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California State University Channel Islands  
SITE AUTHORITY

Minutes of Meeting  
October 21, 2002

The California State University Channel Islands Site Authority met on Monday, October 21, 2002, at 11:30 a.m. The meeting was held in the Administration Building, California State University Channel Islands, One University Drive, Camarillo. Chairman Schillo presided and called the meeting to order.

Members Present:

Frank Schillo, Chairperson  
R. J. (Jim) Considine, Vice Chair  
Charlotte Craven  
Laurence Gould  
Kathy Long  
Richard Rush  
Richard West

Alternates Members Present:

None

Ms. Long moved to approve the Minutes of February 4, 2002, April 22, 2002 and August 19, 2002. Ms. Craven seconded the motion and it carried unanimously.

The public comment period was opened pursuant to Government Code Section 11125.7. Chairman Schillo called for comments and, hearing none, closed the public comment period.

President Rush reported that the university opened successfully and has been progressing very well. Enrollment was about 60 FTE short of the projected goal but he anticipates making up those numbers in the spring. The university continues to reap great positive publicity, including a seven-page article in the October issue of *The Business Officer* magazine published by the National Association of College and University Business Officers. The university has met all deadlines to date; the next will be a report to the Western Association of Schools and Colleges by November 16, 2002. The 17 new faculty hires are an outstanding addition to the academic program. The new Science Building is under construction with opening scheduled for next fall, and an existing building has been converted into a Student Union. The "One-Stop" Enrollment Center has been added to the Professional Building where students can take care of their business in one place. Lastly, campus tenants are becoming involved in university activities. For instance, Gold Coast Innovations is a partner in the anaerobic digester project, and others are looking for R & D opportunities with CSUCI.

Mr. Drohan reported on the East Campus Project, indicating that all single-family Phase I units have been completed. Completion of all multi-family units is expected by January. Performance of the contractor, Brookfield, has been good. They have been within budget and project savings are expected.

Ms. Coville reported on the activities of University Glen Corporation. To date, all 59 of the For-Sale Homes have been completed. Of those homes, 53 are under contract and two have already closed. There have been several issues that UGC has intermediated. Some of the homeowners have been very frustrated by their experiences with CitiMortgage, the preferred lender. Other recent homeowner issues concerned design modifications and lender and escrow difficulties from flooring upgrades. Following several meetings with homeowners, most of those issues have been resolved. Closings are now delayed though, causing homeowner frustration, but staff continues to work with the lenders to resolve any remaining issues.

With respect to the home leasing program, Ms. Coville noted that 16 units have been leased to date, with two town homes already occupied. The town homes will all be completed soon. About half of the 100 apartments are expected to be ready in December, with the remainder to be completed in late January. Alliance Residential Company is in place as the rental agent.

In addition, Ms. Coville reported that University Glen Corporation received a clean opinion following the annual audit recently conducted. She plans to provide a detailed budget for sales and marketing at the next meeting.

Mr. Schillo mentioned that he had received a letter from a citizen who did not want housing on the campus at all. Dr. Rush has responded to that letter.

Mr. Hordyk reported on the East Campus Project Budget Review, specifically a comparison of the Sources and Uses Budget prepared in June 2001 to updated information as of October 16, 2002. Important to note is that the Transfer to Academic Capital amount increased from nearly \$42 million to over \$46 million (over the ten-year period 2001/02 through 2010/11). Mr. Minter then walked the Board through the spreadsheet comparison in greater detail.

Next, Mr. Drohan explained that approval was being requested at this time for the Phase II Infrastructure Guaranteed Maximum Price (GMP) and for the Phase II Infrastructure Agreement with Brookfield Campus Housing based on GMP. He added that approval would be requested in November for the Vertical Construction for Phase II. He indicated the language for the agreement is virtually the same as that for Phase I. On recommendation of approval of the GMP and the Phase II infrastructure agreement, Mr. Considine moved the resolutions (Resolutions 02-10-01 and 02-10-02). Mr. West seconded the motion and the motion carried unanimously.

