

**PROGRAM COMMITTEE MEETING**  
**Tuesday, February 18, 2025 at 1:00-2:30 p.m.**

Join Zoom Meeting  
<https://cpp.zoom.us/j/84470405588>  
Meeting ID: 844 7040 5588

**AGENDA**

Committee Chair: Christina Gonzales

Members: Mayra Brown, Erica Frausto-Aguado, Dr. Rita Kumar, Dr. Craig LaMunyon, Dr. Phyllis Nelson, Dr. David Speak, Frances Teves, Dr. Maryann Tolano-Leveque, Cade Wheeler, Kris Zoleta

Staff: Claudia Burciaga-Ramos, Jared Ceja, Lisa Coats, David Corral, Juan Hernandez, Thomas Sekayan, Randy Wallace Jr.

Guests: Vivian Rodriguez, - PepsiCo

**I. CONSENT ACTION ITEMS**

*Items in this section are routine and acted on by the committee in one motion. Each item of the Consent agenda approved by the committee shall be deemed to have been considered in full and adopted as recommended. Any committee member may request that a consent item be removed from the consent agenda to be considered as a separate action item. If no additional information is requested, the approval vote will be taken without discussion.*

A. Reading of Minutes  
- Tuesday, December 9, 2024, Meeting minutes

Christina Gonzales, Chair

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**II. GENERAL UPDATES**

B. CEO's Report

Jared Ceja, CEO

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C. Introduction of Chief Financial Officer  
(Attachment) I

Thomas Sekayan, COO

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**III. ACTION ITEMS**

D. Capital Budget FY25/26  
(Attachment) A

Jared Ceja  
Thomas Sekayan

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**IV. INFORMATION & DISCUSSION ITEMS**

E. Update on The Current  
(Attachment) I

Jared Ceja  
Randy Wallace Jr, Director - RE&F

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F. Budget Assumptions FY25/26  
(Attachment) I

Jared Ceja

G. Update on Pepsi Partnership (Time certain: 1:40PM)

Thomas Sekayan  
Vivian Rodriguez- PepsiCo

H. Commercial Operations Dashboard (Q2)

Thomas Sekayan

I. Update on Retail Dining Program (AY 25/26)

Thomas Sekayan  
David Corral, Interim Director - Dining

**V. OPEN FORUM**

Christina Gonzales

**VI. ADJOURNMENT**

**CAL POLY POMONA FOUNDATION, INC.**  
**Program Committee Meeting**  
**Monday, December 9, 2024 at 9:00 am**  
**Minutes**

Notice is hereby given that a regular meeting of the Program Committee was held by video conference/teleconference on Monday, December 9, 2024 at 9:00 a.m. to discuss matters on the posted agenda. The meeting notice in its entirety was posted on the internet at <https://www.foundation.cpp.edu/content/d/Meeting%20Packets/Program%20Committee%2012-6-24%20Packet.pdf>

**Committee Chair:** Christina Gonzales

**Members:** Mayra Brown, Erica Frausto-Aguado, Dr. Rita Kumar, Dr. Craig LaMunyon, Dr. Phyllis Nelson, Dr. Maryann Tolano-Leveque, Kris Zoleta

**Absent:** Dr. David Speak, Frances Teves, Cade Wheeler

**Staff:** Claudia Burciaga-Ramos, Jared Ceja, Lisa Coats, Ernest Diaz, Alex Hernandez, Darren Isomoto, Bill Nazur, Thomas Sekayan, Randy Wallace Jr

**Guests:** Sojo Alex – Envision Strategies, Brendan Evje – Envision Strategies

Chair Christina Gonzales called the meeting to order at 9:01 AM.

### **CONSENT ACTION ITEMS**

A. Approval of minutes for February 13, 2024

There was a motion made by Mayra Brown and seconded by Dr. Rita Kumar to approve the minutes; the minutes were approved unanimously.

