



**Regular Meeting Minutes  
Monday, March 10, 2025**

The California State University Channel Islands Site Authority (SA) and The California State University Channel Islands Financing Authority (FA) met on Monday, March 10, 2025, at 6:00 p.m. In the John Spoor Broome Library, Room 1320, Camarillo St. Camarillo, CA.

Site Authority Board Vice Chair called the meeting to order at 6:05 p.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; City Councilmember Martita Martinez-Bravo

Alternates present:

VP for Business and Financial Affairs Dr. Bradley Olin

Others present: Dawn Theodora, CSU Counsel; John Lazarus, Executive Director of Operations; Celina Zacarias, Executive Director of Community & Government Relations; Christina Sotelo, Secretary

**OPENING STATEMENTS**

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

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

Public Comment Period

Sandi Boyd, a Homeowners Advisory Council member, expressed her concern about the repayment of debt related to the redevelopment bond that was refinanced in 2017. She said that once the debt is fully paid off, the Site Authority should no longer receive certain tax dollars, and she questions why residents are being asked to fund both the sheriff and campus police services, especially as they face affordability challenges.

Mary Kennedy, a Homeowners' Advisory Council member, expressed her frustration about the lack of clear communication between the Site Authority Board and the community. She said

that the Board members' onboarding packets varied over time and often omitted important information about the community's lived experiences, which has led to misunderstandings. She suggested that the Board and the community work together to establish a shared understanding of key facts to improve collaboration moving forward.

Dustin Rusell a community member, reiterated concerns he previously said about the community's governance structure and budget management. He said the lack of homeowner representation, limited transparency, and the unclear authority of advisory bodies, suggested the current structure may require review. He suggested that the Board to prioritize transparent, representative governance and fiscal responsibility.

Tom Bokart acknowledged the Site Authority and the CSUCI Police Chief for hosting a town hall meeting. He said there were concerns about the effectiveness of the current evacuation plan, noting significant traffic delays during the last fire. He suggested that the Board update the evacuation study and develop a realistic assessment of evacuation times to inform future emergency planning and potential shelter-in-place strategies.

A University Glen homeowner stated her concerns over the financial stress caused by the recently proposed cost increases. She said that continued hikes could make it unaffordable for residents to remain in the community.

A community member shared their concerns about the financial burden on townhome owners, who are shouldering a significant portion of the community's costs. He acknowledged the need for fiscal responsibility but questioned how the community would achieve financial stability without overwhelming residents. He expressed his love for the community and neighbors but emphasized the need for a balanced solution to avoid excessive cost increases.

A community member shared his concerns about significant increases in costs over the years, providing specific figures from 2017 to the current fiscal year. He requested clarification from the Site Authority regarding the rumored cost increase.

Tony Young, a University Glen homeowner, compared the costs and amenities of the community to other similar developments. She said that if the community could offer such amenities, she would be fully on board with the CAM increases.

Vice Chair Laura Hernandez acknowledged the concerns from the public comments.

#### Board Member Comment Period

Vice Chair Laura Hernandez asked if there were any comments.

Board member Vianey Lopez asked the Site Authority staff to follow up on the public comments, including the ones that relate to public safety and the governance structure. She offered coordination with the Emergency Services of the Ventura County Management Office.

No further comments were made.

## **CONSENT AGENDA**

- ACTION: Approval of Site Authority/Financing Authority Board Minutes of December 2, 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: Quarterly Investment Report (Lazarus)
- INFORMATION: Delegation of Authority (Olin)

### **Approve Consent Agenda**

Motion was made by Robert Eaton to approve the Consent Agenda with the exception of items INFORMATION: University Glen Operations Report and INFORMATION: Financial Report, which were pulled for further clarification. The motion was seconded by Richard Yao and carried unanimously by roll-call vote.

John Lazarus reported that the draft budget for the 2025-26 fiscal year was prepared by Seabreeze Management in collaboration with the Budget Advisory Group (BAG), which currently includes two representatives from the Homeowners' Advisory Council. He explained the increase in fixed expenses and said that, although the Reserve Study recommended a monthly contribution of \$246.40 for the current fiscal year, the decision was made to contribute \$113.90 instead. Additionally, two proposed townhome projects will be surveyed within the community for further input. The Board emphasized the importance of having strong community engagement and collecting as much feedback as possible. A question was raised regarding the Financial Report Summary, referring to the noted \$300,000 surplus resulting from the decision to opt out of the water meter installation project. Clarification was requested on the status and future allocation of those surplus funds. Staff responded that, from an accounting perspective, the surplus would roll back into operations as an unspent budget item and would roll into the year-end net balance. While no specific use has been identified at this time, the Board is open to considering future options that could benefit the community.

## **INFORMATION AND ACTION ITEMS**

INFORMATION: Community Update (Lazarus)

Site Authority staff provided a brief overview of a potential change to the structure of public comment during Board meetings. It was suggested that public comments be allowed both at the beginning of the meeting and before each agenda item. The Board discussed the proposed changes and shared a range of perspectives, addressing issues such as transparency, meeting efficiency, alignment with the Bagley-Keene Open Meeting Act requirements, and equitable access for attendees. Site Authority staff were directed to return with a proposed procedure outlining how a revised public comment process would be implemented on future agendas.

