

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, December 4, 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 6:03 PM.
- II. **Roll Call.** Mary Kennedy, present
Madison Litton, present
Dillon Tull, present
Angela Rodriguez, present
Megan Hickernell, online
- III. **Approval of Meeting Minutes**
As there was a quorum.
The meeting minutes for October 6, 2026, and September 18, 2026, were approved.
- IV. **Public Comments:**
Sandi Boyd offered that the members of the UGlen community consider working towards developing our community park by working with the Pleasant Valley Recreation & Park District through establishing a Metropolitan Advisory Board. This would allow the UGlen/Anacapa Canyon community members to act as a political entity under the Ventura County Board of Supervisors.
- V. **Monthly Reports:**
Mary Kennedy offered that the monthly reports are on the agenda but are not intended to be a transcript. There was consensus that the receipt of the reports could be acknowledged without the Council approval for the truth of the matter stated herein.
 - A. **County Supervisor Lopez or her representative**
No representative from Supervisor Lopez's office attended.
 - B. **Public Safety Report (CSUCI Police representative)**
No representative from the CSUCI Police Department attended.
 - C. **Site Authority staff representative (John Lazarus)**
John Lazarus reported is working with a vendor to provide cell phone cover to the community. The vendor's business model is building the cell tower and then various providers, i.e., AT&T, Verizon, will lease access. He reported working with

the Federal Aviation Administration (FAA) and Navy who have agreed in concept to allow construction of the cell tower to serve the community. Lazarus stated CSUCI would lease the land to the vendor on which to construct the cell tower. He estimated the construction of the cell tower would take about 1-year. Lazarus offered his comparison of the median home prices for homes in Camarillo and University Glen. He asserted, as he has previously, that buying a home in University Glen is a good purchase.

D. UGlen Common Area Property Manager (Jake Friesen)

Jake Friesen reported that the fall portion (70%) of the annual tree trimming project was completed by November 14th. The work was focused on building clearance. There are nine trees which are scheduled to be removed beginning on Monday, December 15th. Our office is working to contact those individual owners (who we have talked with previously) about the timing of these tree removals. Phase 2 of the landscape refurbishing has been completed for the Frenchy's Cove apartments. We are working to complete one small additional planter bed for which Gothic is working to provide a bid. The Mission Hills portion of the Phase 2 landscape refurbishing project has a budget of \$87,500.00. Phase 2 of the landscaping for 100-400 Chanel Islands Drive, and all Smugglers Cove addresses are moving forward. We received pricing from American Heritage Landscaping for the list of trees/roots which are in the 0-zone (0-5 feet) which was developed by the HAC's landscape committee. Our office has also requested pricing from Gothic Landscape to remove the rosemary at the townhouses in Phase 2 of the Landscape Refurbishing Project. As the proposals are submitted the information will be presented to members of the HAC's landscape committee and BAG members. Further updates about the recommended path forward for the townhouses in Phase 2 of the Landscape Refurbishing Project are forthcoming.

NO PARKING ANY TIME signs along Channel Islands Drive from the 3000-block roundabout to Camarillo Street. Directed by Chief Massey, followed by conversation with Camarillo Fire, Ventura Fire, and Aaron Greer, Deputy State Fire Marshall III. 16 No Parking Anytime Signs. 75-feet apart. Fourteen of the signs are to be installed with the bottom of sign mounted 7-foot above the adjacent pathway. Two mounted on the concrete abutments at the half bridge. Project with Signorama-Camarillo Cost including installation, \$1,451.52. In production. Will need to call before you dig, as there are the high-power lines along the pathway which feeds Anacapa Canyon.

NO PARKING ANY TIME signs along Somas Street at the west side of the Town Center. See the attached proposed design sketch developed by the CSUCI Facility Services to address a concern brought forward by the CSUCI Police Department. This is to address the concern about parking on Somas Street. The proposed design included 20-foot lengths of curbs painted red and NO PARKING ANY TIME signs between the lengths of curb painted red. This project will also include painting the length of curb along Rincon Drive at the curve around the north Town Center Parking Lot. CSUCI/Site Authority will pay for this curb painting and signage project.

