

University Glen PROPERTY MANAGEMENT REPORT

July 2023

Overview:

California State University-Channel Islands (CSUCI), which opened its doors in 2002, is located between Camarillo, California to the north and the Pacific Ocean to the south. The CSUCI campus is constructed on land owned by the State of California and is leased back to the users. The governing body overseeing the CSUCI Campus is the CSUCI Site Authority. The CSUCI Site Authority governs the CSUCI campus through a Ground Sub Lease document.

University Glen (UG) is an affordable housing residential development adjacent to the academic campus of CSUCI which houses university faculty and staff as well as members of the public. Construction of UG was planned in two phases. Phase 1 was completed in three parts – Phase 1.A in 2002, Phase 1.B in 2004 and Phase 1.C in 2006. Phase 1 construction completed a total of 600 residential units – 328 apartments, 200 townhomes (TH), and 72 single family homes (SFH). The THs and SFHs are two stories high; the apartment buildings are 2 and 3-story high structures. Due to adverse economic conditions, Phase 2 construction was halted in 2008. Construction of this area (Anacapa Canyon) commenced again in 2022 by Kennedy Wilson Multi-Family, the corporation that acquired the rights to develop Phase 2 in 2016.

The CSUCI academic campus is the "West Campus" and UG is the "East Campus." The property also has a 3-story Town Center comprised of 30,000 square feet of retail space on the ground floor (14 tenant spaces) and 2 levels of apartments above (58 units which are rented to the university for use as student housing).

During the month of July 2023, Kennedy Wilson Properties, LTD (KWP) continued as Agent for the CSUCI Site Authority providing Common Area Maintenance (CAM) management services for the UG residential community in the East Campus.

CAM Management:

- Acting as Agent for the CSUCI Site Authority is KWP's UGCAM Team which is comprised
 of:
 - Jake Friesen, CAM Manager (UGCAM Office, Camarillo)*
 - Donna Clark, Senior Managing Director (KWP)
 - Monica Ponce, Chief Financial Officer(KWP)
 - Cris Campbell, Senior Property Accountant (KWP)
 - Natasha Nedd, Office Assistant (UGCAM Office, Camarillo)*

- The KWP UGCAM Team:
 - collected and processed Maintenance Rent (CAM fee) payments in-house and addressed delinquencies either in-house or in partnership with Site Authority staff;
 - o participated in various monthly meetings including:
 - the UGCAM Team meeting with the Executive Director of Operations for the Site Authority and the Site Authority Resource Specialist;
 - the Community Advisory Group (CAG) meeting; and
 - the Homeowners Advisory Council (HAC) meeting;
 - worked with various Site Authority and CSUCI Facility Services personnel to process building permits, property improvement applications, certificates of completion, and Site Authority authorizations for reserve spending; and
 - addressed individual owner's accounting issues, maintenance work order requests, parking pass & security FOB issues, and insurance claims.
 - o disseminated Eblast communications with owners.

Operations:

- The Monthly Maintenance Rent charges for budget year 2023-2024 are being collected at the amounts as follows: SFH \$313.86; TH \$484.76.
- On Tuesday, July 11th, SoCalGas installed a concrete pole on the north side of the Channel Islands Drive vehicular bridge on which SoCalGas has installed repeater equipment that assists in transmitting meter information from the community to SoCalGas.
- The Site Authority and CSUCI Facility Services provided an updated schedule of approved paint colors (dated July 14, 2023) for use on the SFHs in UG. Going forward, selection of paint colors from the SFH's approved palette will be done by submission of a Property Improvement Application (PIA) to be reviewed by the Homeowners Advisory Council (HAC) resulting in a

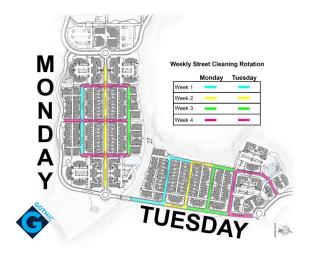
^{*}UGCAM Office employees are UG homeowners who reside in the community.

recommendation to the Site Authority for final approval. The Site Authority and CSUCI are responsible for the common theme and aesthetics for the neighborhood.

