

University Glen Community Advisory Group Meeting Minutes
Wednesday October 25, 2017 4:00 pm – 5:30 pm
Broome Library Rm. 1310

In attendance: Mark Hewitt (University Glen Resident/Homeowners Advisory Council Board Member), Stephen Clark (CSUCI Faculty/University Glen Resident), 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) Called In: , Rhonda Rodriguez (Faculty/University Glen Resident), Ben Gordon (Kennedy Wilson Multifamily)

Absent: Jesse Elliott (Faculty/University Glen Resident), David Press (Community Member), Karen Romney (University Glen Resident/Retired Educator)

Call to Order (Bill Robe)

The meeting was called to order at 4:05 p.m.

The group first met 10.20.2016, Happy Anniversary! In order to track and highlight issues for the benefit of the Site Authority Board, a section will be added to the bottom of the meeting minutes. Current topics of discussion include the reserve balance report and plans for conducting a property condition assessment.

CSUCI/Site Authority Report (Caroline Doll)

Budget Process (handout).

The draft document was created to correspond with the CSUCI budget and planning timeline, found online at: <https://www.csuci.edu/strategic-resource-planning/documents/annual-budget-timelinefy19.pdf>, as a suggested framework to create a process to vet information and garner feedback between stakeholders.

Discussion:

Once committee members have had an opportunity to review the document the process can be discussed.

EO 1108 – Policy on Systemwide Smoke and Tobacco Free Environment

All residents were allowed an opportunity to participate in a survey regarding EO 1108 with respect to implementation at University Glen. Thirty-nine responses to the survey were received between the dates of September 15 – September 28, 2017. Eleven (11) voted for “Completely smoke free”, twenty-five (25) “Smoking should be permitted inside residential units, but prohibited in common areas”, three (3) “Smoking should be permitted in all areas of University Glen”.

Discussion:

The group discussed if “inside residential units” should include patios. KW Apartment residents are permitted to smoke on balconies as long as their smoking does not create a nuisance for others. The group agreed, with respect to the second survey choice, that smoking should be allowed in resident’s private outdoor patios, which are not considered common areas. It was noted that 39 responses represents a very small fraction of the resident population. Smoking is not allowed inside the Town Center; smokers are congregating on the East side to smoke and large numbers of cigarette butts are now commonly found on the sidewalk. E+S Ring is aware and has directed staff to pick them up. Smoke is off-putting to residents who pass through the area. State parks and beaches do not allow smoking. The group acknowledged that Smokers will find somewhere to smoke. It is a concern that if there are no designated areas, smoking will occur at the periphery of campus where there is greater likelihood that a fire could be started.

Lighting

The proposal created and submitted by Mark Hewitt on behalf of the Homeowner's Advisory Council included street and pathway lighting. Mark brought up the fact that the pathway lighting does not require involvement of Edison and can be a priority focus independent of the larger street light project.

Trip Hazard Survey

No report was available on the status of the survey.

Road/Parking Lot Slurry Seal Project

Once road, curb, and parking lot markings have been painted, the project will be complete. Repainting over existing markings is planned to begin on November 14, 2017. Painting of the new areas recommended is scheduled to begin December 6, 2017. Signs will be posted 48 hours before painting begins.

Property Management Report (Jake Friesen)

Townhome Painting

Facilities Services has provided the color selection for the townhomes. There are three color combinations for base and trim and three color choices for the doors. Townhome owners can select from the door colors. A letter has been sent to residents with information about the painting project. The start date is planned for November 20, 2017. It is estimated that each block of homes will take eight days to paint. A letter will be sent to each homeowner about three weeks before their home is painted with the start date. Owners will be noticed regarding work that is the responsibility of the homeowner to complete. Under discussion is how the Site Authority will handle cases where the homeowner does not complete necessary work. The painting contractor has indicated that an additional crew may be scheduled and the crew that is now painting the apartments may shift to painting the townhomes once the apartments have been completed. Bright View is preparing a quote for vegetation removal. Only original construction will be painted.