### **GENERAL UPDATES**

B. CEO's Report

Mr. Ceja provided updates on key developments. The 2024 Hot Dog Caper achieved record-breaking attendance and received a national marketing award. The TeachingHorse Leadership Program, developed in collaboration with the Arabian Horse Center, is in its final planning stages and may transition to CPP Enterprises.

A financial and programmatic review of the College of the Extended University (CPGE) is underway in partnership with CohnReznick and the Provost's Office to assess financial sustainability and operational efficiency.

Cal Poly Pomona Enterprises reported a strong financial performance in the first quarter, with \$3MM in net revenue, a significant improvement from the \$152,000 loss in the previous year. Increased student foot traffic and near-full occupancy at University Village contributed to this success.

A new leadership position, Senior Director of Organizational Effectiveness & Strategy, has been created to improve efficiency and strategic planning. The hiring process is in progress, with an expected appointment in early 2025.

### **INFORMATION & DISCUSSION ITEMS**

C. Introduction of Kellogg West General Manager

Mr. Sekayan introduced Mr. Bill Nazur as the new General Manager of Kellogg West. Nazur aims to improve service quality, food offerings, and event accommodations while expanding hospitality services for campus organizations, corporate clients, and external guests.

D. Dining Program Refresh Initiative & Analysis Results

Mr. Sekayan and Mrs. Alex presented an update on the Dining Program Refresh Initiative, outlining recent enhancements, key findings from student feedback, and future considerations for dining operations. The goal of this initiative is to ensure that CPP Enterprises continues to provide high-quality, diverse, and affordable dining options that align with evolving student preferences. To achieve this, CPPE partnered with Envision Strategies, a nationally recognized consulting firm specializing in higher education food services, to conduct a comprehensive campus dining analysis.

Envision Strategies conducted a campus dining survey with over 2,500 responses. The findings showed that students prioritize price, convenience, and speed, with high demand for culturally diverse options such as Mexican, Mediterranean, sushi, and Korean cuisine.

Recent dining changes include replacing Round Table Pizza with The Patio, a lower-cost meal option that has been well received. Sushi Stop was converted to TaKorean, blending Mexican and Korean flavors. International Grounds transitioned to self-service, offering a variety of grab-and-go options. However, faculty and staff expressed concerns about the lack of traditional coffee services, prompting a review of potential solutions.

#### E. CPPE/Pepsi Scholarship

Mr. Sekayan updated on the CPPE/Pepsi Scholarship Program designed to support CPPE student employees by alleviating some of their financial burdens while they pursue their education. The Foundation awarded 25 scholarships of \$1,000 each for the 2024 Fall semester; the scholarships were distributed in the form of Bronco Bucks, that can be used to cover essential expenses such as food, housing, and course materials.

#### F. Mid-year Emergency & Unanticipated Needs Fund Update

Mr. Ceja provided an update on the Mid-Year Emergency & Unanticipated Needs Fund, explaining that \$525,000 had been budgeted for unforeseen facility repairs and emergency maintenance projects across various campus enterprises. Projects completed include sewer line repairs at Campus Center Marketplace, infrastructure enhancements for an AI tenant at Innovation Village, and safety code upgrades at TaKorean. An expansion of refrigeration capacity at IBW was also funded to support business growth.

### **ACTION ITEMS**

#### G. Mid-year Additional Capital Budget Requests

The committee reviewed and approved several capital investment requests, including:

- A combi oven to enhance meal production at Centerpointe Dining (\$70,000).
- A cargo van for IBW deliveries (\$65,000).
- An electric golf cart for Dining Services (\$19,000)
- Additional funding for a Foundation Facilities vehicle purchase (\$13,000).
- A replacement electric golf cart for campus maintenance operations (\$15,000).
- A pellet ice machine for Starbucks to comply with new corporate standards (\$15,000).

A motion was made by Dr. Rita Kumar and seconded by Mr. Kris Zoleta that the members of the Program Committee have reviewed the mid-year additional capital budget requests totaling \$197,000 and recognize the importance of these investments in maintaining operational excellence and meeting contractual obligations and that the requests be presented to the Board of Directors at their next regularly scheduled meeting. There was no opposition, the motion was approved unanimously.

