

UNIVERSITY GLEN HOMEOWNERS' ADVISORY COUNCIL

Minutes of September 15, 2022 Meeting

This HAC meeting was an in-person meeting held in the Town Center Community Room.

1. **Call to Order:** Co-Chair, Lori McDonald, called the meeting to order at 6:30 p.m. HAC members Sandi Boyd, Mary Kennedy, and Tobey Wheeler were in attendance. HAC member Carolyn Phillips did not participate. A quorum present. The HAC members in attendance voted unanimously to adopt Roberts Rules of Order to govern the meeting.

2. **Public Comments:** Mr. Toby Wheeler, in his capacity as a UGlen homeowner (and not as a member of the HAC): (a) presented information/answers to questions he had previously raised regarding the payment of royalties or license fees (and legal exposure based on non-payment of royalties or license fees) by the Site Authority for movies shown to the UGlen community at "Movie Night" events organized and executed by the HAC Social Committee; (b) reported that the Site Authority informed him that, in response to procedural concerns raised by Mr. Wheeler, rather than reimbursing homeowners for expenditures made in connection with community activities or the community garden CAM account credits as has been done in the past, going forward the Site Authority will issue physical reimbursement checks to such individuals; and (c) (before running out of time and after reiterating his objection to the Social Club being allocated \$13,200 to "buy nonsense") read into the record a partial list of community activities authorized by the Site Authority and funded via the University Glen 2022-23 budget.

3. **Approval of Minutes:** A motion was made to approve the minutes from the August 2022 HAC meeting, which minutes have been provided to, but have not yet been approved by, the HAC. Ms. Boyd moved to have the minutes approved. Ms. Kennedy seconded the motion. Mr. Wheeler voted no. Chairperson McDonald abstained. Chairperson McDonald did not record that the motion passed based on the vote.

Ms. Kennedy raised a point of order regarding the status of the motion because – based on the number of HAC members in attendance, the number of votes in favor of the motion, and the adoption of Roberts Rules of Order to govern the meeting – the motion had passed. Chairperson McDonald reiterated her abstention from voting and recorded Mr. Wheeler's "no" vote as a second abstention, which abstention characterization was then agreed to by Mr. Wheeler.

Ms. Kennedy read into the record commentary on the provisions of Robert's Rules of Order and certain relevant definitions therein in support of her contention that the motion to approve the minutes for the August 18, 2022 HAC meeting had passed. Mr. Wheeler then asked if the outcome of the vote on the minutes would change if he voted against the motion (rather than abstaining). It was explained to Mr. Wheeler that regardless of whether he chose to characterize his "no" as an abstention or a vote against the motion, the motion had passed either by a vote of two in favor and zero against it or two in favor and one against it.

Chairperson McDonald tabled the approval of the August 2022 minutes for the next HAC meeting on the following bases: (a) the HAC had not previously defined the particular section of Roberts Rules of Order;

and (b) her belief that the motion does *not* carry with two votes in favor thereof, none against, and two abstentions.

4. **Public Safety Report:** The CSUCI Police Department reported the following: (a) the department was contacted in connection with two (2) incidents during the period from August 16, 2022 to September 15, 2022 (no arrests were made); (b) in response to the HAC request for traffic enforcement around the construction and school bus loading zone area, dayshift patrol officers have been conducting extra patrols; (c) the department received multiple rattlesnake calls and dog-related complaints; (d) the CSUCI bike patrol unit has been successfully launched; and (e) Coffee with the Cops will take place on a Saturday in October – the event will include a safety fair and information regarding wild life encounter safety, catalytic converter thefts, evacuations, and how to register for CSUCI alert in addition to offering Pink Patches and T-Shirts to support the CSUCI Police Department student cancer scholarship.

5. **News from District 5:** None. District 5 has no representative. Chairperson Macdonald provided an update regarding the process and timeline for the replacement of deceased representative, Carmen Ramirez.

6. **Site Authority Representative:** John Lazarus, Executive Director of Operations – Site Authority (via notes read by the UGlen CAM Manager) informed the HAC that:

- (a) Solar on townhouse agreement language is still under review by legal;
- (b) the *Homeowners Manual* is under review by UGCAM and the Site Authority;
- (c) the Investiture of President Yao will be held on Friday, September 23rd and, as such, it is anticipated that there will be traffic delays along Santa Barbara Avenue, Camarillo Street and Chapel Drive;
- (d) UGlen residents may dine at Islands Cafe (menu updated weekly; meal prices: Breakfast \$7.00 + tax, Lunch \$9.25 + tax, Dinner \$11.25 + tax); and
- (e) in light of Mr. Wheeler notifying the Site Authority about reports he received that fluorescent paint markings indicating an intention to demolish sidewalk and dig holes in the vicinity of the school bus stop across from Anacapa Canyon, discussions regarding relocation of the school bus stop are continuing.

The Site Authority Representative's Report (as read by the UGCAM Manager) was accepted by the HAC by unanimous vote.

