

UNIVERSITY GLEN COMMUNITY ADVISORY GROUP

July 29, 2021

In Attendance: Mark Hewitt; Bill Robe; Laurie Nichols; Jake Friesen; Rosa Bravo; Jennifer Arriola; Miriam Olson; Malea King

Bill Robe called to order at 4:00 p.m.

Site Authority: (By L. Nichols)

Response to written request regarding outstanding HAC/CAG issues submitted by Tom Bokhart:

1. **HAC Question:** Bollards have been installed but additional light seems to have faded away. Did the Community Financial District bonds budget for more lights than what was ultimately installed? Has this been resolved?

Response. Yes, the solar powered bollard were installed to provide the necessary safety lighting at steps near middle of Channel Islands Drive. Question on CFD budget is not relevant because no issue remains. Chair Robe reminded CAG that street light issue was deferred to development of remaining 32 acres when Edison would be doing other work.

2. **HAC Question:** UGCAM Manager expressed concern about his authority to enforce rules and regulations.

Response: During the last meeting in June, Tom Bokhart informed the CAG that the Rules and Regulations would be going back to the HAC for further review and consideration to include clarifying the role of the UGCAM Manager regarding enforcement. HAC will continue to work on clarifying rules.

Malea King (new HAC rep) asked who requested the change of the rules? Did the Site Authority requested this from the HAC? Jake responded the Ground Sublease states that from time to time, the HAC can bring forward recommendations to the rules and regulations to the Site Authority for consideration. The SA adopts acceptable rules but was relying on the HAC group to initiate and identify community supported rule changes. Malea asked what are we attempting to resolve.

Confirmed that the HAC because initiated the Rules Committee because homeowners desired further clarification of rules and regulations. Mark mentioned the committee was initiated with the pool rules and the dog park expansion. The HAC wanted a group of people to review the rules. Then, additional questions from the community and the committee group led to further expansion of rules revision.

The rules have been brought to the CAG previously for example, the dog park rules. The rules were presented by the HAC and reviewed by the CAG group. The CAG group made final recommendations and the Site Authority staff approved the rules.

Malea mentioned that the rules and regulations will need more work and will be presented closer to Q3. She mentioned that in the long run it may have been better to take smaller components of the rules and make smaller changes.

3. **HAC Question:** SA was requested to place reserve funds into separate interest-bearing FDIC insured accounts. Also requested reserve accounting to be moved to YARDI system.

Response: Rosa clarified that the YARDI system is the accounting system maintained and operated by the UGCAM. The day to day operation entries are occurring. The information is available at the UGCAM office. Reserve components are currently being paid through the Yardi system. This questions is being deferred to the Budget Advisory Group.

The reserve funds have been separated. SA is finalizing the transfer to CAL-trust investment account. Further updates to be provided.

4. **HAC Question:** Fire Marshall, notified University Facilities and UGCAM that wooden lattices and fences are a substantial fire hazard and should no longer be approved. Discussion about status of existing lattice work and fences and possible change in material for future installations.

Response: Existing structures will not be required to mitigate these issues until 2025, this is an HAC and BAG issue. UGlen residents were invited to attend a Fire Safety Town Hall last week and a report of the meeting will be made at the August HAC meeting.

The HAC will be reporting to the CAG on progressive remediation of fire safety concerns. A possible adhoc fire prevention committee is being discussed among the HAC.

5. **HAC Question:** Provide quarterly reserve fund accounting reports to KWPM and UGlen Residents.

Response: The reports are currently available at the UGCAM office. Due to security concerns of spam phishing, the reports are not shared online. SA is working with the BAG to provide a report without home addresses, vendors, and any bank information to post online. Possibly looking a shared dropbox to provide homeowners access to the files via a link and password. Defer this component to the BAG for further discussion.

6. **HAC Question:** Status of the Tot Lot Renovation:

Response: Ben Gordon last provided an update on the ongoing project. In conversation with KW, they are working with the designer. They purchased Eucalyptus logs to mill and create a play structure. Current expectation is that it could be complete by end of September or but not later than Q1 next year. Additional play areas are being considered

7. **HAC Question:** Requested SA provide service agreements for handyman services

Response: Rosa advised that service agreements can be found in the UGCAM office. She defers the question to the BAG or if homeowners have questions regarding any service agreement, Jake's office can provide a copy via email.

