



University Glen Corporation  
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## Board of Directors Meeting

Thursday, February 5, 2009

### Minutes

The Board of Directors of University Glen Corporation met on Monday, December 8, 2008 at 4:30 p.m. The meeting was held in the Conference Room the University Glen Corporation Offices, California State University Channel Islands (CSUCI), 45 Rincon Drive, Suite 104-A, Camarillo.

Chairperson Robe presided and called the meeting to order at 4:36 pm.

#### Members Present:

Jacquelyn Kilpatrick  
Steve Lefevre  
David Press  
Bill Robe  
Barbara Thorpe

#### Members Absent:

Joanne Coville  
Alexandra Mitchell

#### Public Forum

Chairperson Robe called for public comments. There being no comments, Chairperson Robe closed the public comment period of the University Glen Corporation Board of Directors.

#### Approval of Minutes

Chairperson Robe called for the approval of the minutes of the December 8, 2008 regular meeting. The motion to approve was duly made, seconded, and approved 4-0-0.

#### Executive Director's report for University Glen Corporation

The Executive Director's report was received:

1. UGC Operations
  - Home Sales
    - SA owned: 3
    - SA in play: 1
    - Direct sales in play, no buyer: 13

- Direct sales completed: 12
- Direct sales in escrow: 2
- Phase IA/B/C and Town Center apartments are 76% occupied and 78% leased.
- The new UGC website address is [www.universityglencorp.csuci.edu](http://www.universityglencorp.csuci.edu). There was a presentation of the webpage as well.
- UGC working with Verizon to place a cell antennae on the Town Center roof.
- CAL-HFA loans are still suspended and waiting word on the State budget.
- We received word from Cal-PERS that their offices will be closed the 1<sup>st</sup> and 3<sup>rd</sup> Fridays of every month until June due to the furlough order from the governor.
- There was / is a multi-jurisdiction K-9 police training conducted in University Glen at the Phase 2A/B construction site on January 6, 2009 and again on January 14, 2009 with about 20 handlers each.
- UGC was informed by the contractor for the Market Tenant that he is not being paid and is being sued by the Tenant for breach of contract. The contractor informed UGC that UGC and CSUCI will be named in a cross complaint. This matter is being reviewed by the Site Authority attorney and a letter was sent to the contractor to contact the SA attorney since the UGC, SA, and CSUCI are protected against liability in the Tenant's lease.
- The Health Department has issued a citation to the Bookstore indicating that sandwiches can no longer be sold from its refrigerated vending machine because there is not a janitorial sink located nearby.

2. Town Center (new information appears in bold)

- 14 total spaces. **12 are leased, 2 are available.**
- Building A
  - Space 1: Family Values Cinema
  - Space 2 & 3: Chabad Center with the Jewish Center on campus
  - Space 4: UGC Offices
  - **Space 5: 830, Copy Center Too, estimated opening June 2009.**
- Building B
  - Space 1, 2 & 3: BrainX
  - Space 4: Bookstore
  - **Space 5: Round Table Pizza, possible TI delay.**
- Building C
  - Space 1: Tortillas Grill.
  - **Space 2: 770 square feet available, LOI out for DVD Lounge.**
  - **Space 3: 1,850 square feet available, lease out for comments to tenant.**
- Building D
  - Space 1: Market Tenant

There was discussion regarding the 2008 Town Center CAM Budget. Dr. Blaine talked about the 2008 estimated budget and the 2008 actual budget. He indicated there would be a balance due by the landlord and a refund due to the tenants. Additionally, while the 2008 Budget was estimated to be .50 per square foot, the 2009 Budget is estimated to be .30 per square foot.

Executive Director's report for the Homeowners Advisory Council

- The following issues have been discussed at the Homeowners Advisory Council meetings:
  - Graffiti on Phase 2A/B perimeter fencing.

- Graffiti on the bridge close to University Drive and Lewis Drive.
- Lattice work on two homes that was not approved by HAC.
- A helicopter took a low flight over University Glen on Jan 17. We believe it was a new helicopter school at Camarillo Airport. They have been advised not to fly over University Glen at a low altitude.
- There is continuing concern regarding high speed on Chappel. CSUCI PD indicates they will beef up patrols.

Financial Report

The financial statement for November 2008 was presented to the Board and discussed.

Old Business

There was no old business.

New Business

There was no new business.

There being no further business to come before the Board, the meeting adjourned at 5:46 pm.

APPROVED

University Glen Corporation

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Barbara Thorpe, Secretary

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Date: