



Regular Meeting Minutes May 7, 2018

The California State University Channel Islands (CSUCI) Site Authority (SA) met on Monday, May 7, 2018 at 11:30 a.m. on the CSUCI campus, One University Drive, Camarillo, CA. The meeting location was changed from the John Spoor Broome Library to the Madera Hall Board Room with proper notice provided to the public. In addition, the meeting was held by conference call with two members opting to call in; all approval actions were made by roll call.

Site Authority Chair R.J. Considine was unable to attend this meeting so President Erika Beck served as Acting Chair and called the meeting to order at 11:32 a.m. She indicated that the meeting agenda had been revised and several items tabled to the next meeting when Mr. Considine could be present to facilitate discussion.

The secretary called roll and a quorum of members was present.

Members present: President Erika Beck; Supervisor Linda Parks, and via conference call: Supervisor Kelly Long; City Councilman Ken Simons.

Alternates present: Vice President Ysabel Trinidad

Others present: University Counsel Marc Mootchnik; Francis Freire, Chancellor's Office; Stephanie Bracamontes, John, Gormley, Elizabeth Rubalcava, Dustin Russell, James Walsh, Celina Zacarias, CSUCI; Jake Friesen, Kennedy Wilson; Bill Robe, Chair of the University Glen Community Advisory Group

Opening Statements

Acting Chair Beck called for public comments. Tom Bokhart, a new homeowner in University Glen, addressed the Board and expressed his delight with the escrow process and with recent community improvements. Mr. Bokhart expressed his desire to see more transparency on financial reporting and concern regarding the mosquito abatement process. Supervisor Linda Parks offered to look into the latter issue. In closing, Mr. Bokhart offered his services as a volunteer and encouraged the Board to set up volunteer groups and the University to increase volunteerism in general. He believes more residents would be willing to serve as volunteers to help with University Glen community matters.

There being no further comments, Dr. Beck closed the comment period.

Next, Dr. Beck called for Board Member comments. Hearing none, she closed the comment period.

Consent Agenda

Dr. Beck called for approval of the consent agenda comprised of the following items:

- ACTION: Approval of Minutes of February 5, 2018 and March 5, 2018 Meetings
- ACTION: Approval of March 2018 Preliminary Financial Report
- INFORMATION: Home Sales Report
- INFORMATION: CI Power/Southern California Edison Update
- INFORMATION: 32 Acre Development Project
 - Update Status on 32 Acre Development Project
 - Renderings of the 32 Acre Project
- INFORMATION: Site Authority Operations Report
 - Site Authority Organizational Structure
 - East Campus Community Improvements / Landscaping
 - Common Area Maintenance (CAM) Reconciliation Update
- INFORMATION: Appointment of Treasurer and Interim Secretary

In response to the call for a motion to approve the consent agenda, Supervisor Parks asked to pull for discussion Items 8, 9, and 10, namely the CI Power/SCE Update, the 32 Acre Development Project and the Site Authority Operations Report sub item, Site Authority Organizational Structure.

Concerning CI Power, Supervisor Parks inquired about the one dollar transaction and Ms. Ysabel Trinidad explained the dollar transaction was necessary due to the relationship between the two CSU-related entities. Because the asset resides on the CSUCI campus books and is leased to the CSUCI Site Authority, a nominal monetary exchange was necessary to complete the lease agreement.

Ms. Trinidad fielded several more inquiries from the Board concerning the PPA electricity costs and invited staff to add to her explanation. In response to board member questions about how the deal works and what other power providers or resources will be secured by 2020, Ms. Trinidad explained that the guarantee of revenue is based on performance. The deal structure is such that we're bound to selling it and they're bound to buying it.

Mr. Gormley added that there is a significant cost for overhauling the power plant and on a short term basis, the PPA will provide the campus with an alternate source of power. Supervisor Parks asked if bio fuels were still an option. Mr. Simons also asked about wind power and solar light poles to which Mr. Gormley replied that only preliminary research has been done at this point. The state of California is primarily interested in solar power. Ms. Trinidad explained that the campus is concerned with meeting future demand and that solar is preferred for its reliability.

