





MEMORANDUM

DATE: June 9, 2022

TO: Ellen J. Neufeldt, Ed.D
President

VIA: Leon Wyden 
Vice President Finance and Administrative Services

FROM: Will Marchese 
Executive Director, CSUSM Corporation; AVP, Business Development


SUBJECT: CSUSM Corporation FY 2022/2023 Budget

In accordance with Title 5, Section 42402, of the California Code of Regulations, I am submitting for President Neufeldt's review and approval the CSUSM Corporation FY 2022/2023 operating and capital budgets. The budgets were approved by the CSUSM Corporation Board of Directors on May 26, 2022.

I have reviewed the CSUSM Corporation's Fiscal Year 2022/2023 budgets adopted by the CSUSM Corporation Board of Directors and find that the planned programs and appropriations are consistent with systems and campus policy as an integral part of the overall University mission.



Ellen J. Neufeldt, Ed. D
President


Date

Enclosures (1)

cc: Janine Prior

CSUSM CORPORATION

FY 2022/2023 Combined Operating Budget (Corporation Admin, Housing & Dining)

Detailed Summary

Account Category	Corp Admin FY22-23 Budget	Housing FY22-23 Budget	Dining FY22-23 Budget	TOTAL
Revenues				
Commercial Operations	\$ 624,343	\$ -	\$ -	\$ 624,343
Other Revenue	8,000	-	-	8,000
Cost Recoveries (OSP-IDC, Admin Fee, EOVC-Campus)	1,516,674	-	-	1,516,674
Corporation Admin Allocations-Housing & Dining Operations	815,946	-	-	815,946
Corporation Admin Allocations-Housing Reserves	45,000	-	-	45,000
Rental Income (UVA)	-	6,104,760	-	6,104,760
Other Housing Revenue	-	488,125	-	488,125
Total Revenues	\$ 3,009,963	\$ 6,592,885	\$ -	\$ 9,602,848
Operating Expenses				
Salaries & Benefits	\$ 2,244,461	\$ 611,278	\$ -	\$ 2,855,739
Telephone	13,560	10,750	6,000	30,310
Utilities	8,412	616,923	104,818	730,153
Travel	34,200	17,300	-	51,500
Contractual Services Group	260,620	166,152	101,392	528,164
Information Technology Costs	20,110	-	-	20,110
Business Services Fees (Campus)	438,418	-	-	438,418
Space Rental	37,820	-	96,564	134,384
Commercial Ops Repair & Maint (Campus charges)	61,261	-	-	61,261
Housing Facility Maintenance	-	353,215	36,996	390,211
Management Fee	-	197,787	-	197,787
Residential Education	-	357,225	-	357,225
Corporation Admin Allocation	-	446,074	369,872	815,946
Misc. Operating Expenses	329,922	243,075	217,725	790,722
Total Operating Expenses	\$ 3,448,784	\$ 3,019,779	\$ 933,367	\$ 7,401,930
Net Income/(Loss) from Operations	\$ (438,821)	\$ 3,573,106	\$ (933,367)	\$ 2,200,918
Debt Service Summary				
Bond Payable -Principal		\$ 1,195,000		\$ 1,195,000
Bond Payable -Interest		269,467		269,467
Total Debt Service	\$ -	\$ 1,464,467	\$ -	\$ 1,464,467
Net Remaining after Debt Service	\$ (438,821)	\$ 2,108,639	\$ (933,367)	\$ 736,451
			Debt Service Coverage Ratio	1.50
			<i>DSCR Required = 1.25</i>	
**Corp Admin includes General Administration, Commercial Services, HR/Payroll, Post Award administration, Summer Conference, Dining Services management/administration, Student Housing licensing/property management administration and capital development, Child Care Center property management administration and capital development.				

CSUSM CORPORATION

FY2022/2023 Combined Operating Budget - Reserves, Capital Expenditures & Other Projects

