

**UNIVERSITY GLEN HOMEOWNERS' ADVISORY COUNCIL**  
**Minutes for Thursday, July 20, 2017 (6 PM)**  
Sage Hall, Room 2030, CSU Channel Islands  
One University Drive, Camarillo, CA

1. **Call to Order**

- a. At 6:15 PM Julie Rutherford, member of the HAC called the meeting to order.
- b. HAC members present: Julie Rutherford  
HAC members not present: Susan Engelmann, Mark Hewitt, and Chris Williamson, Russ Petruzzelli.
- c. The number of members able to attend the July 20, 2017 was insufficient to have a quorum. No official business could be transacted.

2. **Approval of Minutes**

- a. The June meeting minutes have been reviewed and approved. The meeting agenda and meeting minutes are expected to be posted online shortly.

3. **Public Safety Report** (Officer Kevin Medley, CSUCI Police Department)

- a. Officer Medley reported 6 or 7 cars have been broken into in University Glen. Thefts generally occur at late night or early morning when residents leave their cars unlocked and leave valuable items, i.e. purses and computers, in plain sight. Stolen credit cards were used early the next morning before owners realized the cards were missing and had reported them stolen. The police department is working the case, surveillance videos from the specific business exist which corroborates the time stamp the stolen credit cards were used. Officer Medley offered the suspects were not from University Glen and are in their mid-twenties. Also, a car was stolen because keys to another car were left in the first car and the thief was able to identify which car the keys belonged to. Officer Medley believes it is the first car theft which has occurred in University Glen. He also commented that University Glen is "off the charts" when it comes to being a safe community. The police department reminds residents to lock their cars and do not leave valuables in sight within the cars.
- b. Ms. Walzer complimented the police department on their prompt and professional attitude when called upon, expressed appreciation for the installation of additional 35 mph signage along Camarillo Street, and thanked them for delivery of a disturbance report dated Thursday, July 17<sup>th</sup>. Ms. Walzer asked for a clarification with respect to an incident that occurred on Thursday July 6<sup>th</sup> at approximately 7:45 PM. Police Report 1707060061 documents this incident. Officer Medley stated that if a law is being broken, they can enforcement the law. If it is two neighbors arguing, officers would encourage common sense behavior. HAC board member Rutherford inserted that the concern Ms. Walzer brought up is important, however, monthly HAC meetings is not the place to settle disputes between individuals. Wolfgang Paasch commented that he witnessed the incident and what concerned him was that it

was represented that actions being taken were under the authority of the HAC. Caroline Doll, University staff member commented that there are Rules and Regulations in the Ground Sublease but did not believe they apply to these types of disputes between community residents. Carol Paasch, who was also a witness to the incident suggested Brett Eastman, who was party to the incident, be given a chance to express his concerns. Caroline Doll suggested that there may be people in attendance who are not interested in the matter and that the regular business agenda be completed prior to returning to the discussion.