The Site Authority has agreed that UGCAM may post an abbreviated Monthly Operating Report
to the UG website shortly after Kennedy Wilson Properties' (KWP's) UGCAM's submission of the
Monthly Operating Report to the Site Authority, after the 10th of the month. The abbreviated
nature of the report is intended to provide homeowners with financial information tracking the
budget while maintaining the privacy of individual owners and vendors living and working in UG.

UGCAM continues to have available a hard copy of the complete Monthly Operating Report in the UGCAM office which can be viewed in the office by appointment.

• In response to concerns raised by the members of the community through the HAC's landscape committee or individual correspondence to UGCAM about Gothic Landscape using leaf blowers to remove debris from the street gutters, UGCAM and Gothic developed and implemented a plan to allow Gothic to use their walk behind vacuum to pick up leaves and debris. The plan requires temporary NO PARKING on streets in UG on a 4-week rotation basis be posted. Notification of the weekly NO PARKING ZONES will be accomplished via posted signs in the parkways of the affected streets. Gothic will post such signs 48 to 72 hours before the date the vehicles are to be temporarily relocated. The following is the street cleaning/debris removal protocol which has been posted to the UG website.



 Gothic Landscaping continued to work on the DG path repairs, placing the base layer of the DG path along Channel Islands Drive between Rincon and Anacapa Island Drive. The finish layer of DG, which will be compacted, is forthcoming. The repairs to the DG leading to the basketball court were completed in July.

- To address homeowners' concerns voiced by BAG representatives about the allocation of the
 costs for the annual brush clearance in the East Campus, Gothic Landscape (at the request of
 UGCAM) developed a map comparing the extent of the owners' property line with the 100-foot
 clearance line of demarcation. The 2022-2023 CAM budget reconciliation process is an
 opportunity to reconcile the costs of cleaning the area beyond the property line of the UG
 owners.
- UGCAM continued to work with the Site Authority and the Police Department on developing a community-wide Safety Day event in the near future.
- The following is a list by Yardi category of the work orders (WO) placed during the month of July:
 - 38 WO submitted via Yardi
 - 22 WO submitted via Text

60 Total Work Orders

- 39 WO Completed
- 20 WO In Progress
- 1 WO Cancelled

60 Total Work Orders

WORK ORDERS IN YARDI	In Progress	Cancelled	Completed	Reassigned	Totals
Electrical			1		1
Landscaping	15		14		29
Plumbing					0
Gutter & Downspouts					0
Roofing					0
Heaters					0
Painting					0
Janitorial	1				1
Gates/Fences	1				1
Other-TH Windows	2				2
Other- TH Garage Drs			1		1
Other – Retaining Wall	1		1		2
Cancelled		1			1
Subtotal	20	1	17	0	38

WORK ORDERS SENT BY					
TEXT	In Progress	Cancelled	Completed	Reassigned	Totals
Pest Control			6		6
Landscaping			16		16
Subtotal	0	0	22	0	22

TOTAL Work Orders for				
the Month	20	1	39	60

Work Order Status Details

Property: CSUCI Site Authority (wa300700)

