

UNIVERSITY GLEN HOMEOWNERS' ADVISORY COUNCIL
Thursday, March 18, 2021 6:00 pm VIA ZOOM only

1. **Call to Order** - Chair Chris Williamson
 - a. Chris Williamson has called to order the meeting at 6:04pm.
HAC members in attendance:
Chris Williamson
Tom Bokhart
Melea King
Gabrielle Powell

HAC member absent:
Kevin Olson

There was a quorum.
2. **Approval of Previous Meeting Minutes** - Chair Chris Williamson
 - a. Meeting minutes were approved during this HAC Meeting and the Meeting Minutes will be uploaded to the University Glen website soon.
3. **Public Safety Report** CSUSI Police Department
 - a. Sergeant Curtis De Boni reported during monthly safety report there are two items to report since the last HAC meeting. De Boni reported there have been several domestic disturbances in UG. He offered to be aware of stress due these unusual times within your own families and to take appropriate action manage/reduce the stress. He also reported there have been several incidents of wildlife being hit by cars, particularly deer. If you see deer while you are driving slow down as deer have been known to dart out in front of cars in an unpredictable way.
 - b. Patrick McClone, owner asked Sergeant Curt De Boni if unattended trailers are allowed to be parked in the Glen overnight. CAM Manager Friesen stated the Ground Sublease allows the Site Authority to regulate parking in UG including oversized vehicles at the SA's discretion.
 - c. Owners are directed to come to the UGCAM office, as the UGCAM Manager is an Agent for the Site Authority and secure a temporary parking pass which is good to park up to 72-hours on the perimeter streets in UG, along Channel Islands Drive from Rincon to the round-a-bout north of E. Twin Harbor Drive and along Santa Cruz Island Drive between E. Twin Harbor Drive and Cuyler Harbor Drive. McClone asked about the "RV storage area" as stated in the Ground Sublease. Friesen replied there is no "RV storage are" in University Glen. Melea King asked for a clarification with regards to the 72-hour parking limit in UG. Friesen stated that the 72-hour limit applies to RVs and oversized vehicles with a temporary parking pass.
4. **Brightview Staff Landscape**
 - a. Lazaro Ramos with Brightview Landscape Service reported on the landscape maintenance activities and the irrigation system. Ramos reported his maintenance team has made a big push to renovate/rejuvenate the ornamental grasses, moreas, at the round-a-bouts and throughout the community in preparation for the Spring season. BV has mulched a good portion of the planter

- in UG and is preparing to fertilize the community's sod areas as the grass is coming out of winter dormancy. BV continues to address the weeds in UG.
- b. With regard to the irrigation system serving UG, Ramos offered the entire irrigation system servicing the homes/apartments directly has been addressed. There is a small area on the mountain side of Channel Islands Drive (Controller F) which still needs to be reviewed. BV is laminating all of the irrigation system maps so the area each clock is serving is available and clear. Ramos anticipates providing the Community a complete set of irrigation system maps which will be available at the UGCAM office. BV's irrigation technician has started doing proactive irrigation system checks which is part of the service included in BV's monthly contract. Ramos reported he is working on a comprehensive water schedule which can be communicated with the community for the 29-clocks including watering days and start-times. Ramos anticipates this water schedule will be updated at least quarterly.
 - c. Ramos entertained questions from the Zoom meeting attendees. Chris Williamson offered that with the recent rains the community is looking nice. The state of the dog park was discussed briefly. Ramos offered based on his experience the park can be divided with temporary fencing to permit the turf to recover. Tom Bokhart asked whether the irrigation system runs on a fixed schedule. Friesen offered UG has a water allocation from the University. Tuesdays and Saturdays are the days set for watering of the turf/grass. Thursday evenings are for the planters. If the community would require additional irrigation water Wednesday evenings are available on an as needed basis.

