

Associated Residential Community Housing (ARCH) Advisory Committee | MINUTES

Meeting date | time 2/2/2018 1:00 PM

Meeting location: Larry Barrett Room

Type of meeting:	ARCH Advisory Committee	Attendees:	
Co-Chairs:	Tatiana Zavodny Jana Severson	Burton Ober Ian Hamilton Jana Severson John Moore Kate Bartle Kim Ciero Kit Pogliano Madura Som Malia Mahi Mary Beth Ward Mayra Estrada Pa Chia Vue Paul Yu Pierre Ouillet Ramona Ferreira Rebecca Otten Sophia Hirkis Tatiana Zavodny Valerie Saiag	
Note taker:	Pa Chia Vue		

AGENDA

The meeting began at 1:03pm.

AVC Search Committee Discussion:

- Kit thanked the committee for their hard work and great ideas. She is serving on the search committee for HDH's AVC and said this is a critical time to be hiring such a person. The campus is undergoing a huge transformation. She said housing contributes to the student experience in a positive way. She said this is a huge search and of great importance. The committee's feedback is really important.
- Pierre said the reason for this meeting is to have as many voices as they can. The candidates are coming next Saturday. 50-60 candidates were qualified for the job. Hearing the committee's feedback is important in helping to determine the right candidate. There will be quite a transformation on campus over the next couple of years. A lot of money and planning is going into building this community and at a price point that the students want. He'd like the committee to think along the lines of residential areas like Downtown, Hillcrest, and North Park - communities that encourage social interaction. At the end of the day, they have a lot of very qualified people so it will come down to character.
 - Mary Beth asked if there are any internal candidates or if they are all external.
 - Pierre said he's not able to say.
 - Sophie shared that she has served on a lot of different search committees. The campus is growing but she believes it is important to try and keep the culture of the campus. She would like to see how this person interacts with students and what their student exposure is. Mark is really good with interacting with students. He interacts with so many people but still takes the time to get to know each person on this committee. She wants someone that thinks big, but also cares about the people.
 - Ian said Mark manages to be present on so many levels. Qualification is not the issue. It's going to come down to how they feel about the candidate and if the person is the right fit.
 - Kate shared that she lives at Mesa Nueva and has two concerns: (1) the internet still doesn't work and is not password protected and (2) being able to receive feedback from students. Something as basic as internet should work. She believes the candidate should have their priorities in order and understand the priorities of the student. She has gone to the front desk at Mesa Nueva and hasn't received a follow up.

She believes communication starts at the top and filters down. So, she'd like someone who is good at communicating.

- Mary Beth said the internet issue is not a quick fix. Everything that has been brought to the committee has been addressed. She said Malia and Rebecca came in right away and shared that this is an issue and even brought an IT person to help resolve it. She doesn't want to take away from the issue but wanted to point out that these things take time. She pointed out that people don't realize that Mark was able to leverage the UG internet contract and loop in the graduate population. She wishes people saw value in that.
- Pierre said there is a lot of work going on to resolve the issue, but the challenge is communicating that effort to the students so they are aware and so they don't feel as if nothing is being done.
- Madhura said she'd like to increase the years that a student can live on campus. She also pointed out that they are losing a lot of free space at Mesa. The free space needs to be preserved for children and families and to have interaction with nature. She doesn't want to pack people into boxes.
 - Pierre said this was a great point. There will be a lot of construction for a while, which is the challenge but there is a plan for open space.
 - Madhura said they are doing a good job with keeping the construction contained to a certain area.
- Sophie said the candidate should have a keen ear and eye for underrepresented people, who deserve to feel safe in their homes. They should consider things like handicapped access to the pool.
- Tatiana thanked the guests for coming.

Approval of Minutes

- Sophie requested an amendment to her comment in the 1/19/18 minutes. The sentence was amended as follows:
 - Sophie said the environment at Coast, with regards to the amount of humidity and heat, is different so they should consider the materials the playground are made of.
- Mayra moved to approve minutes as slate.
 - Minutes approved.

Appeals

- Sophie motioned to close the meeting.

Appeal #1162

- Mayra motioned to vote.
 - Mary Beth seconded the motion.
 - Appeal denied with 0 approve – 6 deny – 2 abstain vote.