WO#	Unit	Call Date	Completed	Category	Problem Description
149772	CAM169	7/5/2023	In Progress	Landscaping	Owner request the palm tree between his front patio and entry porch removed.
149773	CAM023	7/5/2023	In Progress	Landscaping	Owner requests the irrigation system serving the alley side of 355 CI drive be repaired. Investigate and report on a path forward.
150178	CAM229	7/6/2023	In Progress	Landscaping	Trim/Remove two trees in close proximity to the townhouse
151779	CAM010	7/10/2023	In Progress	Other	Owner reports that multiple screens have "rotted in the heat"
151780	CAM236	7/10/2023	In Progress	Other	Owner reports bedroom window not functioning properly
151783	CAM108	7/10/2023	Work Compl∈ 8/7/2023	Landscaping	There is an irrigation leak at the front or 373 Anacapa Island Drive reported
151784	CAM037	7/10/2023	In Progress	Landscaping	Owner requests trees to be trimmed. The huge tree in front next to the sidewalk is HUGE. messy and blocks the sun. I want to have it cut back as far as possible. The tree next to my entry way makes a mess on the concrete entry. I would like this tree cut back away from my place all the way or removed, if possible.
151785	CAM045	7/10/2023	In Progress	Landscaping	Owners request two trees to be removed between 240 and 230 Landing Cove. See attached photos. Also stump grind the remaining roots.
152181	CAM276	7/11/2023	Work Comple 8/7/2023	Landscaping	At Cathedral Cove Building 100 Units 1 $\&$ 2. Trim the bougainvillea away from the building.
152182	CAM233	7/11/2023	Work Comple 8/7/2023	Other	The "No Parking" sign in the parkway is broken. Repair sign and reinstall
152956	CAM276	7/13/2023	Work Comple 8/7/2023	Landscaping	At Cathedral Cove Building 100 unit 1/2 remove the overgrown bougainvillea and replant with succulents from the plant palette
153330	CAM250	7/14/2023	Work Comple 8/7/2023	Landscaping	Owner reports a broken irrigation head along the curb north of the vehicular bridge before getting to Cuyler Harbor Drive. On the mountain side of the
154442	CAM003	7/17/2023	Work Compl∈ 8/7/2023	Other	Owner reports the bottom seal on the garage door needs to be replaced.
154443	CAM141	7/17/2023	Work Comple 8/7/2023	Landscaping	On the DG path side of 236 Smugglers Cove repair sprinkler head. See attached photos.
154444	CAM141	7/17/2023	In Progress 8/7/2023	Electrical	The sconce near the front door needs to have the bulb replaced/repaired.
154815	CAM157	7/18/2023	Work Comple 8/7/2023	Landscaping	Big limb down at end of alley.
154817	CAM188	7/18/2023	In Progress	Landscaping	Owner request the landscaping between 360 & 370 Cuyler Harbor Drive be reworked on the alley side of their SFH.
154818	CAM189	7/18/2023	In Progress	Landscaping	The Owner of 360 Cuyler Harbor requests the two flax plants be removed at the front of their house and succulents and other appropriate plants be planted on either side of the exterior entry steps.
155562	CAM157	7/20/2023	Work Comple 8/7/2023	Landscaping	discuss with arborist to determine the ongoing health of this oak tree.
157043	CAM257	7/24/2023	Canceled	Painting	Owner reports the retaining wall at the front of his TH needs to painted. Also the unlaying damp problem needs to be addressed.
157045	CAM257	7/24/2023	In Progress	Other	The front retaining wall of 335 E Platts Harbor shows dampness and the wall does not hold paint. Need to be repaired and painted.
157047	CAM036	7/24/2023	In Progress	Landscaping	Remove bay laurel tree in small planter between 350 and 340 LC on the front of this townhouse block
157048	CAM037	7/24/2023	Work Comple 8/7/2023	Landscaping	Owner requests the sycamore limbs overhanging her front patio be trimmed back as discussed during the July Gothic Landscaping walk with UGCAM
157049	CAM276	7/24/2023	In Progress	Landscaping	At Town Center north side of building plant butterfly bush in planter similar to planter which is nearby.
157050	CAM218	7/24/2023	In Progress	Landscaping	Remove/replace shrub on the left at the front entry to owners exclusive use area.
157051	CAM220	7/24/2023	In Progress	Landscaping	At the Santa Cruz side planter replant planter, succulents within 5-feet of structure.

Work Order Status Details

Property: CSUCI Site Authority (wa300700)

