

**Neighborhood Advisory Committee Minutes
September 8, 2020 Meeting**

The Neighborhood Advisory Committee met on Tuesday, September 8, 2020 from 2:00 p.m. to 3:30 p.m. via Zoom.

Committee Members:

Brian Lochrie
Capt. Dan Adams
Dan Jensen
Marc Colin
Mayor Mark Murphy
Michelle Duman
Philip Goodrich
Sandy Quinn
Tim Virus
William Crouch

Absent:

Mayor Mark Murphy
Tim Virus

Administration and Staff:

Alisa Driscoll, *Chair*
Collette Creppell
Daniele Struppa
Harold Hewitt
Jerry Price
Chief Randy Burba

Guests:

Allison Kelley, *Recording Secretary*
Jacqueline Deats

CALL TO ORDER

Alisa Driscoll called the meeting to order at 2:04 p.m.

INTRODUCTION OF GUESTS

Ms. Driscoll introduced guests Jacqueline Deats, Director of Student Health, and Allison Kelley, Sr. Administrative Assistant to the Office of the Executive Vice President and Chief Operating Officer. Ms. Deats presented on COVID-19 health and safety protocols and Ms. Kelley assisted with taking meeting minutes. Ms. Driscoll also introduced, Philip Goodrich, President of the Student Government Association, as the student member representative on the NAC.

Mr. Goodrich informed the group that he is entering his junior year at Chapman and is a Political Science and History double major. He is interested in hearing about the careers of the NAC committee members and seeing how everyone contributes, from City officials to the Orange police, and what this committee does for the community.

CAMPUS OVERVIEW

President Struppa gave an overview of the COVID-19 mitigation efforts the University has undertaken over the summer to prepare for the fall semester. Chapman University Administrators have spent a long time preparing for the start of school. Administrators have produced a 480-page operating manual by the contributions of various task forces headed by Executive Vice President and Chief Operating Officer, Harold Hewitt. Chapman has worked with the Orange County Health Care Agency along with all other government agencies to create a comprehensive plan for Chapman to deal with COVID-19.

One enormous undertaking of the University has been a focus on technology advancements and what is needed. Chapman has invested a significant amount of money and preparation to adjust to a remote teaching environment in the fall.

President Struppa said that we came to around 820 students in student housing. Chapman University wanted to ensure ample physical distancing by ensuring each student living in student housing had their own bedroom and bathroom. This extra precaution was taken to minimize the risk of illness and spread of the virus. Additionally, safety measures are in place, including a daily health questionnaire. All students, staff and faculty have been tested in the last few weeks and on-campus masks are required. Disinfectant kits have been provided to all offices and classrooms are frequently cleaned and sanitized.

President Struppa stated that we have had calls with the Mayor, one call in December and one call a few weeks ago, to share information. Chapman's goal is to ensure ongoing dialogue with the City. President Struppa pointed out that, to date, only one off-campus party has been cited.

President Struppa continued that Chapman will open once we can do so safely, with the guidance of the state and local agencies, but will move forward very slowly. Chapman will take every step to ensure reopening does not generate a spike of COVID-19 cases inadvertently.

COVID-19 HEALTH & SAFETY PROTOCOLS

Ms. Deats gave an overview of health and safety protocols in place at Chapman. She has been really involved in the planning process, as Chair of the Testing, Tracing, and Screening Task Force. Chapman has a contract with Labcorp in place for testing. The Rinker campus in Irvine is testing as well.

Additionally, Ms. Deats stated that Chapman is testing on-campus for those with a suspected case of COVID-19 and those exhibiting symptoms. All students, staff and faculty are expected to submit a COVID-19 test before returning to campus. She and her team are collaborating with staff on-property every day to ensure safety. For contact tracing, Chapman has a robust plan in place. The Student Health Center has one registered nurse and two health care professionals to assist with contact tracing, which will include communicating with close contacts of positive cases both on- and off-campus to offer Chapman resources and support. Contact tracers are collaborating with the Orange County Health Department and taking every step necessary to help close contacts in any way possible. This includes supporting students in housing who may be waiting for test results or in isolation.

Screening is another component to health and safety. Once Chapman students, staff, and faculty are approved to come back to campus, a daily health questionnaire will become required. Once individuals are cleared by the questionnaire Chapman students, staff and faculty may access the campus. Those that are not cleared by the questionnaire will have internal tracers follow-up with them and will be offered additional support. Also important to note, Center for Disease Control (CDC) guidelines are being strictly followed by any individuals that test positive for COVID-19. Students are proving to be compliant - masks are being worn, hands washed, and physical distancing is being followed.

Ms. Driscoll asked Ms. Deats how we support students living off campus that are isolating or may have tested positive for COVID-19 in the community.