5. Committee Responses, News, and Reports

- a. Chair Williamson announced there is an annual HAC election process in May/June with the start of the 2-term is on July 1st. The HAC is comprised of 5-members with staggered terms. This year two of the HAC's seats will be available this election cycle. HAC members Gabrielle Powell and Chris Williamson will not be seeking reelection. Friesen offered that in the April Eblast a description of the process for the HAC's annual elections will be offered with specific dates when those wishing to run need to inform the UGCAM office in writing. Along with the timeframe for mailing of ballots and the date ballots need to be returned to the UGCAM office. A UG Townhall may be held via Zoom prior to the ballots being mailed out, so the candidates can communicate directly with the community prior to ballots being mailed out. The ballots will be tabulated by members of the HAC whose terms are continuing. The new members of the HAC will be announced at the June 2021 HAC meeting.
- b. Social Committee – Melea King
 - i. Newsletter
 - 1. Newsletter not discussed.
 - ii. Melea King reported that the Social Committee is planning on being “dark” till the new fiscal year starts on July 1, 2021. The hope is that by July 1st there will be enough vaccines taken so COVID restrictions can be lifted so we can begin to do more fun community events. King offered the following proposed schedule of events for fiscal year 2021-2022, July 2021 thru June 2022.

1. In July a patriotic parade/event is planned to take place on Anacapa Island Drive along with a community barbeque, music, and movie night. (Budget of \$750.00.)
2. In August another movie night and camp out are planned. (Budget of \$400.00.)
3. In September host a Fall Garage Sale (No cost to the Social Committee is anticipated.)
4. In October a Fall Fair event including games, photo booth, costume parade, and decorating contest. (Budget of \$1,000.00)
5. In November a community potluck is planned. (Budget \$50.00—paper goods only.)
6. In December some sort of white elephant, potluck, secret Santa caroling, fund raiser event.
7. In January no event is being planned.
8. In February a community Valentine's event is planned. (No cost planned at this time. More to come about this event.)
9. In March a Disney walk and kite day is planned (Additional information is forthcoming.)
10. In April an Art and Garden walk about is offered. A Spring garage sale is also planned. (No cost)
11. In May the plan is to "reinvent" Safety Day and Community Picnic. (Budget \$400.00.)
12. In June, capitalizing on the warm weather, another movie night is planned.

G. Powell offered the budget for 2020-2021 has \$1,200 for Safety Day. She stated T Bokhart mentioned UG owners pay around \$100,000 for police each year. Powell stated Safety Day appears to be included at two locations.

- iii. King discussed the idea of creating virtual clubs in UG. She reported they are putting this idea on the back burner for now, as there has been little interest expressed from UG residents.
- iv. King offered that due to the HAC's Social Committee not having any scheduled activities through the end of June due to COVID restrictions, the Social Committee intends to use remaining funds in their budget for event "essentials" such as yard and directional signs. Items which the Social Committee will be able to use repeatedly.
- v. Gabrielle Powell reported the Community Garden Committee project to update the irrigation 100% of the materials have been purchased/paid for and 50% of the installation of the irrigation upgrades are completed. Powell will keep the community updated regarding the anticipated completion of the installation of the irrigation system upgrades at the Community Garden. Powell reported the project came in at about \$100.00 under budget. With the cash back from the credit card Powell used to purchase materials a total of \$150.00 remains in the Community Garden irrigation project budget. Powell is suggesting a vote of the HAC member proposing a soil dump to the Community Garden of \$250.00. Powell offered she is aware there are objections to use UGCAM Budget monies to pay for the soil dump. Powell offered that UGCAM's 2021-2022 Budget includes \$5,000.00 for expansion to the Community Garden. She stated the funds are anticipated to cover materials only with the work being done by members of the community. Additional information is forthcoming on the garden expansion

project. Powell reported she is exploring the possibility of securing a grant to further enhance the funds available to activities in the Community Garden.

Tom Bokhart pursued Powell's request for a vote of the HAC's members regarding requesting additional funds of \$250.00 to facilitate a soil drop for use by the Community Garden gardeners. Powell stated the minimum cost for the soil dump is estimated to be \$300.00. Powell expressed that to provide a soil dump would be a "nice gesture" for the new gardeners.

T. Bokhart asked whether the Community Garden expansion will eliminate the waiting list for available spaces in the Community Garden? Powell answered, No. The expansion of the Community Garden will not eliminate the waiting list, which she reports continues to grow. She stated that if the expansion increases the size of the garden by double, the waiting list will be cut in half approximately. The materials budgeted will remain the property of the community.

