

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@seabreezemgmt.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, APRIL 17, 2025
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 6:00 PM
- II. **Roll Call.** Mary Kennedy, present
Madison Litton, present
Sandy Boyd, present
There was a quorum.
Gabrielle Powell, absent
Dillon Tull, absent
- III. **Approval of Meeting Minutes.** There was no opposition from the HAC members to approving the HAC members the meeting minutes the meeting of March 2025. The meeting minutes were Approved.
- 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.)*
 - A. Public Comments:
[Townhouse owner, Hanni Jalil](#) and her husband asked for clarification about the practice for planting in the common area around their townhouse.
Common Area Manager, Friesen, agreed to send email to them setting up a time to discuss the defensible space fire requirements and plantings between her townhouse and the DG path along Long Grande Canyon Creek.
[Townhouse owner, Darcey Lober](#), requested the landscaper not cut the wildflowers along the DG path along Long Grande Canyon Creek.
Lober questioned the selection of plants on the plant palette Gothic Landscape is using in University Glen.
The members of the HAC brought up that Ms. Lober may be interested in participating on the HAC's landscape committee which at the present time has not been established.
- V. **Monthly Reports.**
 - A. County Supervisor Lopez or representative
No representative from the County Supervisor's office was present.
 - B. Public Safety Report (Sergeant Rosas--CSUCI Police representative)
[Sergeant Rosas](#) reported that on 3/21 Officers responded to two animal calls. One was at the area of the ridgeline on Channel Islands Dr on a report of a possible mountain lion. Officers arrived on scene, checked the area, however, it was gone on arrival. The second call was at

Channel Islands and Twin Harbor on a report of a rattle snake on the walking path. Officers arrived on scene and the snake had already gone into the bushes.

On 3/31 Officers responded to the 300 block of Smugglers Cove in reference to a hit and run report. Officers contacted the victim and witness and completed their report. This investigation is still ongoing.

On 4/6 at about 2:14am Officers were dispatched to the area of Cuyler and Santa Cruz Island on a report of juveniles creating a disturbance and possibly driving around a Channel Islands cart. Upon arrival, the officers located the cart, however the juveniles had already fled the area. The cart was recovered without further incident.

4/10 officers were dispatched to Vintage apartments in reference to a report of a male attempting to follow people inside the locked building. The reporting party stated the subject appeared to be under the influence of alcohol or drugs. Upon arrival officers contacted the subject and determined he was not under the influence of a substance. A resident of the building met with the officers shortly after no crime.

On 4/16 in the morning hours, officers observed a group of juveniles driving around campus in a golf cart; while attempting to stop them, they fled the location. Officers caught up to them and took them into custody. Three juveniles were later cited out to their parents. Later that morning, a second Channel Islands cart was recovered in the University Glen, however at this time it is unknown if the same juveniles are responsible for that theft.

The Autism Society of Ventura County annual Aut2run will be held on Sunday April 27th and will limit the traffic in and out of the UGlen in the morning hours. The first race is set to start at 7 am and the last race starts at 10:45 am.

CSUCI Commencement will be held on Saturday, May 17th. Two ceremonies are scheduled.

C. Site Authority staff representative (John Lazarus)

Looking for support from CAG to change the current membership of “Faculty representation living in University Glen (2)” to “1 Faculty representation living in University Glen and 1 Staff representation living in University Glen. The faculty position would continue to be appointed by Academic Senate, Appointments, Elections, and Bylaws Committee and the Staff position be appointed by Staff Council. If the CAG supports this change, Site Authority Staff will present this to the Site Authority Board for support at the June 10 BOD Meeting. This will align with Jeanne Grier’s current appointment ending at the end of Spring 2025. This will be a step in the right direction, and further changes will be discussed at the Board’s fall retreat.

Update on FY 25/26 Draft UGCAM Budget for SFH/TH. It’s important to emphasize that this is a DRAFT budget, but it is close to final. As new information comes in, it will continue to be refined. The initial draft Budget was created by the Property Manager and shared with the Budget Advisory Group (BAG) on 1/31/25, and robust engagement with the various community groups and property owners has occurred since then, including the Survey conducted by the HAC regarding Dryer vent cleaning and what Townhouse Reserve contributions should be. The Single-Family Budget shows a 3.64% increase from \$313.10 to \$324.94, and Single-Family Reserves are well funded at 90%. The Townhome DRAFT Budget shows an 8.07% increase from the current \$532.77 to \$579.52 for next year, and further refinements are possible based on the HAC Survey and other factors.

Timeline for development and communication of the DRAFT 25/26 UGCAM Budget

1. 1/31/25 - The Property Manager prepared the DRAFT Budget and submitted it to the BAG and SA staff.
2. (1/31 - Mid-March) - BAG met 2 more times, and SA staff communicated with the HAC reps to the BAG 6 times to refine.
3. 3/14/25 - SA staff, along with the Property Manager, presented the DRAFT Budget to the entire HAC, reviewed all categories, and answered specific questions.
4. 3/20/25 - SA staff present the DRAFT Budget to the HAC
5. 3/27/25 - SA Staff present the DRAFT Budget to the CAG

6. Early April till Mid-April - HAC conducted a survey of Townhome Owners regarding the possibility of cleaning Townhouse dryer vents and what Townhouse Reserve contribution amount should be.
7. 4/17/25 - SA Staff presented a refined DRAFT Budget to the HAC
8. 4/24/25 - SA Staff presented a refined DRAFT Budget to the CAG
9. 6/9/25 - Final Budget is presented to the Board for review and approval.

Fixed Expenses impacting all home types.

