



## Regular Meeting Minutes Monday, February 24, 2020

The California State University Channel Islands (CSUCI) Site Authority (SA) met on Monday, February 24, 2020 at 11:30 a.m. on the CSUCI campus in the Handel Evans Conference Room in the John Spoor Broome Library, Camarillo St., Camarillo, CA.

Site Authority Board Vice Chairperson Kelly Long called the meeting to order at 11:30 a.m. The secretary called roll and a quorum of members was present.

Members present: Vice Chairperson Supervisor Kelly Long; Trustee Silas Abrego; President Erika Beck; Assistant Vice Chancellor Robert Eaton; Supervisor Linda Parks

Alternates present: Vice President Ysabel Trinidad

Others present: University Counsel Marc Mootchnik; Stephanie Bracamontes; Tom Hunt; Nathan Bowden; Laurie Nichols; Bill Robe, Chair of the University Glen Community Advisory Group; Rosa Bravo, Site Authority Secretary

### **OPENING STATEMENTS**

Site Authority Vice Chairperson Kelly Long called for public comments (Pursuant to Government Code section 11125.7).

### **Public Comment Period**

Toby Wheeler, University Glen Resident, wanted to take the opportunity to thank the group that is currently working with the University Glen residents. He mentioned that work started with the work by Elaine Crandall and is now taken over by Laurie Nichols and Rosa Bravo. He wanted to make note that he feels is now receiving prompt and accurate responses on neighborhood information, how money is being spent, and how policies are being directed. He thanked the team for the work they are doing.

Mr. Tom Bokhart, University Glen Resident and member of the Budget Advisory Group (BAG) and the Homeowner Advisory Committee (HAC), spoke regarding the reserve funding. He was following up on his written request from the May 2019 Site Authority Board meeting regarding the limited disclosure of the reserve funding at the time of sale of the 88 townhomes. He stated he learned that the Site Authority had completed previous reserve studies, and to the best of his knowledge, the studies had not been released to the public or disclosed during the sale of the 88 townhomes. He quoted a closing sale document provided by Site Authority at the time of the purchase stated, "There is no past or present known material facts or other significant items that affected the value or the desirability of the property."

Mr. Bokhart mentioned the BAG is waiting for the results from Complex Solutions for the Level 3 Reserve Study. He indicated that the reserve study would show that the townhome reserve balance is underfunded and will continue to decline. He asked that the Site Authority Board, as they review the year-end financial reports, address and rectify the reserve balance related to the Townhomes.

Vice Chairperson Supervisor Long closed the public comment period.

### **Board Member Comment Period (Long)**

Vice Chairperson Long called for Board Member comments.

Supervisor Linda Parks had two items to follow up on. First, on the Kennedy Wilson project, Supervisor Parks wanted to make sure that while market value homes are in development that we work in a percentage of affordable housing to be installed as well. In Supervisor Parks' experience, the affordable housing units can be left toward the end of the project, and change occurs where they are left out. The second follow up item related to the Southern California Edison agreement, which was pulled back. Supervisor Parks proposed that the University

have a discussion with Clean Power Alliance (CPA) regarding the plant. She mentioned that the CPA is looking at Camarillo Airport for the location of the power storage facility.

Supervisor Parks further noted, in relation to the CI Power facility, there may potential to retrofit to clean energy or have a power supply storage on campus, making a sustainable model for other CSU campuses and offering the University's engineering department an opportunity for broadened course work.

Ysabel Trinidad responded that she welcomes the opportunity and will set up a time to have a meeting with CPA. She mentioned that CI Power is looking at possible options beyond SCE, and staff are in the middle of working with the California ISO (CAISO) to designate the plant as a required regulatory must run plant.

## **CONSENT AGENDA**

Vice Chairperson Long called for a motion to approve the consent agenda, comprised of the following items:

- ACTION: Approval of Minutes of November 18, 2019 Meeting
- ACTION: Approval for Signature Authority with Mechanics Bank
- INFORMATION: CI Power/Southern California Edison
- INFORMATION: CCE Update
- INFORMATION: Update on 32 Acre Development Project
- INFORMATION: Site Authority Operations Report
- INFORMATION: Financial Report

Motion to approve the consent agenda was made and second, and approved unanimously.

## **INFORMATION AND ACTION ITEMS**

### **Approval for Signature Authority with Mechanics Bank (Stephanie Bracamontes):**

Stephanie Bracamontes addressed the board of directors and informed them due to Elaine Crandall's retirement, there was a need to add a signature authority for day to day operations for Laurie Nichols, the Assistant Vice President of Administration and Barbara Rex, the Assistant Vice President of Budget and Planning to the Mechanics Bank.

The approval to add Laurie Nichols and Barbara Rex as signers to the Mechanics Bank was motioned by Supervisor Linda Parks, seconded by Robert Eaton and approved unanimously.

### **Information Item: Campus Update by President Erika Beck**

President Erika Beck informed the board of events happening on campus, including the study released regarding Social Mobility Index. President Beck noted that each year, CollegeNET ranks education institutions nationwide, examining the overall economic mobility for students from the point of matriculation at the University, post-graduation, and into the workplace. President Beck stated that all 23 CSU campuses can be found on the list, and that CSU Channel Islands is now ranked fifth out of more than 1450 entries.

Regarding capital improvements on campus, President Beck stated that pavers are currently being installed in Central Mall and will be ready for commencement in May. Manzanita Hall is also being remodeled.

Next, President Beck shared that Dr. Dan Reineman is recruiting local surfers to help him understand the way the coastline is being reshaped, crowdsourcing data.

Also, she mentioned that CSU Channel Island had received approval for a Master of Science in Nursing that will launch in fall.

