



**Regular Meeting Minutes
Monday, June 09, 2025**

The California State University Channel Islands Site Authority (SA) and The California State University Channel Islands Financing Authority (FA) met on Monday, June 9, 2025, at 11:30 a.m. In the Martin V. Smith Center, Lecture Hall 1908, Camarillo St. Camarillo, CA.

Site Authority Board Chairperson called the meeting to order at 11:30 a.m. A quorum was established.

Members present:

City Councilmember Laura Hernandez, Vice Chair; Trustee Larry Adamson; Assistant Vice Chancellor Robert Eaton; Supervisor Vianey Lopez; President Richard Yao

Regrets:

Supervisor Jeff Gorell; Supervisor Kelly Long

Alternates present:

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

Others present: Catherine Barrad, University Counsel; Stephanie Bracamontes, Controller; John Lazarus, Executive Director of Operations; Christina Sotelo, Secretary

OPENING STATEMENTS

Chairperson Laura Hernandez opened the Financing Authority meeting to run concurrently with the Site Authority meeting.

The statement outlining the purpose of the Site Authority was read aloud to the Board.

The Site Authority's objective is to foster the redevelopment of the site in a way that financially supports the continued growth of the campus. This includes promoting development through tax incentives while preserving the site's character and pursuing revenue-generating activities to advance the educational mission and beneficial use of the campus and its environs. This includes the support of educational and campus-related initiatives. The Site Authority also aims to deliver economic, cultural, and social benefits to the surrounding region.

Chairperson Laura Hernandez called for public comment (pursuant to Government Code Section 11125.7).

Public Comment Period

Tom Bokart, a University Glen resident, thanked Supervisor Lopez for hosting a recent community event. He stated his concerns for the extension of the Mello-Roos Special Tax obligation. He requested that the Board commit to transparency by publicly disclosing any future considerations to alter the tax obligation. His concerns are elaborated in the submitted public comment document.

Mary Kennedy, a Homeowners Advisory Council member, addressed the financial burden of Mello-Roos taxes combined with the CAM fees on townhome owners in University Glen. She highlighted the ongoing shortfall in reserve contributions due to budget priorities and expressed concern about future financial instability. She appreciated the afternoon board meetings and the advance posting of the board packet ten days prior. Her proposal to form a working group, along with questions related to the packet, is included in the submitted public comment document.

Sandi Boyd, a University Glen resident for over ten years, expressed concern about the Mello-Roos taxes for University Glen homeowners. She stated that for homes over 1,500 square feet, these taxes bring the combined monthly CAM fee to approximately \$830. She emphasized the risk of future special assessments due to ongoing underfunding of the reserve. She proposed forming a working group under the Financing Authority to explore restructuring this debt, aiming to shift costs from taxes to reserve contributions.

A University Glen resident requested that a University Glen homeowner participate in Site Authority Board meetings to provide a brief update on community matters.

Chairperson Laura Hernandez acknowledged the public comments.

Board Member Comment Period

Chairperson Laura Hernandez asked if there were any comments.

Board member Vianey Lopez suggested hiring a financial consultant to assist in developing a clearer and more reliable long-term financial model for the community. John Lazarus stated that the challenges in creating a long-term financial model are due to the high variability in costs, such as insurance and reserve contributions. He explained that areas such as utilities are more stable and could be reasonably modeled. While other areas like landscaping or insurance are more unpredictable. Cost volatility, especially in the aftermath of major events, makes long-term projections difficult.

No further comments were made.

CONSENT AGENDA

- ACTION: Approval of Site Authority/ Financing Authority Board Minutes of March 10, 2025 (Sotelo)
- 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 Robert Eaton to approve the consent agenda. The motion was seconded by Vianey Lopez and carried unanimously by roll-call vote.

