

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)
WEDNESDAY, JUNE 18, 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 6:01 PM

II. **Roll Call.** Mary Kennedy, present
Sandy Boyd, present
Gabrielle Powell, present
Madison Litton, present
Dillon Tull, absent

There was a quorum.

III. **Approval of Meeting Minutes** The members of the HAC received the meeting minutes for May 22, 2025's HAC meeting just prior to the June HAC meeting. It was agreed the members of the HAC would review the meeting minutes and offer comments, if necessary. If there are no comments from the HAC members, the May 22, 2025, meeting minutes will be accepted with no objections.

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 is leaving Supervisor Lopez's office.](#) The UGlen Common Area Property Management office received an email from Angel Garcia, Administrative Assistant to Supervisor Lopez and UGlen's primary contact with Lopez's office, that he is leaving the Supervisor's office on Friday, June 20th to pursue other opportunities in Ventura County. We appreciate Angel's efforts to engage University Glen residents and wish him well. If the community requires assistance from the Supervisor's office, contact the Supervisor's Chief of Staff Amy Peake at Amy.Peake@ventura.org or call the her office at 805-654-2613. For scheduling inquiries, continue to contact Cruz Benitez at Cruz.Benitez@ventura.org.
- B. Public Safety Report (CSUCI Police representative)
[Lieutenant Garrett Brownfield](#) reported two items.
- A package was reported stolen by a guest of a resident in the community. The investigation is ongoing.
 - A resident drove over the fresh asphalt slurry on the first day of the project. JB Bostick reapplied the asphalt slurry in the affected area at no charge to the community. No overall harm done.

C. Site Authority staff representative (John Lazarus)

John Lazarus offered the following items .

The University Glen CAM budget.

- The Single-Family UGCAM Budget increases by 2.39% from \$313.10 to \$320.77, and Single-Family Reserves are well funded at 90%.
- 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
- 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 %.

CalTrust is yielding a 7-day average yield of 4.38% on our liquidity fund, and this compares to the national average yield for a one-year CD, which is 2.01% APY according to Bankrate.com. The comparison of yield on a CD product where the rate is lower and locked in. The liquidity fund has an attractive and more desirable rate as well as the liquidity - no penalties for removing it as opposed to the CD structure.

Mary Kennedy commented to Lazarus that the presentation by CalTrust was generic and did not address the questions UGlen owners had provided to CSUCI Site Authority Staff.

Community Advisory Group (CAG) Composition clarification: The Site Authority Board voted to adjust the Community Advisory Group (CAG) composition: from two CI Faculty members to one CI Faculty and one CI Staff member. This is a positive step, with further governance improvements to be discussed at the Board's fall retreat.

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.

Kennedy stated that this information has been presented previously and does not address the difference of "Average vs Median" home values in University Glen.

Kennedy requested the "Cost of Living in the Glen" be added to the agenda for the Site Authority Board meeting on September 9, 2025.

Ventura County Tax Assessor's Office provided a presentation to the Site Authority Board members and attendees of the June 9th Site Authority Board meeting on what taxes are collected and what those taxes are used to fund. The Slide Deck, Recording and Presentation are on the Owner Resources page of the University Glen website.

Proposed added right hand turn lane at Camarillo and Lewis: Surveyors are working to collect traffic data to validate the benefit or establishing a dedicated right hand turn lane on Camarillo St at Lewis Rd. This is anticipated to be funded by the Site Authority. Not UGlen or Anacapa Canyon property owners.

Overflow Basin behind the Community Park: Work to clear out the Overflow Basin on the east side of University Glen Community Park continues.

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

Member Powell challenged Mr. Lazarus' report and identified her areas of disagreement, including, but not limited to, the assessment of home prices in Camarillo. She indicated that her concern was that future readers might be misled into thinking that the HAC was in agreement with said report. No motion to accept the report was made.

D. UGlen Common Area Property Manager (Jake Friesen)

Paletas in the Park Event: On Saturday, June 7, 2025, from 12:00-1:30 PM

Supervisor Lopez hosted a Paletas in the Park event in the Town Center Courtyard.

This event was an opportunity for Supervisor Lopez to meet and greet her constituents from the East Campus communities of UGlen and Anacapa Canyon.

FY 2025-2026 Budget to date. On Monday, June 9, 2025, the Site Authority Board met, reviewed, and approved the CSUCI 2025-2025 Budget which includes UGlen Common Area's Budget. The monthly charges for fiscal year 2025-2026 were offered earlier in this HAC meeting by J. Lazarus during his Site Authority Staff Report. The University Glen Common Area Property Management sent an Eblast to members of the community regarding the changes to the monthly maintenance rent charges beginning of July 1, 2025, and followed up by a hard copy notification letter by USPS in compliance with the Ground Sublease. The notification included links to the complete 2025-2026 budget and supporting Level 2 Reserve Studies for the Common Areas, Single-Family Homes, and Townhouses.

