



**Regular Meeting Minutes
Monday, December 2, 2024**

The California State University Channel Islands Site Authority (SA) and The California State University Channel Islands Financing Authority (FA) met on Monday, December 2nd, 2024, at 11:30 a.m. In the John Spoor Broome Library, Camarillo St. Camarillo, CA.

Site Authority Board Chairperson called the meeting to order at 11:34 a.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: Catherine Barrad, 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, a member of the Budget Advisory Group, expressed her concern about the duplicate payments residents of University Glen make for services that are covered by property taxes. She stated that University Glen residents are paying Common Area Maintenance Fees for services that would typically be covered by property taxes. She expressed her frustration with

the lack of transparency about the Site Authority's role in collecting and using the government's share of taxes. She pointed out that residents of University Glen and Anacapa Canyon do not have enough political representation in the decision-making process. Her concerns regarding the financial and governance structure related to University Glen are elaborated on in the submitted public comment document.

Mary Kennedy, a member of the Homeowners Advisory Council, requested that the Site Authority rearrange the public comments to correspond with the agenda items. This would allow public comments to be made before each Agenda item has been discussed. She believes the current procedures are an ineffective means of communication and requested that public comments be addressed with the agenda as it progresses.

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.

Vice Chairperson Laura Hernandez thanked Mary Kennedy for the reminder of the public comment request. She requested that the Site Authority staff explore this request.

Acknowledgment of change in Site Authority Chief Counsel from Marc Mootchnik to Catherine Barrad. The new legal counsel, Catherine Barrad introduced herself to the Board.

Chairperson John Broome Jr. expressed his gratitude towards Marc Mootchnik and his service to this committee.

No further comments were made.

CONSENT AGENDA

- ACTION: Approval of Site Authority/Financing Authority Board Minutes of December 2, 2024 (Sotelo)
- ACTION ITEM: Acceptance of the Site Authority Standing Audit Committee Meeting Minutes (Hernandez)
- ACTION ITEM: Approval of Site Authority Audited Financial Statement (Hernandez)
- ACTION ITEM: Approval of Financing Authority Audited Financial Statement (Hernandez)
- INFORMATION: Anacapa Canyon Operations Report (Lazarus)
- INFORMATION: University Glen Operations Report (Lazarus)
- INFORMATION: CI Power/DWR Update (Olin)
- INFORMATION: Financial Report (Bracamontes)
- INFORMATION: Quarterly Investment Report (Lazarus)

Approve Consent Agenda

Motion was made by Jeff Gorell to approve the consent agenda. The motion was seconded by Laura Hernandez and carried unanimously by roll-call vote.

INFORMATION AND ACTION ITEMS

ACTION ITEM: Approval of 2025 Meeting Calendar (Broome)

Site Authority staff recommended to the board to include one other afternoon board meeting in the 2025 Calendar. Larry Adamson suggested that we consider the afternoon meeting format twice a year. The schedule would consist of one-afternoon meeting in March and one afternoon meeting in September. If by the end of 2025, the format does not generate interest or participation from the residents, the Site Authority Board can discuss returning to a preferred schedule.

Motion was made by Larry Adamson to approve the 2025 Meeting Calendar with the modification of the March 10th being held at 6:00 PM. The motion was seconded by Vianey Lopez and carried unanimously by roll-call vote.

Martita Martinez-Bravo asked about the public comment request and what would be the process needed to allow this request. Catherine Barrad stated that the Site Authority staff would be able to accommodate the request with the consideration of time. The board requested that this be an agenda item at the next Site Authority Board meeting. Vianey Lopez suggested that the Site Authority staff bring recommendations for the next board meeting to adopt.

