

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@seabreezeemgmt.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, October 9, 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 6:06 PM.
- II. Roll Call. Mary Kennedy, absent
Madison Litton, present-acting chair
Dillon Tull, absent
Angela Rodriguez, present
Megan Hickernell, online
- III. **Approval of Meeting Minutes**
As there was a quorum.
The meeting minutes for August 21, 2025, were approved. As there was not a quorum on September 18, 2025, the meeting minutes will be revisited at the next HAC meeting.
- IV. **Public Comments:**
[Simhan Mandyam](#), townhouse owner, stated he received a letter from his insurance company asking about a wildlife mitigation verification affidavit. Mandyam stated this document offered 12 items which need to be done. He commented that he talked with management and some items have been completed, but there are some that still need to be addressed. He stated that the requirements for townhouses and single-family homes are different. He stated he wanted to bring this affidavit to the HAC's attention to see what items can be addressed by the HAC so owners in the community can get these rebates on their insurance.
[Gilbert Quinonez](#), a recent purchaser of a townhouse on Smugglers Cove, requested the tree in his front yard be trimmed back or removed because the branches are rubbing up against the house and the tree is growing at a slant toward the townhouse.
[Jake Friesen](#), UGlen Common Area Property Manager, stated that this tree has been evaluated by the community's tree maintenance vendor and this tree is scheduled to be removed during the fall portion of the annual tree trimming project.
- V. **Monthly Reports:**
[Madison Litten](#) offered that the monthly reports are on the agenda but are not intended to be a transcript. There was general 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. However, John gave an informational handout to Jake Friesen to share which offered CSUCI dining opportunities at Islands Café. This informational email was forwarded to the HAC for distribution to the community.

B. Public Safety Report (CSUCI Police representative)

Chief Drake Massey & Lieutenant Garrett Brownfield with the CSUCI Police Department reported the following:

Pack House Event is scheduled for Saturday, October 11th from 3:00-11:00 PM. The event coordinators are expecting up to 10,000 attendees. The event is a big deal for CSUCI. Members of the community can anticipate the traffic flow in and out of the community will be affected. The best route in and out of UGlen will be via Channel Islands to Camarillo Street. The community may hear music/noise from the campus throughout the day. The evening will culminate in a drone show along with fireworks. The fireworks will be of a large candlestick nature. Concerns that the event is in a very high fire hazard severity zone (VHFHSZ) will be addressed by Fire Marshall, Aaron Greer, and campus Director, Planning, Design & Construction, David Carlson, will work together onsite to determine whether the fireworks portion of the event can proceed safely. Due to number of attendees anticipated additional police officers from Ventura County Community College and other CSUs will be on campus. A security outfit called Medallion will provide 65 additional personnel patrolling the venue and assisting with parking, etc.

Chief Massey stated that the event will not impact the normal services the CSUCI Police Department provides to the UGlen Community.

Friesen asked whether the police will be patrolling UGlen to assure vehicles without proper UGlen parking permits will be given violation notices.

Massey stated that since January 2025, there has been a pause in the enforcement of the parking permit violations in UGlen. Parking violations are anticipated to be reinstated when the new "Parking Boss" program is scheduled to be rolled out for Anacapa Canyon during the later part of October during which warnings will be issued and starting in November parking permit violations will be issued.

Litton clarified that starting on November 1st UGlen residents "normal" parking permit stickers will be required to be visible.

Massey reiterated the pause in writing parking permit violations continues to be in effect until October 15th at which time warnings will be issued for parking permit violations. Starting November 1, 2025, proper UGlen parking permits will be to avoid receiving a parking violation ticket.

Massey offered that on Saturday, October 15th, there will be the annual "Coffee with a Cop" event in front of the Anacapa Canyon leasing office. The focus will be on emergency management, evacuation procedures/routes, and signing up for CI Alerts. Massey mentioned that during an evacuation of the community both lanes of Camarillo Street are intended to be exiting lanes from the community.

Gabrielle Powell asked for a report on police activity in the community during the past month.

Brownfield reported the majority of the calls were medical calls and there was one reported vandalism of a car by breaking the window.

Friesen verified the broken car window was not vandalism but was caused by our landscape vendor's crew.

Powell asked about the possibility of having a women's self-defense class.

Massey mentioned that the police department has put together Rape Aggression Defense (RAD) training in the past and unfortunately the training had low attendance.