Supervisor Long asked if President Beck had read the article in *The Ventura County Star* relating to students experiencing homelessness and whether there was a need to add additional housing at CSUCI. President Beck mentioned that CSU Channel Island is investing a lot of effort and resources into the basic needs program, including housing and food, as we know that they are issues across the state of California. Concerning housing, the University does have a waiting list, and the Mixed-Use Building is the next capital project planned to help address that demand.

Supervisor Parks also mentioned that the County is also looking at ways to help people who are homeless. The County heard about CSUN offering parking lots for homeless students to have a place to live and asked President

Beck whether CSUCI had considered anything similar? Vice-Chancellor Robert Eaton responded that within the CSU system, there had been some campuses looking at setting aside parking lots for students to be allowed to park their cars and sleep in them. There are pros and cons to that and the liability issue. President Dr. Beck offered Supervisor Parks that she would have the CSU Channel Island's Vice President of Student Affairs reach out to the County and work together in finding solutions to these issues.

**Item: University Glen Advisory Group Update (Robe)**

Bill Robe mentioned there are three issues:

1. Residents of the townhomes would like to investigate if they can procure earthquake insurance. He mentioned that Laurie Nichols is working with the insurance company to provide a proposal. The townhomes will be reviewing costs and will need to consider adding it to the CAM fees.
2. The focus has been on the budget, and the Budget Advisory Group has been discussing the budget review. The two issues on the budget are the landscaping improvement and the reserve study for the townhomes that Tom Bokhart mentioned earlier. Brightview, who is the contractor, conducted a landscaping presentation at the HAC and the CAG. They have reviewed the cost of the landscape remodel from an initial \$1 million proposal to an \$830,000 bid, but it's still over the \$500,000 budget amount. Alternative consideration of a special assessment for \$600 per door was presented to the residents to move forward with the entire project in phases.
3. The other item discussed in the budget is the Townhome reserves. In the Site Authority packet, the Complex Solution reserve study showed on the level 3 study that the common area is 84% reserved, the single-family homes are reserved at 104%, and the townhome reserves are 57%. The shortfall is \$1.3 million specific to the townhome reserves. There have been discussions to get the reserve balance to 100%, including a possible one-time special assessment for \$6,000 for each townhome (200 units).

Complex Solutions completed a study and provided a comparative analysis in the County of Ventura to similar units like the townhomes, and came up with an average reserve funding level of 64%. Complex Solutions is recommending that the reserve balance reach 70%. The funding level is low due to the components in the ground sublease that state it is the Site Authority's responsibility to repair and replace the windows, HVAC, the furnace and ducting, the doors and garage doors. A resident mentioned in one of the meetings, possibly modifying the ground sublease to remove the items that are unusual to repair of the townhomes. It was suggested that the repair and maintenance of these components be transferred to the homeowner's responsibility, while allowing the owner to include the repairs to the resale price as a capital improvement. That would involve an amendment to the ground sublease. Bill Robe mentioned that it seems to him that the amendment to the ground sublease could be done without disrupting the agreement with the homeowners and their lenders. Mr. Robe suggested to Sandi Boyd to go to the HAC and ask if there is a willingness from the townhome owners to pursue this request. He also mentioned that it is also a request to the Site Authority if they would consider this alternative. By moving in this direction, the townhomes would be more consistent with the reserve components that are typical with other homes in this area.

Supervisor Kelly Long asked if the sublease would change for ongoing agreements, or would it be to change everyone into the modified agreement. Mark Mootchnik clarified that all the owners are subject to the same sublease, and the Site Authority would have to modify the document ground sublease for everyone to consider these changes.

Mr. Robe mentioned that it might turn out that this proposal is very unpopular with the townhome owners, and that another alternative is to have a special assessment. Supervisor Long said that she liked the offer that was provided where homeowners would regain their investment at the resale.

Vice-Chancellor Robert Eaton mentioned that those initial provisions in the ground sublease were set in place because at the time, it was envisioned that the Site Authority would be repurchasing these homes more frequently, turning them over much more quickly and preserving the infrastructure. However, that is not the situation at this time. Mr. Eaton added, if the Site Authority did consider the path of modifying the ground sublease and a particular owner states that their unit is in very bad shape, he would suggest that the Site Authority look at their resources and consider whether to make them whole and not leave the homeowner at a disadvantage.

Bill Robe advised that it could be in the next HAC meeting to develop feedback from the homeowners. Vice-Chancellor Robert Eaton wanted to clarify that we make sure that we look at the homeowners that, for example, had their windows replaced recently versus a homeowner who may need to repair their windows at this time. Bill

Robe and Jake Friesen, UGCAM's Property Manager, confirmed that the windows had not been replaced for any of the townhomes at this time. Jake Friesen mentioned there is a waiting list of homeowners who have reported issues with their windows, but it is not compromising the function of the window. Supervisor Parks mentioned that it seems that it is not structural where the compromise is not causing a leak or causing an effect on the building. Jake Friesen confirmed that it is correct at the present time.

Bill Robe asked again that he is opening the door if the Site Authority would be interested in moving in this direction. Supervisor Parks asked what would be the benefit to the owners from going in this direction. Bill Robe replied that the benefit would be that they would have less maintenance rent dues, and there would be no consideration of a special assessment. Supervisor Parks mentioned that going back to Vice-Chancellor Robert Eaton's suggestion, it would be necessary to treat all the homeowners equally if any have received a replaced component where others have not and require the replacement.

Supervisor Long mentioned that the community is engaged with these discussions, and all are working to a common ground.

**ADJOURN:** There being no further business, the regular meeting of the Site Authority Board was adjourned at 12:02 p.m.

APPROVED:  
California State University Channel Islands Site Authority Board

Respectfully Submitted:

  
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Secretary to the Site Authority

Dated: 5/10/2020