#### H. Children's Center Authorized Signatures

Mr. Sekayan reviewed the annual renewal of authorized signers for the California State Preschool Program (CSPP) and the General Child Care and Development Program (CCTR) grants. As part of the Children's Center's ongoing grant administration requirements, the CEO of Cal Poly Pomona Enterprises and the Children's Center Director must be formally designated as authorized signers to manage and approve financial transactions, grant reports, and compliance documents related to these state-funded programs, this authorization is standard practice and a necessary procedural step to ensure that the Children's Center remains in compliance with grant regulations and continues to receive essential funding that supports early childhood education services for student, faculty, and staff families.

A motion was made by Ms. Erica Frausto-Aguado and seconded by Mr. Kris Zoleta to approve the annual renewal of the CEO and the Children's Center Director as authorized signers on the CSPP and CCTR grants and that this authorization renewal be presented to the Board of Directors for approval at their next regularly scheduled meeting. There was no opposition, and the motion was approved unanimously.

#### I. Finalized CPPE Branding

Mr. Darren Isomoto presented an updated branding proposal for Cal Poly Pomona Enterprises (CPPE), outlining the visual identity, messaging framework, and strategic branding elements designed to enhance recognition and consistency across services. The branding initiative was undertaken to modernize CPPE's image, create a cohesive identity, and align the organization's mission, values, and services with student, faculty, and community expectations. Mr. Isomoto introduced four distinct branding concepts (A - D), all with enhanced alignment to the University. All were developed with the goal of creating a strong and adaptable brand identity that would be effective across different platforms, including marketing materials, signage, digital assets, and employee uniforms. The committee may decide to forward up to four options to the Board of Directors.

After careful consideration, Concept C was eliminated. Some committee members felt that Concept did not sufficiently differentiate CPPE from other campus entities. The committee decided to move forward with Concepts A, B, and D for final consideration by the Board of Directors

A motion was made by Dr. Rita Kumar and seconded by Dr. Phyllis Nelson to approve Concepts A, B, and D as the finalized branding options to be presented to the Board of Directors at their next regularly scheduled meeting for final selection and adoption. There was no opposition, and the motion was approved unanimously.

#### J. Potential Housing Addition

Mr. Randy Wallace Jr. provided an update on the ongoing discussions regarding a potential housing addition, which aims to address the increasing demand for housing at Cal Poly Pomona. The current housing infrastructure is operating consistently near full capacity, with University Village and

UHS experiencing high occupancy rates and long waitlists; given rising housing costs in surrounding areas and the need for more affordable housing, the Foundation is actively exploring new residential opportunities to support the campus community. Acquiring an off-campus property, such as The Current, presents a unique opportunity to expand housing capacity more quickly than a ground-up development, which could take several years to complete due to permitting, environmental reviews, and construction timelines.

Mr. Wallace explained that acquiring The Current or a similar property would require thorough due diligence to evaluate property valuation, necessary renovations, long-term financial viability, and potential funding sources. Committee members questioned how this potential housing acquisition aligns with the long-term vision for the Lanterman Development Project, a frequent topic in campus discussions. Mr. Wallace clarified that while Lanterman remains a strategic priority, it is not a feasible immediate housing solution due to the extensive infrastructure investment needed for redevelopment. He reassured the committee that any housing expansion, including The Current or similar acquisitions, would be assessed as complementary to future Lanterman projects.

A motion was made by Dr. Rita Kumar and seconded by Dr. Phyllis Nelson to support the continuation of the due diligence process for a potential housing addition, including further investigation into financial feasibility, necessary approvals through the Chancellor's Office, and overall project viability. The committee recognized that housing acquisition is a complex and lengthy process requiring further assessments, stakeholder consultations, and financial modeling before any final decisions can be made. The committee recommended this matter be presented to the Board of Directors at their next regularly scheduled meeting for review and discussion. There was no opposition, and the motion was approved unanimously.

