

This HAC meeting will be held in person in the Town Center Community Room. Live stream will be available on Zoom. Real-time questions via Zoom will not be available. Persons wishing to make public comments may sign up in advance through email to jacob.friesen@seabreezeemgmt.com or before the meeting in the Community Room. A written submission of comments is optional but assists the HAC in maintaining a complete record and facilitates a response.

**UNIVERSITY GLEN -- HOMEOWNERS' ADVISORY COUNCIL (HAC)
THURSDAY, DECEMBER 19, 2024
GENERAL SESSION 6:00 PM**

Join Zoom Meeting

<https://csuci.zoom.us/j/85352696247>

Meeting Minutes are offered below in BLUE.

- I. **Call to Order.** The meeting was called to order at 6:05 PM
- II. **Roll Call.** Kennedy and Tull present
Boyd, Powell, Litton absent
There is not a quorum. This meeting is held as a courtesy to the community to distribute information updates to the community.
- III. **Approval of Meeting Minutes** Mary Kennedy, Chair of the HAC stated that as there is not a quorum, action on the meeting minutes for November 20, 2024 was deferred.
- IV. **Public Comments.** *(This is for public comments for items not already listed on the agenda. Commenters will have up to 3 minutes to address the HAC. The Chair may provide a brief response and/or direct the issue to the appropriate individual for response.)*
There were no public comments offered.
- V. **Monthly Reports.**
 - A. County Supervisor Lopez or representative
No Representative from the County Supervisor's office was present.
 - B. Public Safety Report (CSUCI Police representative)
Lieutenant Brownfield reported there has been an increase in thefts both in UGlen/Anacapa and the Campus. He reported electrical breakers being stolen in one of the unoccupied homes in Anacapa Canyon. The police believe this theft is related to breakers being stolen during the construction of the Villa Apartments. Around December 6th a resident on Smugglers Cove reported delivered to in the alley was stolen. On December 18th, a car (which was believed to be unlocked) was broken into and had miscellaneous items stolen. The police do not believe these thefts are related. Brownfield commented that some of these thefts may be seasonal due to the holiday season, but that is not necessarily the case. The police continue to recommend locking your vehicles and placing valuable items, so they are not visible. A community member asked if Lieutenant Garrett has any further information about the recent vandalism which occurred at the Anacapa Canyon Villas' Community Room? Brownfield said he has no specific updated information about the Community Room at the Villas. Brownfield reiterated that regarding parking in the East Campus until January 15, 2025, parking passes are required in the apartments' parking lots. No parking passes are required for street parking. General street parking rules will continue to be in effect, such as not parking in front of fire hydrants or parking in an ADA parking space requires an ADA parking pass, etc.
Simhan Mandyam, an owner in UGlen, brought his concern about speeding cars on Channel Islands Drive and Camarillo Street. He also mentioned the law going into effect on January 1, 2025, where there will be required a 50-foot red curb at intersections. His specific concern was with streets leading into the roundabout at the 3000-block of Channel Islands Drive.

Brownfield commented that the police have experienced an increased number of speeding vehicles, and they continue the enforcement of speeding vehicles. The police department is also working to determine the locations and the extension of red curbs needing to be upgraded in UGlen.

C. Site Authority staff representative (John Lazarus)

John Lazarus stated with the response regarding the accounting practices for the annual common area budget reconciliation. As the community members who asked this question were not present, Lazarus' response was tabled for a future HAC Meeting.

Lazarus then commented about the status of the water meter project for UGlen townhouses and single-family homes. He stated the HAC administered a survey which asked UGlen owners whether they wanted water meters installed on their home. The results of the survey were an overwhelming majority saying, "No." The result is that the project to install water meters in UGlen was discussed at the December 2nd Site Authority Board meeting and it was agreed the water meter installation project was cancelled.

Due to the excellent work of Chief Massey and Lieutenant Brownfield six cellphone boosters will be installed on the roof of the Vintage Apartments. Information about the specific cellphone provider is forthcoming. The coverage of these antennas may bleed over into the northern part of UGlen. It is reported that the CSUCI police department worked with folks in Sacramento to implement this project due to public safety concerns.

Lazarus reiterated his support for live music in the Town Center courtyard. The proposed time would be on a weekend night, once a month. With this proposal the performers would play for tips. If anyone is interested, please contact John or members of the HAC.

Lazarus reported that the apartments at Anacapa Canyon are now fully occupied. The Anacapa Canyon townhouses and single-family homes have started their final phase, the four townhouses in the parking lot of the model units. The townhouse and single-family homes are anticipated to be complete June/July 2025.

Lazarus mentioned the incident of the flooding of the Anacapa Canyon community room, as talked about during the police report. The community room remains closed for repairs.

Lazarus mentioned again the environmental review and project to remove built up sediment at the concrete structure behind the community park at Long Grande Canyon Creek. This project is to be completed during the 2025 calendar year.

