

UNIVERSITY GLEN HOMEOWNERS' ADVISORY COUNCIL
Minutes for Thursday, August 17, 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, Chair of the HAC called the meeting to order.
- b. New HAC members introducing themselves included:
 - Chris Williamson
 - Mark Hewitt
 - Carolyn PhillipsHAC member not present: Susan Engelmann
- c. J. Rutherford noted that Mark Hewitt will be representing the HAC Board on the University Glen Community Advisory Group. The next meeting of the University Glen Community Advisory Group is scheduled for August 30th at 4:00 in Broome Library Room 1310.

2. **Approval of Minutes**

- a. The July Meeting Minutes have been reviewed and approved. It was reported the meeting minutes for June and July have not been posted on the CSUCI website. C. Doll representative of CSUCI Auxiliary Services reported she is working to have these HAC Meeting Agendas and Meeting Minutes posted shortly online.
- b. J. Rutherford requested C. Doll update the members of the HAC Board on the CSUCI website.

3. **Public Safety Report** (Officer Curtis DiBoni, CSUCI Police Department)

- a. DiBoni provided an update regarding the incident of July 9, 2017, when several vehicles had items stolen. Two suspects have been identified. Charges have been filed by the DA's office on one suspect and charges are pending on the second. This is an ongoing investigation and additional suspects are being sought.
- b. On the night of August 11, 2017, there were reported two thefts from unlocked vehicles. And a theft from the exterior unsecured area of one apartment in Frenchie's Cove. These reports remain open with ongoing investigations.
- c. On the night of August 14, 2017 there was a reported theft from an unlocked vehicle. This report remains open.
- d. Fall semester is starting with move-ins scheduled to begin on Friday, August 25th with the beginning of the semester on Monday, August 28th. This is the first time there will be over 7,000 students attending classes and over 1,600 students in housing on campus.
- e. C. Phillips asked Officer DiBoni whether the charges which were filed in the thefts was someone in the community. Officer DiBoni responded that the suspects do not live in the community.

- f. Officer DiBoni reminded everyone to lock their cars. Do not keep valuable in your cars. Report any suspicious activity immediately by calling 911. The CSUCI Dispatch number is 805-437-8444.

4. **California Coastal Cleanup Day**

- a. Jenny Lindquist, the CSUCI Environmental Health and Safety Department's Environment Compliance and Hazardous Materials Manager reports CSUCI is hosting the largest volunteer project in the State of California, the California Coastal Cleanup Day. This year it will be held on Saturday, September 16th, 9:00 AM to 12:00 PM. The clean-up will be primarily in the Longres Creek area. The Cleanup Day is open to residents of University Glen, students, and faculty. Meet in the A3 Parking Lot. There will be no parking fees in that parking lot. Supplies, buckets, gloves, etc. will be provided. At the completion of the Clean-up Day, E&S Ring will be providing refreshments and about 20 T-shirts for the event will be raffled off. Jenny's contact email is jennifer.lindquist@csuci.edu.
- b. A resident asked Lindquist a question about the water quality in University Glen. Lindquist reports CAMRosa produces a water quality report for CSUCI which is uploaded on the University's website by searching the EH&S and looking under "Areas of Special Interest"--The Drinking Water Confidence Report.

