

**UNIVERSITY GLEN HOMEOWNERS' ADVISORY COUNCIL**  
**MINUTES for Thursday, March 17, 2016**

**1. Call To Order**

- a. Meeting called to order at 6:00 pm by David Carlson
- b. HAC Attendees: David Carlson, Kayleigh Fry, Diana Estes, Susan Engelmann, Julie Rutherford

**2. Approval of Minutes**

- a. February 2016 minutes approved online. Posted on website.
- b. January minutes will be up tomorrow.

**3. Public Safety Report**

- a. PD Representative: Curtis DeBono
- b. Feb 25<sup>th</sup>, minor hit and run.
- c. Feb 28<sup>th</sup> and March 1<sup>st</sup>: residence egged.
- d. March 10<sup>th</sup>: break in on Cathedral Cove apartments. Nothing taken. Vehicles with unlocked doors.
- e. April 17<sup>th</sup>: Autism run. Traffic will be affected. Information will be dispersed as the time nears. Morning until about noon.
- f. Road closures now: closures until around June, approximately. Discussed at a later time during meeting.

**4. New Business**

- a. New Management Company relationship with HAC and residents.
  - i. Emma Mosher. Manage both residential and commercial.
  - ii. Amanda Erin and Desiree will be the day to day points of contact in the office.
  - iii. Offices will be located in UGlen Offices.
  - iv. Responsible for budgeting and all structures and common areas.
  - v. Next meeting:
    - 1. Cam fee letter: the idea that there is money owed by homeowners. More detail will be available at the next meeting. CAM fees have been reallocated to be made more understandable, by the type of unit. New process will be implemented. Future years, CAM fees will be increasing. Next meeting, they can go over line by line description and a general description. When this will be implemented.
    - 2. Reserves: Will discuss at the next meeting.
    - 3. Also at next meeting: discuss the organizational structure of all working processes and entities.
    - 4. Also, management costs.
    - 5. Landscaping fee. Residents told that they will not be paying more. Residents want to see the numbers behind the statement.
  - vi. Recommendation to table all side discussions other than this new business to discuss all things new management.
  - vii. Ventura Investments will be responsible for external maintenance for the time being. Leasing will be through university Glen, for the time being.
  - viii. Condos to be sold: Still under university Glen. Timeline: Letters have gone out. Sales to begin as leases expire. When lease is up, the individual can buy the

townhome or move. No limit as to how many can be out onto the market as of now. There may be opportunities for extensions. Pricing algorithm and property values? Dave will research.

- ix. UGlen residents → Ventura Investment → Mike → Campus landscaping
  - x. Request: statements be mailed to homeowners in regard to CAM fees, etc.
  - xi. Code violations: Addressed to Ventura Investments as to penalties and the severity. Difficult to enforce for homeowners. There is no note in the ground sublease that would allow fines. Notices can be given. The process of enforcement will be slow.
  - xii. University Glen will not cease to exist. Its focus will shift to more commercial and retail needs. Ventura Investments will take over architectural improvements.
  - xiii. Homeowners will receive a letter that identifies the contacts, hours, goals, role in the transition. Letter to include a section that homeowners submit questions to aid in the next meeting. Also bring awareness to highlights of the ground sublease that make new individuals aware of the requirements of the neighborhood.
- b. HAC has the power to suggest changes to the ground sublease. Continue the conversation as to the idea of fees for code violations.
- i. Landscape and repairs to homes: External improvements will most likely go through Ventura Investments. Internal changes that require inspection: Will most likely go through University Glen.
  - ii. Process for code violation: First, contact the homeowner and discuss the implications of the ground sublease. Face-to-face discussion as to violations of the ground sublease.
    - 1. How has Ventura Investments dealt with these types of things?
      - First: notices, face to face interaction.
      - Second: Utilize the ground sublease to make decisions.