D. UGlen Common Area Property Manager (Jake Friesen)

Jake Friesen reported the additional 100-foot brush clearance along Long Grande Canyon Creek was completed before Thanksgiving. When the UGlen Management Office receives Gothic's invoice in the amount of \$7,994.00. We will send an invoice to CSCUI Site Authority for 85% of that number, \$6,794.90. The remainder \$1,199.10 will be paid from the Landscape Line of the UGlen operating budget.

The two new treadmills were shipped from Washington state on December 9th. We are waiting to coordinate the delivery and installation time with the installation crew.

Christmas Tree Disposal. Beginning on December 26th through January 10, 2025, there will be a 40-yard dumpster in the 1000 block of North Channel Islands Drive for the disposal of live Christmas Trees. All non-organic decorations are to be removed before disposing of a tree in the 40-yard dumpster. The costs for this common area service are being shared with Anacapa Canyon. Each common area manager is anticipated to receive charges from EJ Harrison for one 40-yard dumpster.

Oversized pick-up. For owners in UGlen, one-oversized item pickup by EJ Harrison is included annually. To schedule an oversized item pickup call EJ Harrison, 805-647-1414. Ask for Dispatch. Tell the dispatcher your address in UGlen, and they will schedule a time for your oversized item pickup.

Spring Cleaning 40-yard dumpster. The members of the HAC suggested getting a 40-yard dumpster in the spring and fall for seasonal dumping of unwanted junk/stuff.

Financials Report for November 2024: See the attached spreadsheet delineating the financial status of the Current Period. The report shows a positive variance of \$69,851.04 for the month of November. Year-to-Date status shows a positive variance of \$339,210.13.

M. Kenney asked, “what are the large outstanding invoices which will reduce the large positive variance?”

Friesen replied there are several large outstanding invoices, one being the Campus 99 Insurance Premium for townhouses.

Holiday Office hours will be posted on the door of the UGlen Common Area Property Management Office. If the office is closed, owners are welcome to call the Seabreeze after hours number, 1-800-232-7517, and Seabreeze’s personnel will contact someone to address the issue.

E. Community Advisory Group (CAG) (Mary Kennedy, HAC Representative)

F. Budget Advisory Group (BAG) (Sandy Boyd, Dillon Tull, Lori Knudsen)

BAG Report-presented by J. Friesen. The following is a report regarding the Budget Advisory Group (BAG) meeting on Tuesday, December 17th. Four people were in attendance. Sandy Boyd, Nicholas Davidson, John Lazarus, and Jake Friesen.

The BAG received the first draft of Complex Solutions’ Reserve Studies for the Common Areas, Single-Family Homes, and Townhouses. Complex Solutions met their contractual obligation by submitting the initial draft reserve studies by December 10th. Discussion included how the starting balance for each reserve study was calculated. Additional attention will be given to the calculation of the starting balances as of July 1, 2025.

The first draft of the 2025-2026 Budget in excel format was presented. Discussion included how townhouse maintenance items presently being paid for from the townhouse reserves may be managed. One approach would be to include allowances in the townhouse reserve line items based on recent actual expenses. This approach would allow for funds not used in the allowance to remain in the reserves. This would potentially satisfy the accountants with the University. Alternatively, the amounts determined by recent actual expenses could be included in the operating budget with separate lines for townhouse specific expenditures. The drawback of this approach is that at the end of the fiscal year any excess funds would be included in the reconciliation. Unused funds may be used to balance deficits in other line items. The positive aspect of this approach is the townhouse reserve would continue to grow as presented in the townhouse reserve study.

Revised BAG Charter. The group had a productive discussion about how the Charter for the BAG may be amended to clarify how the group actually functions for the community. The BAG’s function is to support the UGlen Common Area Property Manager in developing the FY 2025-2026 budget. Watch for additional information next month.

Friesen, as directed by Site Authority Staff, brought up how to proceed with a couple of townhouse maintenance items, i.e., dryer vent cleaning, heater ductwork cleaning, and cleaning exterior townhouse stucco. Management will pull together pricing and come back with recommendations to be reviewed. Further information, in conversation with Mission Hills Maintenance’s supervisor, he said that MH cleans their drier vents every 3-5 years. All the cleaning of the drier vents is done as part of a single project.

VI. **HAC Standing Subcommittee Reports** Written reports are requested to assist the HAC maintaining a complete record...

A. Garden Committee (Carolyn Phillips, Chair) No committee member present to present a report.

- B. Landscape Committee (Creation) [Defer discussion.](#)
- C. Reserve Management Committee (Creation) [Defer discussion.](#)

VII. New Business.

VIII. Next HAC Meeting Date.

[Chair Kennedy suggested that going forward the monthly HAC meeting date be, as it has been in the past, the third Thursday of the month. Thursday, January 16, 2025, is the proposed date for the January 2025 HAC meeting. With no discussion on the contrary, the next HAC meeting will be on January 16th at 6:00 PM.](#)

IX. Adjournment

[The meeting was adjourned at 6:50 PM.](#)

To attend the meeting virtually, join using the Zoom link.

For technical assistance before and during the meeting, please contact Jacob Friesen 805-402-1584 or jacob.friesen@seabreezemgmt.com