

University Glen Community Advisory Group Meeting Minutes
Thursday, July 27, 2017 4:00 pm – 5:30 pm
Sage Hall, Rm. 2030

In attendance: Jesse Elliott (Faculty/University Glen Resident), Deanne Ellison (University Auxiliary Services, University Glen Resident) Karen Romney (University Glen Resident/Retired Educator), Ray Porras (CSUCI Transportation and Parking Services), Ben Gordon (Kennedy Wilson Multifamily), John Gormley (CSUCI Facilities), Stephen Clark (CSUCI Faculty/University Glen Resident), Missy Jarnagin (CSUCI Business and Financial Affairs) Miriam Olson (University Glen Resident), Jake Friesen (Kennedy Wilson Properties, University Glen Common Area Property Manager), Bill Robe (Community Member/Chairman), Caroline Doll (CSUCI Liaison), Mark Wagner (E.S. Ring, Property Management for Kennedy Wilson Multifamily)

Absent: Russ Petruzzelli (Immediate past chairman of the University Glen Homeowners Advisory Council and University Glen Resident), David Press (Community Member), Rhonda Rodriguez (Faculty/University Glen Resident)

Call to Order

Chairman Robe called the meeting to order at 4:05 p.m.

Missy Jarnagin, CSUCI AVP for Budget and Planning phoned in to give a brief report on reserves. The fiscal year closed June 30, 2017, accounts are being reconciled. A reserve study, and corresponding report completed by Reserve Studies, Inc. is the basis for planning and expenditures from reserves. During the upcoming August meeting Missy will provide a full report with balances in the fund broken down by unit type. Projects funded from reserves that are in progress, or have recently been completed, include: painting of the apartments and town homes, installation of gas shut off valves in the apartments, and slurry sealing of the roads and parking lots.

Question: Will there be a presentation on reserves made during the Homeowners Advisory Council meeting in August?

Answer: Once the report has been finalized a presentation will be arranged.

Landscaping - John Gormley

Tree trimming in University Glen follows a three year rotating schedule. Phase one has been completed, phase two is underway. The work completed includes pruning trees and identifying trees which need removal or replacement. Facilities Services has implemented a pilot program; under this new systems crews work as a team and rotate throughout the residential and academic campuses. Early indications are that this change in scheduling will prove more efficient and ensure both campuses are well maintained.

Discussion: Stephen Clark stated that there is a discrepancy between maintenance standards for the academic and residential campuses.

About two years ago, Facilities Services took over responsibility for maintaining infrastructure and landscape. Every 5-10 years a facilities condition report is commissioned which informs development of the 5-yr. capital improvement plan and is the mechanism that is used to identify and schedule projects.

The new landscape work plan for the community was implemented last Monday. The plan will be posted on the web, it shows what work will occur on which days during the week for the academic campus and University Glen. It is a living plan that will be reviewed frequently and will change with the seasons. The goal is continuous improvement. Maintenance requests from community members must be communicated to the CAM property manager (Jake) who will submit a work order into the system; which allow for tracking. With respect to a long-term plan for plant replacement, a strategic assessment needs to be completed in light of water constraints in order to update the plant palate, there is no date set for this.

Decomposed granite trails were damaged by last winter's storms and in some areas water from sprinklers is hitting paths. Facilities Services is aware and is making repairs and adjustments.

Discussion turned to trees with a comment that camphor trees are not well suited for the neighborhood with a desire to see them phased out. Karen Romney recommended Ginkgo as a species (50 different varieties) that is insect and disease resistant, drought tolerant, displays fall colors, and has stunning fan-shaped leaves.

Road and parking lot surfaces throughout the community have been given a new coat of slurry seal. Comment was made that some damage had occurred by driving on the surface too soon; Ray Porras said he would look into the matter.

Painting of the apartments is underway. The landscaping crew is working to clear vegetation in preparation for painting. Town Homes will also be painted, the color palate is being expanded. Special pricing will be offered to single family detached home owners who wish to contract directly with the painting contractor to have their homes painted.

Transportation/Parking – Ray Porras

Mr. Porras was in attendance to answer questions and to hear comments from representatives of the community. Parking Rules and Regulations for University Glen are based on the California vehicle code which provides power for enforcement by campus Transportation and Parking Services and those that have been adopted for the community by the Site Authority. Parking rules and regulations are enforced 24/7 although more lightly enforced over the weekend. Guest Parking Permits are required seven days a week and are available from the CAM management office on business days and from E+S Ring on the weekends.

Discussion was limited, the question of whether or not it is acceptable to park parallel to a house hanging over concrete on both ends when a driveway is short was posed.

HAC Report

No report available.

Kennedy Wilson/E&S Ring Report – Mark Wagner/ Ben Gordon

Painting is underway, the slurry seal project is complete. Fountains are back in service as emergency drought restrictions have been removed. Closed systems are allowable but the fountains may be required to shut down again if drought conditions return.

The remodel of the Town Center office space started today to provide new amenities for the homeowners and town home residents.

Q-Dumplings has submitted a proposal which is now in review process for the restaurant space vacated by Sitar. It is not anticipated the restaurant will serve liquor. Tortillas has almost completed its expansion project.

Renovation of the pool area on Channel Islands Dr. will start mid to late September. Upgrades to the second pool area will take place in November or December. One pool area will remain on line at all times.

Discussion:

Brush is heavy in areas on the hillsides and in the creek. CalFire has been working to clear brush, John Gormley will check to see if additional work is scheduled.

SA Report Prioritization/Issues – Bill Robe

Chairman Robe asked the group, for purposes of reporting to the Site Authority, to prioritize which issues are most important to them. Meeting minutes are sent to the Site Authority Board. Chair Robe reviewed highlights of issues from past meeting minutes:

Issues that have gone to the Board include painting of the low walls. Legal counsel did provide an opinion that wasn't conclusive. The current recommendation is to put painting these walls on the facilities services project list and re-examine the issue. An assessment of the work required with determination of costs should be done with the intent to include the work in the budget cycle of the 5-yr. capital outlay plan.

Another issue is written agreements which are silent or vague, or in conflict with practice. Guidance is needed from the Site Authority on how to handle these matters. An example is the annual report to the homeowners which assumed the annual budget would run on a calendar year as opposed to the campus fiscal year.

The role of the CAM manager needs clarification. Is it part of the job to help resolve neighbor/homeowner issues and questions like management of children playing in the streets?

Reserves. Missy Jarnagin will make a presentation during the next meeting.

Financial Reports. Quarterly reporting has been recommended with the first report to be presented to the HAC Board in September.

Landscaping. Many comments have been received regarding the landscaping.

Recommended priorities: 1. Common Area Landscaping, 2. Single family home yard maintenance, 3. Town Home maintenance of exteriors (in the works) 4. Transparency in finances - CAM's and reserves. 5. Safety – Brush clearance (most immediate priority during fire season).

Resident comments included:

Visual improvement has been made and the community is moving in right direction with improvements such as painting and landscaping.

Owners have the expectation that items discussed will be rectified. Other concerns mentioned: Stability of CAM fees.

Residents expect landscape maintenance at UGlen to be the same as maintenance standards for the campus. Promptness of response and understanding who is responsible.

Given scheduling conflicts including the University's Convocation ceremony, the next meeting will be switched to Wednesday August 23, 2017 rather than Thursday the 24th.

The meeting adjourned at 5:35 pm