5. **Feedback from the Site Authority Meeting—Carolyn Phillips**

- a. Carolyn Phillips reported she attended the Site Authority meeting because the published Agenda stated there would be discussion about the University Glen Reserves, with which Phillips has had a history of concern. Phillips voiced her concern about the reserves at the Site Authority meeting. Stating that she did not agree with the notion that it is best to move forward and that looking back at the accounting of the past is too difficult and time consuming. Phillips stated that this approach is unacceptable because the owners of University Glen paid into the reserves and a proper accounting of where the money is/went is necessary.
- b. Phillips reported that the walls at the front of the single family detached homes will be managed by the Site Authority and the walls will be repaired and painted.
- c. Phillips noted the street signage throughout University Glen is faded and needs to be replaced.
- d. Phillips stated the exterior lights on the homes are considered common area items. And over the years per the reserve studies going back to 2006 monies have been collected to replace these lamps and to date the lamps have not been replaced.
- e. Phillips reported in the past brush clearance has been itemized as a "reserve item". Phillips stated brush clearance is not a "structural" item and should not come out of the reserve account but out of the maintenance account.
- f. Phillips reported Missy Jarnigan with the University is working on an accounting of the reserves which will be available in August 2017.
- g. Phillips reported the university is working on a plan to address the landscaping in University Glen.
- h. Phillips reported she specifically asked about the reason for the recent dismissal of Erik Blaine and Dave Nirenberg. The Site Authority said they could not discuss the dismissals as that is a personnel matter and all personnel files are confidential.
- i. Phillips reported Russ Petruzzelli asked a question about whether there was any fraud or financial improprieties which led to the dismissals of E. Blaine and D. Nirenberg. Russ Petruzzelli himself clarified his question and stated Jim Considine, Chair of the Site Authority, responded to his (Petruzzelli's) question that he (Considine) was not aware of any fraud.

- j. Caroline Doll with the CSUCI Administration commented that the University has heard the concerns of the owners in University Glen including the single unit owners as well as Kennedy Wilson-MF are not satisfied with the condition of the landscaping. The University landscape department has restructured their schedule for addressing landscaping. The effectiveness of the new schedule will be determined as we move forward.
- k. C. Doll stated that the concern about the regrowth of brush is being addressed. CALFire has been called in to cut back the brush again to the levels it was cut back to prior to the June 14, 2017 deadline. The brush has been cut back along Camarillo Road and the perimeter of University Glen is scheduled to be addressed shortly.
- l. Sandra Bolger, Owner reported her homeowner's insurance premium increased 65% this past year due to her home's location in University Glen. That said the regular clearing of the brush is critical.
- m. C. Doll discussed briefly the call for a forensic audit. Doll traced the history of the management of University Glen from the development of the community in 2004 & 2006. The audit is intended to make sure "best practices" are in place going forward.
- n. C. Doll stated that with respect to the additional units in the 32-acres parcel can be found by going to the CI 2025 portion of the website. And going to the link describing the development of the 32-acre undeveloped parcel including the distribution of single family detached homes, townhouse, income/age restricted apartments and rentals.
- o. C. Phillips commented the new development does not include any additional road construction, i.e. widening the roads to and from University Glen. C. Phillips described her experience the day of the fire three years ago.
- p. J. Rutherford also described her experience on the day of the fire three years ago. Rutherford also commented that following the fire there was talk about an evacuation plan and everyone was aware of. She reported that she was not aware of anything coming of those discussions.
- q. C. Doll commented that the Environment Impact Report (EIR) for the 32-acre development was distributed to the fire department and other impacted agencies. Review of the EIR states that the fire/emergency evacuation is mitigatable.
- r. C. Doll reported her experience on the day of the fire in May 2013. She reported after the fire there were follow-up meetings to determine "lessons learned". C. Doll agreed she will contact the Police Department and report back on "lessons learned".
- s. Karen Romney mentioned SERC (State Emergency Response Commission) Training is something people may consider taking to be better prepared for emergencies.
- t. Chris Williamson offered that when a number is offered by the University with regards to reserves what the appropriate number should be. Williamson mentioned there are companies which do reserve studies would tell us what the community's reserves should be. J. Friesen, HAC Manager, explained that UG has had reserve studies done in the past. Friesen explained that UGCAM is securing bids for reserve studies from three firms. A new reserve study is intended to assist UGCAM in developing the UGCAM Budget for 2018-2019. It is UGCAM's understanding that the University's Budgeting process begins in October for the following fiscal year. Caroline Phillips commented that the reserve studies back to 2004 are available on NEXTDoor. Sandi Boyd commented that all of the discussion regarding reserves was brought forward a year ago and at that time

there was discussion that it was estimated there should be \$2,000,000 held in reserve for regularly scheduled maintenance items.