HAC membership updates: Outgoing members of the HAC, Gabrielle Powell and Sandi Boyd, were thanked for their service to the University Glen Community over the past years. Their terms of service are completed on June 30, 2025.

HAC election updates:

The call for candidates interested in serving on the HAC for a 2-year term beginning in 2025-2026 resulted in two members of the community showing an interest and willingness to serve on the HAC. Based on the fact, there were the same number of candidates and open positions on the HAC, and in the interest of saving the cost of the HAC's election (which was estimated by Seabreeze's 3rd party vendor to be \$1,500.00), it was agreed the open positions will be filled by Angela Rodriguez, townhouse owner and Megan Hickernell, single-family home owner by acclimation. Congratulations to the new members of the HAC whose two-year terms will begin on July 1, 2025.

Crack Seal and Asphalt Reseal Project Update:

The UGlen CA Prop Management Office thanked everyone in the community for their cooperation and patience during the recent Crack Seal and Asphalt Reseal Project. The Project was completed on time and below budget. The total project cost which will be paid from the Common Area Reserves is \$244,180.71. \$264,688.00 was budgeted. This is a savings to the Common Area Reserves of \$20,507.29.

100-Foot Brush Clearance Project Completed:

Gothic Landscape completed the state mandated 100-foot brush clearance project by the deadline of June 1, 2025. When the inspection reports by the Ventura County Fire Prevention group are posted by VCFD and the updated insurance certificates are received, we will post this information to the community website, so owners have access to the reports.

100-Foot Brush Clearance Project Costs:

The costs for the 100-foot brush clearance will be paid from the landscape operating line item in the budget. Based on past additional 100-clearance costs, CSUCI Site Authority will be invoiced for 85% of the costs (\$11,455.03) before the end of fiscal year 2024-2025.

Vactor Sewer Cleaning/Maintenance Project:

The annual Vactor, sewer cleaning/vacuuming is underway in University Glen. This is an annual maintenance process paid for through the infrastructure fee in the operating budget.

Parking Boss Discussion/Implementation

Management is continuing to discuss the possible/gradual implementation of Parking Boss in University Glen. (Anacapa Canyon is planning to roll-out Parking Boss soon).

Mission Hills Monument Sign-UPDATED:

The UGlen Manager distributed design plans/elevations for the updating of the Mission Hills monument sign at the intersection of Camarillo Street and Channel Islands Drive. The Anacapa Canyon project team offers the updating of the Mission Hills monument sign is one of the final items planned for the Anacapa Canyon construction project.

HAC members asked why the HAC was not consulted to review the aesthetics of the monument sign updates. Additional discussion to follow.

Next Site Authority Board Meeting:

The next Site Authority Board meeting is on Monday, September 8th at 6:00 PM in the John Spoor Broome Library.

E. UPCOMING ACTIVITIES

NOTICE: On Friday, Mission Hills maintenance scheduled the carpets to be cleaning in the Town Center Community Center-all spaces. The TC Community Center will be CLOSED Friday, June 20th from 9:00 am to 5:00 pm.

NOTICE: On Sunday, June 22nd from 12:00 to 3:00 PM there will be the University Glen Artisan Fair in the Courtyard of the Town Center. Come and support this new community event!

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

Kennedy offered John Lazarus' report mentions all the items discussed at the CAG meeting on May 22nd. She had no further items in addition.

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

Landscape Service Contract to Gothic Landscape Service:

BAG Chair, Friesen, presented the contract for Gothic Landscape Services for review by members of the BAG. As there were no objections, an officer of Seabreeze Management Company signed this contract for \$356,400. Year one of this contract begins on July 1, 2025, and runs through June 30, 2026.

Annual Tree Trimming Contract to American Heritage Landscape:

Friesen presented the contract for American Heritage Landscaping for review by members of the BAG. As there were no objections, an officer of Seabreeze Management Company signed this contract for the annual tree trimming service for trees above 13'-6" in the amount of. \$59,250. Year one of this contract begins on July 1, 2025, and runs through June 30, 2026.

Precision Concrete Cutting to address the trip hazards at the sidewalks.

Friesen presented the contract for Precision Concrete Cutting to address the trip hazards at the sidewalks in UGlen. As there were no objections, an officer of Seabreeze Management Company signed this contract for the sidewalk maintenance in the amount of \$38,539.41. This work is scheduled for the first quarter of 2025-2026. The money for this work is included in the 2025-2026 operating budget, line item "Sidewalk Maintenance".

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

A. Garden Committee (Carolyn Phillips, Chair)

New Community Garden Sign-up Form:

The Garden Committee has uploaded a new form to sign up for a gardening plot. The form is located on the Community Website under Amenities/Community.

B. Landscape Committee (Creation) Action deferred.

C. Reserve Management Committee (Creation) Action deferred.

VII. **New Business.**

VIII. **Next HAC Meeting Date.** July 17, 2025.

IX. **Adjournment**