



**Regular Meeting Minutes
Monday, September 9, 2024**

The California State University Channel Islands Site Authority (SA) and The California State University Channel Islands Financing Authority (FA) met on Monday, September 9th, 2024, at 6:00 p.m. In the John Spoor Broome Library, Room 1320, Camarillo St. Camarillo, CA.

Site Authority Board Chairperson called the meeting to order at 6:05 p.m. A quorum was established.

Members present:

John Broome Jr., Chair; City Councilmember Laura Hernandez, Vice Chair; Trustee Larry Adamson; Assistant Vice Chancellor Robert Eaton; Supervisor Vianey Lopez; Supervisor Jeff Gorell; President Richard Yao

Regrets:

Supervisor Kelly Long

Alternates present:

City Councilmember Martita Martinez-Bravo, VP for Business and Financial Affairs Dr. Bradley Olin

Others present: Marc Mootchnik, University Counsel; Stephanie Bracamontes, Controller; John Lazarus, Executive Director of Operations; Celina Zacarias, Executive Director of Community & Government Relations; Christina Sotelo, Secretary

OPENING STATEMENTS

Chairperson John Broome Jr. opened the Financing Authority meeting to run concurrently with the Site Authority meeting.

Chairperson John Broome Jr. called for public comment (pursuant to Government Code Section 11125.7).

Public Comment Period

Sandi Boyd, member of the Homeowners Advisory Council, expressed her concern with the cost of owning a home in University Glen. Her concerns include the duplicated costs covered by the homeowners' Property Taxes and Mello-Roos Taxes. She stated that the Special Tax could be extended until 2051. Her suggestions for implementing the successor agency provisions of the

repeal legislation for the Redevelopment Law are elaborated in the submitted public comment document.

Mary Kennedy, Chairperson of the Homeowners Advisory Council, suggested allowing public comments after the agenda item was discussed. Allowing the public comment to address the discussion on the agenda item. She suggested CSU Channel Islands become involved with the new initiative called Healthy Camarillo. It was introduced in 2020 by City Council members Charlotte Craven and Tony Trembley. Their goal is to create community health and wellness programs alongside local health professionals. She expressed her concerns about the installation of the water meters. She stated that the installation of water meters would be a burden on the community.

Gabrielle Powell, a member of the Homeowners Advisory Council, expressed her concern for the governance restructure. She requested the restructuring of the Budget Advisory Group charter and suggested that it adopt the Bagley-Keene Open Meeting Act. This would include an agenda sent out ten days in advance. With Budget Advisory Group meeting minutes, the community could provide feedback on budgeting decisions.

A CSU Channel Islands Professor expressed her concerns about the installation of the water meters and shifting the maintenance to the homeowners. She stated that homeowners would not be able to purchase insurance for the maintenance of the pipes. She asked the board to maintain the fiscal health of the University. Her worries include unintended consequences that would tarnish the reputation of the University.

Chairperson John Broome Jr. acknowledged the concerns from the public comments.

Board Member Comment Period

Chairperson John Broome Jr. asked if there were any comments.

- a. President Yao acknowledged the retirement of Associate Vice President, Laurie Nichols and Associate Vice President for Budget and Planning Barbara Rex. Laurie Nichols was an alternate on the Site Authority board. Barbara Rex was the interim Site Authority treasurer.
- b. President Yao welcomed the new Vice President for Business and Financial Affairs, Dr. Bradley Olin.

INFORMATION: Appointment of Bradley Olin as an alternate board member (Broome/Yao)

CSU Chancellor Dr. Mildred García has approved President Yao's recommendation of the appointment of Dr. Bradley Olin, Vice President of Business and Financial Affairs be a designated alternate to the Site Authority board.

No further comments were made.

CONSENT AGENDA

- ACTION: Approval of Site Authority/Financing Authority Board Minutes of June 10, 2024 (Sotelo)
- ACTION ITEM: Approval of Site Authority Audit Subcommittee Entrance Meeting of May 13, 2024 (Sotelo)

- INFORMATION: Anacapa Canyon Operations Report (Lazarus)
- INFORMATION: University Glen Operations Report (Lazarus)
- INFORMATION: CI Power/DWR Update (Olin)
- INFORMATION: Financial Report (Bracamontes)
- INFORMATION: Investment Report (Lazarus)

Approve Consent Agenda

Board member Robert Eaton requested to pull the ACTION: Approval of Site Authority/Financing Authority Board Minutes of June 10, 2024.

