

**California State University Channel Islands  
SITE AUTHORITY**

**Minutes of Teleconferenced Meeting  
6 December 2010**

The California State University Channel Islands Site Authority met via telephone on Monday, 6 December 2010. The teleconferenced meeting was held pursuant to Government Code Section 11123 (D) and could be attended at the primary public location at the University Glen Corporate Office on the California State University Channel Islands (CI) campus, 45 Rincon Drive, Suite 104-A in Camarillo, where the session was audible. Alternate public locations were established at The California State University, Office of the Chancellor, Anacapa Room, 401 Golden Shore, Long Beach, CA; The County of Ventura, Hall of Administration, 800 S. Victoria Avenue, Ventura, CA; and First Western, Downtown Los Angeles, 515 S. Figueroa St., Suite 1200, Los Angeles, CA.

Vice Chair Craven who was present at the primary public location served as chair and called the meeting to order at 11:30 a.m. The secretary gave the roll call and confirmed a quorum of members was present. Members absent were Dr. Debra Farar and initially Dr. Benjamin Quillian, however, he joined the teleconference shortly after roll call was taken.

Members Present Via Telephone:

Charlotte Craven, Vice Chair  
R. J. Considine, Jr., Chair  
Kathy Long  
Linda Parks  
Benjamin Quillian, Treasurer  
Richard Rush

Members Absent:

Debra Farar

Others Present Via Telephone:

Erik Blaine, CI-University Glen  
Carol Cory, CI-University Glen  
Joanne Coville, CI, Division of Finance & Administration  
Elizabeth Rubalcava, Secretary to the Site Authority  
Steven Raskovich, Counsel to the Site Authority  
Elvyra San Juan, CSU Chancellor's Office

Ms. Craven called for the approval of the minutes of the 13 September 2010 meeting. Mr. Considine moved to approve the minutes, Dr. Rush seconded, and the motion carried unanimously. AYES: Considine, Craven, Long, Parks, Rush, Quillian; NOES: None; ABSTENTIONS: None.

Ms. Craven called for public comments, pursuant to Government Code Section 11125.7. There being no public comments, Mr. Considine closed the public comment period.

Ms. Craven then called for board member comments, but there were none.

Next, Dr. Rush gave the President's Report, providing a brief report on campus events and activities. President Rush discussed enrollment and remarked that the campus accepted one in ten applicants for the fall 2011 semester. This fall we broke ground for North Hall and the New Entry Road, and had the kick-off for the Hank Lacayo Institute for Workforce and Community Studies. Dr. Rush also praised our faculty, staff and students for doing a marvelous job this semester. Ms. Long added that we had also recently celebrated the ribbon cutting for the completion of the Lewis Road Widening Project.

Moving on to Item 6 of the agenda, Ms. Coville announced that we had purchased the cogeneration plant at CSU Channel Islands though negotiations were difficult. The closing date was October 1. Ms. Coville thanked and recognized Dave Chakraborty and Erik Blaine for their exemplary work on this transaction.

Ms. Coville then presented the FY 2009-10 Audited Financial Statements and indicated that we have received a clean opinion. Ms. Coville provided a brief review and Ms. Craven moved to receive and file the audited financials as presented. The motion carried unanimously by the following vote: AYES: Considine, Craven, Long, Parks, Rush, Quillian; NOES: None; ABSTENTIONS: None.

Next, Ms. Coville presented Item 8, the 2011 Calendar of Meetings, and noted a revised meeting date of March 14, instead of Feb 21, as previously distributed. Mr. Considine moved to approve the calendar of meetings, Dr. Rush seconded, and the motion carried unanimously. AYES: Considine, Craven, Long, Parks, Rush, Quillian; NOES: None; ABSTENTIONS: None.

Dr. Blaine presented Item 9, the Common Area Maintenance (CAM) Budget for 2011, and noted that there have been some reporting and accounting changes which necessitated moving the CAM budget from a calendar year budget to a fiscal year (July through June) budget. As a result, CAM fees will not increase for home owners until July. This budget was previously presented and approved by the University Glen Corporation board of directors and the Home Owners Advisory Council (HAC). Dr. Rush moved to accept the CAM budget as presented, Mr. Considine seconded and the motion carried unanimously. AYES: Considine, Craven, Long, Parks, Rush, Quillian; NOES: None; ABSTENTIONS: None.

Dr. Blaine also provided the Construction Status Update, reporting on the North Hall demolition, the clearing and grading of the new entry road, and the Islands Café renovation to be completed over the winter break.

Dr. Blaine then reported on housing sales. He stated that there are nine homes on the market, and one home in escrow which is expected to close on December 29. There was one fallout with another home that was anticipated to close escrow. Pricing has been an issue for the sale of homes. With regard to leasing activity, Dr. Blaine stated that we are currently 90% occupied and 92% leased.

In closing, Dr. Blaine reported on an IRS audit of construction bonds for the University Glen development which resulted in no findings by the agent. With regard to the ongoing FEMA issue, Dr. Blaine stated that FEMA has issued a positive review but that he is still waiting on a final determination letter which is expected to arrive in the next seven to ten days. Also, Dr. Blaine is continuing to resolve the issue with the County Fire Department on the notice of violation for inadequate width of streets for fire apparatus. As a result, parking will be limited in Phase 1C to one side of the street for the areas identified by the fire department and appropriate signage will be put in place so that this change is clear to the community. With regard to HAC matters, the flood zone continues to be a topic of discussion along with plans for a community garden which will be located near the dog run in the park area.

There being no further business to discuss, the public meeting adjourned at approximately 11:48 a.m.

APPROVED:  
California State University Channel Islands Site Authority

Signed: Elizabeth Rubalcava  
Secretary to the Site Authority

Dated: 5/23/2011