Ms. Deats replied that she and her team are testing all students. If a student is suspected of COVID-19 or exhibiting symptoms then they are tested, and if they test positive, they are supported by the Student Health Center. Support can take on many shapes - anything from bringing the student Tylenol or using Instacart to purchase sick students groceries. The Student Health Center is supporting Chapman students 24/7 as almost a concierge service to take care of our community members.

Ms. Driscoll stated that we also want to thank the City of Orange for allowing us to use the 145 West Sycamore property as an emergency COVID-19 testing site.

Ms. Deats echoed her thanks. Using 145 West Sycamore has resulted in less traffic to the Student Health Center which has worked well to promote physical distancing.

Ms. Driscoll noted that no PPE is to be worn outside of 145 Sycamore. The main Sycamore entrance is being utilized by foot traffic and folks are instructed to use the Barrera parking structure to minimize community impact.

HOUSING/STUDENT LIFE

Housing

Dr. Price reported that Chapman started taking student applications in March, and around 4,000 applications were received for student housing. That number was whittled down to 2,900, and density reduced to 20%. Chapman learned that it would have to go even lower, to 1,700 students in student housing, right around the time Chapman made the announcement that the semester would be online. As a result, the number of applications dropped from 4,000 to 900. There has been far less demand as a result of the remote semester. Additionally, indoor dining will not be offered since all students are assigned to apartments with kitchens. There will be only one student per bedroom and bathroom to maintain physical distancing.

Another important note is that Chapman is not pushing students into the community. As a result of remote instruction, many students did not want to incur the cost of student housing. There are 820 students in the residence halls at Davis, Chapman Grand, The K, and Panther Village. An isolation area in the Harris Apartments has been set aside, but it is not anticipated as many students have their own spaces. Dr. Price encouraged the Committee to read the various publications on what is going on around the country - including spikes of about 1,000 cases at some universities.

Student Life

Dr. Price continued to explain the steps Student Life is taking to keep students and the community safe during COVID. He pointed out that Chapman has adopted a strategy of positive messaging and gives students guidance on how to safely see their friends. It has been made very clear to students that they are expected to only hold small gatherings, limiting attendance to a dozen. Noise will be mitigated in partnership with the Orange Police Department.

Dr. Price also reported that students have been made aware that Chapman is emphasizing the wearing of face coverings, limiting gatherings to no more than 12, as well as recommending avoiding the sharing of food and drinks. Dr. Price stated that he feels our student population is buying in to the mitigation efforts and following guidance. As far as other student life, students are being encouraged to come to campus to utilize the Wi-Fi and sit outside in the shade in one of the many seating options. We realize many students may live in places without good Wi-Fi or with others who are also on Zoom. We are also allowing student organizations to meet in small groups of 12 or fewer. Chapman wants to give students as many options as possible to meet with their friends, safely.

Ms. Deats reported that there has been one confirmed case on campus and 20 confirmed cases off campus.

Sandy Quinn asked Dr. Price how many students have registered for Fall.

Dr. Price answered that there have been around 9,200 students that have registered for the fall. Chapman budgeted conservatively to account for 15% of students and only 3% -5% have taken the semester off. This number includes part-time students. Additionally, 600 returning students have not registered. During a normal year, around 200 returning students have not registered by this date. Despite this, Dr. Price said, our students are largely sticking with us.

Ms. Driscoll stated, that although Mayor Mark Murphy was not able to join us today, she wanted to thank him for filming a video to remind students at orientation to adhere to the CDC guidelines.

Dr. Price added that it definitely reminded students that they are part of a larger community and they must adhere to safety guidelines to keep the community safe. Dr. Price also thanked the Orange Police Department for doing a great job.

COMMUNITY RELATIONS UPDATE

Ms. Driscoll mentioned that the liaison visits that OPD Sergeant Thorsen and Chapman Public Safety Sergeant Rodriguez have been conducting have been effective. In addition to their normal talking points of being a good neighbor, they have added talking points regarding COVID-19 health and safety. She is working closely with the liaison team to put together a list of neighborhoods to proactively approach.

Ms. Driscoll also thanked Dan Jensen and Sandy Quinn for participating in a focus group to discuss the best messaging for CU Safely Back efforts. The focus group included representatives from Orange Home Grown, the Orange Chamber of Commerce, and other residents. It really fostered the spirit that we are in this community together, and that we are actively working toward a common goal in a cohesive space.

Additionally, Ms. Driscoll mentioned the efforts by Chapman in the community canvassing program. Students have been provided Chapman care kits. These care kits include Chapman branded masks, hand sanitizer, and educational reference material on health and wellness. She stated that she, along with 7 students, will be passing these care kits out to students living in the neighborhoods. Ms. Driscoll pointed out that they are being very strategic about the homes and neighborhoods they visit. They are concentrating on locations with past documented neighbor concerns, Orange Police Department disturbance calls, and areas with a high student rental concentration. The Chapman ambassador project is expected to take approximately 3-4 weeks.