6. UG Community Advisory Group Report

- a. Miriam Olson, who is member of the UG Community Advisory Group provided the report because at the time of the July UGCAG's meeting the HAC Board was without a Chair. The function of the UGCAG is to act as an intermediary between the HAC (Owners) and the Site Authority. Olson commented that many of the items which were discussed at the July UGCAG's meeting have been offered at this meeting by Caroline Phillips.
- b. M. Olson reported that at the July HAC meeting the safety concern with regard to the overgrown brush was brought up. At the July UGCAG's meeting the HAC representatives reiterated to John Gormley, the CSUCI Campus Architect, and the importance of addressing the overgrown brush. It is reported that CALFire will be in UG clearing the brush shortly.
- c. Regarding the landscaping, the University's landscaping department is implementing a new program based on teams of workers in both the Campus and UGlen which will rotate through the various communities. Olsen mentioned that repeatedly the UG representatives assert that the same standard for the Academic Campus needs to be used in the Residential Campus (UGlen). This new landscaping program is to be reviewed quarterly with attention to consistency. The protocol for issues with the landscaping is to reach out the J. Friesen (UGCAM Manager) who will prioritize and enter work orders to the University's work order system. When the work order is complete, Friesen receives notification. Friesen follows up with owners to verify the work is completed.
- d. John Gormley, CSUCI Campus Architect made a presentation offering how the campus uses a Facilities Condition Assessment Report which offers industry protocols to address life cycle maintenance/replacement issues.
- e. The meeting attendees were informed that at the August meeting of the UGCAG Missy Jarnigan, AVP of Finance & Budgeting, will present her continuing work on the UGlen Reserves. It was also discussed she intends to present her findings with regards to the Reserves to the September HAC meeting.
- f. Regarding the low walls of the single family detached homes, the Site Authority sought legal counsel. The working assumption is that the University will/should make repairs to the walls, adding the repairs to University's project list. Olson commented that following the repairs to the walls it is still "up in the air" as to who will be responsible for maintaining the walls, i.e. the individual owners or the University.
- g. Ray Porras, Director of Transportation and Parking Services discussed Guest Parking in University Glen. R. Porras verified that there is no "special" parking enforcement during the weekends. All parking in University Glen, including Guest Passes, can be enforced 24/7. Guest permits can be procured from the HAC Manager during the week and E&S Ring over the weekends.

7. Management Office Report (E&S Ring CI/Site Authority Representatives)

- a. Russ Petruzzelli questioned the charges for replacement parking permits. J. Friesen, UGCAM Manager, stated that going forward the resident parking passes replacement, i.e. for a new car, etc. will not be charges a fee. For the replacement Guest Pass a fee of \$25.00 will be charged. The check shall be made out to the CSUCI Site Authority. It is understood the "lost" Guest Pass will

be removed from the resident's record and will be transferred to a "Hot List" of Lost/Stolen list.