#### **OPEN FORUM**

Chair Christina Gonzales opened the floor for any additional discussion items or concerns from committee members.

Dr. Rita Kumar asked about the recently approved motion to continue due diligence on the potential housing addition, noting that the Lanterman Development Project remains a recurring topic in campus discussions, she stated that when discussions about new housing initiatives arise, questions about the status and future of Lanterman often follow. Dr. Kumar emphasized that it would be beneficial to proactively address the relationship between new housing projects and the long-term vision for Lanterman to ensure transparency and alignment across various university planning efforts. Several committee members agreed that Lanterman continues to be a topic of interest among students, faculty, and staff, particularly as the university explores housing expansion options and acknowledged that having a clear communication strategy about its future role could help address questions and concerns as other housing initiatives move forward.

Chair Gonzales adjourned the meeting, thanking the committee members for their time and contributions; she extended holiday well wishes, encouraging members to take time for rest and relaxation during the upcoming break.

#### **ADJOURNMENT**

The meeting was adjourned at 10:38 a.m.

Respectfully submitted,

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Christina Gonzales  
Program Committee, Chair



# CEO's Report

February 18, 2025  
Program Committee

# Agenda

- Staffing Changes
- TaKorean Grand Opening
- Programmatic Engagement Highlights
- Federal Grant Impacts
- CPPE Partnership with *Restaurant Development Course* (HRT 3950)
- New CPPE Website



## WELCOME JUAN HERNANDEZ- CFO

- Extensive Financial Expertise – Over 13 years of experience in finance, accounting, and auditing, including public accounting at PwC.
- Higher Education & Non-Profit Focus – Held leadership roles in higher education and non-profit organizations, ensuring financial integrity and compliance.
- Previous Experience at CPP – Worked in Finance and Accounting at Cal Poly Pomona, contributing to financial reporting and collaboration with the Chancellor's Office.
- Most Recent Role – Assistant Vice President for Finance at Claremont Graduate University, overseeing fiscal operations, reporting, and compliance.
- Credentials & Education – Certified Public Accountant (CPA) with a B.A. in Business Administration from Cal State Fullerton.
- **Joined Enterprises – February 3, 2025**

# Memorandum



Date: February 18, 2025  
To: Program Committee  
From: Jared Ceja, Chief Executive Officer  
Thomas Sekayan, Chief Operating Officer  
Attached: Capital Budget for 2025-2026 – detail by division  
Subject: **Capital Budget 2025-2026**

Pursuant to the Enterprise Foundation's Policy #118, Management is presenting to the Committee the Budget of capital expenditures for fiscal year 2025-2026.

Capital expenditures requested cover the divisions of the Bookstore, University Village, Dining Services, Kellogg West, Real Estate, Administration, Information Technology, Agriculture and Center for Professional and Global Education at a total amount of \$5.5M, remaining consistent with the requested amount in the previous year. Carry-over budget requests decreased year-over-year from \$3.8M to \$1.6M, resulting in a favorable \$2.2M decrease in the total Capital Budget (\$7.1M). Projects are designated as Scheduled Renewals/Security, Programmatic, Deferred Maintenance, ADA related, Health & Safety, or Contractual/Legal. A significant portion of the Deferred Maintenance requests are a result of Kellogg West facility infrastructure being at end of life. However, some projects may have components in other designated categories that are not reflected on the report.

## **RECOMMENDED ACTION:**

Management is requesting that the Program Committee approve the capital expenditure budget for 2025-2026 as presented for approval by the Board of Directors.

**BE IT RESOLVED** that the members of the Program Committee have reviewed and approved the presented 2025-2026 capital expenditure budget.

**BE IT FURTHER RESOLVED**, that the Program Committee forwards this resolution to the Board of Directors for approval at their next scheduled meeting.