WO#	Unit	Call Date	Status	Completed Date	Category	Problem Description
157419	CAM205	7/25/2023	Work Comp	le 8/7/2023	Landscaping	Owner requests the tree at the southwest corner of his townhouse be trimmed away from the townhouse.
158525	CAM245	7/28/2023	In Progress		Landscaping	Valve Replacement Controller O-1 Station 32
158526	CAM056	7/28/2023	Work Comp	le 8/7/2023	Landscaping	owner requests weeds be trimmed in planter bed in front of her arched patio. Also put covers on ground boxes. Trim the shrubs around this townhouse and between 231 and 227 Landing Cove.
158527	CAM186	7/28/2023	Work Comp	le 8/7/2023	Landscaping	Owner offered photo of vines along the alley are again overgrown. Gothic landscaping to address throughout UG.
158528	CAM276	7/28/2023	In Progress		Landscaping	At the community dog park, between the small and large dog park fill in the area of dirt where small dogs can get under the gate.
158529	CAM246	7/28/2023	In Progress		Landscaping	At front courtyard wall trim and remove vines which are extending into the exclusive use courtyard area. Also trim the shrubs making sure the sidewalks are free and open. Also dead head all of the birds of paradise.
158530	CAM276	7/28/2023	In Progress		Gates & Fences	Cathedral Cove Building 200 near Apt 1. There is a deteriorated section of wrought iron fencing. Repair and paint.
158531	CAM276	7/28/2023	In Progress		Landscaping	Cathedral Cove Building 100 Apt 7/8 on the DG path side of the building there is a sprinkler head with needs to be repaired.
158532	CAM276	7/28/2023	In Progress		Landscaping	On Rincon Drive along at the sidewalk at the south end of the succulent garden there appears to be a broken sprinkler head or other irrigation system leak. Investigate and repair.
158533	CAM019	7/28/2023	Work Comp	l€ 8/7/2023	Landscaping	Remove dead rosemary from front of 315 Channel Islands Drive
159633	CAM236	7/31/2023	Work Comp	le 8/7/2023	Landscaping	This new owner requests the moraya at the front three arches be removed. (Owner is installing wrought iron fencing in the arches.)
159635		7/31/2023	In Progress		Janitorial	Clean/wipe down with a wet sponge/rag the following areas. Townside pool fence, Hillcrest Pool Fence, playground perimeter fence, wrought iron behind 731 & 721 E Santa Cruz Island Drive.

Total: 38

CSUCI Site Authority (wa300700)

Budget Comparison Period = Jul 2023

Book = Accrual ; Tree = csuci_is

	PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual	Note
REVENUE								
HOMEOWNER CAM								
Townhome CAM	70,364.00	70,364.12	-0.12	70,364.00	70,364.12	-0.12	844,369.49	
Single Family CAM	19,889.28	19,889.28	0.00	19,889.28	19,889.28	0.00	238,671.36	
Apartment CAM	98,673.93	98,673.93	0.00	98,673.93	98,673.93	0.00	1,184,087.16	
Miscellaneous Income	725.00	0.00	725.00	725.00	0.00	725.00	0.00	
HOMEOWNER CAM	189,652.21	188,927.33	724.88	189,652.21	188,927.33	724.88	2,267,128.01	
TOTAL REVENUE	189,652.21	188,927.33	724.88	189,652.21	188,927.33	724.88	2,267,128.01	
OPERATING EXPENSES								
MANAGEMENT FEE								
Management Fee	25,899.45	26,318.00	418.55	25,899.45	26,318.00	418.55	339,966.00	
TOTAL MANAGEMENT FEE	25,899.45	26,318.00	418.55	25,899.45	26,318.00	418.55	339,966.00	
INSURANCE								
Insurance - Property	5,179.25	5,179.00	-0.25	5,179.25	5,179.00	-0.25	62,151.00	
Insurance-Earthquake	6,842.95	6,842.95	0.00	6,842.95	6,842.95	0.00	82,115.35	
TOTAL INSURANCE	12,022.20	12,021.95	-0.25	12,022.20	12,021.95	-0.25	144,266.35	
REPAIR & MAINTENANCE								
Repair & Maintenance	22,526.50	33,690.67	11,164.17	22,526.50	33,690.67	11,164.17	351,728.00	PTD positive variance as repair items less than budgeted.
TOTAL REPAIR & MAINTENANCE	22,526.50	33,690.67	11,164.17	22,526.50	33,690.67	11,164.17	351,728.00	
UTILITIES								
Electric - Common Area I	67.33	65.00	-2.33	67.33	65.00	-2.33	780.00	
Electric - Common Area II	7,307.01	8,941.00	1,633.99	7,307.01	8,941.00	1,633.99	107,300.00	
Gas - Common Area					•			
Gas - Common Area	2,200.00	1,100.00	-1,100.00	2,200.00	1,100.00	-1,100.00	39,180.00	PTD & YTD negative variance due to seasonal usage.
Water	16,000.00	14,153.31	-1,846.69	16,000.00	14,153.31	-1,846.69	169,839.76	PTD & YTD negative variance budgeted amount exceeded budget.
Sewer	19,776.78	19,776.78	0.00	19,776.78	19,776.78	0.00	237,321.36	-

CSUCI Site Authority (wa300700)

