

UNIVERSITY GLEN COMMUNITY ADVISORY GROUP

Thursday, May 22, 2025

In Attendance: John Lazarus, Jake Friesen, Nicholas Davidson, Jeanne Grier, Mary Kennedy, Matthew Curtis, Dae Paula Saulnier

John Lazarus called to order at 4:03 PM

CI Faculty Homeowner (Jeanne Grier):

This was Jeanne Grier's final meeting as a member of the Community Advisory Group. John Lazarus reported on the transition and the proposal to adjust the Community Advisory Group membership by replacing one faculty seat with a staff seat appointed by Staff Council. The proposal will be brought to the Site Authority Board at its June 9th meeting. This change is an interim improvement, aligning with the conclusion of Jeanne Grier's appointment. Jeanne Grier expressed her agreement with the change.

Homeowners Advisory Council (Mary Kennedy)

The Homeowners' Advisory Council reported receiving questions regarding tree removals. In response, Jake Friesen stated that this was not a removal project but part of an assessment by American Heritage Landscaping, the contractor. American Heritage Landscaping had been asked to take photos and review conditions in preparation for a new contract. Regarding the curb painting near the Rincon roundabout, the group agreed it would help with the traffic flow and safety. A proposal has been made to paint the curb white on Rincon to create additional parking space.

Site Authority (John Lazarus):

The draft 2025 University Glen CAM budget was initially prepared by the property manager and shared with the Budget Advisory Group. Community input has since been collected. The single-family budget was proposed to increase 2.39% year over year. The current CAM fee for single-family homes will increase from \$313.10 to \$320.77 per month. Reserves are 90% funded, which is considered strong. The townhome CAM fee is proposed to increase by 7.35%, from \$532.77 to \$575.03 per month. Reserves are currently funded at 42%, and the budgeted contribution is set below the level recommended by the reserve study. John Lazarus highlighted fixed expenses that impacted all homes. Administration decreased by 4.1%, and landscaping, which went out for Request for Proposal, saw only a 0.4% increase. Common area costs rose 21%, driven by \$41,000 budgeted for sidewalk trip hazard repairs. In the past, these repairs were paid from reserves, but the reserve company now advises that only projects extending useful life be funded that way. Utilities decreased by 9.8%. For townhomes, insurance rose by 9% in line with statewide trends, while reserves increased by 3%. The University Glen report stated that currently 32% of University Glen residents are Priority Category 1–3. Under the home sales report, Mr. Lazarus noted that the cost of owning an average home in University Glen, including the special tax, was about 42% less than owning an average home in Camarillo. Work to clear the overflow basin on the east side of UGlen Park was reported as ongoing. It was noted that they are still looking for residents interested in participating in an "Open Mic" in the Town Center Courtyard on weekend nights. A question was raised about what would happen to the funds that were not used for the water meters. Mr. Lazarus stated that no proposal will be made at the June 9 meeting, and the item will be reworked.

Anacapa Canyon/32 Acre Development/Mission Hills (Nicholas Davidson):

An update on the Parking Boss vendor program for the Anacapa side of the community was provided. They are currently producing signage proofs and an interactive map. Meetings are underway with Vintage Apartments to ensure they can join a merged account without added costs, since they already paid startup fees. The target launch has shifted from July 1st and now it is closer to August 1st. The Parking Boss system would require registering all University Glen residents to be effective. The program would also allow for private enforcement, giving individual homeowners authority to call for towing from their own driveways, though not from streets or open spaces. Existing ground lease rights to two permits per home would remain unchanged. The Parking Boss system was described as an opportunity to reset, simplify, and better manage parking across the community. The group discussed implementing the Parking Boss system in University Glen, which would require a new permit distribution. University Glen residents would still receive physical permits (such as hang tags or windshield stickers) in addition to being registered by license plate in the Parking Boss system.

UGCAM Report (Jake Friesen):

The landscape maintenance Request for Proposal has been received, with three comparable proposals. All required use of electric equipment, with the exceptions for the sycamore leaf cleanup. Gothic Landscaping was awarded the landscape maintenance contract at \$356,400, and American Heritage Landscaping was awarded the annual tree trimming contract at \$59,250. Both contracts take effect July 1st, 2025. The annual tree trimming budget was increased by 50% to expand services. The asphalt resealing project contract with JB Bostick Co. was signed for \$201,635.80. Work is scheduled for June 2–14, excluding one Sunday. Notifications will be sent by email, mail, and posted signage (including a temporary digital sign at the Camarillo/Channel Islands Drive entrance). Coordination with landscapers, trash service, and police is underway to minimize disruptions. Gothic Landscaping began work on the 100-foot fire clearance, which must be completed by June 1st. This includes clearing grasslands within 100 feet of structures and lifting trees to a minimum of six feet from the ground surface. At the Town Center fitness center, repairs to the treadmill are scheduled for next Tuesday now that parts have arrived. In the CAM office, the failed heat pump was replaced by Anderson Refrigeration, the lowest of three bids, for \$11,500. The expense was paid from transition funds available in operations. The Homeowners' Advisory Council elections are also underway. In past years, the CAM office managed the process directly, but this year, ballots will be prepared by the office in partnership with the Homeowners' Advisory Council, with printing provided by a vendor for \$1,500. The Homeowners' Advisory Council members will handle stuffing, stamping, and mailing. Ballots will be returned before the June Homeowners' Advisory Council meeting, where results will be announced.

Adjourned by John Lazarus at 5:04 PM