INFORMATION AND ACTION ITEMS

INFORMATION: Property Taxes – A General Overview Presentation by Jeff Burgh, Ventura County Auditor-Controller

A General Overview Presentation by Jeff Burgh, the Ventura County Auditor-Controller, was given to explain how property taxes are collected and distributed to the community. Mr. Burgh stated that the Site Authority, while not a traditional Redevelopment Agency, operates under its enabling government code, which the County follows for property tax distribution procedures. He presented a flow chart that showed how property taxes are administered within the County of Ventura. The presentation provided a brief overview of the different propositions, including Proposition 13, which was approved by voters on June 6, 1978, lowering the property tax rate to a maximum of 1%. SB 154, the State's first law allocating property tax revenue, was followed by AB 8, which changed how future property tax growth would be distributed. It created a system to distribute future increases in property tax and help cover the cost of some local programs. He continued his presentation with an example of a 2024/2025 Tax Bill, mentioning the separation between Ad Valorem and Non-Ad Valorem. Ad Valorem is a Latin term meaning based on value. He addressed a common question from the University Glen community regarding being assessed for land and mineral value despite not owning the land. University Glen is taxed based on 'possessory interest', a method used when private individuals use property owned by a public entity that doesn't pay taxes. The residents are taxed on their possessory interest, similar to how boat slip lessees are taxed in Ventura County. Mr. Burgh continued with the relationship between the Secured Tax Bill and AB8. The Special Tax is collected by the County on behalf of the Site Authority, based on a resolution passed by the Site Authority Board. The rate is reviewed and updated annually by documentation provided by the Site Authority. The charge is applied per parcel as a flat amount, not as a percentage of assessed value, and is remitted to the Site Authority for discretionary use.

A board member sought clarification on whether all parcels in Ventura County contribute a portion of property tax to the Sheriff's Department, regardless of contract city status. Mr. Burgh confirmed that all parcels pay the standard 1% property tax rate, a portion of which is allocated to the Sheriff's Department. A board member asked whether the homeowners' exemption could be automatically applied to all University Glen properties, given the requirement that homes be owner-occupied. Mr. Burgh stated he would bring the suggestion back to the County Assessor for consideration.

INFORMATION: CalTRUST – A General Overview of market conditions and any recommendations for changes in our positions by State Street Global Advisors

Todd Winslow, the Outreach & Relationship Manager for CalTRUST, and Will Goldthwait with State Street Global Advisors, the advisor to the CalTRUST funds, provided an overview of its available educational resources, which include newly developed webinars and written materials on investment topics such as yield strategies and floating net asset value. The Site Authority currently maintains eight sub-accounts totaling around \$14 million, reflecting effective diversification. A question was raised regarding how the performance of CalTRUST's three investment funds compares to a one-year CD, both historically and looking ahead. Mr. Goldthwait explained that while it's a common question, the comparison isn't simple because investment returns can vary depending on market conditions at the time of purchase. He noted that recent economic uncertainty, including issues like tariffs and changes in interest rates, has made the market unpredictable. He added that the CalTRUST Liquidity Fund is similar to short-term government investments, with the added benefit of daily access to funds and a stable value. The CalTRUST Liquidity Fund is a flexible savings vehicle that allows for daily withdrawals. He explained that the investment strategy used within the Liquidity Fund is to stabilize yield by investing in short-term instruments and floating-rate notes. In normal market conditions, longer-term investments typically offer higher yields, but recent interest rate inversions have made shorter-term investments temporarily more attractive. He stated that having a suitable holding period is critical, especially during periods of market disruption, to avoid being forced to sell at a loss. A question was asked about how CalTRUST evaluates the performance of its investment funds, including the key indicators used to monitor and manage performance. Mr. Goldthwait explained that CalTRUST evaluates fund performance through peer comparisons and benchmark tracking. The Liquidity Fund is assessed against similar market strategies, while the Short-Term and Medium-Term Funds are measured relative to benchmarks like the 3-month Treasury Bill. CalTRUST also consults regularly with advisors and clients to ensure expectations are met. A board member requested a follow-up discussion to better understand how CalTRUST has performed overtime, whether returns have been at or below expectations, and how those results are shared with the Board. A board member noted that, based on available reporting, CalTRUST funds appear to be performing at or slightly above their benchmarks across the Liquidity, Short-Term, and Medium-Term portfolios.

