



**Regular Meeting Minutes
Monday, September 22, 2025**

The California State University Channel Islands Site Authority (SA) met on Monday, September 22, 2025, at 6:30 p.m. In the John Spoor Broome Library, Exhibition Hall 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:

City Councilmember Laura Hernandez, Chair; Supervisor Vianey Lopez, Vice Chair; Trustee Larry Adamson; Assistant Vice Chancellor Robert Eaton; Supervisor Vianey Lopez; Supervisor Jeff Gorell

Regrets:

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; John Ramirez, Associate Vice President for Facilities Services & Public Works; Celina Zacarias, Executive Director of Community & Government Relations; Christina Sotelo, Secretary

OPENING STATEMENTS

Chairperson Laura Hernandez opened 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

Mary Kennedy, a Homeowners Advisory Council member, expressed concern that community issues brought to the Site Authority Board are often referred back to staff without resolution, despite residents first seeking solutions through committees and staff. Examples included parking restrictions at the Islands Café and missed coordination on energy grants as signs of limited collaboration. She urged the Board to explore more effective ways to address recurring concerns. Her remarks are further detailed in the submitted public comment document.

Sandi Boyd, a University Glen resident for over ten years, proposed forming a Metropolitan Advisory Committee for the unincorporated areas of Anacapa Canyon, University Glen, and CSU Channel Islands. She noted that such a group could enhance collaboration with Ventura County agencies. Her proposal is further detailed in the submitted public comment document.

Tom Bokhart, a University Glen townhome owner, reiterated concerns about the volatility of CalTRUST investments holding the Townhome reserve funds. He noted that the Medium-Term Fund's market value per share had declined from \$10.20 at inception in December 2021 to \$9.86 as of July 2025, resulting in cumulative losses. He emphasized the need for continued oversight by an Investment Committee and requested that unrealized losses not be masked by current earnings in future financial reporting. His remarks are detailed in the submitted public comment document.

Blake Davis, a CSUCI student and lifelong Ventura County resident, expressed concern about the lack of historical preservation at the former Camarillo State Hospital site. He emphasized the site's historical and cultural significance and urged the Board to consider preserving remaining structures and honoring the area's heritage as the campus continues to develop.

Chairperson Laura Hernandez acknowledged the public comments.

Board Member Comment Period

Chairperson Laura Hernandez asked if there were any comments.

The Board recognized and expressed appreciation for the service of President Emeritus Richard Yao upon his resignation from the Site Authority Board.

Martita Martinez-Bravo noted that while the Brown Act limits discussion of public comment items, it is important that residents receive a response. She requested that staff review the current process for addressing and agendaizing community concerns, as referenced in Ms. Kennedy's public comment, and report back to the Board with findings or recommendations.

No further comments were made.

CONSENT AGENDA

- ACTION: Approval of Site Authority Board Minutes of June 9, 2025 (Sotelo)
- ACTION: Rules of Procedure for the Site Authority/Financing Authority Board Meetings, Agenda, and Rules of Decorum – 2nd read
- ACTION: Approval of revised 2025 Calendar (Sotelo)

- INFORMATION: Anacapa Canyon Operations Report (Lazarus)
- INFORMATION: University Glen Operations Report (Lazarus)
- INFORMATION: CI Power/DWR Update (Olin)
- INFORMATION: Financial Report (Lazarus)
- INFORMATION: Quarterly Investment Report (Lazarus)
- INFORMATION: Audit Committee Entrance Meeting for Finance Audit -Minutes 5-12 2025 (Hernandez)
- INFORMATION: Audit Report Brief 24-04 (Lazarus)
 - Audit and Advisory Services Audit Report #24-05
- INFORMATION: Delegation of Authority (Olin)

Approve Consent Agenda

Board Member Vianey Lopez requested to pull Information: Audit Report Brief 24-04, Audit and Advisory Services Audit Report #24-05, and Action: Rules of Procedure for the Site Authority/Financing Authority Board Meetings, Agenda, and Rules of Decorum from the Consent Agenda for discussion. A motion was made by Robert Eaton to approve the remaining items, seconded by Larry Adamson, and carried unanimously by roll-call vote.

The Board discussed the Rules of Procedure for the Site Authority/Financing Authority Board Meetings, Agenda, and Rules of Decorum, which outline the parliamentary process and clarify compliance with the Bagley-Keene Open Meeting Act. It was confirmed that Bagley-Keene allows public comment either before each agenda item or collectively at the beginning of the meeting. Staff were directed to review the current public comment process and effectiveness and report back.

Motion was made by Larry Adamson to approve the Rules of Procedure for the Site Authority/Financing Authority Board Meetings, Agenda, and Rules of Decorum. The motion was seconded by Jeff Gorell and carried unanimously by roll-call vote.

A Board member requested a status update on the Audit Report Brief 24-04, Audit and Advisory Services Audit Report #24-05 recommendations, and asked staff to provide additional information or a future report as needed. Staff reported that two deliverables due at the end of August were completed and accepted by the Chancellor's Office Audit group, and the remaining three items are on track for completion as scheduled. This was the first operational audit of the Site Authority, which concluded that operations were generally effective, with five findings identifying areas for process improvement. Board Member Larry Adamson requested that the written agreements defining roles and responsibilities developed in response to the audit recommendations be shared with the Board to ensure oversight and compliance. He also asked that the Board receive confirmation of completed refresher training and periodic reports or documentation showing that procedures for tracking and reviewing quarterly priority system reports have been implemented as proposed. Staff stated that updates on all audit findings will be provided collectively once all items are resolved. Staff confirmed that the quarterly compliance reports for Mission Hills have been received and that corrective action remains on track.

