

**California State University Channel Islands
SITE AUTHORITY**

**Minutes of Meeting
13 November 2006**

The California State University Channel Islands Site Authority met on Monday, 13 November 2006. The meeting was held in the Training Room of the Administration Building, California State University Channel Islands (CSUCI), One University Drive, Camarillo.

Vice Chair Dr. Debra Farar presided as acting chair in Ms. Craven's absence and called the meeting to order at 11:36 a.m. Following the recitation of the pledge of allegiance, the secretary gave the roll call and all members were present with the exception of Ms. Charlotte Craven; Ms. Long and Ms. Parks arrived shortly after roll call.

Members Present:

R. J. (Jim) Considine, Jr.
Debra Farar, Vice Chair
Kathy Long
Richard Rush
Richard West
Linda Parks

Members Absent:

Charlotte Craven, Chairperson

Others Present:

Erik Blaine, CSUCI-University Glen
Joanne Coville, CSUCI
Marlene Jones, Legal Counsel to the Site Authority
David Rosso, CSU Chancellor's Office
Elvyra San Juan, CSU Chancellor's Office
Elizabeth Velasco, Secretary to the Site Authority

Acting Chair Farar called for the approval of the minutes of the 11 September 2006 meeting. Mr. Considine moved to approve the minutes, Ms. Long seconded, and the motion carried unanimously.

Dr. Farar opened the public comment period pursuant to Government Code Section 11125.7 and called for comments.

David Carlson, a CSUCI staff member and resident of University Glen, as Chair of the University Glen Homeowners Advisory Council, conveyed homeowner concerns regarding increased CAM fees. Mr. Carlson reported that the Homeowners Advisory Council (HAC) was unable to reach a decision on this matter and deferred its vote on the CAM fees until its next meeting. Mr. Carlson expressed the homeowners' dissatisfaction for not receiving timely notice of the proposed fee increase, as well as financial information on CAM fee income and expenditures. The homeowners have requested the financial information and have not yet received complete information. Furthermore, the homeowners would like to be participants in the decision-making process regarding maintenance and CAM fees and in finding alternate solutions to mitigate large fee increases. The HAC is requesting that the Site Authority create a joint CAM fee task force to review the fees, maintenance contract and other expenditures on an annual basis and in a timely manner. Mr. Carlson expressed how pleasant it is to live in University Glen, but homeowners have concerns about continued affordability due to increases in special taxes and CAM fees.

Dr. Rush inquired about the actual cost of the CAM fee increase, to which Mr. Carlson responded that the fee varies between the townhomes and single-family homes. The townhome fee will increase 24% this year, \$160 to \$204 per month, and single-family homes will increase from \$131 to \$161 dollars per month. There is a proposal for an additional increase of 17% for townhomes and 3% for single-family homes in 2008.

Dr. Jeannie Grier, a resident of University Glen and a CSUCI faculty member, commented on the same issues raised by Mr. Carlson and pointed out a few discrepancies in a recent Ventura County Star article on University Glen. First, the prices quoted in the paper were the initial home prices from four years ago. For example, the lowest priced townhome that first year was \$167,000.00, but the cost has since increased by a hundred thousand dollars. Next, Dr. Grier questioned the cost of the resale homes and corrected the article's comment on homes owned by new faculty by saying that no new homes were set aside for the fourteen faculty recently hired. Dr. Grier asserted that the five new faculty who succeeded in buying a home in UGC were able to do so because of resale opportunity or a potential buyer opted out of a purchase. The article also did not mention special taxes, which automatically increase 2% each year. Because of the increased cost in homes and special taxes, some single faculty and staff find it difficult to afford living in University Glen. In closing, Dr. Grier stressed the need for a long-term plan for increases, so that homeowners know about fee increases in advance and can plan accordingly.

Mr. Considine asked University staff to respond to these comments. Ms. Coville replied that staff have been working on managing the CAM fee increase and have been engaging in long-term planning for CAM and other increases with the CSU Chancellor's Office and Unidev. Yet, there is no long-term plan in place. Staff are analyzing the projected cost of CAM fees, where the dollars stand today, how much has been collected, and what needs to be collected in the future. Ms. Coville explained that the CAM fee increase is due to the doubling of the sewer bill, as well as increases in water rates, irrigation and landscaping from the prior year. Ms. Coville also explained the assessment, allocation and billing process for sewer and water expenses. Ms. Long stressed the need for improved communication to homeowners, to which Ms. Coville remarked that steps are being taken to inform homeowners better.