ACTION: Approval of 2025-26 Site Authority Operating Budget, Capital/Reserves Budget (Lazarus)

The Site Authority presented the proposed 2025–26 Operating Budget, noting that revenues are projected to increase from \$15.07 million to \$17.1 million, while overall expenses remain relatively flat. This results in a projected net income increasing from \$2.6 million to \$3.8 million. Revenue growth is primarily due to higher property tax collections from newly occupied homes in Anacapa Canyon. Broome Library lease revenue is projected to increase by approximately \$1.2 million due to a scheduled step-up in principal payments on the underlying lease revenue bonds. CI Power revenue is projected to remain steady for the upcoming fiscal year. CAM income is increasing primarily due to inflation. It was noted that CAM revenue is fully spent on community operations and does not generate a surplus. Ground lease rent from apartments is increasing by approximately \$100,000, and investment earnings are projected to rise by \$380,000. On the expense side, general expenses are decreasing due to delayed water meter installations, while administrative costs, debt interest, and the faculty/staff housing subsidy are all increasing. Local Area Pass-Through is rising with the standard 2% annual adjustment.

ACTION: Approval of 2025-26 UGCAM Budget (Lazarus)

Regarding the 2025-26 UGCAM Budget, John Lazarus noted increased engagement with the Homeowners Advisory Council, Budget Advisory Group, and Community Advisory Group during its development. The budget includes a 2.39% increase for single-family homes and a 7.35% increase for townhomes, based on reserve funding needs and operational cost adjustments. He explained how maintenance expenses are categorized as fixed or variable, following recommendations from the Reserve Study. Townhome reserve contributions remain below the fully recommended level. A board member asked how the Board can ensure it is receiving a well-rounded and representative view of resident input, rather than feedback from only a few individuals involved in committee work. A question was raised about vendor oversight, specifically regarding Kennedy Wilson, emphasizing the importance of receiving accurate information and ensuring that resident feedback is communicated and aligned with community expectations. Mr. Lazarus explained that differing opinions among residents are expected. However, there is robust engagement with the Homeowners Advisory Council and Budget Advisory Group, which includes homeowners and Kennedy Wilson representation. Regarding vendor oversight, he explained that Kennedy Wilson owns approximately 60% of the properties in University Glen and contributes proportionally to the CAM budget. A board member asked if the Townhome reserves had been underfunded over the past five years. It was noted that they had not been funded at the recommended level. Approximately \$850,000 is collected annually through the special tax, which currently funds about one-third of the bond obligations. Redirecting this revenue would require covering the shortfall using operational funds.

Motion was made by Larry Adamson to approve the 2025-26 Site Authority Operating Budget, Capital/Reserves Budget, and the 2025-26 UGCAM Budget. The motion was seconded by Robert Eaton and carried unanimously by roll-call vote.

INFORMATION: Community Update (Lazarus)

A recent article from the Ventura County Civic Alliance Livable Communities Newsletter highlighted housing at University Glen and Anacapa Canyon. Site Authority staff recommend continuing the current practice of public comments at the start of the meeting, with the option for the Chairperson to allow comments during action items on a case-by-case basis. Site Authority staff recommend redirecting the \$300,000 previously budgeted for water meter installation toward a proposed right-turn lane at Camarillo Street and Lewis Road. The project would improve the daily traffic flow and emergency evacuation. A survey confirmed there is enough space; further analysis of traffic patterns was pending. The estimated cost, including permitting and construction, was approximately \$300,000. Site Authority staff also explored adding a two-lane bike path alongside the turn lane, with a potential future connection to CI Park. Access across the Lewis Road bridge remains under review. Board member Martita Martinez-Bravo emphasized the importance of allowing the community to comment following staff reports, noting that limiting public comment to the beginning of the meeting may prevent residents from responding to new information presented later in the agenda. While mindful of time constraints and meeting management, Chairperson Hernandez emphasized that restricting public comment during agenda items may lead to disruptions and prevent meaningful community participation. A board member noted that the meetings are generally short enough to accommodate public comments at the beginning of the meeting, while also allowing