**PASSED AND ADOPTED THIS 18<sup>th</sup> DAY OF FEBRUARY 2025**

By: \_\_\_\_\_  
Christina Gonzales  
Program Committee



# CPP Enterprises

FY2025-26 Capital Budget  
As of 2/14/2025

Project	Carryover to Proposed Budget Year	2025-2026 Requested Budget	Purpose	Category
<b>DINING SERVICES</b>				
FRESH ESCAPES	0	150,000	cyclical programmatic refresh of retail location	Programmatic
HIBACHI SAN	0	225,000	cyclical programmatic refresh of retail location	Programmatic
CAMPUS CENTER OVERHEAD	0	25,000	cyclically replace ice and dishwasher machines in building 97	Deferred Maintenance
CAMPUS CENTER OVERHEAD	0	30,000	CCMP (floor) - health and safety enhancements for lease operations	Health & Safety
CENTERPOINTE DINING COMMONS	65,000	0	Centerpointe Dishroom Pulper Replacement	Programmatic
VISTA MARKET	85,000	0	Vista Market Refrigeration Renewal	Deferred Maintenance
CAMPUS CENTER OVERHEAD	20,000	0	Building 97 (dining) re-roof to seal any openings	Deferred Maintenance
<b>DINING SERVICES Total</b>	<b>170,000</b>	<b>430,000</b>		
<b>BRONCO BOOKSTORE</b>				
BRONCO BOOKSTORE	0	30,000	replace non functioning building clock with digital video	Deferred Maintenance
BRONCO BOOKSTORE	0	55,000	build work stations in old cash room	Programmatic
BRONCO BOOKSTORE	0	60,000	Bathroom ADA upgrade	ADA Related
BRONCO BOOKSTORE	25,000	0	back office carpet and employee area updates	Deferred Maintenance
BRONCO BOOKSTORE	30,000	0	Furniture and fixtures	Scheduled Renewals/Security
BRONCO BOOKSTORE	30,000	0	Upstairs remodel + credit union build out	Scheduled Renewals/Security
BRONCO BOOKSTORE	36,000	0	Replacement registers	Scheduled Renewals/Security
<b>BRONCO BOOKSTORE Total</b>	<b>121,000</b>	<b>145,000</b>		
<b>KELLOGG WEST</b>				
K.W. ROOM REVENUE	0	75,000	Install Key card system as part of modernization and software no longer supported	Scheduled Renewals/Security
K.W. ROOM REVENUE	0	90,000	Upgrade to old Audio Visual systems within the conference center	Deferred Maintenance
K.W. ROOM REVENUE	0	230,000	Replace Elevator (2 of 3)	Deferred Maintenance
K.W. ROOM REVENUE	0	300,000	Complete paint carpet and furniture refresh of ALL remaining conference rooms and public areas	Deferred Maintenance
K.W. ROOM REVENUE	0	790,000	Completion of Crestview to include rebuild due to water damage and modernization of hotel and conference center ahead of branding discussion	Programmatic
K.W. ROOM REVENUE	35,000	0	KW Freezer Replacement due to end-of-life	Deferred Maintenance
K.W. ROOM REVENUE	45,000	0	Kitchen Hood modifications due to potential fire hazard	Health & Safety
K.W. ROOM REVENUE	500,000	0	Fire/Life Safety System Replacement (analog to digital)	Health & Safety
<b>KELLOGG WEST Total</b>	<b>580,000</b>	<b>1,485,000</b>		
<b>UNIVERSITY VILLAGE</b>				
UNIVERSITY VILLAGE	0	9,300	Security Camera Replacements	Scheduled Renewals/Security
UNIVERSITY VILLAGE	0	10,000	Treads: repair stairwells for safety	Health & Safety
UNIVERSITY VILLAGE	0	15,000	Enlarge trash enclosure to fit dumpster and recycling	Health & Safety
UNIVERSITY VILLAGE	0	15,000	flooring replacement	Scheduled Renewals/Security
UNIVERSITY VILLAGE	0	15,000	Landscaping: redo planters & irrigation	Scheduled Renewals/Security
UNIVERSITY VILLAGE	0	25,000	Elevators: walls	Deferred Maintenance
UNIVERSITY VILLAGE	0	28,000	Iron work: trash enclosure gates, utility doors	Deferred Maintenance
UNIVERSITY VILLAGE	0	45,000	Duct cleaning multiple bldgs	Scheduled Renewals/Security
UNIVERSITY VILLAGE	0	60,000	Vehicles replacement	Deferred Maintenance
UNIVERSITY VILLAGE	0	140,000	Boiler replacement	Scheduled Renewals/Security
UNIVERSITY VILLAGE	0	150,000	security fencing for acquired property	Scheduled Renewals/Security
UNIVERSITY VILLAGE	0	290,000	Lighting: degrading street lights and building lights	Scheduled Renewals/Security
UNIVERSITY VILLAGE	0	350,000	HVAC replacement	Scheduled Renewals/Security
UNIVERSITY VILLAGE	0	360,000	Painting/Floors: routine interior painting, floor replacement due to wear/tear	Scheduled Renewals/Security
UNIVERSITY VILLAGE	0	365,000	Furniture Replacement : apartments & shared spaces	Scheduled Renewals/Security
UNIVERSITY VILLAGE	4,498	0	Duct cleaning multiple bldgs	Health & Safety
UNIVERSITY VILLAGE	20,000	0	Elevators: walls	Deferred Maintenance
UNIVERSITY VILLAGE	25,000	0	Enlarge trash enclosure to fit dumpster and recycling	Health & Safety

