

University Glen Community Advisory Group Meeting Minutes
Thursday, January 25, 2018 4:00 pm – 5:30 pm
Sage Hall Rm. 2030

In attendance: Mark Hewitt (University Glen Resident/Homeowners Advisory Council Board Member), Miriam Olson (University Glen Resident), Jake Friesen (Kennedy Wilson Properties, University Glen Common Area Property Manager), John Gormley (CSUCI staff), Deanne Ellison (CSUCI staff), Bill Robe (Community Member/Chairman), Caroline Doll (CSUCI Liaison), Rhonda Rodriguez (Faculty/University Glen Resident), Karen Romney (University Glen Resident/Retired Educator), Mark Wagner (E + S Ring) Called In: Ben Gordon (Kennedy Wilson Multifamily)

Absent: Stephen Clark (CSUCI Faculty/University Glen Resident), Jesse Elliott (Faculty/University Glen Resident), David Press (Community Member)

Call to Order/Chairman's Report (Bill Robe)

The meeting was called to order at 4:03 p.m.

Report to Site Authority – Dec. 4, 2017 Regular reports are being given to the Site Authority. Progress on various projects is now being tracked at the end of meeting minutes, this practice was well received by the Site Authority.

Reserve Study – A subject matter expert is being sought to provide a straightforward explanation of the methodology of reserve studies, how they are conducted and how reports are interpreted.

California Proposition 64 – Deanne Ellison read the following statement:

“At the Site Authority Board meeting on December 4, 2017, University Counsel Mr. Mootchnik, in response to a question about how the passage of Proposition 64 applies to Executive Order 1108 Policy on Smoke-Free Campus, he confirmed that in regards to cannabis, the University remains drug free.

Proposition 64 expressly does not: (a) restrict the rights of public and private employers to maintain a drug-free workplace; or (b) restrict the ability of a state or local government agency to prohibit or restrict any of the actions otherwise permitted by Prop. 64 within a building owned, leased, or occupied by the agency. This also applies to state-owned land.

Bottom line, whether the residents own or lease the housing/improvements, it is still University land and our ability to continue to receive federal funds is conditional on compliance with the federal laws described above. There is, in fact, no change to the current status quo.”

Kennedy Wilson/E&S Ring Report (Mark Wagner)

The remodel of the Town Center Amenities Center (office/club house space) has been completed. Staff members of E & S Ring have moved in to the new offices.

“Q Dumplings” restaurant has opened.

Painting of the Cathedral Cove and Frenchy's Cove apartments has been completed; crews are now working on Santa Cruz. The goal is to have all apartments painted by March/April. The pool by Santa Cruz is closed for remodeling. The Cathedral Cove pool is open for use. Some work continues on the lounge areas and will be open shortly. Improvements include new pavers, new tile, new plaster and new furniture. Response to the 5/6 mo. project has been great. Everyone is encouraged to visit and tour the facility.

Access to amenities has been changed to the use of FOBs which are being distributed. Campus Police will be contacted to confirm they are aware of new locking systems and have access. A FOB will be put in the lock box.

Discussion: The Amenity Center gym is available for use by residents 24 hrs. per day through use of a FOB. Entry is via the entry off the Town Center interior courtyard.

CAM Property Management Report (Jake Friesen)

Painting of the town homes began January 8, 2018; the first two sets are being finished. Notifications are being sent to homeowners timed to provide adequate notice of work to be completed and start dates. Assuming rain does not alter schedules, painting of the town homes should be complete by the end of April.

Pairs of dumpsters (40-yd. trash and 30 yd. green waste) have been placed in two locations, one at the end of Elephant Seal and Channel Islands Drive, and the other at Platt's Harbor and Channel Islands Drive. The dumpsters will remain for the duration of the painting project.

FOB's are being distributed to homeowners; contact information is being verified to ensure accuracy. Work orders are being submitted to Facilities Services as homeowners make requests. Work is being completed timely, the process is working well.

The UGCAM office will be moving back to the Town Center soon.

Discussion: What is the plan to encourage single family home owners to paint their homes? Only a few of the single-family homes have been repainted by owners. Has group pricing been negotiated? Are there incentives that can be offered? Request for pricing was made repeatedly to Roussos (painting contractor). Roussos reports having difficulty getting work crews. Russ Petruzzelli posted on NextDoor.com inquiring if single-family detached homeowners would be interested in painting their homes and many indicated they were. Jake Friesen will follow up to provide homeowners with painting quotes.

A property improvement application will be used to document colors when homeowners re-paint their homes. The applications will be submitted through the HAC process for review and approval. Applications will remain on file to document colors used.

Further discussion is needed to determine how to incentivize homeowners to ensure that single family homes that need painting to be in compliance with community standard get painted.