Hearing no further questions on this item, Dr. Beck solicited comments and questions regarding the 32 Acre Development Project. Supervisor Parks asked what would be demolished in the area identified for the Senior Complex and staff responded that only existing infrastructure would be demolished.

This being the only question, Dr. Beck moved to the next item, Site Authority Organizational Structure. Supervisor Parks sought clarification on the role and functions of University Auxiliary Services (UAS). Ms. Trinidad explained UAS needed more focused attention to provide services such as catering and dining services, bookstore, and services that support students. Ms. Trinidad explained that the role of the Site Authority includes the management and oversight of the common area and the Kennedy Wilson contract, as well as new development projects. In response to Supervisor Parks' question about whether the cost recovery for projects and services was on an annual basis, Ms. Trinidad replied it was.

Hearing no further questions, Dr. Beck called for a motion to approve the consent agenda. Supervisor Long moved to approve, Supervisor Parks seconded and the motion carried as noted by the following roll call.

Members:	VOTE
Erika Beck	Aye
Kelly Long	Aye
Linda Parks	Aye
Ken Simons	Aye
Alternates:	
Ysabel Trinidad (alternate for CSU members)	Aye

Dr. Beck reiterated that all other items were moved to the next meeting with the exception of Items 14 and 15, namely Approval of the 2018-19 Operating Budget and CAM Budget/Rate Change and Approval of the 2018-19 Capital and Reserves Budget.

Ms. Trinidad presented the 2018-19 Operating Budget and CAM Budget/Rate Change. She explained that the operating and CAM budgets had been reviewed and vetted by the Site Authority Advisory Committee and approved by Robert Eaton, Assistant Vice Chancellor of Financing, Treasury, and Risk Management, on behalf of CSU Executive Vice Chancellor Steve Relyea. The proposed operating budget has been developed to ensure the Site Authority is positioned to manage a growing portfolio of operations and maximize future business opportunities to support the developing needs of the campus. In addition, the staffing plan, previously approved by President, was included in the meeting packet as a consent item. A narrative describing the various budget categories was also included for reference.

Mr. Simons asked a series of questions related to various budget figures to which staff responded to his satisfaction. There being no further questions, Dr. Beck asked for a motion to approve the 2018-19 Operating Budget and CAM Budget/Rate Change. Supervisor Long moved to approve, Supervisor Parks seconded and the motion carried unanimously as noted by the following roll call.

Members:	VOTE
Erika Beck	Aye
Kelly Long	Aye
Linda Parks	Aye
Ken Simons	Aye
Alternates:	
Ysabel Trinidad (alternate for CSU members)	Aye

Next, Ms. Trinidad presented the 2018-19 Capital and Reserves Budget. This budget had also been reviewed and approved by Robert Eaton, Assistant Vice Chancellor of Financing, Treasury, and Risk Management. In response to Mr. Simons' question regarding the reserve study, Ms. Trinidad stated that the launch of a new study is underway in consultation with Kennedy Wilson. Mr. Simons asked how often the reserve study is conducted. Ms. Trinidad explained that the most recent study was done with the sale of the apartment asset last year and prior to that in 2014. The final step to the reconciliation effort would be to review how the new reserve study and renewal needs relate to the level of fees established through the CAM.

Hearing no other questions, Dr. Beck called for a motion. Supervisor Parks moved to approve, Supervisor Long seconded and the motion carried unanimously as noted by the following roll call.

Members:	VOTE
Erika Beck	Aye
Kelly Long	Aye
Linda Parks	Aye
Ken Simons	Aye
Alternates:	
Ysabel Trinidad (alternate for CSU members)	Aye

Supervisor Parks asked to make a general comment concerning the CCA item which was deferred to the next meeting. She expressed a concern with having a potential conflict of interest and sought advice from counsel. Ms. Parks added that the County of Ventura along with the cities of Moorpark, Camarillo and Oxnard have joined the Clean Power Alliance and encouraged the Site Authority Board to consider joining these local principalities in order to take advantage of lower costs and avoid challenges with major power providers.

Adjournment: There being no further business, the regular meeting of the Site Authority Board was adjourned at 12:16 p.m.

APPROVED BY:
California State University Channel Islands Site Authority

Elizabeth Rubalcava

Secretary to the Site Authority

June 4, 2018

Dated: _____