

## **Regular Meeting Minutes August 6, 2018**

The California State University Channel Islands (CSUCI) Site Authority (SA) met on Monday, August 6, 2018 at 11:30 a.m. on the CSUCI campus. The meeting location was in the Handel Evans Conference Room in the John Spoor Broome Library, Camarillo St., Camarillo, CA 93012.

Site Authority Chairperson R.J. Considine called the meeting to order at 11:30 a.m. The secretary called roll and a quorum of members was present.

Members present: Chairperson R.J. Considine; Trustee Silas Abrego; President Erika Beck; Assistant Vice Chancellor Robert Eaton; Supervisor Linda Parks; City Councilman Ken Simons. Alternates present: Vice President Ysabel Trinidad

Others present: University Counsel Marc Mootchnik - Chancellor's Office; John Gormley, Stephanie Bracamontes, James Walsh, Tom Hunt, Lori Lang and Nathan Bowden, CSUCI; Jake Friesen and Ben Gordon -Kennedy Wilson; Bill Robe, Chair of the University Glen Community Advisory Group

### **Opening Statements**

Site Authority Chairperson R.J. Considine called for public comments (Pursuant to Government Code section 11125.7).

There were no comments, Mr. Considine closed the comment period.

Next, Mr. Considine called for Board Member comments. Hearing none, he closed the comment period.

Chairperson Considine called for a motion to approve the meeting minutes of the June 4, 2018 meeting: The motion to approve the June 4, 2018 Special Meeting Minutes was made by City Councilman Simons, seconded by Robert Eaton, and approved unanimously.

### **Consent Agenda**

Chairperson R.J. Considine called for Board comments on the consent agenda comprised of the following items:

- ACTION: Approval of Minutes of June 4, 2018 Special Meeting
- INFORMATION: Review of Year-end Financial Closing Report (Bracamontes)
- INFORMATION: CI Power/Southern California Edison Update (Walsh/Hunt)
- INFORMATION: Update on 32 Acre Development Project (Gormley)

- INFORMATION: Site Authority Operations Report
  - a. East Campus Community Improvements / Landscaping/ Home Sales

### **Information and Action Items**

- INFORMATION: Campus Update (President Beck)
- INFORMATION: University Glen Advisory Group Update (Robe)
- ADJOURN

Board members requested that the following items be pulled from the Consent Agenda for discussion: (fill-in)

Financials: Simon asked for clarification pertaining to the Year-End Financial Closing Report having to related assets and accounts receivable and a research question regarding net assets. Ms. Bracamontes provided an explanation and responded to his satisfaction to which he offered positive feedback. An additional question was asked of Councilman Simon pertaining to the CI 2025 Expenditure and Operations actual versus budget projections. Ms. Ysabel Trinidad, Chairperson Considine and President Beck added comment regarding the enrollment goals and accomplishments that correlate with the Master Plan of the University and resources needed to accommodate the projected increase in enrollment.

Trustee Silas Abrego requested further clarification pertaining to the budget line item regarding Rental Housing Operations, which indicates a loss. Ms. Bracamontes explained the loss shown is due to a drop in leasing activities as a result of the sale of the 88 townhome units and the debt service of those units. She added further that the Year-End Financial Closing Report as it pertains to rental housing operations is a transfer from rental operations to cover debt service resulting in the negative numbers. From a budget perspective there was an expectation that there would be rental units still in the rental pool and the budget reflects that. Sales were accelerated and occurred much faster than anticipated eliminating the loss reflected on the rental operations.

CI Power - Supervisor Parks asked about the EPA protest by the Office of Ratepayer Advocates and the basis for the protest. Mr. James Walsh and Mr. Tom Hunt commented that protests are standard practice and not specific to the University. Supervisor Parks requested, if available, a document that explains the protest practice.

