

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, MAY 22, 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 6:07 PM

II. Roll Call. Mary Kennedy, present
Sandy Boyd, present
Gabrielle Powell, present
Madison Litton, present (online)

There was a quorum.

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 April 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:
There were no public comments.

V. Monthly Reports.

- A. County Supervisor Lopez or representative.
[Angel Garcia assistant to Supervisor Lopez reported](#) the county is working to complete the country fiscal budget for 2025-2026.
[Garcia mentioned](#) he was continuing to work on the "Paletas in the Park" event for the supervisor to meet her constituents in University Glen (and Anacapa Canyon.)
- B. Public Safety Report (Sergeant Rosas--CSUCI Police representative)
[Sergeant Rosas](#) reported the following police activity since the April 17th HAC meeting.
[On 4/18 officers](#) were dispatched to 100 Santa Rosa Island on a report of suspicious person knocking at an apartment door. Officers responded and determined it was a delivery guy attempting to deliver a package. No crime.
[On 4/24 officers](#) were dispatched to a residence in the 1100 block Santa Cruz Islands to assist with help due to a resident's daughter becoming assaultive. Officers arrived on scene and contacted a juvenile. During the contact, the juvenile became assaultive towards officers. The juvenile was taken into custody and transported for treatment.
[On 4/25 officers](#) responded to a report of a disturbance in progress at 100 Santa Rosa Island Dr. Officers contacted the residents and determined there was no evidence of a crime.

On 4/26 at 4:48 am officers observed a vehicle traveling at a high rate of speed and attempted to locate the vehicle. Further investigation led to a hit and run incident which occurred at the intersection of Rincon and Camarillo. Officers arrested the drivers on suspicion of driving under the influence.

On 4/29 at about 1:30am officers were dispatched to the south pool in University Glen on a report of a group of subjects being loud. The group was contacted and warned for trespassing, they were advised to leave and then they left the area.

On 5/02 officers responded to 100 Santa Rosa Island Dr on a report of a dispute between a resident and a relative. Upon arrival, contacted the reporting party and discovered that the relative causing the disturbance had already left the area. No crime.

On 5/2 officers assisted a resident of 100 Santa Rosa Island Dr with a grand theft by false pretenses investigation. The victim was targeted by an unknown person claiming to represent the US Marshall and convinced the resident to purchase several gift cards in the amount of \$1,000. The resident later realized that it was possibly a scam and filed a police report. This investigation is on-going.

On 5/6 Officers responded to the 200 block of Diablo point to investigate a vehicle theft. Upon arrival, they contacted the reporting party, conducted their investigation and canvassed the area. This investigation is still ongoing.

On 5/20 officers responded to the area of the north pool on a report of 4-5 subjects creating a disturbance. Upon arrival, subjects were contacted, and officers left the area without further incident.

Casa Pacifica Beer and Wine Festival will be held on Sunday June 1st will limit the traffic in and out of the UGlen in the afternoon hours and we recommend using Channel Islands to enter the residential complex.

Gabrielle Powell, HAC Member, requested Sargeant Rosas provide the comparison percentage of calls per month between University Glen and Anacapa Canyon-including the Vintage Apartments.

C. **Site Authority staff representative (John Lazarus)**

The University Glen CAM budget.

The initial draft Budget was created by the Property Manager and shared with the Budget Advisory Group (BAG) on 1/31/25. Robust engagement with the various community groups and property owners has occurred. The Single-Family UGCAM Budget increases by 2.39% from \$313.10 to \$320.77, and Single-Family Reserves are well funded at 90%. The Townhome DRAFT Budget was informed by a survey the HAC sent to Townhome owners in April, asking about the Townhome Reserve contribution for FY 25/26 and whether Townhome dryer vents should be cleaned. The HAC advised that Townhouse Reserves should rise by 3% year-over-year and that 1/3 of all Townhome dryer vents should be cleaned in FY 25/26, with the remainder cleaned over the following 2 years. Townhouse UGCAM Budget increases by 7.35% from \$532.77 to \$575.03. It is important to note that the most recent TH Reserve Study recommends a \$265/TH/month contribution and shows the percent funded as of 7/1/2025 at 42% while the budgeted contribution is \$125.17/TH/month, so the townhome Reserves funded % is likely to drop below the current 42% over FY25/26.

Timeline for development and communication

1/31/25 - The Property Manager prepared the DRAFT Budget and submitted it to the BAG and SA staff.

February – June 2025 - BAG met 4 times to further refine the UGCAM Budget and SA staff communicated with the HAC reps to the BAG often.

3/10/25- Site Authority Staff presented a UGCAM Budget summary to the Site Authority Board detailing changes at that point in the budget development process.

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.

3/20/25 - SA staff present the DRAFT Budget to the HAC

3/27/25 - SA Staff present the DRAFT Budget to the CAG

Early April - 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.

4/17/25 - SA Staff presented a refined DRAFT Budget to the HAC

4/24/25 - SA Staff presented a refined DRAFT Budget to the CAG

5/22/25 - SA Staff presented the final DRAFT Budget to the CAG

5/22/25 – SA Staff presented the final draft budget to the HAC.

6/9/25 - Final Budget is presented to the Board for review and approval.

Fixed Expenses impacting all home types.

Administration - 4.1% decrease. Decreasing the cost to each property owner by \$1.22/month

Landscaping went out for RFP this year and saw a 0.4% increase. Increasing the cost to each property owner by \$0.21/month. The contract is awarded to Gothic Landscape Service for landscape maintenance and American Heritage Landscaping for tree trimming.

Common Area Maintenance - 21.4% increase. Increasing the cost to each property owner by \$7.32/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.