On Monday, November 24th and 25th Eastman Electric completed replacing the twenty-two light bulbs in the Town Center parking lots and courtyard. This work is to be paid from Common Area Operations budget which has monies allocated for this common area maintenance work.

Annual townhouse gutter cleaning project is underway. 100-400 blocks of Channel Islands Drive and Landing Cove are complete. The remainder of the townhouse gutters are being scheduled for January 2026 to avoid issues with owners' holiday lights. Four single-family homes are taking advantage of Tri-County Power Washing being on site.

Maintenance updates:

- Three garage doors are in various stages of being replaced/painted.
- The slab leak at the townhouse in the 300-block of Smugglers Cove has been repaired/remediated/restored.
- The slab leak at the townhouse in the 300-block of Twin Harbor Drive is in process.
- Our office has secured three prices for the repiping of one of the townhouses in the 200-block of Smugglers which has experience two previous issues with slab leaks. The BAG is reviewing these quotes.

The suggestion to paint two pickleball courts at the community basketball court has come to the fore. The recommendation is for the BAG to review this proposed change.

The Artisan Market was held on Sunday, November 16th between 11:00-3:00.

Due to rain, the event was moved into the Town Center Community Room. The event was a success, and many attended.

Music at American Pie Company is scheduled. Shane Rockenstein Carlson is scheduled to play guitar and provide vocals. Due to rain, it has been tentatively rescheduled for December 14th.

On Sunday, December 20th there is a holiday party/cookie exchange with holiday ukulele group providing entertainment planned in the Town Center Community Room.

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

Mary Kennedy suggested that the items discussed during the CAG meeting on November 20, 2025, have been brought forward during this meeting. No additional items to report.

F. Budget Advisory Group (BAG) (Angela Rodriguez & Sandy Boyd)

Sandy Boyd reported that the BAG met on November 18th. Boyd reported there is a good working relationship between the owners/management representatives of the apartments and the individual homeowners' representatives on the BAG. Boyd stated that at the request of the Apartment's owners, Seabreeze's Monthly Management Report will include accruals for the large ticket items in the budget, i.e., utilities and landscaping.

CAM Manager is working on the 2025-2026 CAM Budget. The reserve consultant's contract is signed. Complex Solutions (CS) Reserve Worksheets projecting the starting balances for each reserve category has been completed and forwarded to CS. We anticipate having the first draft of the reserve studies (Level 2) by Tuesday, December 16th, at the next Budget Advisory Group (BAG) meeting.

Additional work on the 2025-2026 budget includes securing pricing for the tree removal and concrete placement as recommended by Precision Concrete Cutting to address the remaining trip hazards in UGlen.

The Management Team is working to keep the 2026-2027 common area maintenance budget within the confines of the 2025-2026 common area maintenance budget.

- VI. **HAC Standing Subcommittee Reports** Written reports are requested to assist the HAC maintaining a complete record...
- A. Garden Committee (Garbrielle Powell, Chair)
Chair reported the Community Garden Committee was working to reassign a garden plot which the gardener to whom it was assigned was not gardening. It was reported this gardener had been given a second default notice and not responded by being active in their plot.
The members of the HAC found no reason to disagree with the findings and actions of the Community Garden Committee.
 - B. Landscape Committee (Maddie Litton, Facilitator)
UGlen CA Manager is working with the HAC's garden committee and American Heritage Landscaping to securing pricing for the removal of trees in the Phase 2 Landscape Refurbing Project which are within the Zero Zone (0-5 feet) and whose roots are intruding below the structural floor slabs.
 - C. Reserve Management Committee (Creation) Action deferred.
- VII. **New Business.**
The next Site Authority Board Meeting is scheduled for Monday, March 23, 2026, 6:00-7:30 PM in the Exhibition Hall of Broome Library.
- VIII. **Next HAC Meeting Date.**
January 15, 2026.
- IX. **Adjournment**
Meeting adjourned at 7:43 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