FOB Distribution

The completion date for the Cathedral Cove pool and fitness center is now anticipated to occur between the middle and end of December, FOB's will be distributed later.

Reserve Study

Three proposals to complete the study were received and provided to the campus. KW Properties recommends a new study be completed (as opposed to an update to the last study completed in 2014). A study could be completed in six or nine weeks, the price would be higher for the shorter timeframe.

Discussion:

What is the status of the pathway between 701 Santa Cruz Island Dr. and the walking bridge? There had been overwatering, it was thought that the problem had been fixed. Jake will ask Facilities Services to look at it again. All pathways need to be evaluated and figured into the CAM budget for next year.

Landscaping needs have also been discussed, including development of a replanting proposal for next year's budget. A significant amount of planting and mulching has occurred over the last six weeks. Although there may be mowing issues, homeowners and management have acknowledged that responsiveness to Work Orders has greatly improved. Landscaping is one of the ongoing items that will be tracked and appear at the end of the minutes to assist the Site Authority Board to view the status of improvements.

Comment was made that the tarp on the hillside is an eyesore, it was questioned if there is a need for it to be there. Winds have ripped it open and dirt appears to be slipping at the top. A study was done in June, the hillside is stable but some engineering work is required and is underway. Staff will follow up on this item.

Since slurry sealing, there are gouges in places on the right side of roads. This happens when cars are parked too soon and wheels turned without moving the vehicle. This can't be avoided but shouldn't compromise the integrity of the project. Usually these marks level out within 3-6 months. If it becomes a problem, it will need to be dealt with and would be under warranty.

HAC Report: (Mark Hewitt)

The townhome paint colors were well received.

Homeowners would like to have Missy Jarnagin make a presentation to the group. It was suggested a presentation could be made without a Question and Answer period.

Homeowners would like the East campus landscaping to look the same as in the academic campus.

Installation of additional light bollards along pathways is of higher priority than along sidewalks on streets.

Discussion:

It was suggested that when Missy presents to the Advisory Group on November 30, 2017, a discussion can be had over a presentation to the Homeowner's Advisory Group. During the November HAC meeting Mark Hewitt will ask attendees to send him specific questions they would like addressed so they can be raised during the Advisory Group meeting the following week.

Kennedy Wilson/E&S Ring Report (Mark Wagner)

Painting of the Cathedral Cove apartments and the Town Center should be complete by mid-December, Frenchy's Cove apartments will follow.

Distribution of the FOB's for the access system will be coordinated by E + S Ring.

Permits have been issued for Q Dumplings (new restaurant in the Town Center). Construction will not be extensive and has begun, plans are to be open by the New Year.

The Cathedral Cove pool area is going to look amazing with a new deck, pool furniture, etc. After it is completed, work will first begin on the Santa Cruz office and amenity area, followed by the pool area.

Discussion:

The Town Center roundabout should made a no-smoking area and posted with no smoking signage. People need to be educated of the change. Constant vigilance will be required to prevent no smoking.

Closing Remarks (Bill Robe)

The next meeting will be held on Nov. 30, 2017 at 4:00 pm. (Thursday).

Meeting adjourned at 4:30 pm.

The "Pending Issues" section below is to be updated at meetings adding, deleting or modifying as appropriate.

Pending Issues:

Landscape renovation including but not limited to irrigation, trees, walking paths

Additional street lighting along Channel Islands Drive (See HAC recommendation site plan March 8, 2017)

Additional bollard and walkway lighting along Channel Islands Drive (See HAC recommendation site plan March 8, 2017)

Current Reserve study for future budgeting

Past Reserve accounting to establish current reserves paid by residents and expended by Site Authority

Quarterly financial reports for Maintenance Rent expenses

Amendment to Ground Sublease to correct for:

- a.) Maintenance reconciliation calculation change from April 1 to October 1 each year to allow 90 days following actual fiscal year end
- b.) Clarify common area for detached homes and courtyard walls
- c.) Revise reference to University Glen Corporation to University Auxiliary Services