

# UNIVERSITY GLEN HOMEOWNERS' ADVISORY COUNCIL

## MINUTES for Wednesday, November 18, 2015

### 1. Call To Order

- Meeting called to order at 6:02 by Chair David Carlson
  - i. HAC Attendees:
    1. David Carlson
    2. Kayleigh Fry
    3. Diana Estes
    4. Susan Engelmann

### 2. Approval of Minutes

- October 2015 minutes were approved at meeting.

### 3. University Glen/Site Authority Update – Erik Blaine

- Eric will send an update. Having a medical issue at the moment.

- High level update:

- Landscaping services provided by Valley Crest will cease operations at the end of December. Landscaping will be provided by the campus staff. More universal approach to the management. Anticipated higher level of service. Landscaping budget will be discussed at further meetings. Part of the budget development process. Homeowners are concerned that the change in service provider to the campus forces will increase homeowner costs.
- Cam Fee will be rolled back to July 1<sup>st</sup>, 2015 amount. Letter sent to current homeowners that will outline the change.
  - SRF adjustment, \$87.70 (\$17.54 a month). Fee from \$212.40 to \$194.86.
  - TH adjustment, \$142.2 (\$28.44 a month). Fee from \$305.98 to \$277.54.
  - Ledger with history will be provided. Letter in the mail 11.19.2015. Notice for El Nino will also be included with solutions and preparation information. Renters will receive the letter as well. Will be posted to nextdoor.com as well. Funds coming from car income goes “onto the table.” HAC board will be involved.
- 37-39 questions: Final draft to answers has been completed and is in the process of review. No update from Erik regarding when the letter will be sent to homeowners.
- Campus budget: 2016/17 CAM budget to be developed cooperatively with UGC Board of Directors, HAC, UGC staff and campus staff. Detailed information on all expenses will be reviewed and applied to the budgeting process. Under review and boards will be involved. Eric will not be closely involved. Information will be provided to HAC group prior to the submission. Will extend the common area maintenance fee due to time constraints. May need to wait until Feb. Input from HAC and the board of directors. Accounting information will be provided. As to the type of meeting method, this is still to be decided. Possibly HAC meeting or a separate evening meeting. First meeting or two will be in person. May continue as electronic.
- UGC organization will change in the coming months. Auxiliary group will take away all non-residential services. More than commercial services. UGlen will remain with the Site

Authority to continue real estate services. Certified property manager will be hired. The position would oversee the corporation and its activities. 328 apartments – will be put onto the market, available to a developer to purchase. Property management firm in the making of being hired to begin discussing the common area maintenance issues. The new management group will still be overseen by the BOD. Wishes to expand the BOD to include the HAC possibly. The whole process is still unsure and will be discussed. Representation of the apartment property management will be a representative as well as the manager of the new phase. BOD meetings may be asked to meet more frequently; more than quarterly. This is meant to create involvement of all aspects of the neighborhood.

A new auxiliary will be created to oversee all non-real estate activities:

- University Glen Corporation (UGC) will remain the real estate auxiliary for the Site Authority.
  - University Auxiliary Services (UAS) will become the auxiliary for commercial services and other functions on behalf of the campus.
  - This will be effective July 1, 2016 but we will transition over the next couple of months.
  - UGC to be headed by a Senior Director, likely with a Certified Property Manager designation.
- Car storage is to remain. Car contract can be revisited at any time. Vehicle storage vehicles have been an issue with the movement of cars in and out. Report to Dave and Eric. Route is to be Camarillo Street. No entrance through university drive. Company contract states that the company will repair any damages and will pay for it out of their pocket. Hard data about the poll will be provided to community.
  - UGC is in the process of reviewing property managers to come in to oversee the common area.