Powell wanted to know for the record whether Immigration Customs Enforcement (ICE) would need to have parking permits if they chose to stage activities in CSUCI/UGlen parking lots? If so, would money be paid to the University by ICE to use the CSUCI parking lots?

Massey replied that he has participated in discussion with CSUCI cabinet level personnel and there is a lot of anxiety across the board. He further stated that he is a member of the Ventura County Law Enforcement Chiefs Association and they share information about ICE. ICE is staging at various locations in Ventura County which makes it look like local law enforcement is cooperating

with ICE. In the case of CSUCI, as a public institution, Title V requires users to pay to park. So, if ICE wanted to use a CSUCI parking lot to stage their activity they would go through the university's events process and at that point their request would either be confirmed or denied. If the request was confirmed any associated costs would be paid. If ICE just showed up in a parking lot, the CSUCI officers would go out to the group and remind them that this is a public institution, and they are not permitted to park in the parking lots without paying.

Powell stated that she is concerned that ICE might show up at CSUCI and cause damage to everything this institution has worked hard to develop especially since 2020 and COVID. The new Gateway building and other developments seem to have given a new positive feeling on the campus this academic year.

Megan Hickernell asked for clarification on the parking permit situation on weekends until November 1st.

Massey replied that since January 2025 the enforcement of parking permits in UGlen has been "paused". Beginning November 1, 2025, parking permits will again go into effect in University Glen and Anacapa Canyon 7-days a week. Massey went further to state that because the community is linked to the campus, when the campus is not in session parking enforcement may be paused.

C. Site Authority staff representative (John Lazarus)

John Lazarus did not attend this meeting of the HAC. However, Friesen received an email from Lazarus which was forwarded to members of the HAC. The email introduced Campus Dining Manager, John Fisher, and the options available dining at CSUCI's Islands Café.

D. UGlen Common Area Property Manager (Jake Friesen)

Jake Friesen reported that the 2024-2025 annual Common Area Reconciliation is complete. Both the Townhouses and Single-Family Homes are complete. Both Townhouses and Single-Family Homes will receive a refund credited to their November 1, 2025, Seabreeze Statement in the following amounts:

- Townhouses: \$365.85
- Single-Family Homes: \$271.78

At the time of the HAC meeting, the notification mailing was being processed. The mailing includes a cover letter explaining the amount of their respective refunds.

A copy of the budget reconciliation including a comparison between the actual expenses and the budget by percentage of positive or negative variance.

New this year, included is a copy of the Assessment and Reserves Funding Disclosure for the fiscal year ending June 30, 2025. The mailing includes the Common Area Reserve Fund, Single-Family Home Reserve Fund, and/or the Townhouse Reserve Fund. The Assessment and Reserve Funding Disclosure offers that anticipated fundedness levels for the next five years.

Owners who have sold or purchased a home in UGlen will receive a prorated amount of refund based on the occupancy in UGlen. The refund will either be credited to the Buyer's present account or mailed to the Seller at their new address.

Friesen reported Gothic Landscape completed the removal of shrubs around the SCE transformers through UGlen, as required by SCE. SCE requires their transformers to have six-foot clear at the front of each transformer and three feet clear on all other sides of the transformer.

At the Hillcrest Pool/Spa Amenity, the heaters were turned "OFF" on October 6th to conserve energy consumption and reduce costs. The heaters are scheduled to be turned back "ON" on April 1, 2026.

Halloween decorations are requested to be placed to permit Gothic Landscape to complete their work in the Common Areas. It is requested that all Halloween decorations be removed by Monday, November 3rd.

American Heritage Landscape is schedule to begin the fall portion of the Annual Tree Trimming project the week of November 3rd. American Heritage's work will focus on building clearance.

American Heritage Landscape working to provide pricing for the removal of trees at locations which Precision Concrete Cutting has determined a portion of sidewalk needs to be replaced because shaving of the concrete is not advised for a variety of reasons.

Friesen offered an update on the status of the 0-Zone requirements. As of now, the governor has not signed this piece of legislation. The legislation says individuals have up to 3 years from the date of signature to comply. Jeff Corell, Supervisory of Ventura County District 2, presented a letter to the governor requesting he reconsider signing the legislation.

Friesen briefly explained how some single-family homeowners are not having their property insurance renewed and must go through the California Fair Plan to secure insurance because UGlen is in a Very High Fire Hazard Severity Zone (VHFHSZ).