# CPP Enterprises

FY2025-26 Capital Budget  
As of 2/14/2025

Project	Carryover to Proposed Budget Year	2025-2026 Requested Budget	Purpose	Category
UNIVERSITY VILLAGE	37,000	0	Lighting: street lights and building lights	Health & Safety
UNIVERSITY VILLAGE	83,333	0	Parking light pole replacement 65 poles some below grade	Scheduled Renewals/Security
<b>UNIVERSITY VILLAGE Total</b>	<b>169,831</b>	<b>1,877,300</b>		
<b>REAL ESTATE &amp; FACILITIES</b>				
BUILDING 97 OPERATIONS	0	16,500	Building 97 - Water Source Heat Pump HVAC	Deferred Maintenance
BUILDING 97 OPERATIONS	7,000	0	Replace awning in front of Care Center and Career Center	Deferred Maintenance
BUILDING 97 OPERATIONS	120,000	0	Roof re-coat needed to seal any openings	Deferred Maintenance
CTTI BUILDING 220A	0	58,682	CTTi Building 220A (IBW) re-roof to seal any openings	Deferred Maintenance
CENTER FOR TRAINING TECH INCUB	0	10,000	CTTi - Bldg. 220C Mini-split Replacement for Server Room	Deferred Maintenance
CENTER FOR TRAINING TECH INCUB	0	290,000	CTTi - Bldg. 220B HVAC Replacement	Deferred Maintenance
CENTER FOR TRAINING TECH INCUB	20,000	0	CTTi HVAC time clock	Deferred Maintenance
CENTER FOR TRAINING TECH INCUB	76,720	0	CTTi Building 220B (real estate) partial Re-roof	Deferred Maintenance
FOUNDATION MAINTENANCE	0	27,000	Used utility vehicle to replace aging vehicle	Scheduled Renewals/Security
<b>REAL ESTATE &amp; FACILITIES Total</b>	<b>223,720</b>	<b>402,182</b>		
<b>ADMINISTRATION</b>				
FOUNDATION ADMINISTRATION	0	34,500	Renewals of furniture and workstations	Scheduled Renewals/Security
FOUNDATION ADMINISTRATION	0	550,000	Emergency and unanticipated needs	Programmatic
<b>ADMINISTRATION Total</b>	<b>0</b>	<b>584,500</b>		
<b>EMPLOYMENT SERVICES</b>				
EMPLOYMENT SERVICES	0	45,000	Kronos Timeclocks+interfaces+equipment	Scheduled Renewals/Security
<b>EMPLOYMENT SERVICES Total</b>	<b>0</b>	<b>45,000</b>		
<b>FINANCIAL SERVICES</b>				
FOUNDATION FINANCIAL SERVICES	0	9,750	contract tracking software implementation	Programmatic
FOUNDATION FINANCIAL SERVICES	0	9,750	equipment to fold and/or process checks	Programmatic
<b>FINANCIAL SERVICES Total</b>	<b>0</b>	<b>19,500</b>		
<b>MARKETING</b>				
FOUNDATION MARKETING	0	57,500	Workstations for potential move	Programmatic
<b>MARKETING Total</b>	<b>0</b>	<b>57,500</b>		
<b>MIS</b>				
FOUNDATION MIS	0	15,000	Continued work on API project to bring Application data into a Data Warehouse for reporting purposes.	Programmatic