4. **Management Office Report (E&S Ring CI/Site Authority Reps)**

- a. As a follow-up to the June HAC meeting, the HAC Manager put in four work order requests with the University's landscaping department to replace trees/shrubs at four specific addresses in UG. The work orders were made and the HAC Manager is waiting for the landscape crew's response. Caroline Doll and the HAC Manager met with the University's Facilities Services management which oversees the landscaping crew. Work is being done to develop a process to address specific plant replacement issues in an expeditious manner.
- b. Update on Property Improvement Applications. At the end of June there was a Property Improvement Application brought by an owner in the 400 block of Channel Islands Drive to add two-feet of lattice on the courtyard wall. The application was distributed among the HAC members, voted on, and approved. A signed copy of the Property Improvement Application was emailed to the owner and to Mike McConnell with the University for the University's records.
- c. There are two Property Improvement Applications to be reviewed by the HAC. Due to the lack of quorum, these applications will be reviewed by the HAC Board and processed expeditiously outside of the regular meeting.
- d. On Monday, July 17<sup>th</sup>, Russ Petruzzelli presented his resignation as an HAC member via email; his resignation was accepted. As stated in the GSL, during the next 30-days the members of the HAC (four persons) shall appoint a person to serve out the term of the individual who resigns. In this case, the remaining term is one-year. Because Russ Petruzzelli was the "Chairman" of the HAC, once the open position is filled, the five members of the HAC shall appoint a "Chairperson" for one year to complete Mr. Petruzzelli's term. It is anticipated that by August 17<sup>th</sup> the open seat will have been filled, and the new "Chairperson" selected in time to chair the August 20<sup>th</sup> HAC meeting.
- e. Regarding the area of E. Santa Cruz Island Drive and the alley which runs parallel to North Channel Islands Drive, the HAC Management has made the following comments.
  - Per the GSL, everyone has the right to quiet enjoyment of their property.
  - On May 18, 2017, during the HAC meeting Kennedy Wilson-Properties as the HAC Manager and representative of the CSUCI Site Authority state "asphalt roads are designed for vehicles and that is their intended use."
  - The Addenda to the GSL, (Common Area Rules and Regulations, paragraph 3.h.) states, "No unnecessary loitering in the amenity areas....Driveways, sidewalks, and stair wells must be accessible at all times."
  - The HAC Manager states that he was unaware of the actions taken by the former chairperson of the HAC, until after the incident occurred. The HAC and the HAC Manager were working to set a meeting with all parties involved to address and resolve the issued prior to the incident of July 6<sup>th</sup>.

The HAC intends to move forward with a public meeting that addresses the issues in this neighborhood within University Glen.

- f. The final phase of the slurry coat project is moving ahead. This final phase is the painting of the curbs, limit lines, etc., throughout University Glen. Caroline Doll, University staff member assembled a task force to include campus police, facilities services, Mark Hewitt-HAC, and UGCAM Manager to review locations to be painted and recommend other areas to consider painting. If residents know of additional locations that should be considered, please provide feedback to the HAC manager by Monday, August 7, 2017.
- g. The stucco painting project has started in Cathedral Cove on July 17th. The landscaping contractor is trimming/pulling back the plant material away from structures, following with pressure washing, and then the actual painting.
- h. Regarding the paint colors for the townhouses, the campus architect anticipates he will have the color selections for presentation at the next HAC meeting on August 17<sup>th</sup>. The colors for the single family detached homes are anticipated to be discussed at the next HAC meeting as well.
- i. Regarding the 32-acre project the Environment Impact Report (EIR) has been approved by the Chancellor's Office. The Chancellor's Office also approved the concept for the design of the 32-acres. This means that the developer, Kennedy Wilson Multifamily (KW-MF), is authorized to proceed with the design of the 32-acre project.
- j. The HAC Manager has received a link from KW-MF for those who would like to be put on an "interest list". The following describes the community and provides the link:
  - University Glen "Phase 2" is a master-planned community consisting of Market-Rate Apartments, Age/Income Restricted Apartments and a combination of For-Sale Single Family Homes and Attached Townhomes. The project is in the early planning stages, but will feature multiple parks, walking trails, a central green, and a large community center. In addition to other amenities, the community center will include a state-of-the-art fitness center and training gym, a resort-style swimming pool, community clubhouse/gathering space and a game room. Please join the Interest List for "University Glen Phase 2" to stay up to date on project developments by sending an email to [UniversityGlenPhase2@kennedywilson.com](mailto:UniversityGlenPhase2@kennedywilson.com). We look forward to keeping you in the loop on developments in the University Glen community.
- k. The annual "Coastal Cleanup Day" is scheduled for Saturday, September 16<sup>th</sup> on the Campus. Additional information is anticipated to be presented by Jenny Lindquist of the University at the next HAC meeting.
- l. Late last week it became know that Erik Blaine and Dave Nirenberg are no longer with the University. We at KW-P as HAC Manager are working with the University staff to keep the lines of communication open, particularly as it applies to the townhouse leasers.
- m. Wolfgang Paasch mentioned his continued desire to have the University's accounts and general ledger for the East Campus going back to 2012. Caroline Doll stated that going forward the clarity in accounting provided by KW-P as UGCAM manager will address the owners' past concerns regarding transparency moving forward.