Board Member Vianey Lopez requested to pull the INFORMATION: University Glen Operations Report.

Motion was made by Larry Adamson to approve the consent agenda except for Action Item: 6 and Information Item: 8. The motion was seconded by Robert Eaton and carried unanimously by roll-call vote.

Mr. Eaton requested to remove wording from the Site Authority /Financing Authority Board Minutes of June 10, 2024. The request has been shared with the Site Authority secretary and will be removed from the record.

Motion was made by Larry Adamson to approve Action Item: 6 from the consent agenda. The motion was seconded by Laura Hernandez and carried unanimously by roll-call vote.

The University Glen Operations Report includes information regarding the budget reconciliation. Board member Vianey Lopez requested clarification on the community refund of \$97,500. John Lazarus explained that the UGCAM budget, passed by the board, is an estimate for the total cost of operating goods and services for the community. The Ground Sublease stipulates that a reconciliation will take place at the end of the 1st quarter of the fiscal year. The reconciliation for the fiscal year 2023-2024 was completed. The reconciliation shows a total refund to the community of \$97.5k with refunds of \$429.95 for SFH, \$146.23 for TH, \$70.79 for Apartments, and \$196.54 for both Town Center Apartments and Retail.

Motion was made by Vianey Lopez to approve the Information Item: 8 from the consent agenda. The motion was seconded by Larry Adamson and carried unanimously by roll-call vote.

INFORMATION AND ACTION ITEMS

ACTION: Appointment of Treasurer (Broome)

Resolution 24-01 was read by Chairperson, John Broome Jr. The resolution recommended that Dr. Bradley Olin should be appointed to serve as Treasurer of the Site Authority and Financing Authority, effective immediately.

Motion was made by Laura Hernandez to approve the Appointment of Treasurer. The motion was seconded by Robert Eaton and carried unanimously by roll-call vote.

ACTION: Delegate Authority to Sign Documents Related to Easements for EV Charging Station Projects

The Delegation of Authority is related to the electric vehicle charging station project. John Lazarus explained that with the board's approval electric vehicle charging stations will be installed in two locations on campus. The first location is on CSU Channel Islands land. Southern California Edison would pull power from a transformer in the parking lot of Town Center to the back side of the Broome Library. The Easement would approve the digging of the power pole and the burying underground behind the Broome Library. The second location is currently under evaluation and would be on Site Authority land. The charging stations would be in the Town Center parking lot. Board member Jeff Gorrell asked if there would be an impact on the community. Mr. Lazarus stated that the first site does not impede any future development, and the second site adds value to the Broome Library. Board member Larry Adamson asked who is covering the cost of the installations. Mr. Lazarus confirmed that the CSUCI campus is paying for the first site and Kennedy Wilson will be funding the chargers for the second site. He confirmed that this will be of no cost to the Site Authority. Mr. Adamson asked if the charging sites would be expandable. Marc Mootchnik explained that Southern California Edison identified the number of charging station sites since they are under grants from Southern California Edison. Mr. Adamson suggested that the project allow expansion in the future. Board member Martita Martinez-Bravo asked if the charging stations would have high-capacity charging stations. Mr. Lazarus stated that the plan includes 30 power level 2 charging stations that were approved by Southern California Edison. Mr. Adamson referred to the Site Authority packet which identified power level 2 to be 120 Volt and 240 Volt charging stations. Mr. Mootchnik clarified that the easement is executed by the CSU Trustees. The action item represents the Site Authority's approval of authorizing the use of the Site Authority land.

Motion was made by Larry Adamson to approve the Delegation of Authority. The motion was seconded by Robert Eaton and carried unanimously by roll-call vote.

