



University Glen Corporation
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Board of Directors Meeting

Thursday, April 9, 2015

Minutes

The Board of Directors of University Glen Corporation met on April 9, 2015 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 4:30 pm.

Members Present:

Bill Robe
David Press
Beatrice de Oca
Andrea Grove
Barbara Thorpe
Ysabel Trinidad

Members Absent:

None

Public Forum

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

Approval of Minutes

Mr. Robe called for the approval of the minutes of the October 23, 2014 regular meeting. The motion to approve the minutes was duly made, seconded, and approved 6-0-0.

Senior Director's Report

- **UGC Operations**
 - We are replacing 1,911 sprinkler heads (provided free through "freesprinklernozzles.com) on the parkways throughout the property, which will service two needs. One is a complaint of overspray on vehicles causing

water spots. The other is water conservation as the flow rate on the new sprinkler heads is approximately 50% of those being replaced.

- Construction for the Islands Café dining expansion began on March 4th with abatement of the old kitchen and dining room. Because we are a year round facility there will be many issues regarding the coordination of construction and production areas.
- Islands Café “Strawberry Festival” special themed event on March 4th had the largest one day meal count of 1,815.

- **Site Authority Operations**

- Home Sales
 - Direct sales in play: 2
 - Direct sales in escrow: 2
 - There have been 13 sales since July 1
 - Home sales continue to moving very quickly, often with buyers in line prior to listing. Average listing time prior to sales has been zero to three days.
 - Phase IA/B/C and Town Center apartments are 96.5% occupied and 98.5% leased.
- We received a Fire Safety Correction Notice on 3/26/15 requiring that parking be restricted to one side of the street on Frenchy’s Cove, Elephant Seal and Cathedral Cove within 30 days of notice. We are developing a plan to implement and coordinate communication with our residents.
- The water towers road repair is 90% completed with minor work to be done channeling runoff. The School Bus stop has been returned to its original position.
- We are working on a lighting project along Channel Islands Drive from the Roundabout at Anacapa Island Drive to Rincon Drive. The total cost of this project is undetermined but preliminary estimate is \$125K.
- Safety Day April 25.

- **Town Center**

- 14 total spaces. 12 are leased, 2 have been converted to general use meeting space available for rental by campus entities and the general public.

- **Homeowners Advisory Council**

- There were multiple resident comments on the Phase 2A/B development

Financial Report

The Financial reports for the Period ending February 28, 2015 were presented by Mr. Nirenberg.

CI 2025 Update

Dr. Blaine provided an update on the CI 2025 project. He outlined the information item presented to the CSU Board of Trustees in January regarding the total CI 2025 development

program. He also discussed the action item presented at the March meeting. At the March meeting the trustees voted for Conceptual Approval of a Public/Private Partnership Housing Development Project on the site known as Phase 2A/B. Dr. Blaine explained the next step is to develop a Request for Qualifications / Proposal, and work with stakeholders to define the project scope.

2015-2016 Budget

The budget for the 2015-2016 fiscal year was presented and discussed. This budget includes revenue increases of 2.5% in meal plan rates, and increases in catering and summer conference sales. Increases in expenses include \$202,000 to cover the cost of implementation of the Affordable Care Act, a 2.0% compensation pool, an increase in minimum wage from \$9.00 to \$10.00 on January 1, 2016 which will drive our entry salary to \$10.50 and improvement expenses for needed equipment. A motion to approve was made and seconded and approved by vote of 6-0-0.

A review of the Site Authority budget was presented as an information item.

Annual Conflict of interest Policy and Statement

The board reviewed, discussed and turned in their annual conflict of interest statement.

Delegation of Authority

The Board reviewed the annual delegation of authority to UGC staff. The motion to approve was duly made and seconded, and approved by vote of 6-0-0.

Annual Vote of Board Officers

The slate of officers were nominated and discussed:

- Chair: Bill Robe
- Vice Chair: Vacant
- Treasurer: Ysabel Trinidad
- Secretary: Barbara Thorpe

The motion to approve the board officers was duly made and approved by vote of 6-0-0.

New Business

There being no further business to come before the Board, the meeting adjourned at 6:30 pm.

APPROVED

University Glen Corporation

Barbara Thorpe, Secretary
Barbara Thorpe, Secretary

10/29/15
Date: