

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@seabreezengmt.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, FEBRUARY 26, 2026
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 6:11 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
Friesen reported the meeting minutes for the February 26th HAC meeting were sent the members of the HAC for review. As there were no objections, the meeting minutes were accepted.
- IV. **Public Comments.**
No Public Comments were offered.
- V. **Monthly Reports.**
 - A. County Supervisor Lopez or her representative. No one from Supervisor Lopez' office attended the meeting.
 - B. Public Safety Report (CSUCI Police representative). Officer Lindsey Sanchez.
Officer Sanchez reported there were two incidents to report since the last HAC meeting. First is a hit-and-run incident along Channel Islands Drive at Santa Rosa Drive. The incident occurred between two people one was stationary and the other fled. The vehicle leaving the incident was described as a blue sedan. The police department approached various people, delivery services, and no one either agreed or replied. There are no suspects currently. Second, an incident occurred on February 24th at 10:00 at night. A possible robbery was reported by a CSUCI Student near Malibu Hall in the area of Chapel Street and Camarillo Street, on Campus. The person reporting the incident reported minimal injuries and most of their property was found within 24 hours. The description of the robber as of now is a possible older Hispanic male, possibly with a beard and ballcap. Officer Sanchez verified that an alert was sent out to the CSUCI community (Students and Faculty).
Owner, Gabrielle Powell commented that the West Campus (CSUCI Campus) and East Campus are one campus. She asked why the alert had not gone out to the University Glen community as well. Her concern was that residents of University Glen often walk in that area of the campus at night for various reasons, including walking their dogs.

Sanchez (who was not on duty the evening this incident took place) responded that the sergeants and officers at the scene communicated their evaluation of the situation with the police department's command staff who made the decision regarding what timely warnings would be sent and to whom.

Sanchez assured Ms. Powell that the concerns she brought forward would be communicated with her supervisors at the Police Department about the feelings of the UGlen community regarding receiving alerts from the PD when violent incidents are reported on the West Campus (CSUCI).

Owner, Sandi Boyd, stated her support the Ms. Powell's concern about the residents of University Glen should be made aware through an alert when there is a violent incident on the West Campus, such as a robbery, close to the East Campus. Boyd offered that the East Campus gets notifications when mountain lions have been seen in the vicinity of CSUCI. She commented she is less worried about a mountain lion than she is about someone who is human.

Boyd reiterated her concern that University residents are paying double for security services, first through owners' property taxes for the Ventura County Sheriff and a second time through the monthly common area property management budget line item for CSUCI Police services. Chairman Kennedy asserted that the discussion of security services serving the East Campus is beyond the scope of this monthly CSUCI Police Department and she moved on to the next item on the agenda.

- C. Site Authority staff representative (Troy Brown) Mr. Brown did not attend this meeting.
- D. UGlen Common Area Property Manager (Jake Friesen)

2026-2027 University Glen Common Area Maintenance Budget-Preliminary submitted to CSUCI Site Authority on January 30, 2026.

The CAM office submitted the preliminary 2026-2027 budget to Site Authority staff on January 30th. Based on this submittal the year over year increase from 2025-2026 to 2026-2027 is anticipated to increase by 3.9%. The Single-Family Homes monthly maintenance rent charge will increase by 6.7%. While the Townhouse monthly maintenance rent charge will remain flat/0% increase. This is due primarily due to reductions in insurance premiums. This will allow Townhouse contributions to their reserves to increase by 10%.

Overtured Electrical Cabinet at the northwest corner of the roundabout at CI Drive and Anacapa Island Drive.

CSUCI Facility Services was unable to determine the use of this cabinet. Facility Service considered this equipment the jurisdiction of UGlen CA Property Management. We are in contact with SCE. SCE removed the meter from the cabinet. SCE is scheduling a time to pull the MCM cable back to the main electrical cabinet. Then, UGlen CA Prop Management plans to have our handyman remove and dispose of the old electrical cabinet.

Somis Street NO PARKING ANY TIME Project.

The NO PARKING ANY TIME project along Somis Street is complete. This project is included the painting of 40-feet of red curb along the south side of Rincon Drive north of the Town Center. The project cost \$3,365.07. CSUCI Site Authority has agreed to reimburse the UGlen CAM Operating Budget in that amount.

Camarillo Street Foliage between Lewis Street and the bridge.

The foliage on the west side of Camarillo Street from the vehicular bridge to Lewis was cut. A member of the community raised the concern that the cypress trees on the farmer's side of Camarillo Street, south the of vehicular bridge could be a significant fire hazard during an evacuation on Camarillo, if the trees caught on fire.

Tree Removals--Emergency & Remaining Building Clearance.

The fall portion (70%) of the annual tree trimming project was completed by November 14th at a cost of \$46,520.00. This is 78% of the budget of \$60,000.00. The remaining \$13,480.00 is intended for the building clearance activities at Hillcrest Apartments and a contingency for unanticipated tree removals due to weather.