Trustee Abrego inquired about the net operating income loss. Mr. Walsh attributed it to a one-time consultant expenditure operating expense. Ms. Ysabel Trinidad explained the expenditure is allocated through reserves through the end of the year. She also responded to an additional inquiry from Supervisor Parks regarding whether the budget was based on an estimated amount of use. Ms. Trinidad explained that there is a base-line guarantee and the net reflected within the budget fell within that guaranteed base-line. Additional calls to be dispatched upon request by SCE, for example, on warm weather days, add to the \$750,000 net base-line. Mr. Walsh commented that Site Authority was dispatched 23 times through the end of July.

Chairperson Considine moved to the next item, Update on 32 Acre Development Project. Mr. Gormley reported that a meeting is scheduled on August 7 to wrap-up the major deal terms on the Master Ground Subleases being negotiated with Kennedy Wilson (KW) with

expectation to complete the various agreements in following months . KW is waiting for final permits for construction to begin in the fall. Supervisor Parks asked if senior apartments were still a part of the terms. Mr. Gormley responded affirmatively.

Chairperson Considine then moved to the next item, Site Authority Operations Report East Campus Community Improvements / Landscaping/ Home Sales. Mr. Walsh reported that the 88 SA townhome sales are complete. Regarding landscaping within the community, improvements to the ground cover have begun and preparation is in place for the painting of the common area site walls. A number of residents are progressing with overdue painting of their single-family homes. Pool renovations and apartment painting is complete.

Councilman Simon asked for clarification pertaining to the upgrading of the apartments. Mr. Walsh responded that there was a full renovation on the interior of the units including new cabinets, countertops, carpet, and paint. Mr. Gormley added that the contract called for Kennedy Wilson to maintain the units to a Class A level. It is an ongoing process as tenants move-out and the SA will insure that they complete this throughout the term of the ground sublease. Councilman Simon requested a protocol for monitoring the process and rents. SA staff verified that a protocol is in place for monitoring and verifying both and crosscheck procedures are done on a monthly basis. Rents being charged reflect the market rate and best market rate for a Class A level apartment. Supervisor Parks sought clarification regarding demand on the employee 100 units under the Kennedy Wilson Master Lease. Mr. Walsh stated that currently the 100 faculty and staff units are at 95% occupancy consisting solely of employees of CSUCI.

Chairperson Considine moved to the next item, as there were no further questions, Campus Update. President Beck reported exciting activity on campus, some relating to increasing revenue generated during the summer from outside groups. Those include conferences, dog shows, retreats, and study abroad pieces. Additionally, Dr. Beck offered information pertaining to special campus programs specifically related to increasing the college-going rate. The Migrant Summer College brought in partnership with the Oxnard Union High School District and the Migrant Summer Leadership Institute with 100 students from across the state of California. Dr. Beck added that the success of the Leadership Institute program has resulted in the doubling of the student body within the program to 200 for next year. The President also shared information on the Engineering Summer Innovation Bridge Program, which is geared toward the new engineering program coming this fall, and the SURF (Student Undergraduate Research Fellows) Program where CSUCI students are engaged in primary research with University faculty. The SURF program is funded with revenue generated by the Site Authority.

Chairperson Considine moved to the next item, University Glen Advisory Group Update. Mr. Bill Robe reported on the progress regarding the new meeting schedule and a positive rhythm taking place with SA and the Advisory Group. As to the home sales, Mr. Robe offered information pertaining to the home sales waitlist consisting of approximately 65 individuals, half which are faculty and staff. Community related issues are being dealt with and in progress. Enforcement of community rules are being implemented including detached home maintenance. A letter went out as a first step toward compliance. Parking is an ongoing issue and abuse is being assessed. Regarding the rules and regulations, there is a need for consistency within the community. Leasing directional signs are being evaluated. Bollards are

being identified and the plan is in place to install them by the end of the year. Supervisor Parks commented that the frustration level of the community seems to be diminishing.

**Adjournment:** There being no further business, the regular meeting of the Site Authority Board adjourned at 11:35 a.m.

APPROVED BY:  
California State University Channel Islands Site Authority



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Secretary to the Site Authority

Dated: 08/07/2018