

UNIVERSITY GLEN HOMEOWNERS' ADVISORY COUNCIL
MINUTES for Wednesday, August 19, 2015

1. Call To Order

- a. Meeting called to order at 6:01 by David Carlson
- b. HAC Attendees:
 - i. David Carlson
 - ii. Susan Engelmann
 - iii. Kayleigh Fry
 - iv. Diana Estes

2. Approval of Minutes

- a. Monthly HAC minutes are normally circulated and approved via email following each meeting. The July 2015 minutes will be posted online upon approval.

3. Public Safety Report

- a. Officer Brownfield, Officer Jetton
 - i. Complaints of speeding delivery trucks. Officers notified. Increased enforcement on Camarillo Street. One stopped. Truck drivers know there is heavy enforcement.
 - ii. Not supposed to drive in on University Drive. They have been notified. Dave is aware. Trees overhanging and hitting tops of cars so trees will be trimmed down.
 - iii. Lt. Morris in touch with Dave and speeding will not be tolerated. Inflow of cars is significant and is just about complete. Therefore, there will be fewer deliveries. Cars will be cycled out to fill other facilities. Time frame is unknown.
 - iv. Friday 8 am -6pm- Santa Paula Street down on south campus will be closed/impacted for students moving in.
 - v. Smell of marijuana detected from the apartments.

4. New Business

- a. Cars parked in Phase 2A/2B
 - i. Valley Crest RV has not been moved yet. Will be moved in the coming days.
 - ii. Where does revenue go to? Dave does not know. Second fence, facing to the right at second roundabout wasn't extended. It will be installed on Friday. If it becomes an issue, it will be extended.
 - iii. RV will be moved out. It is the intention to have it moved out of the location.
 - iv. Are they paying CAM fees? No. They are paying rent to Site Authority. CAM fees are for developed property only.
 - v. Tears on fencing are intentional. They are for wind load relief. John (from fence factory) spoke with Dave about it. He agreed that there could have done a better job done on fencing.
 - vi. Contract with Glovis International is in place for a year. Insurance is part of the contract and is picked up by Glovis.
 - vii. If there is a fire: consultation with state fire marshal and he approved. Not in writing.

- viii. Cost of additional fencing is being mitigated now with Glovis International. None borne by homeowners or residents.
 - ix. Rent paid back to university expenses or paid towards debt? He isn't sure. He can't speak on that. Site authority, Eric, President would be knowledgeable of the answer.
- b. Preparation for potential El Nino
- i. Creek bed mitigation completed. It is required by state fire marshal. They inspect to pass or fail. Hasn't been addressed much since the topic arose. Residents proposing more clearing of the creek bed. Debate as to whether the "green plant matter" is beneficial or not.
 - ii. Are the hills safe up by the two big water tanks? Facilities should verify that ground is stable and safe. The rain could undermine the tanks and jeopardize their integrity.
 - iii. Some small rutting developing along DG path adjacent to creek.
 - iv. Bottom half of creek bed is cemented. Green growing matter is beneficial to the structural integrity and allows water to go back into the earth. Cuttings where garden is left in creek bed near garden, which would back up water flow further down the creek.
 - v. Russ: Concrete pillar within creek bed. Concrete pipe that traverses the pipe hit by rock. Large tree limb growing over that area. Requested a Condo Café to repair/remove the tree.
 - vi. Darcey → Sprinklers: Will be monitored during rain? Yes. So that they don't overwater. No rain sensor system in place. Rely heavily on staff. Mowing during rain brought up, therefore, landscaping shouldn't be called in. Dave working closely with Valley Crest.
 - vii. Condo Cafe notified about cleaning gutters to prepare for El Nino rains. Dave made a note.
 - viii. Dying trees, sycamore trees. Channel Islands Drive. Dying last year. Email pictures to Mike or Dave.
 - ix. Outdoor cleaning of house noted by Russ quote approximately \$50 per house from previous service.
- c. Property Maintenance and Reserve Funds
- i. Pictures sent to Dave and HAC of decaying property locations. Has been communicated to different boards and will be communicated back to HAC. Dave notes that there are areas that need attention. Resident noted that CAM fees have gone up and maintenance has gone down. Dave: "you will see the answer in our response (to HAC board)."
 - ii. Photo gallery sent by Steven Clark to Board of Directors ("BOD") and Site Authority. Resident heard back from Dr. Rush who promised an investigation. Heard back from VC supervisor who was shocked at the dilapidated /ill-maintained structures. David and other board members will be responding in writing. Stephen Clark, the sender of the letter, would allow the letter to be public. Dave said that the letter will be made available to Site Authority, BOD and HAC. Therefore, he states that it will be public at that point. Again, CAM fees have increased and maintenance has been declining. Will share Pres. Rush's response.
 - iii. Homeowners (SF) that don't maintain their property: who goes around to homeowners to notify that they must upkeep home? University Glen is responsible to relay those messages. 7 homes notified that were part of the document with pictures sent in to Dave. Homeowners are responsible

