Capital renewal
  Systematic replacement of building and utility systems to extend their useful life
FACILITIES MANAGEMENT AND SERVICES (FMS)

FMS maintains:

• State buildings total gross square feet (GSF): 1,973,695

• 60 buildings
  Average building age: 49.5 (oldest in CSU)

• 119 acres

• 115+ vehicles and emergency generators

<table>
<thead>
<tr>
<th>Location</th>
<th>Age</th>
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<tbody>
<tr>
<td>Cal Poly SLO</td>
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</tr>
<tr>
<td>San Bernardino</td>
<td>23</td>
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<tr>
<td>Stanislaus</td>
<td>29.8</td>
</tr>
<tr>
<td>San Jose</td>
<td>44</td>
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</table>
FACILITIES MANAGEMENT AND SERVICES (FMS)

Staff salaries account for over 85% of the FMS budget

<table>
<thead>
<tr>
<th>Classifications</th>
<th># onboard</th>
</tr>
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<tbody>
<tr>
<td>Accounting Technician III</td>
<td>1</td>
</tr>
<tr>
<td>Admin Analyst/Specialist 12 Mo</td>
<td>2</td>
</tr>
<tr>
<td>Admin Support Assistant 12 Mo</td>
<td>2</td>
</tr>
<tr>
<td>Air Cond/Refrig Mechanic</td>
<td>1</td>
</tr>
<tr>
<td>Auto/Equipment Mechanic</td>
<td>2</td>
</tr>
<tr>
<td>Building Service Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Carpenter</td>
<td>2</td>
</tr>
<tr>
<td>Custodian</td>
<td>54</td>
</tr>
<tr>
<td>Drafting Technician I</td>
<td>1</td>
</tr>
<tr>
<td>Electrician</td>
<td>4</td>
</tr>
<tr>
<td>Facilities Cntrl Specialist</td>
<td>4</td>
</tr>
<tr>
<td>Facilities Maintenance Mech</td>
<td>1</td>
</tr>
<tr>
<td>Facilities Worker II</td>
<td>7</td>
</tr>
<tr>
<td>Garden Specialist</td>
<td>1</td>
</tr>
<tr>
<td>Groundsworker</td>
<td>6</td>
</tr>
<tr>
<td>Irrigation Specialist</td>
<td>1</td>
</tr>
<tr>
<td>Laborer</td>
<td>3</td>
</tr>
<tr>
<td>Lead Auto/Equip Mechanic</td>
<td>1</td>
</tr>
<tr>
<td>Lead Custodian</td>
<td>4</td>
</tr>
<tr>
<td>Lead Electrician</td>
<td>1</td>
</tr>
<tr>
<td>Lead Groundsworker</td>
<td>1</td>
</tr>
<tr>
<td>Lead Locksmith</td>
<td>1</td>
</tr>
<tr>
<td>Lead Plumber</td>
<td>1</td>
</tr>
<tr>
<td>Light Auto Equipment Operator</td>
<td>2</td>
</tr>
<tr>
<td>Locksmith</td>
<td>1</td>
</tr>
<tr>
<td>Managers</td>
<td>9</td>
</tr>
<tr>
<td>Mason</td>
<td>1</td>
</tr>
<tr>
<td>Metal Worker II</td>
<td>1</td>
</tr>
<tr>
<td>Operating Engineer</td>
<td>4</td>
</tr>
<tr>
<td>Painter</td>
<td>3</td>
</tr>
<tr>
<td>Planner/Estimator/Scheduler</td>
<td>1</td>
</tr>
<tr>
<td>Plumber</td>
<td>1</td>
</tr>
<tr>
<td>Sprvsng Building Svc Engnr</td>
<td>1</td>
</tr>
<tr>
<td>Sprvsng Carpenter</td>
<td>1</td>
</tr>
<tr>
<td>Sprvsng Electrician</td>
<td>1</td>
</tr>
<tr>
<td>Sr Planner/Estimator/Scheduler</td>
<td>1</td>
</tr>
<tr>
<td>Storekeeper I</td>
<td>1</td>
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<tr>
<td>Warehouse Worker</td>
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</tr>
</tbody>
</table>

Total current FMS staff 132
FACILITIES MANAGEMENT AND SERVICES (FMS)

FMS annual recurring, major expenditures include:

- Custodial supplies and equipment: $160,000
- Elevator maintenance: $160,000
- Emergency generator maintenance: $25,000
- Fire alarm testing and maintenance: $75,000
- Pest control/tree trimming: $65,000
- Vehicle fuel: $65,000
FACILITIES MANAGEMENT AND SERVICES (FMS)