Emergency Tree Removal and the 2025-2026 Budget: Due to unanticipated heavy rains and strong winds beginning on the night of December 23rd, emergency tree removal work on December 24th, 27th, 29th, and January 12th commenced. The total charge for the emergency removals to date is \$15,302.94.

We are 3% over the annual tree trimming budget without completing the remaining spring brush clearance work. (\$13,480.00).

$\$13,480.00 + 1.822.94 = \$15,302.94 + \$60,000.00 = \$75,302.94$ which is **25.5%** over budget.

Townhouse gutter cleaning project:

The Townhouse gutter cleaning was completed on January 25 & 26 with the remaining TH patios being completed on Saturday, February 14th. Tricounty Power Washing's contract was for \$7,800.00. The budgeted amount was \$9,000.00.

Reimbursement from Infrastructure Fee for surface drain at Frenchy Cove \$4,831.53.

Gothic's Proposal 2511ZB1K and invoice 410517 for \$4,831.53 is for a surface drain which is not shown on the original construction documents in the common area. To date UGlen has not received the requested written clarification from CSUCI Facility Services offering the definition of infrastructure in UGlen and what is included in the budgeted Infrastructure Fee line item of the 2025-2026 UGlen Common Area Maintenance Budget.

Townhouse landscape refurbishing project, Phase 2, 100-400 CI Drive and Smugglers Cove.

Trees which are hazardous to the townhouse foundations. Pricing from American Heritage/Legacy.

Tree which are in the 0-Zone per state requirements Pricing from American Heritage/Legacy.

Pricing for tree removals from American Heritage. Removal of 69-trees per list developed by the HAC's Landscape Committee.

\$82,953.00

Pricing for rosemary removal from Gothic Landscape.

\$9,337.30

\$92,290.30. (\$4,790.30 over budget of \$87,000.00)

Gothic Landscape presented an initial plant palette proposed for use in University Glen.

Copies of the plant palette are available to HAC members and members of the community for consideration for possible use as part of the Phase 2 Landscape Refurbishing Project.

Townhouse fence and gate replacement project.

Management is in contact with CSUCI Facility Services seeking approval of HAC's recommendation to install replacement 6"x1" horizontal aluminum rails with a black mat finish extending to 6"x0" above the surface of the ground/concrete. We are waiting to receive a comment back.

UGlen CA Prop Management is in contact with several vendors.

Revised map of the Common Areas -- University Glen & Anacapa Canyon

The Community requests an updated map of the Common Areas showing the common areas in University Glen to include the Anacapa Canyon Development. Discussion of responsibility for landscaping on Channel Islands Drive at Camarillo to 3000-block round about as well as the community park.

The Repiping Project at the townhouse in the 200-block of Smugglers Cove.

Mike Kimble Plumbing has completed their work. A building permit application was submitted. Management is waiting for CSUCI Facility Services to provide a signed building permit. At which point the building inspector will be called out to verify the entire repiping project is to code and accepted. The drywall restoration will commence following the acceptance of the repiping installation. The costs associated with this project will be paid for by the townhouse reserves.

Water main leaks reported since January HAC meeting.

At 249 *Smugglers Cove*, the owner reported this leak to our office. We called FS Help Desk. Temporary repair was reported to be used until long term solution can be scheduled. Facilities put a temporary fix on it and reports will be addressing two watermain leaks at one time.

At 317 *E Platts Harbor*, water main leak noticed on Feb.12th, FS Helpdesk notified. M.

McConnell reports contractor is being scheduled to address both 317 and 249. There will be cost savings with one contractor mobilization charge.

- E. Community Advisory Group (CAG) (Mary Kennedy, HAC Representative)
Mary Kennedy, the HAC's representative on the CAG reported enjoying meeting Troy Brown, the recently hired Site Authority General Manager in person at the February CAG meeting on Thursday, February 26th, earlier on the day of the February HAC meeting.
Kennedy reported no significant issues were brought forward at the February CAG meeting.
- F. Budget Advisory Group (BAG) (Angela Rodriguez, Sandi Boyd)
There was an HAC executive session scheduled for immediately after this HAC meeting during which the initial draft of the 2026-2027 Common Area Maintenance Budget is scheduled to be presented to the members of the HAC for their information and review.