Ms. Driscoll stated that the University seeks to keep neighbors informed with postcards and informational material distributed via mail and social media on campus updates. Additionally, the CU Safely Back website has a “filter by audience” functionality and “community” is one of the filter options. This allows neighbors to filter information specific to them, so they do not have to sift through information that does not pertain to them. New updates are posted to the CU Safely Back website as they are made available.

Ms. Driscoll stated that Chapman has funded extra OPD patrols on a temporary basis to focus on safety and to show Chapman’s care and concern for students. These patrols are done at the start of every school year.

Brian Lochrie asked how many students are living in the community in Orange.

Dr. Price responded that Chapman does not have that number yet; however, the University is in the process of collecting that information. Dr. Price stated that once that information is available, he will provide Ms. Driscoll with it who can share it with community members who inquire.

Sandy Quinn asked for clarification on the number of students living in campus housing.

Dr. Price confirmed 820 is the current number of students in campus housing.

OPD DISTURBANCE SUMMARY

Captain Dan Adams stated that he is the new Field Division Commander, and this will be his first school year working in this new position. He oversees about 100 employees in the Orange Police Department.

Captain Adams said that the Orange Police Department started this fall with a great working relationship with Chapman University. Chapman has worked with OPD to coordinate extra patrols through September which are going well. Beginning on August 13th, the Orange Police Department has been deployed on Thursdays, Fridays and Saturdays to address any neighborhood calls. After four weeks, they have responded to approximately 24 calls related to parties off-campus. Most parties were found to be small with only one citation given for a 50-person party. So far, no parties have reached or exceeded the loud and unruly party ordinance.

Officers with the Orange Police Department are offering advice to students about being good neighbors. Their calls result in not just citations, but often the officers call the student’s attention to their own welfare as well as that of others. Officers employ the same protocols at all parties in Orange - whether they are Chapman students or not. Captain Adams also said the liaison visits are proving to be greatly beneficial and students visited are cooperative. When visited by the liaison team, all students have understood the educational information provided by Chapman.

Chief Randy Burba thanked the Orange Police Department and Captain Adams for their continued partnership. He said that they have open lines of communication and know that they can call or text each other at any time. Their great communication is why the extra patrols and liaison visits are working so well.

CITY OF ORANGE

Mr. Crouch thanked Chapman University and stated that the University is functioning as a key part of an ongoing solution and not an ongoing problem. He also thanked Chapman University for all the progress made. Mr. Crouch reported that there is a City Council meeting that evening. One of the key points for discussion will be regarding homeowners getting a cut on property tax for historic properties, with 15 new properties up for discussion. Another discussion will be regarding the Design Review Committee (DRC) and a review of all the work they are doing. The intent behind the review is entirely to bring focus to what they do best of all, protecting historic districts and buildings. The City is also looking for opportunities for other projects in areas that are not considered historic, which will give City staff the opportunity to do good work outside of the district. Mr. Crouch stated that he is also looking forward to a discussion on ordinance, giving them the opportunity to bump projects to the DRC, as well as review projects given to the DRC without city members. He stated that this is a great opportunity and not meant to undermine the DRC.

Ms. Driscoll thanked Mr. Crouch for his efforts to secure Chapman University the use of the testing site at 145 West Sycamore, as well as the approval for some additional shuttle stops for Chapman students.

Chief Burba reported that the additional shuttle stops will be added to support the La Veta Grand apartments and a loading zone at the Eleven10 Apartments. The shuttles utilized will seamlessly pick-up students without creating additional traffic congestion. Chapman's Public Safety team has worked with the City to create a good footprint for all of us to reduce traffic and safely transport students to campus.

Ms. Driscoll added that the idea for additional shuttle stops came from the focus group, where a clear strategy was put in place. She stated that the group will miss Mr. Crouch, who is retiring.

Mr. Crouch thanked the Committee stating, this just shows what a community can do when we work together and that the Neighborhood Advisory Committee is doing great work.

UPDATE ON SPECIFIC PLAN AMENDMENT NO. 7

Ms. Driscoll reported that the Specific Plan is returning to the Office of Community Relations, where it originated, after being temporarily held by the Office of Campus Planning for a time. Ms. Driscoll thanked Collette Creppell, Vice President for Campus Planning & Design, for guiding the Specific Plan Amendment No. 7 in the interim.

A screen check will be submitted now that the sale of the Killefer School closed, which Chapman wanted to include as a part of the Specific Plan Amendment No.7. Additionally, an EIR will be submitted by Chapman in December. The plan will be available for comment for 45 days. Ms. Driscoll stated that she would be sure to keep the group updated on specific dates.