INFORMATION: Annual Review and Update of Delegation of Authority (Yao)

The updated Delegation of Authority included Dr. Bradley Olin and Lisa Woods. Others on the Delegation of Authority have stayed consistent. President Yao updated the board on the new Delegation of Authority CSU guidelines.

INFORMATION: University Glen Community Update (Lazarus)

The Site Authority is proposing the idea of having CalTrust present to the community every Spring. It would be presented in a Town Hall format to allow input from the community. CalTrust would also present to the board yearly. This would provide insight into performance, anticipated performance, and proposed allocation. The periodic statements from CalTrust will be included in the board packet. Which will allow the availability to the community and Kennedy Wilson.

The Site Authority has been working with the Homeowners Advisory Council to ensure direct communication with the residents. The Site Authority in conjunction with the Homeowners

Advisory Council sent out an email to all the homeowners requesting communication and an opt-out option was available.

The Homeowners Advisory Council requested to have the ability to allow subject matter experts to serve on the Budget Advisory Group. The current Budget Advisory Group charter only allows Homeowners Advisory Council members to serve on the Budget Advisory Group. The Homeowners Advisory Council requested monthly financial reports. Seabreeze Management has started to provide a monthly balance sheet, income statements, and budget spread reports. They are posted on the University Glen website. The Homeowners Advisory Council has started to process property improvement applications.

INFORMATION: Campus and Early Childhood Care & Education Center Updates Yao)

The President updated the Board on the following items:

- CSU Channel Island's projected enrollment numbers for new student enrollments are up by 3%. The projected enrollment numbers for first-year students are down by 6%. The projected transfer student headcount is up by 4.8% and 6.3% for full-time equivalent students. 54% projected increase in headcount for credential and graduate programs.
- CSU Channel Islands launched a new Doctorate in Educational Leadership (Ed.D.). This program will be the most advanced degree offered at CSUCI and classes are being designed so that working professionals can obtain their Ed.D. in three years.
- CSU Channel Islands is rolling out a new Master of Science (MS) in School Counseling, which will qualify graduates to become school counselors, a rewarding career for many with undergraduate degrees in fields like education or psychology.
- CSU Channel Islands modified the pre-nursing category on the application to the Health Professions Exploration category. The change negatively impacted the University. This change has been corrected moving forward.
- Ventura County student admissions are up 4% and up 5% in yield. Looking at admissions for majors not including health professions are up 11% and 21% in yield. Ventura County Community College District admissions are up 6% in admissions and 9% in yield. Los Angeles County first-year student applications are down by 3% but up 15% in yield. The Summer Session enrollment was up 6% this year.
- CSU Channel Islands adopted a Customer Relationship Management System (CRM). Which is a business strategy that helps companies manage and improve their interactions with customers.
- Scholarships and philanthropic support are being expanded. CSU Channel Islands is working on the implementation of a predictive analytics model that will allow tailoring of the financial needs. CSU Channel Islands is working to include the financial award package with the letter of admission. The goal is to include the financial implications for prospective students at the time of receiving the admission letter.
- CSU Channel Islands started a full-scale digital marketing campaign for the 2025 recruitment cycle. Focusing on increasing and expanding admissions, increasing brand awareness, and converting prospective student interest into applications. Phase 3 has begun and consists of rebranding and website design.
- Welcomed Interim Provost, Jessica Lavariega Monforti and Gina Gibau, Associate Vice President for Faculty Affairs, Success and Equity. Welcomed MariaElena Plaza, Associate

Vice President for Human Resources & HRO, and Erica Taylor, Executive Director of Title IX & Inclusion / Title IX Coordinator.

- Money Magazine ranked CSU Channel Islands in the top 15% of the country's top 745 colleges. CSUCI was also featured in Money's "Best Public Colleges" and "Best Colleges in the West". Washington Monthly Magazine posted CSU Channel Islands 24 out of 200 in the article, 2023 Best Bang for the Buck.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:52 p.m.

APPROVED

California State University Channel Islands Site Authority Board and California State University Channel Islands Financing Authority Board

<u><i>Christina Sotelo</i></u> <small>Christina Sotelo (Dec 3, 2024 11:31 PST)</small>	<u>12/03/2024</u>
Christina Sotelo, Secretary	Date