Reserves	Corp Admin FY22-23 Budget	Housing FY22-23 Budget	Dining FY22-23 Budget	TOTAL
Projected Beginning Reserve Balance	\$ 2,893,868	\$ 5,154,895	\$ -	\$ 8,048,763
Add/Deduct: Net Adjusted Income (Loss)	(438,821)	2,108,639	(933,367)	736,451
Deduct: Capital Expenditures & Projects (see below)	(75,000)	(395,000)	-	(470,000)
Projected Ending Reserve Balance	\$ 2,380,046	\$ 6,868,534	\$ (933,367)	\$ 8,315,213
Capital Expenditures & Other Projects	Corp Admin FY22-23 Budget	Housing FY22-23 Budget	Dining FY22-23 Budget	
Capital Expenditures	\$ -	\$ 325,000	\$ -	\$ 325,000
Other Projects	75,000	70,000	-	145,000
Total Capital Expenditures & Other Projects	\$ 75,000	\$ 395,000	\$ -	\$ 470,000
Statement of Reserves - Allocation				
Category	Amount			
Working Capital & Current Operating Reserve	\$ 5,700,965			
Capital Replacement Reserve	2,050,000			
Venture Capital/Opportunity Reserve	564,248			
Total	\$ 8,315,213			

CSUSM CORPORATION - ADMINISTRATION****FY 2022/2023 Operating Budget****Administration - Detailed Summary**

Account Category	FY22-23 Budget
Revenues	
<u>Commercial Operations</u>	
Follett	\$ 242,250
CCF (Child Care Center)	259,068
Other (Pepsi/Vending/Catering/ATM)	123,025
<u>Other Revenue</u>	
Miscellaneous	8,000
<u>Cost Recoveries</u>	
Sponsored Projects/Post Award - IDC	1,225,000
Administration Fee - Campus Programs/HRPR	120,000
Exchange of Value - CSUSM	171,674
<u>Corporation Overhead Allocations</u>	
Allocation to Housing (Operations)	446,074
Allocation to Housing (Reserves)	45,000
Allocation to Dining Services (Operations)	369,872
Total Revenues	\$ 3,009,963
Operating Expenses	
Salaries & Benefits	\$ 2,244,461
Telephone	13,560
Utilities (Commercial Services)	8,412
Travel	34,200
Contractual Services Group	260,620
Information Technology Costs	20,110
Business Services Fees (Campus)	438,418
Commercial Ops Repair & Maint - Other	61,261
Misc. Operating Expenses	367,742
Total Operating Expenses	\$ 3,448,784
Net Income/(Loss)	\$ (438,821)

*****Operations include Corp Administration, Commercial Services, HR/Payroll, Post Award administration, Summer Conference, Dining Services management/administration, Student Housing licensing/property management administration and capital development, Child Care Center property management administration and capital development.***

CSUSM CORPORATION - ADMINISTRATION

FY2022/2023 Budget - Reserves, Capital Expenditures & Other Projects

Reserves		FY22-23 Budget
Projected Beginning Reserve Balance	\$	2,893,868
Add/Deduct: Net Adjusted Income (Loss)		(438,821)
Deduct: Capital Expenditures & Projects (see below)		(75,000)
Projected Ending Reserve Balance	\$	2,380,046
Capital Expenditures & Other Projects		
Capital Expenditures & Other Projects		FY22-23 Budget
Retail/Dining - Mobile cart/Concession trailer		75,000
Total Capital Expenditures & Other Projects	\$	75,000
Statement of Reserves - Allocation		
Category	Amount	
Working Capital & Current Operating Reserve	\$	1,724,392
Capital Replacement Reserve		550,000
Venture Capital/Opportunity Reserve		105,654
Total	\$	2,380,046

CSUSM CORPORATION - STUDENT HOUSING (University Village Apartments)
FY2022/2023 Budget - Housing Operations

Student Housing - Detailed Summary

Account Category	FY22-23 Budget
Revenues	
Rental income - UVA	\$ 6,104,760
Other Operating Income	488,125
Total Revenues	\$ 6,592,885
Operating Expenses	
Salaries & Benefits	611,278
Rental Advertising/Marketing	40,980
Administrative	122,039
Common Area	185,927
Grounds	41,500
Utilities	616,923
Interior Unit	112,310
Maintenance	179,605
Taxes & Insurance	96,131
Management Fee (COCM)	197,787
Residential Education	357,225
Corporation Admin	446,074
Other Expense	12,000
Total Operating Expense	3,019,779
Net Income (Loss) from Operations	\$ 3,573,106
Other Income/Expense	\$ -
Net Income (Loss) - Cash Available for Debt Service	3,573,106
Debt Service Summary	
Bond Payable -Principal	\$ 1,195,000
Bond Payable -Interest	269,467
Total Debt Service	\$ 1,464,467
Net Remaining after Debt Service	\$ 2,108,639

CSUSM CORPORATION - STUDENT HOUSING (University Village Apartments)
FY2022/2023 Budget - Reserves, Capital Expenditures & Other Projects