FOUNDATION MIS	0	15,000	Executive Conference Room A/V upgrade.	Scheduled Renewals/Security
FOUNDATION MIS	0	18,000	Marketing NAS (Network Attached Storage) server	Scheduled Renewals/Security
FOUNDATION MIS	0	25,000	Clover Hardware Refresh for End of Life equipment	Scheduled Renewals/Security
FOUNDATION MIS	0	35,000	Enterprise Workstation & Equipment Refresh for non Windows 11 compliant equipment	Scheduled Renewals/Security
FOUNDATION MIS	0	35,000	OneSolution system upgrade and improvements	Programmatic
FOUNDATION MIS	15,000	0	Consultant and equipment funds for expanding partnership with Campus IT.	Programmatic
FOUNDATION MIS	21,569	0	Automation improvements to UKG WorkforceReady	Programmatic
FOUNDATION MIS	25,000	0	Bldg 55 to Campus POD datacenter migration.	Scheduled Renewals/Security
<b>MIS Total</b>	<b>61,569</b>	<b>143,000</b>		
<b>BRONCO ONE CARD OFFICE</b>				
BRONCO ONE CARD OFFICE	0	10,000	General technology equipment / workstations	Scheduled Renewals/Security
BRONCO ONE CARD OFFICE	27,500	0	Office furniture modules	ADA Related
<b>BRONCO ONE CARD OFFICE Total</b>	<b>27,500</b>	<b>10,000</b>		
<b>AGRICULTURE</b>				
FARM STORE AT KELLOGG RANCH	0	90,000	Resurface the Farm Store roof	Deferred Maintenance
ORNAMENTAL HORTICULTURE	10,000	0	Repainting of iron fence	Deferred Maintenance
AGRISCAPES OUTREACH	18,000	0	Garage/shed for additional equipment storage	Programmatic
AGRISCAPES OUTREACH	25,000	0	Concrete hardscape access improvement and ADA	ADA Related

# CPP Enterprises

FY2025-26 Capital Budget  
As of 2/14/2025

Project	Carryover to Proposed Budget Year	2025-2026 Requested Budget	Purpose	Category
AGRISCAPES OUTREACH	175,000	0	Utilities upgrade and extension to reduce rental equipment/generators and expand programming	Programmatic
<b>AGRICULTURE Total</b>	<b>228,000</b>	<b>90,000</b>		
<b>CPGE</b>				
CPGE-ADMINISTRATION	0	70,382	CTTi Building 220A (CPGE) re-roof to seal any openings	Deferred Maintenance
CPGE-ADMINISTRATION	0	100,000	Building improvement and signage	Programmatic
CPGE-ADMINISTRATION	50,000	0	Conversion of CPGE Classrooms 104/105 - Bldg. 220A and staff work areas - Bldg. 220C. Expand instructional services and quality of service to meet student needs.	Programmatic
<b>CPGE Total</b>	<b>50,000</b>	<b>170,382</b>		

<b>Grand Total</b>	<b>1,631,620</b>	<b>5,459,364</b>		
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Total including prior year carryovers **7,090,984**



# ACQUISITION OF THE CURRENT

Jared Ceja  
Randy Wallace, Jr.

