

IRVINE CAMPUS HOUSING AUTHORITY

Board of Directors' Meeting

September 11, 2019

BOARD MEMBERS PRESENT: Jennifer Aaron, Alan Barbour, Yong Chen, Sandra Irani, Greg Jue, Heike Rau, Christy Teague, Greg Washington.

OTHERS PRESENT: Jennifer Barb, Bryce Bunker, Brad Conley, Barbara Correa, Karlie George, Andrew Herndon, Ron Reid, Robyn Stelk, Victor Van Zandt, Elaine Vatakis.

CALL TO ORDER: Chair Greg Jue called the meeting to order.

APPROVAL OF MINUTES: The Board approved the minutes of June 12, 2019.

REPORT ON OPERATIONS

- Manager Reid gave an update on park equipment. Wood chips at the tot lots at Gabrielino, Los Trancos and Urey parks were replaced. The replaced wood chips were spread on slopes as mulch. In addition, benches in Gabrielino Community Park are scheduled to be replaced.
- Director Correa reported results from the 2019 Community Survey. Survey questions about overall satisfaction with living in University Hills received a very positive response across housing types. [An article](#) about the results ran in the Fall Newsletter, distributed September 17.
- Vice President Herndon noted the successful performance of the Narwhals Swim Team during the season just ended. He said almost every swimmer on the team set a personal record for their event. The Narwhals Swim Team has the highest community participation of all groups affiliated with University Hills.
- Director Barb reported steady progress on the annual financial audit. ICHA expects the audit to be completed before the end of the calendar year. Typically, ICHA completes its audit in October. This year the audit will finalize later to accommodate the significant system changes due to the new software implementation. ICHA confirms there are no covenants with lenders requiring audited financial statements by a certain date. She also reported progress on implementing Yardi, ICHA's new accounting/property management software.
- Manager Bunker gave an update on Area 11 construction. He also reported that ICHA's architectural plans for Miramonte Rental Townhomes have been approved by Both the UCI Fire Marshall and the Chief Building Official. This marks the first completed plan check and permitting process with the new, required UCI-led process.
- Vice President Vatakis discussed ICHA's safety and corporate training program. In July, a Worker's Compensation specialist gave a presentation to ICHA employees. A diversity awareness and implicit bias training workshop is scheduled for October.

- Director George provided clarification on the New Home Drawing that occurred on June 13. There were 31 homes included in the drawing. ICHA was able to reach number 39 of the 81 Incoming Senate Recruit applicants in the offering process. The Board discussed wait times for being offered a home. The Sales Department will report on the number of retired status residents at the October Board meeting.

NUTS & BOLTS:

- **Ground Lease Documents, Policies, & Guidelines**

President Van Zandt gave a presentation on University Hills' Ground Lease Documents, Policies & Guidelines. He explained how the Ground Lease relates to the Ground Sublease, Property Use & Maintenance Regulations and Architectural Guidelines. He also gave an overview of UCI and ICHA Policies that clarify the regulations laid out in the Ground Lease documents. Each Board member was given a flash drive containing the Ground Lease Documents, Policies & Guidelines, along with an infographic showing their relationship.

OLD BUSINESS:

- **Identify Dispute Resolution Committee Members**

President Van Zandt Victor requested volunteers for the Board's Dispute Resolution Policy. Board Member O'Dowd is currently a member of the committee. Board member Greg Washington volunteered to serve. The Board thanked him for volunteering.

NEW BUSINESS:

- **Future Opportunities**

Manager Bunker gave a presentation about future opportunities to build new faculty housing, tentatively called Area 12. The planned homes would be similar to the 970 series. The project is contingent upon UC Irvine identifying land to use to construct the project.

- **Architectural Appeal**

Vice President Herndon presented an architectural appeal and requested a response from the Board. The architectural appeal concerns a resident who requested to fog coat their home instead of paint it as the Homeowner Representative Board had decided. Vice President Herndon explained the appeal process and presented the response options available to the Board. After discussion, the Board decided that the resident be allowed to fog coat. The Board reserved the right to request repainting in five years.

- **Recruit Class Definition**

Director of Sales & Marketing Karlie George presented the recommendation to change the Incoming Senate Recruit Class status effective October 1, 2019 to Senate members with appointment dates on or after June 1, 2017. The Board approved the revision (*see resolution below*).

RESOLVED: That effective October 1, 2019, in accordance with the direction from the Provost/EVC's office, "new recruit" status be defined as Academic Senate members and potential hires to the Academic Senate with appointment dates on or after June 1, 2017.

EXECUTIVE SESSION

The Board went into Executive Session to discuss HR Matters.

ADJOURNMENT

The meeting adjourned at 6:15.