Mr. Knight noted that the Board has in the past allowed nonsubstantive changes to be made to contracts approved by the Board. He suggested that the motion be amended to include that wording. With that amendment, the motion carried unanimously.

Mr. Drohan briefly commented on a proposal to fund six CSUCI academic campus capital projects. The write-up distributed to the Board replaced a draft mailed earlier. He noted that the

campus has worked with Chancellor's Office staff (Capital Planning, Design and Construction; and Finance and Treasury Departments) to accelerate Site Authority funding to address various issues. Certain facilities are necessary to satisfy administration and instructional program requirements, but campus funds are unavailable. Ms. Coville then reviewed each project and its revised budget. Discussion followed concerning changes in the original space estimates and consideration of energy efficiencies. Mr. Knight noted that the original resolution had a concluding statement regarding sharing project savings but that statement was missing from the resolution being considered. He suggested that the statement be reinstated. With that amendment to the resolution (Resolution 02-10-03), Mr. Considine moved to approve the funding proposal. Ms. Craven seconded the motion and it carried unanimously.

Mr. Drohan reported on the request for approval of the schematic plans for the East Campus Town Center Project. Mr. Jay Clark of RTKL Associates, Inc. gave a brief presentation on the Town Center design. Mr. Considine moved to approve the schematic plans for the East Campus Town Center. Ms. Craven seconded the motion and it carried unanimously.

Mr. Knight introduced the meeting's temporary recording secretary, Rhonda Tyacke, noting that the former Board secretary, Carmen Smith, had retired. Dr. Rush will be recruiting a replacement for this position on a permanent basis, and Mr. Knight offered to serve as interim secretary. He suggested that the Board authorize Dr. Rush to appoint an interim secretary on an acting basis and that the Board then approve a permanent secretary once one is on staff. Ms. Craven so moved. Ms. Long seconded the motion and it carried unanimously.

Mr. Knight then reported that elections were required in order to fill two Board positions, chairperson and vice chairperson. To allow all Board members to vote, Mr. Knight called for the election of officers. He first called for nominations for chairperson. Mr. Gould nominated Supervisor Long, and Mr. Considine seconded the nomination. Ms. Craven moved to close the nominations, Mr. West seconded the motion, and it carried unanimously. On the motion to elect Ms. Long as chair, the motion also carried unanimously.

Mr. Knight then called for nominations for vice chairperson. Mr. Gould nominated Mr. Considine, and Mr. West seconded the nomination. Ms. Craven moved to close the nominations, Mr. West seconded the motion, and it carried unanimously. On the motion to elect Mr. Considine as vice chairperson, this motion also carried unanimously.

Mr. Schillo announced the meeting open to a Member Forum. Mr. Gould announced that his term as a California State University Trustee had concluded. This was also his last meeting as a Site Authority Board member. The new chairperson of the Board of Trustees, Debra Farar, will be taking his place on this Board. He thanked his colleagues for their good counsel, friendship and advice over the years. He was extremely pleased to have been involved with the establishment of the university and especially the selection of Dr. Rush as president. Mr. Schillo and Dr. Rush thanked Mr. Gould for all that he had done during his years of service.

The next quarterly meeting of the Site Authority is scheduled for February 2003. However, Mr. Knight noted that there would likely be a special meeting in late November or early December concerning additional Phase II activities. Board members would be advised on the meeting date.

There being no further business to come before the Board, Mr. Considine moved to adjourn the meeting at 12:05 p.m. Ms. Long seconded the motion and it carried unanimously.

APPROVED BASED ON 12/9/2002 MEETING MINUTES:

California State University Channel Islands Site Authority



Signed: \_\_\_\_\_  
Secretary to the Site Authority

12/9/2002  
Dated: \_\_\_\_\_