Townhouse slab leak reported. An owner in the 300-block of Smugglers Cove reported a slab leak on October 8th. The UGlen Common Area Management Office is working to address this issue.

Powell offered that there are several good programs put out by SCE. She also mentioned that the "hardening" of building structures is another important piece of many moving parts which needs to be considered to address the fire risk in UGlen. She stated further that wooden fences are also a big problem when addressing fire safety in VHFHSZ areas. Also, the removal of the low growing and aging rosemary plants needs to be considered in the discussion. The reworking of the size of the screen for the attic ventilation holes and vents on the roof need to be considered as well.

Friesen mentioned that the UGlen CA Property Management office is aware that there is a good amount of information on the University Glen Community website, which is not current, particularly information about the development of Anacapa Canyon. We are discussing with the Site Authority team what is the best path forward for the community's website. Seabreeze Management Company includes the opportunity for a community website our management platform. Friesen mentioned the concern about the archived information on the existing site being transferred to the Seabreeze Management Company's platform.

Powell asked what was going on with all the slab-leaks. Friesen clarified that in the past 10 months there have been multiple water main leaks on E Platts Harbor Drive. Those leaks are handled by CUSCI Maintenance through our infrastructure charges. Friesen further explained that with personnel shifts/changes at CUSCI Mike McConnell has been given University Glen as part of his operations project management duties.

Powell inquired what was happening to the \$400,000 which was budgeted in the Townhouse Reserve budget this year? Is that project moving forward? Friesen responded, saying that in the past 5-years there have been an estimated 15 to 16 slab leaks in the Smugglers Cove area.

Those slab leak projects are very specific and addressed on an emergency basis. There was a brief discussion of the possibility of having an outside consultant put together an RFP for the townhouse blocks on Smugglers Cove which have experienced slab leaks and move the townhouse repiping project forward.

Townhouse dryer vent cleaning project. This townhouse maintenance project is divided in the budget starting in 2025-2026 into three phases. Phase 1 is scheduled to take place in 2025-2026.

Townhouse dryer vents at the roof came up recently when a townhouse was sold/purchased and the final inspection report stated the dryer vent at the roof needed to be replacement. This brought to the fore the situation with roof vents and hardening for fire. This location needs to have the appropriately sized screen to prevent embers from entering the dryer vent ductwork while maintaining an open vent for exhausting the dryer air.

Townhouse fencing/gate replacements which are non-combustible are another project to be addressed. At the townhouse trash enclosures and fences between patios on the alley side of the townhouses.

The next Site Authority Board meeting is December 1st at 11:30 AM in John Spoor Broome Library.

An Artisan Market is scheduled for Sunday, November 16th in the Town Center Courtyard. If it rains it can move into the Town Center Community Room spaces. Powell offered that it would be great to figure out a way to foster cooperation between the campus and the community for events like the Artisan Market.

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

[Mary Kennedy](#) was not in attendance. No CAG meeting report was given.

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

There has not been a BAG meeting since the HAC meeting on September 18th. No Report.

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

A. Garden Committee (Garbrielle Powell, Chair)

[Gabrielle Powell](#) has agreed to serve as chair of the Community Garden Committee following the resignation of Carolyn Phillips. Gabrielle thanked Carolyn for your consistent commitment and work at the community garden over the past years. Gabrielle reported working to have plots which are not being used be made available to people on the wait list. At the present time there are 12-people on the wait list.

B. Landscape Committee (Maddie Litton, Facilitator).

[Friesen](#) reported the survey of trees included in Phase 2 of the landscape refurbishing project (100-400 Channel Islands Drive and all addresses on Smugglers Cove) have been given to American Heritage Landscaping for pricing. The survey focused on trees in the 0-Zone area with particular attention to trees whose roots may be compromising the post tension concrete floor slabs of the townhouses. The removal of the rosemary in the Phase 2 townhouse areas was discussed with the possibility of Gothic Landscape offering a price to remove the rosemary at the townhouses which are part of the Phase 2 landscape refurbishing project. [Madison Litton](#) stated that the focus of Phase 2 of the townhouse refurbishing project is focused on the 0-zone clearance and fire safety at the present time.

C. Reserve Management Committee (Creation) Action deferred.

VII. New Business.

[None.](#)

VIII. Next HAC Meeting Date.

[December 4, 2025.](#)

IX. Adjournment

[Meeting adjourned at 7:21.](#)

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