- for those upkeeps. SF Courtyards are homeowner responsibilities. Will refer to the ground sublease.
- iv. Townhomes don't appear to be painted or kept up. Exteriors are subjected to a Condo Café Request.
 - v. Darcey: requested home to be painted 2 years ago. Townhome has yet to be painted. Asked consistently. Response: "We'll look into it." Another question of "Where is the money? Where are the reserves?" It has been brought up several times and the response doesn't suffice. Dave will no longer respond to the issues.
 - vi. Resident has questioned whether there is a master list for paint and repair colors. Residents want it posted to next door. Wolfgang stated that the number given didn't correspond with the previously painted color. Link on the Fact Page on University Glen Website. Mike should be able to provide that list so Kim will email him directly. Dave has noted it. Townhomes: UGlen is responsible for all maintenance and paint. Exterior lighting on the house (lantern lights) comes back to HAC.

5. Unfinished Business

- a. Accounting Group Update:
 - i. Eric committed to providing additional resources to effort. Dave has nothing more to say for this meeting. Eric will be providing more resources to HAC, but there is no time in which it will be addressed. Accounting group has requested bank statements for three years. Public records gave two separate accounts where money will flow into. CAM fee check deposited and was put into one of the accounts. Funds go into two accounts and are aggregated and they are not separated by home. One account kept at 150K and funds being swept into larger account ~6M. Funds go back and forth to keep checking at 150K. This is normal. Don't need separate accounts for separate issues. What we need to refine request: PeopleSoft chart of accounts with complete titling and definition as to what each account is. Also requesting Universities chart of accounts, especially those pertaining to University Glen. Record for the accounts that are relevant to Residents.
 - ii. PeopleSoft accounts are behind the comingled accounts. How the glen determines the rules. "GASB" and operate under rules and regulations of the university.
 - ii. Darcey: Trash bill estimated to go up, does this back up the CAM fee increase. There isn't enough documentation to support that claim. Russ response is that they are working on it as the accounting group. Dave says that they are working on these questions pertaining to the billing and CAM fees.
 - iii. Accounting system used? QuickBooks. Dave is driving the effort in terms of the accounting questions.
 - iv. Eric has raised level to extreme priority. Dave would like for it to be done next month, but no date given.
 - v. Wolfgang: 2 piles of information - 50 Questions and additional less complicated questions – copy of answers to response to audit. This should be regularly available. This was asked last month but has not been made available.
 - vi. Question made regarding CAM fees: according to Dave, decision to increase CAM fees was made at BOD meeting in April. Based on a