# CPP STUDENT HOUSING BACKGROUND

- ▶ CPPE: Over 30 years providing student housing (sophomore – grad)
- ▶ Current Capacity: 1,243 beds at UV
- ▶ UHS Capacity: 2,768 beds
- ▶ The Current: 100% full for 24/25 (1<sup>st</sup> year) and majority booked for 25/26
- ▶ Persistent waiting lists at all properties for the past three years

# QUICK FACTS

Purpose built student housing

636 beds before adjustments

1.5 miles from campus

Excellent facilities

Freeway adjacent

Premium priced (up to \$2,040 per bed)





## Budget 2025-2026 Assumptions

### General Information

**Capital Budget process is in progress and is managed separately**

Board approval February 21, 2025

**Operating Budget**

Board approval May 13, 2025

Actuals for FY24-25 will be provided to Jan 2025 prelim

Depreciation will be added to operating budget by Financial Services

Insurance will be added to operating budget by Finance Services / Contracts Management

**Meeting dates for departments** March 21 to April 11 (Tentative)

**OneSolution reports to use for additional information:**

COG GL Budget Comparison Summary (budcomph)

COG 03 - Income Statement by Month - Budgets and Actuals

Profit and Loss Statement

### University related assumptions

**For programs that base their revenues on in-session classes, use calendar link below:**

[Academic calendar](#)

Enrollment	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31
<b>Academic Year FTE</b>	23,190	23,190	23,190	23,190	23,190	23,190	23,190
Headcount							
Summer	2,127	2,127					
Fall	27,196	27,398					
Spring	25,336	25,625					
New First-time freshmen~	4,679	4,270					
New Fall transfers~	2,755	2,500					
New Spring transfers~	562	550					

*~impact on Bronco One Card budget*

### Enterprise Activities

**General**

Staffing and other expenses for each semester to reflect the varying foot traffic and occupancy numbers.

Inflationary increase 3.5%

**University Village**

Occupancy	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32
Capacity	1200	1200	1650	1650	1650	1650	1650
<i>Avg In-Session Monthly Occupancy Rate</i>	95%	97%	97%	98%	98%	98%	98%

Small meal plans included as part of rent

**New Student Housing Property**

Occupancy	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32
Capacity	630	890	890	890	890	890	890
<i>Avg In-Session Monthly Occupancy Rate</i>	99%	90%	95%	98%	98%	98%	98%



## Budget 2025-2026 Assumptions

### Facilities (Real Estate)

Maintenance expenses by project based on Facilities budget totals

### Events/Celebrations on campus:

Hot Dog Caper	October
Winter Wonderland - Bookstore	November
Thanksgiving meals	November
Staff holiday party	December
Other events	Include detail in budget

### Staffing & Compensation

Vary staffing levels between fall, spring, and summer based on need.

Focus on student employment to the best extent possible (entry level, leads, and first-level supervision).

California minimum wage increase:

Minimum Wage	\$17.00 per hour to accommodate potential increase effective January 1, 2026. Exempt employees must earn at least twice the minimum wage or \$34/hour (\$70,720/year). For fast-food employees at \$20 per hour minimum.
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### Budget Considerations

Estimated staff general increase	3.0%	} Financial Services input these rates
Merit Pool	2.0%	
Vacation accrual	2.5%	
Worker's Compensation Full-Time	Based on HR Classification	
Benefits	35.0%	
Part-Time Benefits	11.0%	
OPEB	5.0%	
Payroll Tax Rate	7.5%	

### Other costs

Conference travel <sup>^</sup>	\$1,500 /person per trip
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<sup>^</sup>Pre-approval forms to be completed prior to travel, includes travel, hotel, meals