HAC Report: (Mark Hewitt)

Missy Jarnagin made a presentation to the HAC in December, she was to return in January to present a second report on expenses but did not. Since Jarnagin has separated from the University, the question was posed if Stephanie Bracamontes will be presenting the report to the Advisory group in February followed by presentation to the HAC in March?

At the HAC meeting Interim Chief of Police Mike Morris made a presentation, which included evacuation plans. He also discussed body cameras being used by campus Police officers.

The HAC has asked for a formal presentation of the campus evacuation plan. Maggie Tougas (campus emergency manager) has indicated that she will present. Maggie was not available this month due to heavy involvement with County response work related to the Thomas Fire and floods. It was suggested that the presentation first be made to the Advisory group. Ideas about communication of the evacuation plan were generated by the group. It was further recommended that a video be made and posted on the website for wide distribution. The campus has the tools to create a video; Jill Leafstedt's work in the FIT studio was suggested. Handouts could be created as well.

Hewitt requested that the November and December HAC meeting minutes be posted on the website; Caroline Doll said she would see that they were posted.

Hewitt expressed the opinion from the HAC that landscaping overall is poor. He cited an example that areas of jasmine have not been trimmed in over a month. Weeds are growing in the parkways. He inquired about how the current landscaping contract be terminated?

Discussion: How can the appearance of the landscaping be improved? What leverage do the homeowners have? John Gormley/Facilities Services repeated his recommendation that a small group (3-4 people) with representation from each stakeholder group (homeowners, KWMMF) meet with campus staff to discuss expectations. There are code and jurisdictional

issues that the Site Authority must adhere to. Gormley commented that the community is 15 years old; there have been extended periods during the summer when Camrosa had a shortage of water for irrigation. Many plants have reached the end of their lifecycle. The plant palate needs to be refreshed with more drought tolerant species.

The question was raised about how landscaping on the 32 acre parcel will be managed. Most of the acreage is public land that the campus will manage. Exceptions will include things like homeowner patios and the Town Center courtyard.

Jake Friesen agreed to work to organize group members to meet with Facilities Services regarding landscaping expectations. Prior to the next Advisory group meeting, the small group will meet to tour the property and prepare a report to be presented at the next Advisory group meeting in February.

Rhonda Rodriguez recommended a resident community work day or two be organized as a means to get work done and create a sense of community.

Karen Romney thanked Facilities Services for more closely monitoring the over-watering from irrigation systems to make sure that watering is directed only to plants and water consumption is limited to the greatest extent possible.

Budget Discussion: What will be the process for sharing the common area budget? The Site Authority budget includes more than just University Glen. Ben, Jake and Stephanie are working on the budget proposal for the next fiscal year adding in line items for things that were not included in last year's budget and have come up in the last nine months. It was noted that there is not much in terms of discretionary spending. An assessment of all the structures and infrastructure has not been completed. The assessment will not be done in time for the 18/19 budget and will inform the 19/20 budget.

It was agreed that transparency is important, and group members requested that the CAM Manager make a presentation on the budget once finalized with an opportunity for residents to ask questions.

Light Bollards - Facilities Services is working on the project. An update will be provided during next month's meeting.

CSUCI/Site Authority Report (Caroline Doll)

No report provided.

Closing Remarks (Bill Robe)

Although progress may seem slow, things are happening as a result of the committee. Thanks to John Gormley for attending the meeting and answering questions.

With no further business, the meeting was adjourned at 5:30 pm.

The next meeting will be held on February 22, 2018

Pending Issues: (The "Pending Issues" section below is to be updated at meetings adding, deleting or modifying as appropriate.)

Updates –

1/25/18: Advisory Group agreed to create community group to meet and tour with Facilities Services and report to Advisory Group at Feb. 22, 2018 meeting.

1/25/18: Facilities Services is working on plan for additional bollard/walkway lighting along Channel Islands Drive and will report on progress at 2/22/18 meeting. (See HAC recommendation site plan March 8, 2017)

1/25/18: A small community based committee will be created to have input in 2019/20 CAM budgeting. 2018/19 budgeting is currently in process.

1/25/18: Presentation was made to Advisory Group and HAC regarding historical collections and reserve accounting. Similar presentation on historical expenses still in progress.

Still Pending or In-Progress -

Landscape renovation including but not limited to irrigation, trees, walking paths.

Additional street lighting along Channel Islands Drive (See HAC recommendation site plan March 8, 2017)

Current Reserve study for future budgeting.

Report on historic expenditures from Reserves.

Quarterly financial reports for Maintenance Rent expenses

Amendment to Ground Sublease to correct for:

- a.) Maintenance reconciliation calculation change from April 1 to October 1 each year to allow 90 days following actual fiscal year end
- b.) Clarify common area for detached homes and courtyard walls
- c.) Revise reference from University Glen Corporation to University Auxiliary Services.