Motion was made by Vianey Lopez to approve the Audit Report Brief 24-04, Audit and Advisory Services Audit Report #24-05. The motion was seconded by Jeff Gorell and carried unanimously by roll-call vote.

INFORMATION AND ACTION ITEMS

ACTION: Resolution to amend the Faculty and Staff Rental Discount Program (Lazarus)

John Lazarus presented a request for the Board's consideration to increase the housing discount for the 100 Mission Hills apartments designated for CSUCI faculty and staff from 5% to 15% below contract rent. The proposed increase supports the Site Authority's mission to enhance housing affordability and strengthen faculty and staff recruitment and retention. It was noted that sufficient funds are available within the approved budget to implement the change without reallocating resources from other programs. Mr. Lazarus confirmed that the increased discount would apply to all 100 Mission Hills apartments on a go-forward basis, regardless of lease start date.

Motion was made by Larry Adamson to approve the Resolution to amend the Faculty and Staff Rental Discount Program. The motion was seconded by Robert Eaton and carried unanimously by roll-call vote.

INFORMATION: Community Update (Lazarus)

John Lazarus provided an update on the reallocation of the previously approved \$300,000 initially designated for residential water meter installation in University Glen. Based on community feedback, staff are exploring the use of those funds to create a dedicated right-turn lane from Camarillo Street onto Lewis Road, potentially including an adjacent two-lane bike path to the bridge. Updated traffic data is being collected to support the proposal. Mr. Lazarus also announced the upcoming Paak House Music Festival on October 11th, headlined by Anderson Paak, expected to draw approximately 10,000 attendees. Notifications will be provided to residents regarding traffic and noise impacts. A Board member inquired whether the University or the Site Authority maintains a capital improvement strategic plan. Bradley Olin responded that the University has a Campus Master Plan, last updated in 2014, which projected growth to 15,000 students and includes major facilities such as an event center. The plan is currently being evaluated for an update. It was noted that the University's and Site Authority's capital plans are not yet aligned and that a unified framework for prioritizing future investments has not been established. A Board member noted that potential capital projects would involve Site Authority funds and should fall under a Site Authority master plan, clarifying that such funds are to be used solely for Site Authority projects and not for campus improvements. It was proposed that the Site Authority planning effort be developed as an addendum to the University's updated Campus Master Plan, noting that this process will include extensive stakeholder engagement and identification of shared-use areas between the University and the Site Authority. A Board member suggested identifying short-term options for using the \$300,000 in Site Authority funds while the Campus Master Plan update is underway.

INFORMATION: University Glen Structure Update (Lazarus)

It was reported that the draft revisions to the Charters-Code of Conduct were shared with the three community groups in August for feedback. All three groups requested an extension to September 22 to provide input, which has now been received. Staff are compiling feedback and noted that additional time will be needed to complete revisions. An updated draft, including red-lined changes, will be presented to the Board at a future meeting. Chair Hernandez asked about the organizational chart for the community committees. John Lazarus explained that the Community Advisory Group serves as the coordinating body, with the Homeowners Advisory Council and Budget Advisory Group providing input beneath it. It was noted that the structure may continue to evolve based on community feedback.

INFORMATION: Campus Update (Andrzejewski)

Interim President Sue Andrzejewski provided an update on the University's priorities and recent developments. CSU Chancellor Dr. Mildred García outlined three key objectives for the interim period: stabilizing enrollment, ensuring long-term financial sustainability, and preparing the campus to welcome a permanent president. President Andrzejewski reported that new student enrollment has increased for the first time in nine years and that retention has returned to pre-pandemic levels, signaling stabilization and growth.

The Interim President updated the Board on the following items:

- CSU Channel Islands celebrated the opening of Gateway Hall, which includes Marin and Shasta Halls. The new facilities serve as a welcoming centerpiece for the campus and reflect CSUCI's commitment to inclusion and high-quality academic space.
- The Early Childhood Care and Education Center is underway to open by 2028, which will serve up to 84 children of CSUCI students, faculty, staff, and community members. The project will be supported by a combination of state, county, and philanthropic funds and will expand access to early childhood education in Ventura County.
- The University is exploring the establishment of a Campus Conservation Center in partnership with the Santa Barbara Zoo. It would be one of the first zoo-affiliated conservation centers on a university campus. The initiative reflects CSUCI's long-standing collaboration with the Santa Barbara Zoo and its commitment to advancing the blue economy and preparing students for emerging environmental and sustainability careers.
- CSU Channel Islands launched new programs this Fall in Business Analytics, Data Science, Healthcare Administration, and Early Childhood Education, continuing to align academic offerings with regional workforce needs and student demand.
- CSU Channel Islands was ranked 5th in the West for social mobility by U.S. News & World Report and was again named a Top Producer of Fulbright Scholars, underscoring the University's academic excellence and community impact.

DISCUSSION: Board Strategic Vision Workshop (Hernandez)

The Board discussed holding a strategic planning workshop to address long-term priorities and areas of focus, including capital improvements and community engagement. Members emphasized the importance of revisiting the Board's mission and objectives based on the Site Authority's enabling legislation and maintaining a focus on governance rather than operational

matters. The workshop may be scheduled in conjunction with a regular Board meeting and will be subject to open meeting requirements under the Bagley-Keene Act. Staff will explore options for timing, format, and facilitation and report back with recommendations.

ACTION: Resolution: Recognizing President Emeritus Richard Yao's Contribution (Hernandez)

Motion was made by Larry Adamson to approve the Resolution: Recognizing President Emeritus Richard Yao's Contribution. The motion was seconded by Vianey Lopez and carried unanimously by roll-call vote.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:07 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 1, 2025 14:17:38 PST)</small>	12/01/2025
Christina Sotelo, Secretary	Date