C. Williamson asked for verification that in the past no funds from the UGCAM Budget have been used at the UG Community Garden.

Friesen offered his impression was the Site Authority assisted the owners with the initial construction of the community garden with the understanding that the owners would organize and finance any upgrades to individual plots.

C. Williamson offered a motion to support spending up to \$250.00 for a soil drop at the Community Garden as Powell has requested.

Owner, Carolyn Phillips, questioned how many cubic feet of soil with the \$250.00 buy? Powell responded the minimum soil dump is 3 cu.yrds. plus the delivery fee. Agromin would be the company delivering the soil. Powell offered she was working with Brightview on this soil drop as they regularly work with Agromin and may be able to get a discount based on that relationship. Phillips commented that if the Community Garden is working to pay for soil for some people, they should pay for soil for all gardener who would like to have soil. Powell offered the soil cost is \$65/cu.yrd.

M. King offered to include a Community Garden update in her April UG Newsletter with information about the proposed soil dump which all the gardeners presently having plots could take advantage of. Further clarity regarding communication with the community garden plot owners is required.

C. Phillips offered that initially when the garden was set up it was supposed to be self-sufficient. She added that there is already \$5,000 going to the garden expansion out of the owners' CAM fees. Now there is discussion about paying for soil, which is a material needing to be replenished on an ongoing basis. Phillips offered that she believes gardening is a hobby and purchase of materials for someone's hobby should not come out of the CAM fees. Phillips added the garden is not an amenity which is available for everyone in the community, like the dog park, tot lot, or pools. Phillips offered that things like the irrigation and fence which is part of the infrastructure of the garden which "lasts forever" may be paid for from CAM fees but not soil which needs to be regularly replenished for the person benefit of the gardeners.

S. Mandyam asked how many garden plots are there. Powell offered at the present time there are 14-plots and the expansion is anticipating bringing the number of plots to 30.

Owner who is a working his new garden plot offered that all along he has understands nothing is free and he has always been willing to pay his share of the dirt drop.

Melea King offered that due to COVID the HAC's Social Committee did not spend all of their \$3,000.00 budget allocation. She suggested that if these budgeted funds are not spent on the Community Garden, the Social Committee would find other ways to spend the remaining funds in the Social Committee's budget.

G. Powell offered to table the discussion of the dirt drop to the Community Garden. Powell will contact each plot user in the Community Garden and determine an order for the soil drop which will be paid for by each individual plot user.

T. Bokhart asked the question, how much is recommended the Budget Advisory Group allocate each year for the Community Garden.

Friesen offered that for budget year 2021-2022 the BAG group put in a one-time amount of \$5,000.00 for the Community Garden expansion project.

Powell stated that at the present time Community Garden expenses coming from the CAM Budget is \$0.00 as individual gardeners are responsible for their own plots, including buying their own cages and soil.

Powell offered a brief history about the development of the garden expansion project.

c. Landscape Committee – Melea King and Gabrielle Powell

- i. King reported there were 17-landscape work order requests made last month. Only 6-landscape work orders are outstanding.
- ii. King reported she and Powell with Jake about the landscape refresh project. During that meeting the Landscape committee members made a couple of requests.
 1. Requested Brightview go around to individual owner dwellings determine how many dwellings actually need a refresh and how many are looking pretty good.
 2. It was noted there are homeowners who have commented to members of the Landscape Committee that they are willing to forfeit the monies allocated for their home to other homeowners who may need their landscaping addressed. The intention is to not spend money where it does not need to be spent.
 3. Friesen added that since his meeting with the HAC's Landscape Committee he has received additional information from Brightview and has been in contact with the owners of the Mission Hills Apartments regarding the landscape refresh. Friesen looks forward to reporting the updates to the HAC landscape committee in the near future.

d. Finance/Budget - Chris Williamson and Kevin Olson

- i. Williamson reported the actual year to date operating expenses through February 2021 are \$5,000 in the black. Budgeted approximately \$1,160,000 and actuals \$1,155,000.
- ii. Williamson mentioned the upcoming UG Insurance Coverage Town Hall. Friesen further stated the Insurance Town Hall is scheduled for Tuesday, April 13th at 4:00 PM. This Town Hall will be via Zoom. The Town Hall

will be recorded and made available on the UG website for everyone to review at your convenience. UGCAM has received questions from the community to be asked of Alliant, UG's Liability, and TH Liability & Earthquake Insurance Carrier. We will address questions that are presented.