Appeal #1188

- Mary Beth motioned to vote.
 - Sophie seconded the motion.
 - Appeal denied with 2 approve – 6 deny – 0 abstain. Short extension granted through March 31.

Appeal #1190

- Mayra called to question, requiring immediate vote of appeal.
 - Appeal denied with 0 approve – 6 deny – 2 abstain vote.

Budget

- Rebecca passed out rental rate comparison history, showing rental increases and how rent has changed since 2008. This committee influences how the rates are set. From year to year, the average increase was no more than 6.25%.

- Rebecca passed out a market comparison report. This shows the rental rates in the La Jolla area. Graph at bottom shows where rates fall. HDH is charged to have rental rates be 20% below market.
- Rebecca then shared a spreadsheet, put together last year with specific zip codes and what average rental rates are in those codes.
 - Sophie suggested including more north county zip codes like Encinitas and Del Mar.
 - Mary Beth suggested adding Carmel Valley.
 - Rebecca said they pulled the information based off where students are currently residing. They can add more zip codes to give a better comparison.
- Rebecca then passed out the budget from last year.
 - Sophie said last year's budget didn't have a shuttle budget line item. She said they have to discuss how to make the shuttle service better.
 - Rebecca said they can definitely talk more about that.
 - Rebecca explained the spreadsheet. She said their income comes from rent. HDH is an auxiliary service and is self-funded. They pay for all services they receive. The first item is bad debt write off. Any collection goes here. The next is cancellations, which isn't much because they no longer charge a deposit. Then there are key charges. The rent amount is auto-populated from the spreadsheet. Triton Cash commission refers to the small commission received, which is based on the number of residents.
 - Tatiana said a lot of laundry machines operate on that.
 - Rebecca said Misc. is random stuff like damage charges collected from a student. But primarily, rent is what generates the income. She said S&E is everything from paper to appliances.
 - Sophie said the expenses amount is very reasonable.
 - Tatiana asked if S&E was for all of arch housing
 - Rebecca said all but LJDS.
 - Tatiana asked if they expect expenses to go up or down with Mesa Nueva opening.
 - Ramona said the first year won't be very expensive because a lot of items are still under warranty.
 - Rebecca said as property ages, costs tend to increase.
 - Reb said Recharge is what the campus is charging HDH for – Central HR, security, etc. HDH pays for all services received. Utilities includes cable, ResNet for some communities. Total \$19.1 mil in expenses. Debt assessment is not included in this expense total, which is basically the mortgage and this will go up with new building.
 - Mayra asked if this is the proposed budget.
 - Rebecca said these are the current rates. This is setting the scene for what the committee is going to start working on.
 - Kim asked if they are going to do the budget for 1 or 2 years.
 - Rebecca said 1 year until all the construction projects are done since costs are fluctuating.
 - Rebecca said they will add a 2018-19 column and show what they believe the projections will be. They will update debt assessment as well. They will need input about where to distribute the increase. Once the committee is comfortable with the distribution, then they will vote to recommend the rates. They typically implement the increase on July 1 and need to provide 60 days' notice. They are hoping to do this by mid-April. She also pointed out that these notices have to be posted and cannot be mailed.
 - Kim referred to the playground proposal at Coast and asked how many families are there.
 - Ian said four. He said if they can find something cheap, then he is all for it. But, he doesn't think such a large cost should be distributed to all residents for just four families.
 - Rebecca said they could decide to set aside a certain dollar amount for Coast and see what they can do with that amount.
 - Ramona shared that they just did a Snow Day at Coast.
 - Sophie asked how it went.
 - Jana said 700 people came out and participated.
 - Sophie asked Rebecca if she could notate the amenities in each community on the spreadsheet.
 - Rebecca said she does have a list and will email it to the committee.

- Sophie asked if the numbers could be emailed to the committee prior to the next meeting so they can review them in advance.
- Rebecca said she'd like to review the numbers with the committee and provide explanations.
- Kim suggested only notating large amenities and not small ones like who has locks on their cabinets.
- Mayra asked if they should consider charging for parking.
 - Tatiana said they could discuss this.
- Sophie asked if the Osler parking structure will be a line item.
 - Jana said HDH did not contribute to that project.

Meeting adjourned 2:30pm. Next meeting will be on Friday, 2/16/18 at 1pm in the Larry Barrett Room, 4th Floor of the HDH Administration Building.