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

- A. Garden Committee (Gabrielle Powell, Chair)
Chair Powell reported that the Community Garden Committee has been working to reassign a plot in which an owner appeared to not be actively gardening for over a year. (Powell stated that various potential gardeners on the waitlist for plots continue to ask about plots which appear to not be in use.) Powell mentioned that the UGlen CA Property Management office emailed a notification on December 10, 2025, to the owner that in agreement with the HAC's action at the December 4th HAC meeting, they had until Sunday December 14th to remove any of their items from their designated plot. Powell reported things seemed to be quiet for a while and then she began receiving texts from this former gardener saying that someone reassigned his plot. Who reassigned it? What are you talking about? Then talked about the "one true garden committee." They mentioned that "it's wild someone damaged your plot." Powell reported she did not know what they were talking about. She went up to the garden and found her plot had been heavily vandalized. She called the police who made an incident/police report on January 12, 2026. She reported the police suggested the damage would be considered a felony. She described the damage as potentially two felonies, because part of the property was her personal property and part of the property was the University's as they "own" the community garden because the garden is on State land. She described the vandalism of the garden plot as the door to the cage was ripped off at the hinges, plants ripped up, the soil was poisoned and everything was peed on.
Powell reported she listened to the police interview with the individual whose plot was reassigned on December 14th, there is no admission of guilt when asked about her plot being vandalized. Based on what she considers to be untrue, Powell stated she does not feel safe being in the community garden or the community. She listed other items, such as missing trees, and her husband's car being vandalized, as supporting information which makes her pursue a restraining order for this person whose plot at the community garden was reassigned.
Powell then reported that today she went to the community garden and sensed she walked in on something happening including all the tools owned by the community and shared with everyone who uses the garden were gone (for the most part). She stated the community is owed for those items and she will follow up with the Police Department regarding this latest incident.
Based on recent events, Powell recommended the number of positions on HAC's Garden Committee be increased from 3 to 5. The 4th position is proposed to be someone on the HAC and the 5th position is proposed to be the agent for the Site Authority, the UGlen Common Area Property Manager. This would transfer the responsibility for disciplinary communications from community volunteers to paid management. This would include reassignment of a plot which it is determined is not being actively gardened.
Powell moved on to discuss how damage to her personal property at the community garden would be compensated for. She offered that upkeep of a garden plot is a combination of both personal responsibility and community responsibility. She went on saying that certainly, I'm responsible for everything in my plot, so I'm responsible for the soil, the plants, and all of that, and that will be about \$2,000. But the, but the structure is not my responsibility.
The next issue to be discussed is that as of now all the plots are assigned. The next person on the waitlist to have a plot assigned is from Anacapa Canyon. While it is understood there is a mutual use agreement for use of the amenities between residents of University Glen and

Anacapa Canyon and vice versa, the community garden which is in community park is located on state land. Who has jurisdiction over the community garden? CSCUI? The Site Authority Board? The garden committee seeks clarification and direction. Now the University Glen Common Area Maintenance budget maintains the commonly held items in the community garden and dog park. The UGlen CA Maintenance budget includes monies paid by residents of University Glen for the landscape service contract to maintain the landscaping in the community park.

Powell suggested there are two action items to be addressed.

First. Determine who pays for the community garden amenity in the community park? The members of the HAC that Troy Brown, General Manager of the Site Authority, need to be involved in this discussion to ensure there is a comprehensive solution regarding how expenses at the garden are paid.

Second. How are residents of Anacapa Canyon are incorporated into the mutual use of the community garden in the community park?

Powell brought up a problem with the present structure of the HAC's Garden Committee that the Chair of the Garden Committee is the individual tasked with informing gardeners of votes made by the garden committee which may go against that individual gardener, even though they are personally friends with the chair of the committee. This puts the volunteer chair of the committee in an awkward position. Powell recommends this feature of the Chair's responsibility be reevaluated and clarified.

Chair Kennedy said the HAC will take Powell's concerns under advisement and will add the HAC's Garden Committee on to the Agenda for the March HAC meeting. This may include bringing in the members of the Budget Advisory Group (BAG) into conversation to develop a comprehensive proposal.

Chair Kennedy requested Powell email her a copy of the Community Garden Rules for the HAC's information and use.

Tom Bokhart questioned whether the Community Garden was included in the community's property insurance coverage. Friesen replied that a claim had not been submitted because the deductible which is \$5,000.00 does not appear to be met based on the numbers presented so far. Bokhart suggested that this common area event be treated like any other damage to a common area item, say a broken basketball hoop. The repair would be made as any other common area maintenance item.

Dillon Tull offered that having a "use" charge may be a way for the users of the garden to pay their own way without needing to share the expenses of a specific amenity across all doors of the community.

Friesen offered that the desired use of the community garden in the community park may be an opportunity to open discussion of other shared areas which are used by both University Glen and Anacapa Canyon residents.

B. Landscape Committee (Committee of the Whole) **No report offered.**

C. Reserve Management Committee (Creation) **No action taken.**

VII. New Business.

The next Site Authority Board meeting is scheduled for Monday, March 23rd at 6:30-8:00 PM in the John Spohr Broome Library.

VIII. Next HAC Meeting Date.

The members of the HAC determined the next meeting of the HAC will be held on Monday, March 16th 6:00-7:30 PM in the Town Center Community Room.

IX. Adjournment **Adjourn at 7:32 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