Williamson asked the question what insurance coverages do residents of UG have when they are volunteering to participate in activities benefiting UG?

- iii. Williamson offered the Budget for fiscal year 2021-2022 is still in process and additional information is forthcoming.

e. Rules and Regulations Committee- Tom Bokhart and Gabrielle Powell

- i. T Bokhart reported Gabrielle has resigned from the Rules and Regulations Committee. Bokhart thanked Powell for being the chair of the Rules and Regulations Committee during its inception.
- ii. Bokhart reported there are two new members coming on to the Rules and Regulations Committee.
- iii. Bokhart reported the committee has been on pause with regard to getting into the nuts and bolts of the rules and regulations document. Bokhart is asking to set up a process for the community to weigh in on what community members would like to see changed with regard to our current rules. Bokhart is suggested UGCAM send out an Eblast referencing the rules and regulations document (the Addenda) and Exhibit E of the Ground Sublease, because Exhibit E has rules in it. Then ask UG owners to review the documents and share their thoughts. The intention is to roll all of those comments into some kind of summary. Bokhart shared that the committee has drafted an updated version of the GL's Addendum. The original Addendum has five sections and the committee has added additional sections, up to ten sections, including the dog park, tot lot, and other areas in the community. Bokhart requested UGCAM work with the HAC's Rules and Regulations to facilitate communication with the community and organize the resulting comments. Powell offered that her sense is there are members of the community who are concerned about proposed changes they do not want enacted as much as changes which they would support being enacted, i.e. rules directed at children in the Glen. Williamson offered there will be in the future a proposed draft of the new rules and regulations which will be available for the community to review and offer comments. Patrick McClone, owner, offered he signed the Ground Sublease knowing what the rules were. What has changed that now there the rules are being revisited? Do we have authority to make changes to the Addendum stating the rules and regulations which all owners signed when they purchased in UG? Friesen replied that in the Ground Sublease (quoting the Ground Sublease while doing the HAC Meeting Minutes) under ARTICLE V, HOMEOWNERS ADVISORY COUNCIL, Paragraph 5.6 Operations of the HAC. Paragraph e. *The HAC may, from time to time, prepare and recommend for approval to the Site Authority any amendments to these Regulations that the HAC believes necessary or desirable.*

McClone continued, what are these rules that everyone is going to have to follow?

Williamson responded that everyone will be able to review the proposed rule changes before they are recommended for the Site Authority to enact.

Williamson offered that one of the main reasons the question about the rules came up is because the Mission Hills Apartments have a lease which includes rules and regulations their residents are required to follow. This review of the rules by the HAC is an effort to harmonize the two sets of rules. Focusing on items which affect the safety and well being of all UG residents.

King questioned when owners are provided with the “draft” of the proposed rules and regulations will owners be able to see what the old verbiage was as well as the new/revised verbiage?

Bokhart offered that while that is a good goal, mechanically tracking all of the changes to an existing document can be difficult to achieve.

King offered that tracking the changes to the original verbiage may show owners how little the proposed rules and regulations verbiage has changed. This may offer clarity and assurance that the HAC Rules and Regulations Committee are being transparent is not “hiding” anything from the other owners.

Carolyn Phillips suggested there be a final “redline” update to the existing document. A comment could be added to the reason for the change in the interest of transparency.

McClone requested to know what the proposed ten-sections to the GSL Rules and Regulations are.

King suggested sharing the tentative list of sections to date. The committee is suggesting going from 5 to 10 sections. (As of April 15, 2021, there are 12 sections listed below.)

- Introduction
- Enforcement
- Common Areas
- Pool and Spa
- Fitness Centers
- Tot Lot
- Community Center and Study Rooms
- Community Park Field
- Community Garden
- Community Dog Park
- Community Basketball Court
- Parking and Display of Parking Permits

- f. Community Advisory Group and Site Authority Tom Bokhart and Gabrielle Powell
 - i. Bokhart reported the reoccurring issues brought to the CAG remain to be addressed.
 - ii. S. Mandyam is asking about status of the letter Chris Williamson read at the recent Site Authority Board meeting on February 22nd.

