

MINUTES
CSA3 BOARD MEETING
Thursday, April 4, 2024
Meeting via Zoom

- I. Call to order by Margit at 4:08 PM
- II. Attendance: Present: Harold Mancusi-Ungaro, Chris Modjeski, Trink Praxel; Margit Arambu, Mark Birns
- III. Financial Update and Fiscal Year Review - Trink
 - A. Attached
 - B. Note \$500 for renting room for annual meeting
- IV. Update re Median Maintenance: Trink
 - A. Routine maintenance, watching how plantings respond to the rain and cold
- V. Update on Irrigation for Entrance Medians - Trink
 - A. Still no information from Soquel Creek about source meter for the medians at the entrance to Seascape Blvd from San Andreas
 - B. Median is not in our map of medians assigned to CSA3
 - C. CLI is and watering for now
 - D. Plants are drought tolerant
- VI. Update on Stump Removal Contract – Trink
 - A. Waiting for bids on stump removal
- VII. Discussion Medians at Via Tornasol—Harold, Trink
 - A. County has responded with mixed messages.
 - 1. The medians are not included in our map of medians
 - 2. The County has previously removed two medians on Via Palo Alto
 - 3. We would need to pay for it out of CSA funds
 - 4. We need the authority to get bids
 - 5. Trink will ask for suggestions for suitable contractors for bids
 - 6. It appears that it is only the neighbors on Via Tornasol that want that circle removed along with the structure.
- VIII. Depending on the bid, the funding could be passed on to the requesting neighbors with an offset for the administrative fees.
 - A. The circle on Via Palo Alto slow traffic going over the dip in the road and should probably remain for safety reasons.
 - B. We have / will ask CLI to trim foliage that is overgrowing the curb
 - C. Wait for authority
- IX. Discussion of Funding Planting of Medians - Margit
 - A. Neighbors want to pay for plantings.
 - B. We would need to get names of those interested and which medians they would like
 - 1. Payments would have to be paid thru the County plus 25% for administrative fees
 - C. We would not want a piecemeal project
 - 1. Get suggestions from CLI

2. Payments might be made for the plantings
 3. Labor would have to be funded through the County with the administrative fees
- X. Update on Beach Supervision, Trash Collection, Signage, and Contract: Harold Mancusi-Ungaro and Mark Birns
- A. SCP Security wanted to raise rates as of January 1, 2024
 1. We have a fiscal-year contract ending June 30, 2024
 2. Fees rolled back to agreed-upon contract
 - B. SCP's insurance costs tripled in 2024 causing them to increase fees by 25%
 - C. The County requires a written justification from the vendor for increasing rates
 1. If the increase is judged reasonable, the PO can be issued
 2. If the increase is judged not justified, we will need to go out for bids from two additional vendors
 - D. We need a new contract for FY 2024-2025
 1. Harold has proposed two possible contracts for the new FY
 2. One with current services and the 25% increase
 3. One with decreased winter services, less check backs and only a 10% increase
 4. We are waiting for a response
 5. When Harold gets a response, he will submit it to the Board via email for approval and comments and then submit it to the County – vote will be by email.
- XI. Update on creation of a new subdivision CSA3A for beach area properties — Trink, Harold
- A. Trink has worked on a "Scope of Work" proposal for a civil engineer to study the benefits of subdividing CSA3 for the purpose of getting an additional assessment for those properties most affected by beach access, security, etc.
 1. She has had it reviewed by the County with recommendations
 2. It needs to go out to three firms for bids
 3. County has suggested firms
 4. Motion made and passed to send out for bids.
 - B. Bid process
 1. Bids are sent to three or more firms – there is no cost for sending out bids
 2. Bids come back and we, the Board, must approve sending it on to the Board of Supervisors
 - a) *We need to see what the cost would be*
 - b) *Do we have the funds?*
 3. To accept bid we need the County to issue a PO to be approved by DPW
 4. The PO needs funding to be approved by DPW
 5. The study is done with contingent funding
 - a) *Depending on the scope of the study, the funding may come from the County*
 - b) *The funding could be amortized over yearly CSA3 and/or CSA3A assessments*
 6. The study goes to the Board of Supervisors for approval
 7. The County conducts an election of the property owners to approve the subdivision and assessments
 8. The study may suggest a further reallocation of proportional assessments throughout the entire CSA3

XII. Interim steps

- A. After stump removal, we may have sufficient funds to look at doing another median
 - 1. Ask Jeff at CLI for recommendations and bids
 - 2. Consider additional median on Seascapes Blvd vs Clubhouse Dr

XIII. Next Board Meeting: to be determined based on board members' summer travel plans

- A. Beach contracts pending
- B. Civil engineer bids
- C. Stump removal contracts
- D. Authority regarding Via Tornasol circle
- E. Etc.

CSA 3 Financials - FY 2023-24

Jan 2024 thru June 2024

4-Apr-24

	FY 22-23 TOTALS	FY 23-24 BUDGET	FY 23-24 July-Dec	Jan 24	Feb 24	March 24	April 24	May 24	June 24	YTD TOTALS
Beginning Balance	34,737	47,964	47,964							15,837
Revenue										
Assessment	79,695	79,700	79,600							79,600
Interest	707									166
Other Revenue										
Total Revenue	80,402	79,700	79,600							79,766
Expenditures										
Median Maintenance	21,000	21,000	11,994	1,249	1,249	1,249				15,741
Beach Garbage & Security	10,528	15,000	7,200	1,200	1,200	1,200				10,800
Water Meters	6,368	7,000	4,366	562	562	562				6,052
Backflow Testing	941	1,200	626		75					701
Tree Removal/Pruning	7,890	5,000								-
Other Direct Expenses	364	5,000			500					500
Direct Expenses	47,091	54,200	24,186	3,011	3,586	3,011				33,794
Staffing & Overhead	17,571	10,000								-
Misc Fees & Services	2,513	3,500								-
Indirect Expenses	20,084	13,500	-							
Total Expenses	67,175	67,700	24,186							33,794
Net	13,227	12,000	55,414							45,972
Ending Balance	47,964	59,964	103,378							61,809

Not yet paid

Meeting Rm

Respectfully submitted,
Harold R. Mancusi-Ungaro, Jr.