flexibility for the chairperson to invite additional comments during the meeting as needed. Board member Vianey Lopez supported the ongoing feasibility study and emphasized the importance of using data and broad community input to guide funding decisions. Board member Richard Yao emphasized the importance of strengthening formal governance structures to ensure that feedback from the community is representative and reliable.

INFORMATION: University Glen Governance Structure Update (Lazarus)

ACTION: Approval to change Community Advisory Group membership from 2 CI Faculty to 1 CI Faculty and 1 CI Staff

Site Authority staff proposed revising the Community Advisory Group structure to replace one of the two faculty-appointed seats with a staff representative, nominated by Staff Council. The remaining faculty seat would continue to follow the existing nomination process. The change, supported by current faculty representatives, would take effect immediately so both positions can be filled over the summer. One faculty seat is currently vacant.

Motion was made by Larry Adamson to approve the change in Community Advisory Group membership from 2 CI Faculty to 1 CI Faculty and 1 CI Staff. The motion was seconded by Robert Eaton and carried unanimously by roll-call vote.

ACTION: Rules of Procedure for the Site Authority/Financing Authority Board Meetings, Agenda, and Rules of Decorum – 1st read

The Board held a first reading of the draft Rules of Procedures. Board members are encouraged to review the document and provide feedback before a second reading. The draft is intended to promote openness, public input, and meeting efficiency, and may be revised over time as needed.

The Board agreed to treat this as an INFORMATION item rather than an ACTION item, as it is the first reading.

INFORMATION: Board Fall Workshop (Yao/Hernandez)

There have been discussions regarding the Board retreat, with an emphasis on clearly defining goals and objectives. The retreat will focus on strategic planning for the Site Authority. Key themes include maximizing the Site Authority's potential, governance structure, and ensuring the retreat complies with open meeting requirements.

INFORMATION: Campus Update (Yao)

The President updated the Board on the following items:

- CSU Channel Islands updated its website to enhance transparency around budget planning methodology. The University finalized its Voluntary Separation Program.
- CSU Channel Islands successfully hosted two commencement ceremonies, celebrating the graduation of approximately 1,500 students. Two honorary Doctor of Humane Letters degrees were awarded at the commencement ceremonies. Linda Dullam, a dedicated supporter of CSUCI since its inception, and alumna Dani Anderson, Ventura

County's first Disability Access Manager, were the recipients. Anderson is the first CSUCI alumna to receive an honorary doctorate.

- CSU Channel Islands received two updated designations from the Carnegie Foundation. In February, the University earned the Research Colleges and Universities (RCU) designation. In April, CSUCI was named an Opportunity College and University, recognizing its commitment to student success and socioeconomic mobility.
- CSU Channel Islands was recognized as a Fulbright Top Producing Institution for 2024–25, with three faculty members and one administrator selected for Fulbright Scholarships during the academic year.
- Due to recent changes in federal guidelines, three federal grants have been canceled. Two National Science Foundation (NSF) grants totaling \$1.5 million were terminated, and a CSU system-wide grant focused on increasing participation.
- CSU Channel Islands established an official partnership with Hancock College, supported by a \$1.15 million grant administered through the California Community Colleges Chancellor's Office.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:21 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 (Sep 25, 2025 10:16:12 PDT)</small>	<u>09/25/2025</u>
Christina Sotelo, Secretary	Date