Williamson responded that there are actually two letters to the Site Authority Board. The first letter read at the Fall Site Authority Board meeting requesting an opinion from legal counsel regarding jurisdictional issues in University Glen. For example, enforcement of different laws. A second letter was read at the February 22nd Site Authority Board meeting welcoming the new board members and raising the question about some costs with respect to the infrastructure in the area of the 32-acre development which might have been charged to the owners of the original Phase 1 and Phase 2 of the UG development.

6. **Common Area Maintenance (CAM) Manager** Jake Friesen

- a. Friesen offered most everything he was going to bring up has been covered.
- b. Regarding the large gates at the dog park were designed for access by lawn mowers, not as people/dog access gates. Recently we needed to have the gates/posts reworked after only two years in place. It is suggested we padlock these gates to restrict their use to the mowers and therefore extend the usable life of the gates.

7. **HAC Additional Discussion and/or New Topics** (HAC members)

- a. Paula Rockenstein asked what was the conversation about recycling in the 32-acre development about?

Williamson answered this question goes back to when CAMRosa which provides water to UG, had a contract with CSUCI to put in additional pipe and pumps to give UG recycled water (irrigation water), which is purchased from CAMRosa. The pipes serve the existing homes but also were extended to the 32-acre development site. The intent was that the 32-acre site would be built out and the residents of those dwelling units would pay the "Facility's Fee" to pay off that debt. We know the dwellings in the 32-acre development did not get built, so that seems lead to the question have the homeowners who live in UG been paying off the debt on the 32-acre recycled water infrastructure which was intended to be paid by the owners in the unbuilt 32-acre property. Williamson suggested this asks the question are the existing homeowners owed money which should have been paid for by the entity responsible for the 32-acre development.

Rockenstein asked a further question whether the owners' tax money was used to pay for the infrastructure in the 32-acre development? Williamson explained there is a Community Facilities District (CDF) and that built the street and everything in UG. That payback is based on who owns property. The Site Authority owns the 32-acre development and has been making payments on those improvements all these years.

The recycled water infrastructure is a separate contract from the CFD and seems to ask the question, did the homeowners pay for the recycled infrastructure serving the 32-acre development.

8. **TIME CERTAIN 7:30 PM - Reserved Public Comments**

- a. No public comments presented. Meeting adjourned at 7:30 pm.

9. **Adjourn to Property Improvements Application Reviews**

- a. A Single Family Homeowner on the 200-block of Anacapa Island Drive presented a new palette of exterior paint colors from the pre-approved palette to be applied to their home. This was approved by the HAC member.

- b. A Townhouse owner on the 300-block of Smugglers Cove offered a landscape planting plan for the front of their townhouse. This item was referred to the UGCAM Manager to coordinate communication between the owner and Brightview to develop a scheme with which to move forward.
- c. The same Townhouse owner on the 300-block of Smugglers Cove offered a PIA to install a privacy fence at the top of their stucco wall which consisted of horizontal planks painted white. This PIA was rejected on the grounds it does not meet the aesthetic guidelines for lattice work at the top of the courtyard walls.
- d. A Townhouse owner on the 200-block of Smugglers Cove offered a PIA to install wood diagonal lattice work 2-feet wide at the top of their courtyard wall. This PIA was approved.

NEXT HAC MEETING: April 15th at 6:00 pm
 CAG: April 22nd at 4:00 pm
 Site Authority: May 17th 11:30 am

HAC Attendees	
Owners	TH/SFH
Curtis De Boni	Cam PD/TH
Chris Williamson	SFH—HAC Chair
Tom Bokhart	TH—HAC Member
Gabrielle Powell	TH--HAC Member
Melea King	TH—HAC Member
Mary Kennedy	TH
Amy Segelin	TH
Paula Rockenstein	TH
Patrick McClone	TH
Wendell Grayson	SFH
Tammy Hoang	TH
Carolyn Phillips	SFH
Simhan Mandyam	TH
Mark Hewitt	SFH
Mary Walzer	TH
Miriam Olson	TH
Rosa Bravo	Site Authority
Jake Friesen	CAM Manager