Budget Comparison Period = Jul 2023

Book = Accrual ; Tree = csuci_is

	PTD Actual	PTD Budget	Variance	YTD Actual	YTD Budget	Variance	Annual	Note
Water - Reclaimed	15,710.92	14,039.99	-1,670.93	15,710.92	14,039.99	-1,670.93	168,479.83	3 PTD & YTD negative variance due to seasonal usage.
Trash Removal	19,491.95	20,882.24	1,390.29	19,491.95	20,882.24	1,390.29	250,586.85	5
TOTAL UTILITIES - RECOVERABLE	80,553.99	78,958.32	-1,595.67	80,553.99	78,958.32	-1,595.67	973,487.80	
LANDSCAPING								
Landscaping - Exterior Contract	31,153.00	31,152.35	-0.65	31,153.00	31,152.35	-0.65	373,828.20	
Landscaping - Sprinkler System	8,671.00	2,540.58	-6,130.42	8,671.00	2,540.58	-6,130.42	30,486.96	PTD & YTD negative variance due to payment of annual controller licensing fees.
Landscaping-Equipment	0.00	12,500.00	12,500.00	0.00	12,500.00	12,500.00	34,500.00)
Landscaping - Other	0.00	1,572.07	1,572.07	0.00	1,572.07	1,572.07	18,864.84	1
TOTAL LANDSCAPING	39,824.00	47,765.00	7,941.00	39,824.00	47,765.00	7,941.00	457,680.00	
TOTAL OPERATING EXPENSES	180,826.14	198,753.94	17,927.80	180,826.14	198,753.94	17,927.80	2,267,128.15	 -
NET OPERATING INCOME	8,826.07	-9,826.61	18,652.68	8,826.07	-9,826.61	18,652.68	-0.14	ļ.
NET INCOME	8,826.07	-9,826.61	18,652.68	8,826.07	-9,826.61	18,652.68	-0.14	L
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University Glen Reserve Balance June 30, 2023

Preliminary Unaudited

Reserve Type	Balance as of 5/31/23	Jun 2023 Contributions	Jun 2023 Expenses	Jun 2023 Adjustments	Investment Activity	Balance as of 6/30/23
Common Area	1,245,954.43	17,498.88	(27,151.50)		(1,270.08)	1,235,031.73
Single Family Homes	98,047.43	833.76			(93.46)	98,787.73
Townhomes	2,327,330.82	14,412.00	6,054.38		(1,739.78)	2,346,057.42
Total	3,671,332.68	32,744.64	(21,097.12)	1	(3,103.32)	3,679,876.88

Total Reserve Expenditures Jun-23	21,097.12
Common Area (9CSA11)	27,151.50
CA: Remove walkway trip hazards	2,216.50
CA: DG Path Repair CI & Rincon Dr	4,475.00
CA: DG Path Repair @ Park & CI Drive	3,529.00
CA: DG Path Repair along Rincon & Somis St	3,582.00
CA: DG Path Repair between 103 & 225 CI Drive	4,194.00
CA: DG Path Repair Along CI Drive & 1st Roundabout	4,718.00
CA: DG Path Repair @ 345 CI Dr Near Playground	4,437.00

Single Family (9CSA05)

Townhomes (9CSA14)	(6,054.38)
336 SC (CAM155) Remediation services	1,883.67
318 SC (CAM151) Settlement	(444.05)
355 CI (CAM023) Settlement	(9,484.20)
355 CI (CAM023) Reimb Water Damage Claim	1,595.20
289 SC (CAM123) Termite Inspection	395.00

Detail of invoices held at UGCAM office

Jun-23 Activity	
Contributions	32,744.64
Expenses	(21,097.12)
Adjustments	-
Investments	 (3,103.32)
Total	\$ 8,544.20
Net Change in Balance	
CAM - 9CSA11	(10,922.70)
Single Family - 9CSA05	740.30
Townhomes 9CSA14	18,726.60

Bank Balances as of 5/31/23	3,629,205.92
Pending activity:	
Due from UG for Apr 2023	17,304.47
Due from UG for May 2023	24,822.29
Due from UG for June 2023	11,647.52
Total Due from UGCAM	53,774.28
(accounts receivable)	
Wells Fargo Statement	33,561.67
CalTRUST Statement	3,592,540.93
Bank Balances as of 6/30/23	3,626,102.60
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Reserve Total as of 6/30/23	3,679,876.88

