

Proposed Objective: assemble campus housing finance team members together to 1) review systemwide financial reporting and timing (briefly) and 2) evaluate campus financial decision tools (detailed), with the intent of discussing and understanding the depth, dimension and variety of a few campus financial models and methods. Expected results will be better familiarity with alternative financial methods and campus best practices, as well as to establish a key contact list of inter-campus finance resources / points of contact.

Date: August 10 & 11, 2004

Location: Monterey Room, Park Plaza Hotel,
150 Hegenberger Rd. Oakland (near airport)

Agenda

not too focused on time frames – honor the workshop concept of mutual exchange and discussion.

Day #1

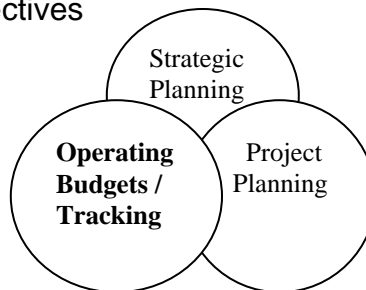
9:00 Continental Breakfast

10:00 to 11:00 – Greg Wineger

- a. Introductions (including campus finance 'key contact' handout)

- b. Review agenda / objectives

Orientation:



- c. UCOP systemwide financial / policy overview-
Administrative Policy, calendar, annual results, assessments, etc
Campus finance submission model (Campus Presenters / tools will expand)
Concept: tops down context for campus presenters. Show a streamlined display of financial decision / analysis materials, and indicate how a campus would (could) have extensive back up detail.

11:00 to 2:00 (30 minute lunch break at 1:00 / working lunch) – **Dan Les**

d. Housing Operating Budgets #1

organizational and financial structures
rate setting strategies and approvals
campus overhead, fees and ground rent
budget cycles and formats

2:00 to 5:00 – Tracy Bennett

e. Housing Operating Budgets #2

Campus decision tools

operating reports / statements
variance reporting
major maintenance
project funding and tracking

5:00 to 5:15 - break

5:15 to 6:00 – Greg Wineger

f. Project planning #1 – Regents Items / Permanent Financing Documents
(policy #55)

two or three break away groups

take 20 minutes for each group to outline project requirements / justification

when back together, gather comments
emphasize: supply and demand tables
on vs off campus rates
Comparable projects
dollars / bed
asf / bed
dollars / asf

6:00 end

Day #2

7:00 Continental Breakfast

8:00 to 10:00 – Dan Les

g. Operating Budgets #3 - financial ratios

10:00 to 10:15 Break

10:15 – 12:15 – Peter Hoenig

h. Project Planning #2

models for new construction (by type: family, apt, res hall)
commercial paper/interim financing, planning rate, term, equity timing, etc
1.25, 1.35, 2.0, etc

This could be very complex and detailed. Perhaps hold some details for future elaboration (another meeting), meanwhile mentioning concepts and encouraging participants to discuss these among themselves.

i. Debt capacity (equity / financing decisions)

12:15 to 1:15 Lunch

1:15 to 1:45 – Jean Ham: Bond sales, rates, timing

1:45 to 2:45 – Lori Hoffman: Regent Housing Item Guidelines

2:45 to 3:00 Break

3:00 to 3:30 – Greg Wineger

j. Supporting documents / web sites: Master Plans, PPG, LRDP, EIR
Whos who at OP, contact list

3:30 to 4:30 – Greg Wineger

k. unanswered questions, next steps, additional topics, systemwide conditions, succession plan ideas, list serve, etc

l. Evaluation

4:30 - end