## 5. Unfinished Business

- a. UGC Accounting
  - i. Will be a big discussion as to the accounting at the next meeting with Ventura Investments. Transparency!
- b. "East Campus Development Area Planning Group" update
  - i. Large numbers of cars have moved out. This doesn't mean that there will be any new construction any time soon.
  - ii. Meeting: February
    - 1. Discussion about amenities. Which would be desirable in the new development area. Through RFQP process. Currently at the point of requests for proposals. In discussion regarding apartments and town center. Expecting to hear back about the results in the next few weeks.
    - 2. New development: in the infancy phase. (Dave) Leaving it up to the developer to come up with the plan: all apartments, for sale, etc. Budget is in place, then the developer is given the opportunity to make suggestions. More than likely not all apartments. Similar to what is already in UGlen.
  - iii. UGlen Board Meeting
    - 1. Important that an HAC member attend the meeting. Topics come up that would be relevant to the HAC.

2. Townhomes: letters have been sent out. Timeline of sale of all units is approximately 4 years.
  3. Landscaping: cost will not exceed the current cost/what was being charged by valley crest.
  4. CAM fees: prior stated, as cars remain, the CAM fees will stay the same. Big ticket items have not been addressed. Maintenance hasn't improved, therefore, there is question as to whether the cam fees should increase.
- c. Landscape Maintenance
- i. Herbicides sprayed along the creek and DG path. This is affecting the environment, wildlife, and potentially children that play in the area. Request has been made to not spray this year. Within the month, there has been more spraying. Request to suspend herbicides spraying. Also causing the decomposing granite to erode down the hill. Contacted the head of the landscaping department. Boarder strips have been a constant battle.
  - ii. Trees: first phase, trees have never been trimmed. University just came out and surveyed every tree in the Glen. Per Dave N, one half of the Glen is done one year, the next year is the other half, and the next year is skipped. Trees that are removed are not being replaced with another tree, but will be replaced with shrubs or other similar landscaping. Plant palate can be brought up to date. Pallet should change eventually and will be discussed. Mike is attending landscape meetings to have input.
  - iii. Trees on Anacapa Island: dropping leaves out of season. Landscaping company isn't picking up leaves. Drought stressed.
- d. Preparation for El Nino
- i. It looks as though any major rains are unlikely this season. We should still be prepared for any late season storms.
- e. Exterior Building Maintenance / Repairs status
- i. New paint color pallet has been developed. Numbers have been updated and UGlen possesses chips that represent the current pattern. Paint contractors are still in the works for the townhomes. Referrals are still in the process. Handed off to Ventura Investments? Unsure. Potentially yes because it is concerning common areas.
  - ii. Official paint supplier is Dunn Edwards.
  - iii. Sidewalk repair areas. No more grinding process. No timeline as of yet to complete sidewalk replacement in areas marked.
- f. Pools, BBQ Areas, Fitness Centers
- i. None.

## **6. Management Office Report**

- a. UGC Representative: Dave and VTA Investments.
- b. The shift of management.
- c. New CSUCI President – Dr. Erika Beck named. Will sit on the Site Authority but will not be present until August.

## **7. Architectural Reviews**

None.

## **8. Construction Updates**

- a. Student Housing construction on south side of campus continues.
  - i. Street closures posted to NextDoor and on mail boxes.
- b. Street closure between Ventura Street and Santa Paula on south side of campus.

- i. Street closures posted to NextDoor and on mail boxes.
- c. Partial street closure at Chapel Drive near Malibu Hall.
- d. Farmers market: challenging effort for the students. Dave – produce is being put back into the town market. Some is organic. Availability of farmers is tight. They also are working for a profit. CSUCI may not be worth the time. Lack of critical mass.

**9. Additional Public Comments**

- a. None.

**10. Additional HAC Comments**

- a. None.

**11. Upcoming Events**

- a. **March 30<sup>th</sup> Site Authority meeting. 11:30am**
- b. **Channel Islands students on spring break next week. Lots of construction throughout campus.**
- c. **Autism Run April 17<sup>th</sup>. Maps to go out on NextDoor when available.**
- d. **Safety Day, May 7<sup>th</sup>. Channel Islands Drive at UGlen Park.**

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<http://universityglencorp.csuci.edu/>  
Next UGlen HAC Meeting:  
Thursday, April 21, 2016 6:00 PM