PLANNING AND DESIGN

Building Projects - Killefer

Ms. Creppell stated that the sale of Killefer School closed on September 1. The first order of business by the University was to secure the building. She stated that the University will be enhancing and fortifying security measures including: locks, motion detectors, and alarm systems in collaboration with Public Safety and Facilities Management. Once the building is fully secured, the University's attention will turn to planning. The Office of Campus Planning & Design will be addressing the Killefer school building as a historic site. The current plans are to use the building for academic administration, not classrooms. Once planning is completed the University will then look at design; however, nothing is fixed at this point.

Building Projects – Keck Center

Ms. Creppell updated the Neighborhood Advisory Committee on the construction and renovation of the Keck Center's North Wing, which is currently unfinished. Work began in June of this year with a buildout for the Fowler School of Engineering. The construction access is off Walnut Street. Construction is going well. Driver Special Projects Group is being utilized to contract and they have a substantial completion date of May 22, 2021.

Building Projects – Dance Department Relocation

Currently, the Chapman dance department is housed in the Partridge Building on Cypress Street. It will be relocated, north of the K Residence Hall to VPO. This relocation will take place by November 2021, only if the timeline goes very well. Some timelines have been extended and some projects have been put on hold.

Building Projects - Rinker Campus Update

Ms. Creppell stated that Chapman is undertaking a big renovation at the Alton building on the Rinker campus. The existing structure will be fully renovated to house Student Services for Rinker students.

Mr. Quinn brought up the North Shaffer neighbors' complaints regarding Keck building noise and asked for Chapman's plan to address the noise and the complaints.

Ms. Creppell stated that various teams have gone out to the Keck building to listen for the noise. Additionally, she has met with Facilities Management as well as an acoustical management team of consultants to take readings on acoustics towards the neighborhoods on the eastside of the Keck building. Ms. Creppell reported that Chapman has informal results which indicate that any sound is within code parameters. She stated that Chapman is waiting for an official report. Ms. Creppell also reported that the University is looking into enhancements to the dampening of acoustics to respond to neighborhood complaints. Specifically, with respect to mechanical systems on the Keck roof, Chapman will follow up with a formal report on the consultant's findings. Ms. Creppell stated that even if the findings are within code, Chapman will be looking for recommendations to enhance what we have already done to dampen acoustics for neighbors.

Mr. Quinn asked when Ms. Creppell expected the Killefer School to be restored and ready for business.

Ms. Creppell replied that the project is currently delayed due to the impacts of COVID-19. Chapman has not yet reset the timelines for completion.

Mr. Quinn asked Ms. Creppell if that will also delay the securing of the Killefer School building.

Ms. Creppell answered no, the securing of the Killefer site is ongoing.

Mr. Lochrie asked Ms. Creppell if the noise from the Keck building was due to the AC.

Ms. Creppell replied that there are various pieces of mechanical equipment on the roof of the Keck building. Currently, the evaporator back-up system is coming on in the evenings and weekends, and not when the building is in high use. The evaporator is suspected of making a localized sound. She stated that the consultants have a good understanding of where the noise is coming from and they are confirming it is within code parameters along with recommending enhancing acoustic dampening measures.

Ms. Driscoll stated that neighbors on Shaffer Street invited her over to listen to the noise and she took video to send to Facilities Management. Ms. Driscoll stated that she is checking-in on the Shaffer Street neighbors every Friday to keep them informed of updates. She stated that it is important to Chapman to take care of our neighbors.

Mr. Quinn and Mr. Lochrie thanked Ms. Driscoll for her help with this matter.

Ms. Driscoll added that it is important to note that Chapman will work closely with the Orange Barrio Historical Society and Orange resident and neighbor, Jerome Ryan and his neighborhood group, to include the community in any discussions on the Killefer School site. She emphasized that Chapman recognizes how important this site is to the community.

CHECK IN: COMMUNITY

Mr. Lochrie, understanding the Specific Plan Amendment No. 7 may be submitted in December, asked if there is a chance the commenting period of 45-days will be extended due to the holidays.

Mr. Hewitt stated that Chapman will need to look into that and get back to Mr. Lochrie.

Mr. Quinn thanked all Chapman University staff for participating. Mr. Quinn mentioned that he has students living next door to him in a rental. He commends them for being perfect neighbors, so far, and that they are excited about remote learning. Additionally, Mr. Quinn commented that, to date, he has heard far less rumblings and complaints from the community. He commended students for conducting themselves in a great manner and thanked Ms. Driscoll for her thorough and prompt follow-up on any issues.

ADJOURNMENT

Ms. Driscoll adjourned the meeting at 3:05 p.m.