The Board Chair recommended that the Site Authority consider developing a policy and procedures manual to establish clear guidelines for meeting conduct, including public

comments and protocols for addressing disruptions. Board member Larry Adamson encouraged members of the public to submit written comments in advance when possible. He said that doing so helps ensure that board members can accurately review and follow up on community concerns.

The Laguna Fire evacuation occurred on Thursday, January 23rd, affecting the campus, University Glen, and Anacapa Canyon. Concerns were raised about the time it took to evacuate, which will inform future emergency planning efforts. The CSUCI Emergency Operations Manager initiated a Building Marshal Program, beginning with the Vintage Apartments, and is forming a safety committee to support residents there. It was said that many residents received alerts through CI Alert and Ventura County Alert systems, though not everyone was reached. All residents were encouraged to register for both services. New lease signers in Mission Hills, the Villas of Anacapa, Canyon, and Vintage are now guided through alert sign-up during move-in, improving coverage. There was discussion about improving emergency egress, specifically the potential to widen the intersections at Camarillo Street and Lewis Road to allow better traffic flow. A recording of the Town Hall meeting was posted online for those who were unable to attend.

Site Authority staff are currently coordinating a presentation for the University Glen residents regarding local taxes. Site Authority staff have been in contact with both the Ventura County Tax Assessor's Office and the Ventura County Executive Office. A scheduled presentation will be held at the June 9<sup>th</sup> Site Authority Board meeting. Appreciation was expressed to Supervisor Long's office for facilitating these connections.

#### INFORMATION: Campus Update (Yao)

The President updated the Board on the following items:

- CSU Channel Islands is addressing enrollment challenges, with a 35% decline in full-time equivalent students (FTES) since 2019. The decline is due to both external and internal factors, which the University is actively working to address.
- The 2025–26 fiscal year budget planning process was shared with the campus community, Foundation Board, elected officials, and other advisory groups. The same PowerPoint presentation was shared at the Site Authority Board meeting to provide a broader context.
- The California Governor's January budget proposal included an 8% cut to the CSU system, totaling \$397 million, along with a deferral of the CSU funding compact, which adds another \$250+ million in delayed funding. Mandatory cost increases, including salaries and benefits, are projected to cost the CSU system an additional \$162 million, adding to the overall financial pressure.
- CSUCI is taking action to stabilize enrollment and ensure that expenses are aligned with current student numbers. The University is budgeting for its enrollment and not for the general fund allocation. This is to have CSUCI be in alignment with the current enrollment and landscape in higher education.
- Since 2013, CSUCI's full-time equivalent employee count has increased by 163 positions, or 24%. This growth reflects the expanding scope of the University's services.

- Additional benchmarking compared CSUCI's per-student costs to other CSU campuses using data from the Chancellor's Office and the Sustainable Funding Model Work Group. CSUCI's cost per full-time equivalent student is \$33,974, which is approximately \$12,851 higher than the CSU systemwide average.
- CSUCI's student-to-tenure-track faculty ratio is 27.2, and 14.6 is the overall systemwide average. While CSUCI is closer in range to other small campuses, it remains above average.
- CSUCI is aligning its budget planning to enrollment, not general fund allocation. The adjusted base budget for the 2024–25 fiscal year is projected at around \$127 million. Which is appropriate given the University's expanded services and enrollment.
- A Workforce Response Plan is in development to provide the right-sized staffing in line with current and projected enrollment. Since 80 to 85% of CSUCI's operating budget is tied to personnel, workforce adjustments are central to the plan.
- CSUCI has developed a new course scheduling model based on real-time student demand data, rather than historical offerings. This approach uses degree progress and major-specific data to ensure the right courses are offered at the right time.

Larry Adamson suggested that Board members and community members contact state officials to advocate for the elimination or reduction of the proposed 8% budget cut.

**ACTION:** Resolution: Recognizing John Broome Jr.'s Contribution (Hernandez)

Motion was made by Larry Adamson to approve the Resolution: Recognizing John Broome Jr.'s Contribution. The motion was seconded by Robert Eaton and carried unanimously by roll-call vote.

**ACTION:** Election of Chair and Vice Chair (Yao)

Board Member Richard Yao read the enabling legislation regarding electing a Chair and Vice Chair for the Site Authority. By this, Vice Chair Laura Hernandez was nominated to serve as Chair, and Supervisor Vianey Lopez was nominated for consideration as Vice Chair.

Motion was made by Richard Yao to approve the consent agenda. The motion was seconded by Robert Eaton and carried unanimously by roll-call vote.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:23 p.m.

## **APPROVED**

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

<u>Christina Sotelo</u>	06/10/2025
<small>Christina Sotelo (Jun 10, 2025 09:08 PDT)</small>	
Christina Sotelo, Secretary	Date