- n. The Site Authority's next meeting is scheduled for Monday, August 7<sup>th</sup> at 11:30 AM in the Broome Library.

5. **Unfinished Business**

6. **New Business**

- a. A resident inquired about the status of the Santa Cruz Island pool being closed. HAC Manager Friesen offered a timeline regarding the use of the pool over the weekend of July 14 thru 16<sup>th</sup>. It was noticed that the pool looked murky and discolored. Friesen talked with E&S Ring the managers of the pool on Monday morning. E&S Ring put in place protocols which addressed the concerns. During this same timeframe the Ventura County Health Department was called who came and inspected the pool. It was determined repairs needed to be made to the pool's equipment. The necessary repairs are being made. The pool is anticipated to reopen tomorrow, Friday, July 18<sup>th</sup>. Due to heavy use on weekends, E&S Ring added an additional pool servicing on weekends.
- b. Kelli Miller asked about the timeframe for the mulching anticipated for installation along the planting beds of Landing Cove. Caroline Doll commented that the mulch has been purchased and anticipates the landscaping crew will place the mulch along Landing Cove starting Monday, July 24<sup>th</sup>. The placing of mulch is a short-term solution for the planting beds at the front of the townhomes along Landing Cove. A long-term solution to the landscaping concerns is being discussed with various parties including the university's personnel, owners, and potentially an outside landscape consultant.
- c. Karen Romney said she would like to have a conversation about the plants to be considered at some point, but not during this meeting.
- d. Caroline Doll commented there are many aspects to the discussion regarding plants including the amount of water that is supplied to the campus, by Camrosa Water District, which was significantly reduced during the drought. There are also measures being implemented due to the CA. state Sustainable Ground Water Management Act (SGMA). Plans are to look at plant replacements and landscaping improvements in light of sustainability and current constraints.
- e. Kevin Davis, Owner, raised the concern about the brush at the perimeter of the property. Bob Bolger, Owner also stated that his homeowner's insurance has increased 70% because a clean area is not maintained around the perimeter of the property. HAC Manager Friesen commented that CalFire has cleared the brush per state requirement by the mandated date of June 14, 2017. Friesen agreed to forward the owners' concerns to the University's Facilities Services department.
- f. An owner raised a concern regarding parking in University Glen by students who are renting rooms from owners of a homes in University Glen. The purchaser of the home must live in the home.
- g. Miriam Olson stated that 2-parking permits and 2-guest parking permits are issued to each residence in University Glen. She suggested owners who are renting rooms in their homes should be given additional permits/guest passes to accommodate renters.
- h. Tiina Itkonen raised the desire to open a pool at 6:00 a.m. for swimming, primarily lap swimming. It was agreed the HAC Manager will bring this issue up with E&S Ring who manages the pools and report back at the next HAC Meeting. The proposed starting time is 6:00 AM. This is proposed for the Santa Cruz

Island pool only. It was noted that the gate latch on the Santa Cruz Island Pool closes very loudly which may disturb residents in the area.

- i. An owner questioned whether it is required to use the apartment's rental garages for car storage only. The answer is yes, the rental garages are for car storage only.
- j. Parking in the Town Center was discussed.
- k. The neighbor dispute
  - Mary Walzer, stated she felt it was unfortunate that Russ Petruzzelli stepped down from the HAC. Walzer stated the nature of the dispute between herself and Brett Eastman.
  - Brett Eastman, stated safety concerns regarding accessing his garage.
  - Julie Rutherford commented that the purpose of the HAC is to comment on specific proposed architectural changes to individual units. Rutherford commented that she saw two issues here.
    1. A representative of the HAC, who was off the clock, took it upon himself to mediate in a dispute between neighbors which was unfortunate and resulted in him resigning from the HAC.
    2. This is an issue on your street/neighborhood between neighbors.
  - Various members of the community called for "common sense" when it comes to residents under 14 playing in the neighborhood with regards to safety and noise.
  - Mediation is available in Camarillo and is suggested as an option for these neighbors.

7. **Ongoing Status Reports**

8. **Architectural Reviews**

- a. No Property Improvement Applications were reviewed due to lack of quorum of HAC members in attendance.