1. Administration 4.11% decrease. Decreasing the cost to each property owner by \$1.22/month.
2. Landscaping 7.85% increase. Increasing the cost to each property owner by \$4.76/month.
A 33% increase in tree trimming to address Fire Standard 515 Defensible Space and Fuel Modification is a major driver.
3. Common Area Maintenance 20.49% increase. Increasing the cost to each property owner by \$6.95/month.
Moving \$41k in the Sidewalk Trip Hazard project (Annual) from a Reserve item in FY24/25 to an Operational item in FY25/26 at the recommendation of the Reserve Study company, Complex Solutions, is a major driver.
4. Utilities 9.78% decrease. Saving each property owner \$12.50/month
TH Maintenance 72.06% increase. Increasing the cost for each townhome owner by \$26.44/month
5. TH Insurances 14.39% increase. Increasing the cost to each townhome owner by \$17.27/month
This is part of the larger trend affecting the entire California Homeowners Insurance market.

Ventura County Tax Assessor's Office, with input from the office of the Ventura County CFO will be presenting at the June 9, 2025, SA Board Meeting on how taxes are paid and what those taxes are used to fund.

In March 2025, the median price for a home in Camarillo was \$905,974, up from \$894,708 in February, while the average price of a University Glen home sold in 2025 was \$506,774.73.

Open Mic--We are still looking for anyone interested in playing a sort of "Open Mic" in Town Center Courtyard on weekend nights.

Overflow Basin--Work to clear out the Overflow Basin on the east side of UGlen park continues.

D. UGlen Common Area Property Manager (Jake Friesen)

Jake Friesen reported the Asian American and Pacific Islanders (AAPI) Night Market at the University is scheduled for Thursday, April 24th 6:00-9:00 PM. See the flyer given to the HAC members.

Update on the Pool/Spa Amenities:

At the Hillcrest Pool, the heater was replaced as it went out at the spa at the beginning of November 2024. The cost to replace the spa heater was \$5,195.00. This invoice was paid by the Common Area Reserves. This work was completed prior to April 1, 2025.

As of April 1st, the heat is back "ON" at the Hillcrest Pool and Spa.

After the Hillcrest Pool/Spa was operational again, the Townside pool was drained, the rust stains caused by rebar penetrating the plaster walls of the pool were repaired (3 locations) at a cost of \$1,995.00. The pool was then refilled.

At the Townside Pool heater was replaced as well as the gas line to the new heater at a cost of \$5,495.00. This was paid from the Common Area Reserves.

Update on the Crack Seal & Asphalt Reseal throughout UGlen. Two bids were returned for this work through Asphalt Consulting Services (ACS). The low bid was from JB Bostick out of Anaheim, California. The bid was \$201,635.80. The BAG reviewed the bids. There was consensus to move ahead with JB Bostick. JB Bostick has provided a contract with the UGlen

CA Property Management Office. This office is working to execute the contract. The work is tentatively scheduled to be completed in the first two weeks of June.

The Landscape maintenance service RFP was sent out to six landscape vendors.

- American Heritage Landscaping
- Brightview Landscape Services
- Enhanced Landscape Management
- Gothic Landscape Maintenance
- Oakridge Landscape
- Serber Landscape Service

The RFP calls for the bids to be returned by 5:00 PM on Monday, April 28th.

Town Center Fitness Center work. Xtreme Fitness came to the property after it was reported that the Cybex treadmill in the Town Center Fitness Center has a belt which is slipping. Following investigation Xtreme Fitness determined the belt needed to be replaced and provided a quote in the amount of \$1,391.75 for replacement of the belt. This quote was approved, and the parts have been ordered. We anticipate the repairs will be completed soon.

The Management Office's heat pump needs to be replaced. Review of the lease between KWP and University Glen LLC. states the leasee is responsible for the maintenance and replacement of the mechanical equipment serving the rental office space. Three prices secured. Anderson Refrigeration was the lowest at \$11,500.00. The Site Authority signed a proposal authorizing the work to be completed. The payment for this work is planned to come from the 2024-2025 operations budget.

FY 2025-2026 Budget to date. Site Authority staff representative, Lazarus, provided an update on the UGlen FY 2025-2026 Budget during his report to the HAC. Refer to his report above.

The HAC elections are coming up. There will be two seats available. The continuing members will be Mary Kennedy, Madison Litton, and Dillion Tull. Let members of the community who may be interested in running for the HAC about the upcoming elections. In the past, the schedule for the balloting process included developing the list of candidates by mid-May. The ballots were sent out with a return stamped envelope at the end of May with ballots to be returned to the Management Office at a time before the June HAC meeting. The Site Authority will count the ballots prior to the June HAC meeting where the results will be shared with the community.

Landscape Maintenance of the 3000-Block Channel Islands Roundabout Planter. During the Anacapa Canyon construction project the irrigation system serving the 3000-block of Channel Island's roundabout was broken and during the repair was attached to the Anacapa Canyon irrigation control system. Due to the fact the irrigation controller is no longer under the accessible to UGlen's landscape vendor, Gothic Landscape, going forward responsibility for the maintenance of the landscaping of the planter in the 3000-block of CI Drive's has been given to Anacapa Canyon's Common Area Management team and their landscape maintenance vendor.

- E. Community Advisory Group (CAG) (Mary Kennedy, HAC Representative) No additional items were discussed.
- F. Budget Advisory Group (BAG) (Sandy Boyd, Dillion Tull, and Lori Knudsen) No additional items were discussed.

- 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 [\(Creation\) Discussion deferred.](#)
 - C. Reserve Management Committee [\(Creation\) Discussion deferred.](#)
- VII. **New Business.**
- VIII. **Next HAC Meeting Date.**
[The next HAC is scheduled for Thursday, May 22, 2025, at 6:00 PM](#)
- IX. **Adjournment**
[The meeting was adjourned at 7:25 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