2013/14 Key Performance Indicators:

• Custodial costs per GSF: $1.85

• Grounds costs per acre: $8,708.00

• Maintenance costs per GSF: $2.40

• Energy costs per GSF: $2.48
2014/15 - FMS EXPENSES FROM OPENGOV

TOTALS: $15.4M

- FMS BUILDING MAINTENANCE: $2,434,054 (15.8%)
- FMS ENGINEERING MECHANICS: $1,565,832 (10.2%)
- FMS GROUNDS BUILDING MAINT: $1,096,230 (7.1%)
- FMS PHYSICAL PLANT ADMIN: $892,431 (5.8%)
- FMS DESIGN: $635,812 (4.1%)
- FMS TRANSPORTATION MAINTENANCE: $606,470 (3.9%)
- FMS MOVING SERVICES: $294,134 (1.9%)
- FMS CENTRAL STORES: $221,646 (1.4%)
- FMS RECHARGES: $140,878 (0.9%)
- FMS CUSTODIAL: $3,708,382 (24.1%)
- FMS PROJECTS: $3,810,508 (24.7%)
2014/15 - FMS REVENUES/REIMB FROM OPENGOV

TOTALS: 2.8M

- FMS PROJECTS $2,564,769 (89.6%)
- FMS BUDGET CONTROL $191,298 (6.7%)
- FMS RECHARGES $74,942 (2.6%)
- FMS PHYSICAL PLANT ADMIN $560 (0.0%)
- FMS TRANSPORTATION MAINTENANCE $10,077 (0.4%)
- FMS BUILDING MAINTENANCE $835 (0.0%)
- FMS CENTRAL STORES $308 (0.0%)
- FMS ENGINEERING MECHANICS $45 (0.0%)
- More (4 grouped) $19,013 (0.7%)
2014/15 - FMS NET COSTS

TOTALS:
- Expenses $15.4M
- Reimbursements <$2.8M>
- Net Costs $12.6M

Base (Sal, Bene’s, O&E) $11.6M
Scheduled Maintenance $ 1.0M
$12.6M
2014/15 - ACTUAL FACILITY COSTS VS. FUNDING

$12.6 million  FMS Net Costs
$3.7 million  Utility Net Costs
$16.3 million  FMS + Utilities

Main Campus = 1.9 million square feet
  15/16 Cost Standard $10.63/sq ft x 1.9 million = $20.2 million
  Appropriate Funding $15.98/sq ft x 1.9 million = $30.3 million

CHANCELLOR’S OFFICE 2015/16 SUPPORT BUDGET New Space:
“Current analysis of the data available indicates that the cost standard of $10.63 per square foot for ongoing maintenance (regular maintenance and scheduled repair) in 2015/16 should be more appropriately budgeted at $15.98 per square foot to recognize the added cost of major repairs and renovations that occur as buildings age.”
CHANCELLOR’S OFFICE SPACE FUNDING
(base allocation in year building opens for “normal business hours”)

Arts and Humanities Building:
$10.63 per square foot  
(2015/16)

Student Services Center:
$8.42 per square foot  
(2006/07)

Yolo Hall:
$6.45 per square foot  
(2002/03)

Note: no funding for open spaces or fields
BUILDING USAGE AS GREATEST SOURCE OF GREENHOUSE GAS EMISSIONS (GHG)

- Energy use for heating and cooling
- Lighting
- Support plug load

STRATEGIC SCHEDULING

- Substantial energy savings from reduced energy consumption in buildings during the evenings and weekends.
- Frequently, the campus will ‘boot up’ or keep running an entire building outside of normal business hours to support activity in one or two rooms.

EO 987 - Policy on Energy Conservation, Sustainable Building Practices and Physical Plant Maintenance
CAMPUS FACILITIES USE COMMITTEE (CFU)
FACILITY CHARGES
COST RECOVERY
CAMPUS FACILITIES USE COMMITTEE (CFU)
Committee established in 2014 by the President to review and recommend policy governing the short-term scheduling and use of university facilities

Director of University Public Events  Stephen Cummins, Chair
Director of Facilities Management  Kevin Doyle
Director of Institute for Sustainable Dev  James Pushnik
Academic Facilities Administrator  Tom Ussery, Secretary
VP Designee from Fac Reservations  Drew Maxwell
Director of Student Life & Leadership  Mary Wallmark
Budget Director  Jeni Kitchell
Staff Council Representative  Holly Ferguson
Faculty Representative  Melody Stapleton
AS Student Representative  Vacant