Reserves	FY22-23 Budget
Projected Beginning Reserve Balance	\$ 5,154,895
Add/Deduct: Net Adj Inc/(Loss) Remaining after Debt Service	2,108,639
Deduct: Capital Expenditures & Projects	(395,000)
Projected Ending Reserve Balance	\$ 6,868,534
Capital Expenditures & Other Projects	FY22-23 Budget
Capital Expenditures - Detail	
Site/Exterior - Wayfinding Signage, Pool Lounge Chairs	75,000
Building Interiors - Fitness Center, Recreation Equipment, Flooring (carpet/tile)	58,000
Unit Interiors - Furniture, Fan Coil Units	46,000
Building Mechanical - Exhaust Ventilation System, HVAC Units/Controls	140,000
Contingency	6,000
Total Capital Expenditures	\$ 325,000
Other Projects	
Housing/Dining - Consultants & Legal	45,000
Housing/Dining - Kiosk for North Commons	25,000
Total Other Projects	70,000
Total Capital Expenditures & Other Projects	\$ 395,000
Statement of Reserves - Allocation	FY22-23 Budget
Category	
Working Capital & Current Operating Reserve	\$ 3,509,890
Capital Replacement Reserve	1,500,000
Venture Capital/Opportunity Reserve	1,858,644
Total	\$ 6,868,534

CSUSM CORPORATION - STUDENT HOUSING
FY 2022/2023 Budget - Residential Education

Residential Education - Detailed Summary

Account Category	FY22-23 Budget
Revenues	
UVA Res Ed Allocation	\$ 357,225
Quad Res Ed Allocation	484,660
North Commons Res Ed Allocation	224,821
Total Revenues	\$ 1,066,706
Operating Expenses	
Salaries & Benefits	\$ 654,327
Communications	6,300
Contractual Services	102,858
Information Technology Costs	15,230
Supplies	4,000
Recruitment	4,000
Program - Housing	48,900
Programs-Student Activities	17,600
Forums-Campus Wide Programming	29,000
Professional Development	14,300
Other Events	12,400
Leadership Development & Training	32,200
Parking Passes (Campus)	7,800
Other Expense	117,791
Total Expenses	\$ 1,066,706
Net Income/(Net Loss)	\$ 0

CSUSM CORPORATION - DINING SERVICES

FY 2022/2023 Operating Budget

Dining Services - Detailed Summary

Account Category	FY22-23 Budget
Revenues	
Dining Services Revenue/Profit Share *	\$ -
Total Revenues	\$ -
Operating Expenses	
Telephone	6,000
Utilities	104,818
Contractual Services Group	54,400
Space Rental	96,564
Corporation Admin Allocation	369,872
Misc. Operating Expenses	301,713
Total Operating Expenses	\$ 933,367
Net Income/(Loss) from Operations	\$ (933,367)

**No anticipated profit share current year due to partner investment in dining hall startup & other retail concepts.*

**CSUSM CORPORATION - Extended Learning Building Operations
FY 2022/2023 Budget**

EL Building Operations - Detailed Summary

Account Category	FY22-23 Budget
Revenues	
Management Services (CSUSM Corp)	\$ 49,115
North City University One, LLC	9,025
Total Revenues	\$ 58,140
Expenses	
Salaries & Benefits	\$ 180,660
Utilities	458,953
Contracted Services	56,020
Repair & Maint - Custodial	277,000
Insurance & Risk Management/Safety	80,097
Facilities Services	351,267
Misc Operating Expenses	40,562
Subtotal Expenses	\$ 1,444,561
Less: Reimbursement from EL/Campus	\$ (1,386,421)
Total Expenses Remaining after Reimbursement from EL/Campus	58,140
Net Operations	\$ (0)

**CSUSM CORPORATION - Extended Learning Parking Operations
FY 2022/2023 Budget**

EL Parking Operations - Detailed Summary

Account Category	FY22-23 Budget
Revenues	
North City University One, LLC (56%)	\$ 147,811
Total Revenues	\$ 147,811
Operating Expenses	
Salaries & Benefits	\$ 103,988
Utilities	24,484
Contracted Services	34,500
Repair & Maint - Custodial	17,735
Insurance	38,557
Facilities Services	25,088
Misc Operating Expenses	19,597
Total Expenses	\$ 263,949
Less: Reimbursement from Campus (44%)	(116,137)
Total Expenses Remaining after Reimbursement from Campus	147,811
Net Operations	\$ -