9. **Construction Updates**

- a. None

10. **Upcoming Events**

- a. None

11. **Public Comments**

- a. None

12. **HAC Comments**

- a. **None**

13. **Future Neighborhood Improvements**

- a. No Discussion.

14. **Meeting Adjourned**

- a. Julie Rutherford, member of the HAC adjourned the meeting at 7:45 PM.

Attendees:

Eric Kogel	Owner
Miriam Olson	Owner
Karen Romney	Owner
Wolfgang Paasch	Owner
Carol Paasch	Owner
Mary Walzer	Owner
Darcel Lang	Owner
Christopher Brown	Owner
Brett Eastman	Owner
Steven Borecki	Owner
Kimberly Alnwick	Owner
Stephen Alnwick	Owner
David Seagraves	Renter
Jonathan Payne	Renter
Steven Boyd	Owner
Cristina Alvarez	Renter
Bob Bolger	Owner
Kelli Miller	Owner
Christin Doepke	Owner
Sonja Howe	Renter
Jim Welborn	Owner
Bryan Saavedra	Owner
Delia Garcia	Owner
Ross Crowe	HAC related
Kevin David	Owner
Joel Helling	
Kelsey Pritsker	Owner
Alec MacDonald	Owner
Lorin MacDonald	Owner
Chanda Cunningham- Spence	
Emma Battles	
Rosann Cuevas	
Steven Cosgrove	
Tiina Itkonen	Owner
Julie Rutherford	
Caroline Doll	CSUCI Administration
Jake Friesen	HAC Manager

**Future Neighborhood Improvements**

The following items are on a "Wish List" (*Included to retain resident's suggestions and concerns*)

- a) Beautification of DG path along creek adjacent Frenchie's Cove.
- b) Expanding the dog park.
- c) Suggestion for trees & picnic tables/benches between Community Garden & Dog Park.
- d) Children's Playground in the Commons Park.

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### Upcoming Meetings

University Glen HAC

<http://www.csuci.edu/siteauthority/uglen-residents/homeownersadvisory/>

2017 Next Meeting: Thursday August 17th

University Glen Community Advisory Group

<http://www.csuci.edu/siteauthority/uglen-residents/univ-glen-advisory-group.htm>

Next Meeting Dates/Times: TBD

CSUCI Site Authority

<http://www.csuci.edu/siteauthority>

2017: Mondays 11:30 AM: Aug 7, Oct 2, Dec 4

### **Contact Information for Residents (Taken from <http://www.csuci.edu/siteauthority/uglen-residents/>)**

**For Current Homeowners:** All payments of CAM fees shall be made via KennedyWilson's *RENT Cafe* or by mailing a check to 45 Rincon Drive, Suite 103-3B, Camarillo, CA 93012 or by delivering a check to the UGCAM Manager's temporary office at 1130 Santa Cruz Harbor Drive, Camarillo, CA 93012. (The University's CondoCafe is no longer available to make monthly CAM fee payments.) All maintenance requests shall be made via email at [UGCAM@kennedywilson.com](mailto:UGCAM@kennedywilson.com). For questions about monthly CAM payments or other questions, contact Jake Friesen, UGCAM Manager at 805-702-4038 or by email at [UGCAM@kennedywilson.com](mailto:UGCAM@kennedywilson.com).

**For Current Townhome Renters:** continue to use Rent Café to communicate concerns, ask questions, report maintenance issues, and pay monthly rent. If you wish to pay your rent by check, mail all payments to: Site Authority, One University Drive, Lindero Hall 2<sup>nd</sup> Floor, Camarillo, CA 93012. For additional issues, please contact Mike McConnell at 805-437-2675 or [mike.mcconnell@csuci.com](mailto:mike.mcconnell@csuci.com).

Home sales in the University Glen community, please contact Lori Lang at 805-437-2678 or [lori.lang@csuci.edu](mailto:lori.lang@csuci.edu).

Apartment rentals in the University Glen community, please contact University Glen Apartments at 805-465-0249.

Emergency Pager Number: All Homeowner & Townhome Renters maintenance emergencies outside of business hours: 805-739-8132.