There being no more public comments, Dr. Farar closed the public comment period.

Dr. Farar called for board member comments, but there were none.

Ms. Jones, Legal Counsel to the Site Authority, made a brief announcement to the board that Nordman, Cormany, Hair and Compton would be filing a “friend of the court” (amicus) brief this week in the Oxnard redevelopment agency litigation on behalf of the CSUCI Site Authority.

Moving to Item 5, Election of Officers, Dr. Farar called for nominations. Dr. Rush placed in nomination two names, one for Chair of the Board and one for Vice Chair. Dr. Rush nominated Dr. Debra Farar as Chair and Ms. Linda Parks as Vice Chair. Mr. Considine seconded the motion, all members were in favor, and the motion carried. Dr. Farar continued the meeting as Chair of the Board.

Dr. Farar presented the Calendar of Meetings for 2007 to the Board for its approval. Mr. Considine moved to calendar the meetings, Dr. Rush seconded and the motion carried unanimously (subsequently, the meeting schedule was revised and a new calendar will be presented to the Board at its next meeting).

With regard to Item 7, the President’s Report, Dr. Rush reported on the success of Proposition 1D that will provide support to the University, totaling approximately \$62 million for renovating the campus. Renovation projects include food service expansion, faculty offices, classrooms, library equipment and the design work for a new entry road. Dr. Rush expressed his gratitude for the community efforts supporting the passage of Prop 1D. Dr. Rush added that the University exceeded its enrollment targets once again and gave special thanks to the faculty for their continued fine work.

Ms. San Juan presented Item 8, Construction Status Update, and reported on construction activities in Phase 1C, 2A, 2B and the Town Center.

The Phase 1C project is complete; although, Ms. San Juan is still working with Brookfield on the final close out in hopes of capturing some liquidated damages. The Town Center is approximately 95% complete, and Ms. San Juan expects that it will be completely finished by the end of December. She is also working on a fast track with Unidev and the campus to open the market in January in order to lease the remaining retail space quickly.

With regard to Phase 2A and 2B, progress continues on the working drawings for these last two phases, which consists of 242 single-family homes. Bids have been released for site work to clear the site and remove debris. The projected home prices in this phase are very high. They currently range in the mid-five hundred to mid-six hundred thousand dollar range, so staff are considering refinancing some debt and moving costs elsewhere in order to reduce the price of these homes. The rough grading will begin in December so that it will be complete by early next year and vertical construction can begin by March 2007.

The Broome Library construction is ahead of schedule, roughly 45% complete, and likely may beat the January 2008 completion date.

Dr. Blaine presented Items 9 and 10, University Glen and Alliance Financial Report, and University Glen Housing and Rental Update. The financial report for the first quarter of 2006/07 was provided to the Board just prior to the meeting without additional commentary.

Concerning housing sales in Phase 1A/B, there are two homes in escrow and two intents to sell. With regard to Phase 1C, 85 of 86 homes have been sold and the last home sale is expected to close no later than November 30, 2006.

With regard to rentals, 96% of Phase 1A/B apartments are occupied, 97% are leased, and all of the rental townhomes in Phase 1C are occupied. Phase 1C apartments are 73% occupied and 75% are leased, and there are 80 people on the waiting list for the 58 Town Center apartments. The Town Center apartments will be available for move-in on or before February 1, 2007.

Dr. Blaine reported on other University Glen business. Because the County requires more than a year to add newly constructed homes to the tax rolls, Phase 1C special tax was direct billed to the homeowners for 2005-06 and 2006-07 as advised by a special tax consultant. The due dates for these payments are December 11, 2006, February 16, 2007 and May 15, 2007. In addition, a Reserve Study was commissioned for all of University Glen including the University Town Center and a site visit occurred on October 19 and 20. The draft report should be available for review at the end of November. Finally, the University Glen Corporation Board of Directors reviewed the CAM Budget at its last meeting, but deferred the item to a special meeting scheduled for November 21, 2006. Dr. Blaine will present the CAM Budget through 2008, based on calendar year, at a general homeowners meeting on November 16, 2006.

At Mr. West's request, Dr. Blaine will be mailing to the homeowners the information that they requested this afternoon and will provide copies to the Board.

There being no further business to come before the Board, the public meeting adjourned at approximately 12:04 p.m.

APPROVED:
California State University Channel Islands Site Authority



Signed: _____
Secretary to the Site Authority

1/22/2007
Dated: _____