EM 13-078: Policy for University Facilities Allocation and Use
“The allocation and utilization of space will be conducted in a consistent manner designed to optimize the long and short-term use of this resource to advance the academic mission and strategic priorities of the University…”
CAMPUS FACILITIES USE COMMITTEE (CFU)

- Monthly meetings since January 2015

- Sub-committees
  - Lock/Unlock Process – logistics & safety concerns
  - Reservation Process – calendars, fees, user categories

- CFU will hold several public outreach forums to explain policy & procedures and receive input on recommendations

- Anticipate making recommendations to the Space Allocation Committee (SAC) by Spring 2016
CAMPUS FACILITIES USE COMMITTEE (CFU)

CFU is currently evaluating:

- Reservation Process
- Software Solutions
- Communication
- Facility Use/Users
- Facility Rates & Charges

In addition to subcommittee work:

  Lock/Unlock and Calendars
FACILITY USE / USERS

- **STATE** – programs or activities funded by the CSU Operating Fund

- **NON-STATE / AUXILIARY** – self-support entities such as Housing, Parking, and RCE and auxiliary organizations in AS, RF, and UF

- **EXTERNAL** – community, business, and non-profit organizations
FACILITY RATES & CHARGES

Facilities Reservations (FRES)

- Schedules non-PeopleSoft facility use
- Works with B&F to assess fees when appropriate

MOU’s (for long term, extended use – not CFU’s purview)

- Scheduled by FRES, but charged according to MOU
FACILITY RATES & CHARGES

- Facilities Charges Matrix, developed in 2011

<table>
<thead>
<tr>
<th>Building-Tier 1 (Indep HVAC)</th>
<th>Room Category</th>
<th>State</th>
<th>Non-State/Auxiliary</th>
<th>External</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Up to 2 hours</td>
<td>2.1-4 hours</td>
<td>4+ Hours</td>
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<tr>
<td>AGYM 140</td>
<td>GYMS</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>AJH 112</td>
<td>LEC-STD</td>
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<td>AJH 1117</td>
<td>LEC-STD</td>
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<td>$0</td>
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</table>

- Personnel Billing Rates

http://www.csuchico.edu/fin/Facilities%20Use%20Charges.shtml
FACILITY RATES & CHARGES

Analysis of Astra facility use data from Sept 2013 to July 2015

15,000 non-class reservations
200 were assessed a facility fee

<table>
<thead>
<tr>
<th></th>
<th>STATE</th>
<th>NON-STATE / AUXILIARY</th>
<th>EXTERNAL</th>
<th>TOTAL*</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>102</td>
<td>92</td>
<td>6</td>
<td>200</td>
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<tr>
<td></td>
<td>$71,074</td>
<td>$55,935</td>
<td>$4,101</td>
<td>$131,110</td>
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*Facility fees charged from facility fee matrix only and do not include additional services provided from specific service centers.
## FACILITY RATES & CHARGES

<table>
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<tr>
<th>STATE</th>
<th>Paid by Cabinet</th>
<th>Paid by Customer</th>
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<tbody>
<tr>
<td>102</td>
<td>83</td>
<td>19</td>
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<td>$71,074</td>
<td>$53,937</td>
<td>$17,137</td>
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<table>
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<th>NON-STATE AUXILIARY</th>
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<tr>
<td>92</td>
<td>60</td>
<td>32</td>
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<tr>
<td>$55,935</td>
<td>$46,600</td>
<td>$9,335</td>
</tr>
</tbody>
</table>

- Where do the reimbursements go? 
  Back to the division that incurred the cost

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**CALIFORNIA STATE UNIVERSITY CHICO**
COST RECOVERY BACK TO GENERAL FUND

Examples of Various Cost Recovery:

- Construction/Infrastructure:
  - FMS & TSRV/CSRV
- Risk Pool – special insurance, State Aux’s
- Alarms – Non-State Auxiliaries, AS, UF, RF
- Bus reservations
- Property Mgt – UF and RF
- Phone & Data charges $1.5M
- Creative Media and Technology (ATEC)
- University Public Events
- VPAA, VPSA, Grad School support to Cont Ed
- VPAA support to IRA
- HR/Faculty Affairs support to Cont Ed
CONCLUSION

Feedback?
Questions?