- b. If there is an incident/event during non-business hours residents can call the Police Dispatch number and report the issue, i.e. broken sprinkler head. The Police Dispatch number is 805-437-8444.
- c. At the UGCAM's temporary office at the Santa Cruz Harbor Pool House a drop box has been installed. This will allow any CAM payments or communications to be delivered 24/7.
- d. The HAC Manager has a copy of the University's Landscape Department's schedule for the landscape crew in University Glen for those who want to look at the schedule.
- e. Regarding the blue tarp on the slope of the hill below the water towers adjacent to the Santa Cruz Island Pool, the University has received the report from the geological testing firm. It states that the slope is stable. The University is working on a plan to remove the tarp and replant the slope with appropriate plantings.
- f. Regarding the overgrown brush along Channel Islands Drive between Twin Harbor Drive and the round-about to the north mentioned during the July HAC Meeting with Facilities Services, John Gormley commented that he was not aware of the area where pre-fire there was an operational irrigation system and now where the hillside is overgrown. He was also made aware that the sand bags installed after the fire to control erosion appear to have served their purpose and may be removed as the bags look unkempt. C. Doll commented that it was her understanding the vegetation growing on the hill in this area is natural drought tolerant plants. Gormley agreed he would investigate the area.
- g. Russ Petruzzelli mentioned it appears the irrigation system on the hill side of Channel Islands is leaking creating a swampy area with cattails growing.
- h. Russ Petruzzelli mentioned that the sand bags along Channel Islands Drive near Twin Harbor Drive were placed there to control the water making the turn around the corner. Petruzzelli reported D. Nirenberg stated a wall was going to be built there and at that time the sand bags would be removed.
- i. The question of rattlesnakes in UGlen and placing a reasonable quantity of warning signs at the perimeter of UGlen has come up. A subgroup of owners led by HAC member Chris Williamson will make a recommendation as to number and location of rattle snake warning signs.
- j. The Campus Architect forwarded a letter from CAMRosa with information stating there are two periods this fall during which recycled irrigation water may not be available. August 26th to Sept. 1st and October 23rd to November 10th.
- k. The construction on the Leasing Center in the Town Center has started. The anticipated completion date is mid-November.
- l. The renovation of the Cathedral Cove Pool is scheduled to start after Labor Day on September 5th. The pool will be closed from Sept 5th through the first week of November. During this time the Santa Cruz Island Pool will be available. The renovation of the Santa Cruz Island Pool/Fitness Center will not commence until the Fitness Center at the Town Center and the Cathedral Cove Pool Projects are complete.
- m. The selection of colors for the townhouses is forthcoming from the Campus Architect.
- n. UGCAM Manager is in conversation with the painting contractor about the removal of foliage from the townhouses in preparation for painting of the townhouses. Further information to follow.

- o. About two weeks ago the mosquitos moved in. The HAC Manager received a document from the University's Facilities Services describing the source of the mosquitos in our area, discussion of the health concerns poised by mosquitos and ways to address living in an area with mosquitos. The document mentions the Ventura County "Vector Control" program. This program provides for regular assessment of standing water areas and catch basins. This program encourages people to notify the County of locations of standing water. The program also includes use of environmentally friendly "dunks" in areas of standing water as well as the use of insect traps.
- p. Regarding the trash bins, a second mailing is scheduled in early September to remind the residents about putting the trash bin out for pick-up on Monday evening and returning the bins to the courtyard behind the wooden gate the following Wednesday.
- q. As part of the asphalt slurry coat project Caroline Doll has pulled together several persons including Mark Hewitt and the HAC Manager to review the locations of the painted curbs in University Glen. The painted curb locations have been reviewed and are being finalized. Once finalized Facilities Services will procure a contractor to complete the curb painting.

8. Unfinished Business

9. New Business

- a. Karen Romney expressed her concern about the tenor of the HAC meeting last month. Specifically how individuals were singled out and how any one of the residents could be the focus of attention whether it is justified or not.
 - Sandi Boyd suggested the reason community meetings become like the HAC meeting last month begins before the meeting and is as result of us not knowing our neighbors. Sandi Boyd suggested the HAC support her idea of each block having a pot-luck gathering sometime in the next several months to say "Good-bye" to those neighbors leaving and say "Hello" to the new owners in the neighborhood.
 - Darcel Lang commented that having lived here for 8-months, she has picked up is the sense that those who have lived here for a long time seem to feel the can "run the joint".
- b. The use of the park for community activities such as a movie night and/or pot-luck dinner, etc. This would be an opportunity for members of the community to get to know other. Julie Rutherford mentioned there is entertainment focus group on NEXTDoor which may be of assistance in putting together community activities.
- c. Caroline Phillips mentioned the landscaping that is up against the walls needs to be removed to paint the wall. Doesn't it make sense to remove the Lantana, paint the wall, and replant the Lantana?
- d. C. Phillips mentioned that people drive pretty fast in her alley and requested speed limit signs be put up at the entry to the alleys. It was reported there are 15 mph speed limit signs in the alleys. Installation of speed bumps was suggested. Persons also mentioned the concern of speeding on Channel Islands.
- e. Miriam Olsen mentioned an owner had called the E&S Ring offices and been told applicants wanting to qualify to rent an apartment could use their student loans as income on the application. HAC Manager Friesen commented that in talking with management at E&S Ring applicants cannot use student loans as income to