INFORMATION: University Glen/Anacapa Canyon Governance Structure Update

John Lazarus informed the board of the current governance structure. There are three community participation groups. The Homeowners' Advisory Council is the only community group that is stipulated in the Ground Sublease. The Budget Advisory Group was created to seek community input for the development of the Common Area Maintenance budget. The Community Advisory Group is when all representatives come together. The Homeowners' Advisory Council reverted to operating in conformity with the Ground Sublease. The Budget Advisory Group began sharing the agenda publicly ten days in advance along with approved Budget Advisory Group meeting minutes. The Community Advisory Group has been trying to get unfilled slots filled. Mr. Lazarus suggested that the board consider the idea that the Homeowners' Advisory Council take on other activities not stipulated in the Ground Sublease. The goals moving forward with the Budget Advisory Group include equitable representation and fair participation in the development of the Common Area Maintenance Fee budget. Bradley Olin stated that there is an opportunity to set a vision for the Site Authority Board's role as a governing and policy-setting body. He suggested a goal-setting retreat for the Site Authority Board. To allow the board to step back and focus on setting a long-term vision for the future to define a 10-year trajectory for the board, aligning its goals with the university's mission, and community needs and leveraging its financing authority. The approach aims to integrate those elements into a vision that supports both CSUCI University and University Glen. Richard Yao asked Mr. Lazarus for a briefing in comparison with what had been recommended. Mr. Lazarus stated that a briefing of the initial recommendations and how they have evolved will be included in the agenda for the next board meeting. Vice Chairperson Laura Hernandez asked how this could be approached considering the meeting schedule. Dr. Olin suggested an external facilitator with expertise in establishing policy for governing entities in a retreat meeting style. Robert Eaton reminded Site Authority staff that the meeting would need to

comply with the Bagley-Keene Open Meeting Act. Larry Adamson suggested to ask for resources from the CSU Chancellor's office.

INFORMATION: University Glen Community Update (Lazarus)

The Site Authority hosted four engagements with the community regarding the Ground Sublease Exhibit C standardization. The Site Authority received 77 responses out of the 453 allowed votes. The no-to-yes ratio was 1.3 to 1 with 7.5% of total homeowners voting yes to the standardization of the Ground Sublease Exhibit C. The survey response closed on November 22nd without obtaining the two-thirds majority vote that was required to standardize the Ground Sublease Exhibit C. The Site Authority will continue to collect Common Area Maintenance Fees on a Pro Rata Share basis from all property owners. The Site Authority will continue to publish Common Area Maintenance Fee services and rates on the University Glen website. The Site Authority does not profit from Common Area Maintenance Fees, all Common Area Maintenance Fees collected are used to fund amenities and to build reserves that University Glen residents collectively use to maintain the properties. The Site Authority signed a new contract with Seabreeze Management Company to provide property management for University Glen. The Homeowners' Advisory Council requested to cancel the installation of the water meters. After a survey conducted by the Homeowners' Advisory Council, it concluded that 89.9% of respondents do not want water meters installed. Site Authority staff is recommending that the water meter installation project be halted, no vote is required.

Vice Chairperson Laura Hernandez asked about the University Glen water meters and how to handle an emergency by turning off the water in specific locations, rather than shutting it off for the entire community. Mr. Lazarus stated that the community has water valves located throughout, if there's a leak on a particular street, it can be isolated. It was confirmed that each lot has its own water valve to turn off the water.

Vianey Lopez asked about the budget allocated for the installation of the water meters. She inquired about what would happen to that funding and the recommendation to use it to cover the Water Rate Study Facility fee. Mr. Lazarus explained that the Water Rate Study conducted two years ago proposed fees that have since been adopted. These fees are collected monthly from property owners in both communities and are expected to be sufficient to maintain the water system over the next five years, as indicated by the rate study. Rate studies are typically conducted every five years, and a new study may result in different fees, the current fees are expected to cover the necessary maintenance costs. Ms. Lopez asked where we are at in that five-year cycle and when the next rate study will be conducted. Mr. Lazarus stated that we are in year three of that five-year cycle and the next water rate study will be conducted in the Spring of 2026.