7. **Common Area Maintenance (CAM) Manager:** The University Glen CAM Manager, Jake Friesen, reported the following:

(a) *Mountain Lion Sightings:* there have been several reported sightings of a mountain lion in the vicinity of the foot bridge the Smugglers Cove area and Santa Cruz Island Drive/Court and that CSUCI have been appraised of the sightings;

(b) *Drought-Related Water Use Restrictions*: to date, the Camrosa Water District has not provided UGCAM with much information or restrictions and CSUCI's Facility Services -Sustainability & Energy Manager has advised that language put out by the state, which may not be applicable to the CSUCI/UGlen communities, may be interpreted to mean that hand watering should not be used for cars or pavement. To the extent received, updates on this subject will be reported to the HAC; and

(c) *Community Amenities Repairs*: with respect to the pools, (i) repairs to a portion of plaster and tiles at the waterline/depth indicator and rebar on the Townside Pool have been scheduled and (ii) during the month of October the pools and spas will be drained and refilled as part of the annual maintenance to refresh the chemical-laden water, provided that UGCAM receives confirmation from the UGCAM pool vendor that refilling the pools and spas will be permitted by Ventura County;

(d) *Budget-Related*:

- **Monthly Income/Receivables (August 2022)** = \$163,843.77; **Expenses** = \$154,754.58
- **Period to Date (August 2022)**: Approximately 5% below budget.
- **YTD Receivables (July & August 2022)** = \$328,237.54; **YTD Expenses** = \$302,818.62; UGlen is currently 8% under budget for fiscal year 2022-23.
- **Negative Variance**: townhome insurance line item (increased premium received after the budget was already prepared and approved)
- **Reconciliation of the UGCAM budget for 2021-2022** will be published at the end of the September. UGCAM and the BAG members are working together to determine how to move forward with balancing the budget by category. It has been determined that townhouse owners will have a balance due of \$95.00 and the single family homeowners will have a credit of approximately \$50.00 which will be returned to them.

(e) *Requests for Service / Work Orders*:

During the month of September, UGCAM received a total of seventy-two (72) requests for service and issued work orders related thereto. The nature and status of these work orders are as follows:

- forty-eight (48) landscaping work orders issued – 22 completed; 26 in progress
- six (6) townhouse gate work orders issued – 3 completed; 3 in progress
- seven (7) for townhouse window repairs – 1 completed; 6 in progress

(f) *Upcoming Community Activity*: an online painting activity via Zoom is being coordinated for the entire UGlen community by Mission Hills management.

- **date/time**: Friday, September 30th from 6:00-8:30 PM
- **cost to UGlen residents**: \$20.00 per individual

In addition, to defray costs and encourage participation, funds from the University Glen 2022-2023 Budget Community Activities line item will be allocated to this event to offset a portion of each registered participant's costs.

The CAM Manager's Report was accepted by the HAC by unanimous vote.

8. **Committee Reports**: Landscape, Social, and Garden Committees respectively reported the following:

Landscape Committee: Landscape Committee members have been meeting with residents and discussing landscaping concerns. Tina Dreiske will be joining the Landscape Committee. The HAC Landscape Committee brought community concerns (e.g. issues with dog park and leaf-blowing practices) to the Landscapers.

Social Committee: No activity; no report.

Garden Committee: The Garden Committee continues to work to provide garden plots to community members on the waitlist. Fence repair will take place in the coming weeks.

The Garden Committee Report was accepted by Unanimous Vote.

9. **Budget Advisory Group (BAG):** No report. Due to technical difficulties, the discussion/presentation was tabled until the next HAC meeting.

10. **Community Advisory Group (CAG) and Site Authority:**

(a) **Last CAG Meeting Report:** Ms. Kennedy reported that in response to her inquiry about the continuing sufficiency of the University Glen water supply given that there are no new water tanks being established for the Anacapa Canyon residents and her request for a copy of the engineering studies being relied upon to give assurances about the sufficiency of the water supply, Mr. Lazarus informed her that the developers of the property deem those engineering studies to be proprietary information and have declined to share them. Ms. Kennedy has filed a Public Records Act request for release of the water-related engineering studies and is awaiting a decision with respect to such request.

(b) **Next CAG Meeting:** Ms. Kennedy was granted permission to raise the following topics at the next CAG meeting: (i) HAC input with respect to the mix of vendors/vacant amenities in the Town Center; (ii) community parking endorsement for UGlen residents to park on CSUCI campus; and (iii) enforcement of parking permit and regulation violations within UGlen.

The report given by Ms. Kennedy about the last CAG meeting was accepted by Unanimous Vote.

11. **Additional Discussion and/or New Topics:**

(a) **Proposal of Dog Committee:** Since Ms. Phillips was not in attendance; this discussion was tabled for next HAC meeting; and

(b) **CSUCI Library Card/Access for UGlen Residents:** UGlen residents who are not affiliated with and/or have no means of obtaining a library card from the CSUCI library may obtain access to library resources (including access to the databases to which the library subscribes) by completing an application and paying a \$40 annual fee.

12. **Adjourned:** The HAC meeting was adjourned at 7:48 p.m.

UPCOMING MEETINGS: HAC: Oct 20, 6 pm ▪ CAG: Sept 22nd, 4 pm ▪ Site Authority: Nov 7th, 11:30 am