

## MINUTES

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### CSA 3 Board Meeting

Thursday, September 21, 2023

Southpoint Coffee Shop/Pub at Seascape Village

- I. The meeting was called to order by Margit at 4:05 pm
  - A. Attendance
  - B. Present: Harold Mancusi-Ungaro, Chris Modjeski, Trink Praxel; Margit Arambu arrived at 6:00 PM
  - C. Excused: Mark Birns
  - D. Guest: Jeff Powers
- II. Minutes of Board meetings of April 7, 2023, and July 20, 2023, and meeting with County officials on June 18, 2023, were all approved.
- III. Financial Update and Fiscal Year Review: Trink Praxel
  - A. Summaries of Fiscal Year 2022-2023 is estimated, pending actual numbers from the County for overhead and services
  - B. Summary for first half of FY 2023-2024 is attached
- IV. Update on median maintenance: Trink and Jeff Powers
  - A. Tree on Sumner keeps dropping branches
    1. Arborist says tree is dying and needs to be removed
    2. Awaiting bid for removal
  - B. Jeff will pursue cleanup of small terminal medians on Via Tornasol and Via Palo Alto
    1. Woody plants may need to be removed
    2. Awaiting consideration from County DPW about removing those medians
  - C. Update on Proposed Replanting of Entrance Medians
    1. Considering Lantana in the 3 planters
      - a) Color yellow will bring brightness
      - b) Lantana is part of the planting in the resort
      - c) Trial to see how it survives the winter
      - d) Reassess before proceeding further
      - e) Estimated cost for plants plus irrigation up to \$4800
    2. **Motion made and passed to plant 3 medians at Seascape entry with the Lantana as a trial within the projected budget.**

- D. There are 14 stumps on all the medians that need to be removed
  - 1. Stump Removal Contract waiting for 2<sup>nd</sup> bid
- V. Update on Beach Supervision, Trash Collection, New Signage, and new Contract: Harold Mancusi-Ungaro
  - A. Current patrols are patrolling, having groups put out fires and remove alcohol and glass
  - B. Many reports show them having to extinguish unattended and abandoned fires
  - C. Trash collection does not seem to be a problem with the change in weather and season and the increased collections by Greenwaste
  - D. We are awaiting approval from the County to purchase additional signs below the stairs on Via Palo Alto and Via Gaviota regarding trash and littering.
  - E. We need to revise the contract with our security service to stipulate enforcing existing statutes and laws but allowing access to the beach
    - 1. Fires, alcohol, and glass are not allowed
    - 2. We cannot “close” the beach at 10:00 PM
    - 3. Observation of illegal drugs and underage consumption of alcohol needs to be reported to law enforcement
- VI. Creation of new CSA3A
  - A. Harold proposes emailing a personal letter to the neighbor for whom he has email addresses – a chain letter
  - B. Outline the issues of past attempts to increase the annual assessment
  - C. Propose a division at the end of Sumner at Dolphin including everything north and west
  - D. Additional annual fee for the subdivision will depend on extent of services
  - E. If the response is positive, we can bring the proposal to the County Board of Supervisors for a ballot.
- VII. Issues to address with Santa Cruz County
  - A. Removal of the terminal medians at Via Tornasol and Via Palo Alto
  - B. Revising or removing part of the median on Sumner at the Trestle

- a. The northern bulge in the median narrows the street creating a hazard when cars are parked there to access the stairs
  - b. Narrow passage exposes exiting passengers to passing cars
  - c. Narrow passage with parked cars endangers cyclists
  - d. Tree roots are disrupting the roadway
- C. Repair of curbs on Clubhouse
- D. Broken stairs on Via Palo Alto has been reported

VIII. Annual Meeting

- A. Possible dates: Sundays, October 29 and November 5
  - B. Topics
    - 1. Current funding
    - 2. Median maintenance issues and plans
    - 3. Beach issues and possibility of creating CSA3A subdivision
- IX. Next Board Meeting: November 2, 2023 and/or date to be determined prior to annual meeting.

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**CSA 3 Financials - FY 2023-24**

**July 2023 thru December 2023**

20-Sep-23

	FY 21-22 TOTALS	FY 22-23 TOTALS (not confd)	FY 23-24 BUDGET (prop'd)	July 23	August 23	Sept 23	Oct 23	Nov 23	Dec 23	YTD TOTALS
<b>Beginning Balance</b>	11,292	34,737								
<b>Revenue</b>										
Assessment	79,596	79,600	79,600							79,600
Interest	107	166	150							
Other Revenue										
<b>Total Revenue</b>	<b>79,703</b>	<b>79,766</b>	<b>79,750</b>							<b>79,600</b>
<b>Expenditures</b>										
Median Maintenance	21,000	21,000	21,000	1,750	1,750	1,750				5,250
Beach Security	11,675	10,528	14,400	1,200	1,200	1,200				3,600
Water Meters	10,587	6,368	7,000	562	562	562				1,686
Backflow Testing	723	941	1,200		463					463
Tree Work		7,890	5,000							-
Other / Contingency		364	5,000							-
<b>Direct Expenses</b>	<b>43,984</b>	<b>47,091</b>	<b>53,600</b>	<b>3,512</b>	<b>3,975</b>	<b>3,512</b>	-	-	-	<b>10,999</b>
Staffing & Overhead	8,909	18,000	10,000							-
Misc Fees & Services	3,365	3,500	3,500							
<b>Indirect Expenses</b>	<b>12,274</b>	<b>21,500</b>	<b>13,500</b>							-
<b>Total Expenses</b>	<b>56,258</b>	<b>68,591</b>	<b>67,100</b>							<b>10,999</b>
<b>Net</b>	<b>23,445</b>	<b>11,175</b>	<b>12,650</b>							<b>68,601</b>
<b>Ending Balance</b>	<b>34,737</b>		<b>12,650</b>							

Budget only

**CSA 3 Financials - FY 2022-23**

NOTE: Does NOT include staffing. County report not yet received.