INFORMATION: Campus Update (Yao)

The President updated the Board on the following items:

- CSU Channel Islands is in the Fall 2025 application cycle. Improvements have been made in the distribution of admission letters and financial aid letters to students promptly.
- CSU Channel Island's budget assumptions for 2025-2026 included the California Governor indicating that due to financial constraints, the state will not be able to fulfill the funding commitment to the CSU for 2025-2026. The second planning assumption is an anticipated 8% cut to the CSU. This would equate to around a 6.8 million dollar loss for CSUCI. The budget planning assumption included enrollment reallocation within the system of 5%. Which would include another 2.9 million dollars cut for CSUCI.
- The first Inaugural Homecoming event was successfully held in the Fall of 2024 with robust participation from current students, faculty, staff, and alumni. The weeklong celebration featured exciting events such as a pep rally, spirit contests, live music, a street fair, and a culminating headliner event with a live music concert performance. With a total of 3,200 attendees throughout the week. Fundraising initiatives raised around \$10,000 with alumni donations.
- CSU Channel Islands is looking to expand its community-based research. Sociology Lecturer Daniel Sandoval oversaw several community-based research projects with sociology students using The Family Justice Center's data set. The conference was held at the CSUCI Boating Center where 24 CSUCI students in 12 research groups presented posters detailing their findings while answering questions from at least 50 family justice center representatives from around the state. Sociology major Paola Morales researched the barriers that victims of domestic violence encounter when seeking legal protection, especially when it comes to language proficiency and having to care for minor children. Sociology majors Rory Yamauchi and Emily Covarrubias were part of a research team that presented their study on elder abuse. Covarrubias, Yamauchi, and a third team member, Carlos Aguilar, looked through the Family Justice Center's intake information to identify barriers elder citizens face when seeking temporary restraining orders (TRO), and whether there was a barrier that the Family Justice Center could address.
- CSU Channel Islands Dance Studies and Health Science programs teamed to offer a class designed to help students understand Parkinson's disease from both a dance and neurological perspective. The plans include opening a community dance therapy clinic class in the Spring semester for Parkinson's patients in the region. CSUCI Dance Studies Program Chair Heather Castillo was contacted by David Leventhal, the director of the Dance for Parkinson's group about starting a class after a local doctor inquired about the availability of the class in Ventura County. Plans are to open a community dance therapy clinic class in the Spring semester for Parkinson's patients in the region. Professor and Chair of Health Science Sonsoles de Lacalle, M.D., Ph.D. and dance instructor Elizabeth "Bonnie" Lavin-Hughes are co-teaching the class. Lavin-Hughes studied with the flagship Dance for Parkinson's organization to learn techniques from the "Dance for PD" program. Created by the Mark Morris Dance Group, the global program is backed by research and offers teacher training along with free group classes, mentoring and certification, and more. Dance for PD supports an international network of partners in more than 28 countries - and now includes CSUCI.
- The Ventura County National Association for the Advancement of Colored People (NAACP) presented CSU Channel Islands President Richard Yao with their Community Empowerment Corporate Award in recognition of his commitment to equity, diversity,

inclusion, and more. Richard Yao accepted the award on behalf of the University at the local NAACP's Annual Freedom Fund Award Banquet, held on October 12th, 2024.

- The CI View - Student News at CSU Channel Islands, a team of students attended the National College Media Association Convention in New Orleans. The CI View was awarded 3rd place Nationally for the best social media reporting and 3rd place for best video PSA on the Division 2 soccer club. They were awarded with National Recognition, with 22 Pinnacle Awards. On November 15th, 2024, the online Newsletter had a 93% open rate with coverage and updates on the Mountain Fire.

Vice Chairperson Laura Hernandez questioned the recently signed MOU between Oxnard College and CSUCI. Richard Yao confirmed that CSUCI will utilize our student housing for Oxnard College students. Spring 2025 will host Oxnard College international students.

Regarding the Family Justice Center, Jeff Gorell stated that District 5 of Ventura County will soon have a soft launch. On December 17th, the Ventura County Board of Supervisors will be asked to make a site selection for an East County Family Justice Center.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:38 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> Christina Sotelo (Mar 11, 2025 10:20 PDT)	<u>03/11/2025</u>
Christina Sotelo, Secretary	Date