

UNIVERSITY GLEN COMMUNITY ADVISORY GROUP

Thursday, March 28, 2024

In Attendance: Jake Friesen, John Lazarus, Ben Gordon, Jeanne Grier, Mark Hewitt, Mary Kennedy

John Lazarus called to order at 4:02 pm

Homeowners Advisory Council (Mary Kennedy):

Mary Kennedy shared the Homeowners' Advisory Council's concerns with the communication between the community and the Site Authority Board. The Homeowners' Advisory Council requested clarity on the operations and appropriate conduct of the Committee. Ms. Kennedy asked about the different variations of the Ground Subleases. She requested that the Site Authority look at these concerns and come back to the community members to address them. John Lazarus agreed that the governing structure needs to be improved. Mr. Lazarus confirmed that the University Council responded to the Homeowners' Advisory Council. Jeanne Grier mentioned the Special Tax and the extension of it without notice to the homeowners. Mr. Lazarus stated that the Ground Sublease does not necessarily require notice. Ms. Kennedy asked if there would be any communication from the board in time for the Homeowners' Advisory Council elections in June. Mr. Lazarus stated that there will be a Town Hall on April 10th. Ms. Kennedy asked who would be in attendance from the Site Authority Board at the Town Hall. Mr. Lazarus stated that the board will not be invited due to Bagley Keen restrictions, they can watch without being a panelist. Ms. Kennedy asked about the Budget Advisory Group members since they are Homeowners' Advisory Council members and the Homeowners' Advisory Council members have stepped down. Mr. Lazarus stated that the second draft of the budget has been drafted and the Town Hall will allow the Site Authority to find out what other changes the community wants. Ms. Kennedy stated that the members of the Budget Advisory Group want to remain members of the Budget Advisory Group.

CI Faculty Homeowner (Jeanne Grier):

Jeanne Grier expressed her concern with the direction of the community. She asked for the Site Authority to request direct communication with the board members. Mr. Lazarus thanked Ms. Grier for her comments and is hopeful for a clear structure and dialogue with the board in the future.

Site Authority (John Lazarus):

John Lazarus announced the departure of Ben Gordon. Town Hall finishing details are being worked out. The invitation will be sent out with the time and location. The second draft budget was shared with the community. The most impactful was for the townhomes. The townhome CAM fees dropped from \$571.94 to \$541.10. Due to changes in landscaping and adjusting contributions to reserves. Mr. Lazarus encouraged everyone to view the reserve studies that

were shared. The Request for Proposals for the management company has continued with interviews for bidders. The contract should be awarded by mid-April. Mr. Lazarus stated that the draft budget will be impacted due to the Request for Proposal because it is a large amount of money. Per the agenda: These changes came because of the following:

1. 1.a. Regarding the Budget Line Item 4. Landscaping The annual tree trimming which originally included in the "Exterior Contract". We extracted \$40,430.00 from the "Exterior Contract" to its own line removed from the line item "Tree Care > 12'" to allow a separate RFP for the annual tree trimming project. (Be aware the annual tree trimming project includes building clearance required by the Ventura County Fire Department representing CalFire.) This will allow for

development of a clear scope of work and receiving multiple bids maximizing the spent of dollars and possible cost savings. 2. 1b. Budget Line Item 4. Landscaping Brush Clearance. The budget for Brush Clearance (1x) is \$13,476.51. During 2023-2024 it was determined that due to the location of the property lines for the individual owners in UG, CSUCI/Site Authority would reimburse UGCAM/Gothic Landscape for 85% of the costs (as the 100-foot brush clearance beyond the UG owners' property still needs to be completed to be in compliance with Ventura County Fire Department.) That means UG owners are responsible for 15% of each Brush Clearance activity or \$2,021.47. Last fall during a site walk with Larry Williamson, Ventura County Fire Department, and Aaron Greer, State Fire Marshall for our area stated that the brush needs to be kept at a height of 6-inches. It was agreed this would mean the 100-clearance work would need to be done at least 2 times and possibly as many as 4 times/year. Based on that meeting, UGCAM recommends the 2024-2025 Budget include monies for brush clearance 3x during the upcoming fiscal year. This total is \$6,064.43. This reduced the Exterior Landscape budget by \$7,412.08. There is no reduction in services. The costs are shifted from the homeowners to CSUCI/Site Authority based on the property lines and clarification on responsibilities.

3. Reallocating water across the community based on more recent actual usage (This new allocation is still under evaluation)

4. Hold TH Reserve contributions at 23/24 Level of \$106.90/month as opposed to increasing them to \$127.68. It's important for Town Homeowner's to recognize that the lower the Town Home Reserves contributions over time the lower the funded percentage.

Anacapa Canyon (Ben Gordon):

Ben Gordon shared that this would be the last meeting he will be attending. Nick Davidson will be stepping into the role.

UGCAM Report (Jake Friesen):

On April 1st, the heaters at the Hillcrest pool and spa will be turned on. The pool will be set at 82 degrees and the spa will be at 102 degrees. An E-Blast was sent out regarding the closure of Camarillo Street, starting on April 2nd through the 26th. Single-family homeowners have alerted

UGCAM about their insurance not being renewed due to the wood fences being within five feet of the home. CSUCI facility services sent UGCAM information on aluminum fencing. The Homeowners' Advisory Council agreed that a horizontal installation would be acceptable from an aesthetic standpoint. A Property Improvement Application would need to be created then the Homeowners' Advisory Council would need to review it. UGCAM assessed the address lights on the single-family homes. There are 72 units with two light bulbs each. With a total of 144 light bulbs, 71 of them were no longer working. The single-family homeowners are responsible for the maintenance of their homes. UGCAM will send out an E-Blast requesting these to be taken care of within 30 to 60 days. UGCAM is exploring the idea of rewiring the lanterns with LED light bulbs. The maintenance project would be paid through the single-family reserves. CSUCI facility services have provided UGCAM with replacement lanterns for \$288. UGCAM is willing to work with the single-family homeowners on this. Ms. Grier asked about the status of the Property Improvement Applications that have already been submitted. Mr. Friesen stated that facility services have approved three colors for the house paint. Homeowners can choose between those colors to help the Property Improvement Application progress quicker. Mr. Lazarus confirmed that no Property Improvement Applications are on hold due to the Homeowners' Advisory Council's resignation.

Mark Hewitt asked if the sidewalk across from the school bus stop will be slated to be fixed. Mr. Friesen stated that UGCAM has done some shaving of the concrete there and is looking for a price for the replacement of the concrete that can not be shaved.

Adjourned by John Lazarus at 4:56 pm