qualify to rent an apartment. The HAC Manager has a copy of the qualifications E&S Ring uses when qualifying potential renters for their apartments.

10. Architectural Reviews

- a. During the month of July/August there were three Property Improvement Applications which were presented, distributed to the members of the HAC, and approved. The three application in the following blocks:
 - 300 Block of Cuyler Harbor Drive—extension of fence 20-feet at the top of the existing fence
 - 300 Block of Landing Cove—addition of 2-feet of diagonal lattice at the top of the fence in the courtyard to her neighbor.
 - 400 Block of Channel Islands Drive—addition of approximately 2-feet of redwood lattice at the top of the courtyard wall. Also addition of black wrought-iron fence at the patio in the front of the unit.
- b. Two Property Improvement Applications are offered for the members of the HAC action this evening in the 300 Block of Landing Cove.
 - In the 300 Block of Landing Cove the owner requested the addition of 3-foot high black iron fencing between the arches of the front patio. The supporting documentation showed the location and sketch of the proposed ironwork. This application was approved.
 - In the 300 Block of Landing Cove the owner requested the addition of lattice work on the top of their stucco courtyard wall. The HAC members requested additional information from the owner including the location of the lattice and the type of lattice the owner is proposing to construct.

11. Construction Updates

12. Upcoming Events

13. Public Comments

14. HAC Comments

- a. Chris Williamson requested an update on the exterior paint color selection for the Single Family Detached homes.
- b. Chris Williamson mentioned that on Page 22 of the Ground Sublease dated 2002 says there is a 15% exemption from resale list. Further investigation is required to respond as there are several published versions of the Ground Sublease.
- c. Russ Petruzzelli stated that because University Glen is considered part of the University, the University owes the owners of University Glen twice as many workers to make the neglected landscaping right. Petruzzelli stated the University has “shorted” the manpower needed to satisfactorily service the landscaping in University Glen.

15. Future Neighborhood Improvements

16. Meeting Adjourned

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

Attendees:

Chris Williamson	HAC Member
Mark Hewitt	HAC Member
Julie Rutherford	HAC Member-Chair
Carolyn Phillips	HAC Member
Kim Demmary	
Gloria Jones	
Chet Jones	
Mario Cassillas	
Kristen Cassilas	
Darcel Lang	
Jennifer Greule	
Brett Eastman	
Miriam Olson	
Susan Doswell	
Sandi Boyd	
Sandra Bolger	
Robert Bolger	
Russell Petruzzelli	
Elsa Silbert	
Karen Romney	
Steven Borecki	
Jennifer Lindquist	CSUCI ES&H Department
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 September 21st

University Glen Community Advisory Group

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

Next Meeting Dates/Times: Thursday, September 28th at 4:00 in Broome Library, Room 1310.

CSUCI Site Authority

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

2017: Mondays 11:30 AM: 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 Kennedy Wilson's *RENTCafe* 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. 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.

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 2nd Floor, Camarillo, CA 93012. For additional issues, please contact Mike McConnell at 805-437-2675 or mike.mcconnell@csuci.com.

Home sales in the University Glen community, please contact Lori Lang at 805-437-2678 or 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.