Actuals Transactions by Period

Time run: 7/11/2023 8:13:25 AM

	06/30/2023	0002169408						Dept Fdescr
12		0002109406	MJE - Mar	Cal Trust Activity Jun23	(3,103.32)	101841 - CICSA CalTRUST	XSA37 - SA - Reserves -	-
	06/30/2023	0002169408	MJE - Mar	Cal Trust Activity Jun23	(249.21)	508800 - Dividend	XSA37 - SA - Reserves -	9CSA05 - Single Family Homes
12	06/30/2023	0002169408	MJE - Mar	Cal Trust Activity Jun23	(3,433.67)	508800 - Dividend	XSA37 - SA - Reserves -	9CSA11 - CAMS
12	06/30/2023	0002169408	MJE - Mar	Cal Trust Activity Jun23	(6,489.57)	508800 - Dividend	XSA37 - SA - Reserves -	9CSA14 - Town Homes
12	06/30/2023	0002169408	MJE - Mar	Cal Trust Activity Jun23	342.67	508802 - Unrealized Gain (Loss)	XSA37 - SA - Reserves -	9CSA05 - Single Family Homes
12	06/30/2023	0002169408	MJE - Mar	Cal Trust Activity Jun23	4,703.75	508802 - Unrealized Gain (Loss)	XSA37 - SA - Reserves -	9CSA11 - CAMS
12	06/30/2023	0002169408	MJE - Mar	Cal Trust Activity Jun23	8,229.35	508802 - Unrealized Gain (Loss)	XSA37 - SA - Reserves -	9CSA14 - Town Homes
12	06/30/2023	0002169408	MJE - Mar	Transfer WF to CalTrust CAM	(196,771.12)	101840 - Wells Fargo -SA Uglen xx3097	XSA37 - SA - Reserves -	-
12	06/30/2023	0002169408	MJE - Mar	Transfer WF to CalTrust CAM	196,771.12	101841 - CICSA CalTRUST	XSA37 - SA - Reserves -	-
12	06/30/2023	0002169408	MJE - Mar	Transfer WF to CalTrust SF	(10,005.12)	101840 - Wells Fargo -SA Uglen xx3097	XSA37 - SA - Reserves -	-
12	06/30/2023	0002169408	MJE - Mar	Transfer WF to CalTrust SF	10,005.12	101841 - CICSA CalTRUST	XSA37 - SA - Reserves -	-
12	06/30/2023	0002169408	MJE - Mar	Transfer WF to CalTrust TH	(191,527.28)	101840 - Wells Fargo -SA Uglen xx3097	XSA37 - SA - Reserves -	-
12	06/30/2023	0002169408	MJE - Mar	Transfer WF to CalTrust TH	191,527.28	101841 - CICSA CalTRUST	XSA37 - SA - Reserves -	-
12	06/30/2023	0002174193	MJE - Mar	Jun23 CAM Reserve Expense	27,151.50	660851 - Maintenance	XSA37 - SA - Reserves -	9CSA11 - CAMS
12	06/30/2023	0002174193	MJE - Mar	Jun23 CAM Rsrv Contrib	(17,498.88)	660854 - Reserves	XSA37 - SA - Reserves -	9CSA11 - CAMS
12	06/30/2023	0002174193	MJE - Mar	Jun23 Reserve Receivable	11,647.52	103007 - A/R - Other	XSA37 - SA - Reserves -	-
12	06/30/2023	0002174193	MJE - Mar	Jun23 SF Rsrv Contribution	(833.76)	660854 - Reserves	XSA37 - SA - Reserves -	9CSA05 - Single Family Homes
12	06/30/2023	0002174193	MJE - Mar	Jun23 TH Reserve Expense	(6,054.38)	660851 - Maintenance	XSA37 - SA - Reserves -	9CSA14 - Town Homes
12	06/30/2023	0002174193	MJE - Mar	Jun23 TH Rsrv Contribution	(14,412.00)	660854 - Reserves	XSA37 - SA - Reserves -	9CSA14 - Town Homes
					0.00			
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(740.30) 9CSA05 - Single Family Homes

10,922.70 9CSA11 - CAMS

(18,726.60) 9CSA14 - Town Homes

(8,544.20)

Fund Fdescr is equal to XSA37 - SA - Reserves - Common Area

and Bus Unit Fdescr is equal to CICSA - Channel Islands Site Authority

and Fiscal Year is equal to 2022

and Period is between 12 and 12