#### **4. Public Safety Report**

- PD Representative: Jeff Cowgill
- Earlier in November there was a fire alarm and water pipe breakage issue. Quick response with minimal damage.
- Alleged assault near Camarillo Street and Channel Islands Drive. Appears that the victim was new to the area and met a woman online on the PlentyOfFish website. She asked to meet him at CSUCI, where he was assaulted by three individuals. Police and FBI are investigating.
- UPS/FEDEX deliveries: There is considerable concern about holiday packages being stolen after the delivery trucks do their rounds. PD encouraged homeowners to track their packages as they are in transit. PD will put out information about this to the community.
- Graffiti update: Graffiti was immediately removed after PD photographed and documented it.
- Pool update: Concerns by homeowners regarding late closing of the pools. PD responded that sometimes they are on other calls at closing time, but will try to improve timeliness of locking the facilities at night.
- 10 acre fire in CI Park. 10 units responded and extinguished the fire quickly.

## 5. New Business

- Open HAC Member Seat
  - i. Responses from 2 individuals. John and Julie Rutherford.
  - ii. Julie Rutherford approved as new member of the HAC.
- HAC Regular Meeting Date Change proposal
  - i. This particular Wednesday is difficult for officers to attend.
  - ii. Recommended that date is moved to the third Thursday for the month at 6:00. Will commence in December. Next meeting will be December 17<sup>th</sup>.

## 6. Unfinished Business

- Accounting Group Update
  - i. Open questions still stand.
  - ii. Exhibit C
  - iii. Dave will talk to Eric about Exhibit C.
  - iv. Dave cannot provide a date that the 2014-2015 will be provided.
- CAM Fee status (reduced fees)
  - i. Discussed above by Eric.
  - ii. Letters going out with ledger. In the mail tomorrow.
- "East Campus Development Area Planning Group" update
  - i. No meeting since the last. No updates as of now.
- CI Drive Street Lighting update
  - i. Dave – No update.
  - ii. Budget provided to the site authority indicates 120K for lighting delegated. Dave states that this is merely a bid. A CAM fee increase followed. Dave does not know who created this budget originally. Dave states the types of lighting discussed (as discussed at a prior meeting).
  - iii. Dave has no idea regarding the process of which CAM fees are increased. "Eric develops those."
- Town Center open mic update
  - i. Attempted to work with music department and the department seemed overwhelmed. Nothing this semester. Community is receptive to referring outside groups.
  - ii. This is low priority at this time.
- Landscape Maintenance
  - i. Discussed above.
- Drought issues / Preparation for El Nino
  - i. Discussed above by Eric.
  - ii. Gutters – townhomes are in the works. Should be done within 30 days. This should be put on next door.
  - iii. Sandbag station. Filling station will be near the North Pool. Instructions should come from on-campus resources to discuss the making of sandbags, placement, etc. Other neighborhood updates are being discussed. Multiple campus meetings on the El Nino. Creek cleaning has commenced. Campus is bringing in an engineer to look at runoff areas for sandbag placement. Will be patrolling UGlen as well. University drive would be best choice for evacuation.
- Exterior Building Maintenance / Repairs
  - i. In the process of a bid to paint the whole property and resurfacing all streets within property. Unresolved as of now. Possible 6-9 properties. This is a reserve

budget. Single family homes could be eligible for painting but would be charged separately.

- Vehicle Storage in 2A/2B Update
  - i. Discussed above.
- Pools, BBQ Areas, Fitness Centers
  - i. Nothing to report.

**7. Management Office Report – Dave Nirenberg**

- Items covered in earlier notes.

**8. Architectural Reviews**

- 232 Anacapa Island Drive, lights and palm trees installed along alleyway. Never approved by HAC. UGC will follow up with Ruben.

**9. Construction Updates**

- Student phase 3 is still in progress along southern edge of campus. Use caution when driving in this area.

**10. Additional Public Comments**

- No additional comments.

**11. Additional HAC Comments**

- No additional comments.

**12. Upcoming Events**

- HAC meeting for December is on the 17<sup>th</sup> at 6:00 pm.

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<http://universityglencorp.csuci.edu/>  
Next UGlen HAC Meeting:  
Wednesday December 16, 2015 6:00 PM