Utilities 9.8% decrease. Saving each property owner \$12.50/month

Expenses Impacting Townhome Owners Only

TH Maintenance 72.1% increase. Increasing the cost for each townhome owner by \$26.44/month a. Complex Solutions also recommended that the townhouse routine maintenance items, not extending the Remaining Usable Life (RUL) of the specific item, be included in the operating budget. This moved \$49,050 from Townhouse Reserves to Operations, adding \$20.44/Month. (The maintenance line item for TH electrical, sconces, and address lights was included in the previous year's budgets.)

TH Insurances 8.1% increase. Increasing the cost to each townhome owner by \$2.71/month a. This is part of the larger trend affecting the entire California Homeowners Insurance market.

Townhome Reserves

The most recent TH Reserve Study recommends a \$265/TH/month contribution and shows the percent funded as of 7/1/2025 at 42% while the budgeted contribution is \$125.17/TH/month.

In the past, Townhome owners have expressed their concerns about the townhouse reserves through their representatives on the Budget Advisory Group (BAG) and going directly to the Site Authority Board.). If reserve contributions are lower than recommended, the funded % will be lower. Increased Reserve contributions will increase the funded %.

This has been shared multiple times, but I thought I would share it again for the newer members of the HAC <http://universityglen.csuci.edu/wp-content/uploads/2024/03/CAM-Fees-Reserves-May-15-2023-SA-Board-Presentation.pdf>

Background information - Here are the past 6 years of TH recommended Reserve contributions and actual values.

20/21 = \$125.00 recommended/\$87.36 actual

21/22 = No Reserves Study COVID/\$87.36 actual

22/23 = \$230 recommended/\$72.06 actual

23/24 = \$245.80 recommended/\$106.90 actual

24/25 = \$246.40 recommended/\$113.90 actual

25/26 = \$265 recommended/\$125.17 Budget

UGLEN Resident Report

As of April 2025, 32% of all University Glen Single Family Homes and Townhomes are owned by current Category 1-3 CSUCI Employees or CSUCI retirees. (23/72 TH; 64/200 SFD) The population that has no affiliation with CSU (Category 7) occupies 45% of the residences. (122/272)

HOME SALES REPORT

There were 5 home sales between February 2025 and April 2025. Currently, there is 1 home for sale. In April 2025, the median price for a home in Camarillo was \$917,968 while the average price of a University Glen home sold in 2025 was \$466,063.48.

The HAC asked at the last meeting to include additional information about the impact of the Special Tax. University Glen Property Owners pay a 1% Special Tax that most homes in Camarillo do not pay. For the average UGlen SFH/TH Purchaser in 2025 this costs \$388.38/month. If that monthly cost is compared to a 30-year mortgage, that translates to about \$62k more in purchase price. One could compare the \$466k UGlen Home Price + \$62k in Special Tax for a total adjusted price of \$528k compared to Camarillo Market of \$918k. So UGlen homes are about 42% below the cost of comparable homes with the Special Tax adjusted for.

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.

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

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

Mary Kennedy, HAC member, reported talking with student residents of the Town Center who were playing their guitars in the TC courtyard, who said they might be interested in playing sometime in the courtyard.

D. UGlen Common Area Property Manager (Jake Friesen)

The CA Property Manager reported that the contract for the asphalt resealing project has been signed by JB Bostick out of Anaheim, California. The contract is in the amount of \$201,635.80. The contract was signed by Brandon Tryon, Principal of Seabreeze Management Company. The work is scheduled to take place beginning Monday, June 2nd through Saturday, June 14th.

The messaging about the schedule is moving forward. See the attached flyers from JB Bostick which this office is working to send out via email and regular mail.

The CA Property Manager, the Landscape maintenance service RFP was sent out to six landscape vendors. Four vendors returned the Revised Bid Sheet which gave pricing for all electric landscape equipment with the possible use of gas-powered blowers seasonally during the sycamore leaf drop.

Following review of the bids with the Budget Advisory Group (BAG) members, Gothic Landscape was offered and accepted the landscape maintenance portion of the contract for \$356,400.

American Heritage Landscaping was offered and accepted the annual tree trimming service for trees above 13'-6" for \$59,250.

These one-year contracts are scheduled to go into effect on July 1, 2025, with the possibility of an extension of two additional one-year terms for a total duration of three-years total.

FY 2025-2026 Budget to date. The version which is scheduled to be presented to the Site Authority for approval on Monday, June 9th lists the monthly maintenance rent charges for:

Apartments/Town Center \$301.33/month

Single-Family Homes \$320.77/month

Townhouses \$575.03/month

A copy of the complete proposed budget was given to the members of the HAC and attendees.

(Site Authority staff included the details of the FY 2025-2026 Budget in their report earlier in this HAC meeting.)

The CA Property Manager reported the Management Office's heat pump was replaced by Anderson Refrigeration at a cost of \$11,500.00. The payment for this work is planned to come from the 2024-2025 operations budget.

Gothic Landscape was reported to be continuing work on the 100-foot clearance for the fire prevention around the perimeter of UGlen. This work is required to be completed by June 1, 2025.

Update on the HAC's 2025-2206 elections. 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 counts the ballots prior to the June HAC meeting where the results will be shared with the community.

Update on implementation of Parking Boss. Management continues to move forward with implementing the Parking Boss Program in phases in conjunction with Anacapa Canyon's rollout of Parking Boss. Initially, UGlen planned to make permits available so residents can use the amenities at Anacapa Canyon. Discussion continues with members of the CAG and BAG, as well as the HAC.

The Site Authority Board meeting is on Monday, June 9th at 11:30 AM in the John Spoor Broome Library.

- 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. (None)**

VIII. **Next HAC Meeting Date.**

The next HAC is scheduled for Thursday, June 18, 2025, at 6:00 PM

IX. **Adjournment**

The meeting was adjourned at 7:38 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