- review of reserve study. Looking at different scenarios. What were the scenarios and reasoning to come to the conclusion to increase CAM fees 10%? He has no answer at this point.
- vii. He will commit to answering that question by next Friday (the 28th).
- b. "East Campus Development Area Planning Group" update
- i. No update at this meeting but will continue to stay on the agenda.
 - ii. Met with mediator since the last meeting. Matthew W. Took concerns and specific issues. Very similar to discussion at HAC meetings. University acknowledged that the 2025 plan could have gone smoother. Requested docs : Declaration of residents, UG response to declaration, audit report form 2014 for discrepancies. All were provided.
 - iii. Second East Campus Development Area Planning Group: Four attended from that committee (JLL) but attendance has fluctuated. UGlen community was advised on Nextdoor to attend proceedings but not interact.
- c. CAM Fees & Condo Café
- i. From last month: Issues regarding paying through Condo Café. Dave states that issues were centered around residents doing bank transfers and going into Condo Café. Dave will address further issues.
 - ii. Fixed so that requests can be viewed afterwards? Yes. Has been fixed.
- d. CI Drive Street Lighting update
- i. Dave: received bid form private contractor 127k. Expected this amount to be much less. Could be done in-house. Will this come to a vote? Dave: information gathering. It is a safety issue and that the temporary solution has extended beyond the time. Residents need to decide whether they need the streetlights and address the problem of light pollution. Funds would come out of reserves. Want to do something less intrusive and less expensive. Looking to HAC for guidance and to address the safety issues.
 - ii. Issue closed months ago. Residents were split between street lights and bollards? U glen would take the decision from there because it is an infrastructure issue. Now hearing the conversation reversed. Put on the agenda for future vote. Bollards require protective covering to reduce light pollution in homes. Not sure of the pricing between the two options: bid will most likely be requested for the second. Must meet property standards. Temporary solutions are being taken over by children and frequently have to be fixed. Survey will be put on Nextdoor for community input by Russ. Current lighting needs to be improved; current ones are a little worse for wear.
- e. Town center open mic update
- i. Dave is working with campus Mariachi group. Challenging to discuss during summer. Looks like they will have a group next Thursday.
- f. Condo Café FAQ Page
- i. Under construction. Add info on how to use Condo Café.
- g. Valley Crest landscape maintenance
- i. Maintenance concerns

1. Mike McConnell is having weekly meetings with Valley Crest to raise maintenance concerns. Homeowners concerned with poor work by landscape crews.
- ii. Drought issues
 1. Replaced sprinkler heads to use less water.
 2. Campus must reduce water usage by 32%
 3. UGlen will need to conserve as well.
- h. Testing area for one day per week watering (CI Drive at Chapel Drive).
Home appraisals
 - i. Closed issue.
- i. Community representation on UGC Board of Directors
 - i. President will appoint after Andrea Grove's term is up.

6. Management Office Report

- a. All topics already covered.

7. Ongoing Status Report

- a. BBQ Area, Fitness Center, Pool Areas, Dog Park, Community Garden
 - i. Add one tree in dog park. Not in the middle?
 - ii. Benches can cause dogs injury between slats.

8. Future Neighborhood Improvement Requests / Wish List

- a. Beautification of DG path along creek adjacent Frenchy's Cove. (Native plants that are compatible with fire regulations).
 - i. No comment from UGC.
 - ii. Old Drip Irrigation pipes along the side should be taken out as they are a tripping hazard. Original drip system broken in several places. Mulched over or pulled out. Creek bed area is barren and herbicide sprays are killing local plants.
 - iii. Pathway is barren.
- b. Suggestion for trees & picnic tables/benches between Community Garden & Dog Park
 - i. Tabled.

9. Architectural Reviews

- a. None.

10. Construction Updates

- a. Student Housing Phase 3 continues along south side of campus. Use caution when driving along Santa Paula Drive.
- b. Dining Commons Expansion continues in South Quad. Minimal effects on UGlen community.

11. Additional Public Comments

- a. Student Government representatives.
 - i. Evie Forster: Green Generation Presidents
 1. Evangeline.forster958@myci.csuci.edu
 - ii. Monique Reyna: CI Student government president
 1. Hida.reyna688@myci.csuci.edu

- iii. Proposed Farmers Market for the campus.
 - iv. No location set yet.
 - v. Will work with company to develop it. (Raw Inspirations)
 - vi. Day and time will be critical.
 - vii. Food service – not a conflict with campus operation.
 - viii. Students should get a social media presence.
- b. Question was raised by a resident about general maintenance contract other than landscaping.

12. Additional HAC Comments

- a. None.

13. Upcoming Events

- a. First Day of Fall Semester: August 24, 2015
- b. Next HAC Meeting: September 16, 2015, 6:00 pm
- c. Site Authority Meeting: August 25, 2015, 2:00 pm
- d. UGlen BOD Meeting: October 8, 2015, 4:30 pm

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<http://universityglencorp.csuci.edu/>  
Next UGlen HAC Meeting:  
Wednesday September 16, 2015 6:00 PM  
Next UGlen Board of Directors Meetings  
Thursday Oct 8, 2015 4:30 PM