

**California State University Channel Islands  
SITE AUTHORITY**

**Minutes of Meeting  
23 May 2011**

The California State University Channel Islands Site Authority met on Monday, 23 May 2011. The meeting was held at the University Glen Corporate Office on the California State University Channel Islands (CI) campus, 45 Rincon Drive, Suite 104-A, Camarillo.

Chair of the Site Authority Mr. Jim Considine called the meeting to order at 11:32 a.m. Following the recitation of the pledge of allegiance, the secretary gave the roll call and a quorum of members was present. Members absent were Dr. Debra Farar and Dr. Richard Rush.

Members Present:

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

Members Absent:

Debra Farar  
Richard Rush

Others Present:

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

Mr. Considine called for the approval of the minutes of the December 6, 2010 teleconferenced meeting. Ms. Craven moved to approve the minutes, Ms. Long seconded, and the motion carried with all in favor.

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

Mr. Considine then called for board member comments. Ms. Long and Ms. Parks commented on the commencement ceremony which was held on campus this past Saturday and how pleased they were to attend.

Mr. Considine called for the first information item on the agenda, the President's Report. In Dr. Rush's absence Ms. Coville provided a brief report on campus events and activities, highlighting the campus' commencement ceremony. The campus graduated approximately 1300 students of which over 800 walked. Ms. Coville then reported on construction activities, highlighting the North Hall and Entry Road projects. The North Hall construction project is ongoing. Existing structures are being renovated to create a facility will house a 120-seat lecture hall, seven lecture classrooms (totaling 315 stations), 3 computer labs, lecture/lab support spaces, faculty offices and support space, and administrative offices. The entrance road will improve access to the main campus with a new four lane road along with landscaping that will introduce visitors to the University. In addition, Ms. Coville touched on the recent budget cuts to the CSU totaling 500 million. In response, the campus has laid off three management personnel positions and nine full-time lab technicians whose positions will be reinstated as eleven-month appointments following union guidelines.

Last, Ms. Coville explained that this would be her last Site Authority Board meeting as she has taken a position at Scripps College and will be starting there in mid-June. Mr. Considine expressed his pleasure working with her and thanked her for her service and many contributions over the past ten years.

Moving on to Information Item #6, Dr. Blaine presented the FY 2011/12 University Glen Corporation (UGC) Budget for corporate and commercial services activity. The budget was previously submitted to the UGC Board of Directors for review and approval, and the UGC Board approved the budget as submitted.

Next, Dr. Blaine presented the FY 2011/12 Site Authority Budget for review and approval by the Board. Dr. Blaine discussed the items and primary activities included in the budget and provided a more detailed explanation of the figures under leasing and CI Power operations. The leasing figures are based on a projection of apartments being 90% occupied. In addition, CI Power is a new item in the budget as the campus had purchased the plant last October and subsequently leased it to the Site Authority. Ms. Parks then inquired about pass through taxes which Dr. Blaine explained were not included because the Site Authority is not subject to pay them. Ms. Coville added that pass through taxes were discussed at a previous Site Authority meeting and legal counsel had researched the matter and determined that the Site Authority is a state entity, not an RDA, and, therefore, the Site Authority is not required to pay such taxes. Mr. High had written to County of Ventura's legal counsel expressing his legal opinion and neither he nor University staff have heard from the County since then. No pass through taxes were paid last year as a result and none will be paid this year. Ms. Coville also explained the State Controller's Office had made the same determination as legal counsel and the campus is acting in accordance with that decision. Ms. Park and Ms. Long expressed concern that the matter should be revisited. There being no further discussion, Ms. Craven moved to approve the budget as presented, Dr. Quillian seconded, and the motion carried with all in favor.

After that, Dr. Blaine presented a resolution entitled, "Modification to the Ground Sublease: Repurchase Option Extension." Dr. Blaine explained the purpose of the resolution and proposed changing the Site Authority home repurchase option clause in the ground sublease on a case by case basis. He stated that some home buyers have taken issue with the 10-year time frame and in such cases he was seeking the delegated authority to extend the time frame or remove the clause altogether. The Board raised a number of concerns, specifically the lack of specific criteria to be used to guide decision-making and the negative condition of the real estate market in general. Although Dr. Quillian was uneasy about the potential for unequal treatment of potential home buyers, he stated that he would be willing to revisit the proposed resolution if specific criteria were to be provided. Legal counsel agreed with Dr. Quillian and consequently Dr. Blaine decided to withdraw the resolution at this time.

Dr. Blaine then spoke briefly about dining hall construction projects. The Islands Café will be renovated during the summer to accommodate new beverage and dessert stations and the Student Union café will be enhanced by the addition of a new grill.

Ms. San Juan reported that the California Legislature is getting closer to approving funding for the West Hall project and its initial design. She is quite optimistic that support for this project will make the final state budget for 2011/2012.

Moving to Information Item #10, Dr. Blaine provided the University Glen Housing and Rental Update. He stated that the Site Authority currently does not own any homes but there are six homeowner to homeowner direct sales in University Glen. Unfortunately, there was one home which recently foreclosed and was purchased at auction by someone from the public. The Board briefly discussed what happens in such cases where there is a loss of Site Authority control. With regard to leasing activity, Dr. Blaine stated that Phase IA/B/C is 90% occupied and 92% leased.

In closing, Dr. Blaine reported on other items worthy of mention such as the revenue figures for food service on campus, and in particular, the Spirit Card and meal programs. He added that Islands Café and its head chef will participate in the Casa Pacifica Wine and Food Festival which will be held on campus in June. Dr. Blaine also announced that the community garden is now open and is very successful; there are 17 individual planting areas for residents to utilize. He last remarked that the CI Power plant has completed revisions to the emergency response plan and the plan is fully integrated into the CI emergency response plan. In addition, the natural gas contract for CI Power expires August 30, 2011 and staff are in the process of looking at options for renewal, including entering into an agreement with the Department of General Services (DGS). Campus staff recently learned from DGS that the Site Authority is exempt from paying a municipal surcharge for plant and was refunded for the surcharge previously paid.

There being no further business to discuss, the public meeting adjourned at 12:12 p.m.

APPROVED:

California State University Channel Islands Site Authority

Signed: Elizabeth Rubalcava  
Secretary to the Site Authority

Dated: 9/12/2011