20-Sep-23

	FY 21-22 TOTALS	FY 22-23 BUDGET	July-Dec TOTALS	Jan 23	Feb 23	March 23	April 23	May 23	June 23	YTD TOTALS	Notes
<b>Beginning Balance</b>	11,292	34,737	<b>34,737</b>							<b>34,737</b>	
<b>Revenue</b>											
Assessment	79,596	79,600	39,847							79,600	
Interest	107		166							166	
Other Revenue											
<b>Total Revenue</b>	<b>79,703</b>	<b>79,600</b>	<b>40,013</b>							<b>79,766</b>	
<b>Expenditures</b>											
Median Maintenance	21,000	21,000	10,500	1,750	1,750	1,750	1,750	1,750	1,750	21,000	
Median Renovation										-	
Beach Garbage & Security	11,675	30,000	3,328	1,200	1,200	1,200	1,200	1,200	1,200	10,528	
Water Meters	10,587	15,000	3,090	515	515	562	562	562	562	6,368	
Backflow Testing	723	1,000	583		358					941	
Tree Removal/Pruning		10,000	7,890							7,890	
Other Direct Expenses						364				364	signs
<b>Direct Expenses</b>	<b>43,984</b>	<b>77,000</b>	<b>25,391</b>	<b>3,465</b>	<b>3,823</b>	<b>3,876</b>	<b>3,512</b>	<b>3,512</b>	<b>3,512</b>	<b>47,091</b>	
Staffing & Overhead	8,909	18,000	5,990							5,990	
Misc Fees & Services	3,365	3,500								-	
<b>Indirect Expenses</b>	<b>12,274</b>	<b>21,500</b>	<b>5,990</b>							<b>5,990</b>	
<b>Total Expenses</b>	<b>56,258</b>	<b>98,500</b>	<b>31,381</b>							<b>53,081</b>	
<b>Net</b>	<b>23,445</b>	<b>(18,900)</b>	<b>8,632</b>							<b>26,685</b>	
<b>Ending Balance</b>	<b>34,737</b>	<b>15,837</b>	<b>43,369</b>							<b>61,422</b>	

Difference to County Mid-year Statement

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not final

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<b>APTOS SEASCAPE CSA #3 GL 622100</b> <b>FY 2022-23 FINANCIAL STATEMENT</b> <b>JULY 1, 2022 - JUN 30, 2023</b>		
	<b>ADOPTED BUDGET</b>	<b>2022-23 ACTUAL</b>
<b>FY 22-23 Revenue</b>		
INTEREST REV FROM USE OF MONEY & PR	\$ 100.00	706.55
DISTRICT SERVICE CHARGES	\$ 79,596.00	79,695.00
<b>FY 22-23 Total Revenue</b>	<b>\$ 79,696.00</b>	<b>\$ 80,401.55</b>
<b>FY 22-23 Expenditures</b>		
Aptos Seascape, CSA3 - Misc Service	\$ 59,932.44	\$ 2,114.05
ACCOUNTING AND AUDITING FEES	\$ 500.00	\$ 398.48
SECURITY SERVICES	\$ 21,000.00	\$ 9,328.20
WATER	\$ 12,000.00	\$ 6,908.55
SERV & SUPP-OTHER SERVICES	\$ 21,000.00	\$ 32,105.88
PROGRAM ADMIN LABOR		\$ 10,239.87
DIV & DEPT OVERHEAD COSTS		\$ 7,331.41
<b>FY 22-23 Total Expenditures</b>	<b>\$ 114,432.44</b>	<b>\$ 68,426.44</b>
<b>FY 22-23 Net Increase(Decrease) to Fund Balance</b>		<b>\$ 11,975.11</b>
<b>FY 22-23 Beginning Fund Balance</b>		<b>\$ 34,736.44</b>
<b>FY 22-23 Ending Fund Balance as of June 30th, 2023</b>		<b>\$ 46,711.55</b>
<b>Accounts Receivable</b>		<b>\$ -</b>
<b>Accounts Payable</b>	<b>\$ 3,959.10</b>	<b>\$ 3,959.10</b>
<b>FY22-23 Ending Cash Balance at June 30th, 2023</b>	<b>\$ 3,959.10</b>	<b>\$ 50,670.65</b>
<b>(1) Detail of Accounts Payable</b>		
Coastal Landscaping		1,750.00
Security Crime Prevention Corp		1,200.00
Soquel Water District		1,009.10
<b>Total Accounts Payable balance as of June 30th, 2023</b>		<b>\$ 3,959.10</b>