8. **HAC Question:** Does the public have access to the Community Park?

Response: The community park is located is on State Land allowing for public access as it is not a gated area and State of California allows for rights for public access. Equestrian access through the park can be restricted.

9. **HAC Question:** Update on Solar Policy.

Response: The Solar Policy was a part of the Operations report packet that will be presented at the August 9 SA board meeting. It will be shared for final review and is expected to be approved as part of the consent agenda.

10. **HAC Question:** Update on CAG Reorganization.

Response: Final draft has been sent to the HAC Chair for HAC review. It is primarily for comments and to hear from the members of the community.

Campus update:

Campus repopulation and staff back August 2-9, faculty be back on Aug 16 and students moving in on Aug 19. Ventura County public health strongly recommends wearing masks while indoors. It was decided at the presidential level to require all employees, students and guests to wear mask while indoors and campus property.

The governor is requiring all State employees to be vaccinated. Chancellor Castro elected to follow the mandate and since then mandated all CSU employees and students be vaccinated.

Lastly, Rosa has accepted a position in the division Academic Planning and will be leaving us and she will be the Director of Business Operations for Academic Planning and Budgeting. Laurie mentioned that SA will be recruiting and transitioning through the changes.

E&S Ring (by Jennifer Arriola)

Nothing to report

UGCAM Report: (by J Friesen)

- Finishing trip hazard abatement project with Precision Cutting. Received various comments with specific locations including the concrete aprons at the garages.
- Received an email from Larry Williams, supervisor of Ventura County Fire Prevention, stating that it was brought to his attention that 100 foot boundary was inspected on June 8th and approved. Received a subsequent call that it was not properly done so, he came out to address it with UGCAM. As of Jan. 1, 2023 all new construction will have to meet a boundary line for defensible area, from building to 5 feet, it says it needs to be non-combustible, means no mulch. Will be working on clarification with Mr. Williams to get answers regarding required clearance. Will work on reviewing budget 21-22 if we can replace mulch with non-combustible product.
- Insurance Townhall video is near completion and will be communicated via eblast along with questions residents asked.
- Reconciliation 2020-21 is complete and will be presented at the next meeting. The budget overrun is specific to COVID related expenses.

HAC Report: (by M. King)

Malea King wanted to take the opportunity to review the outstanding issues list and give one last review of the items. She met with Sandi Boyd, the new HAC chair to review the list and would like to defer some of the items out of this group to other committees.

For example (Deferred Items):

Item 3. Reserve Funds, would like to direct that to the Budget Advisory Group (BAG)

Item 4. Fire Marshall, direct to Landscape Committee or possibly to Fire Committee

Item5: quarterly reserve funding- defer to the BAG

Handyman agreements, and deferring to the BAG

Items for further Discussion (to keep in the CAG):

Tot Lot renovation to stay in the CAG for further discussion and review.

Draft Solar policy is now a completed issue, the policy is already shared. No need to longer discuss. The university put in the solar arrays and asked how we can make the system more robust and consider the University Glen as joining in a similar system. Tap into the solar energy the University is generated.

CAG Charter to stay in the CAG discussion.

Miriam brought an issue regarding the pot holes and continue to burst and looking for a permanent fix. It is pot holes west of the bridge and Lewis road and need to engage the County of Ventura. Facilities is fixing and is covering. It is a responsibility of the VC and will look for a permanent fix.

Community to contact the VC to have them address the potholes. To add to the newsletter if county communication information can be provided. Possibly public works of Ventura County would be the first contact to reach.

Adjourn at 5:25pm

Next HAC meeting- Thursday, August 19, 2021 at 6:00 p.m.

Next CAG meeting – Thursday, August 26, 2021 at 4:00 p.m.

Next Site Authority Board Meeting- August 9, 2021 at 11:30 a.m.