

## CSA 3 Board Meeting

Thursday, August 6, 2020, 4-6 pm

GOOGLE ON-LINE MEETING

### 1. The meeting was held via Google meetings

- a. The meeting was called to order by Margit at 4:00 PM
- b. Attendance
  - i. Present: Margit Aramburu, Mark Birns, Tom Jorde, Harold Mancusi-Ungaro, Denis Poole, Trink Praxel
  - ii. Excused: Christopher Modjeski
  - iii. Guest: Jeff Powers, Coastal Landscaping, Inc.

### 2. Minutes of Last Meeting: Harold Mancusi-Ungaro

July 2, 2020 Minutes—NOTE: *Approved by email July 28; posted on CSA3 web page.*

### 3. Financial Update: Trink Praxel

- a. See attached reports
- b. Security cost is still an estimate for June
  - i. Invoice has not yet been received
  - ii. Harold gets the invoices and forwards them to the County
- c. \$4700 budgeted for tree removal PO not spent in 19-20 fiscal year.
- d. County overhead still estimated.
- e. Projected balance with these estimates is \$7395.
- f. Charging Permit fees between departments is standard procedure for departmental cost recovery

### 4. Update on Communications with Department of Public Works: Trink Praxel and Harold Mancusi-Ungaro

- a. We received recommendations and bids for backflow inspection for Soquel Creek Water District. -- PO in process.
- b. Coastal Landscape, Inc. (CLI), work has been done under a short-term PO for the first two months. We are working on a more detailed contract that will account for seasonal changes in hours of work needed.
  - i. A motion was made and accepted to proceed with the new contract as long as the overall annual budget remains constant.
  - ii. There may be a need for additional funds to CLI for supplies. We can get an email vote if we needed.

### 5. Status Update of Bids and Permits for Tree Removals (*Action approved at May 7 Meeting*)-Trink Praxel

- a. Trink met with Jeff Powers, Dennis Williams (Williams Trees) and Significant Tree Removal staff person from Planning to review trees for removal. Planning was inclined to deny all but the dead ones.
- b. Matt Machado then went out and did a detailed position paper recommending that all the trees requested be removed since they will eventually if they have not already damaged the roads.
- c. The tree removal permits were granted. (Trink will add to our shared Board Google Drive folder.)
- d. Other than the dead tree on Clubhouse, the others have no immediate impact.
- e. Discussion centered about sparing some of the permitted trees for the time being and using the available funds to prune and reshape the olive trees and the miscellaneous shrubs that have been neglected and require pruning and shaping. Factors discussed included
  - i. Williams Trees gave us a bid of \$11,000 to prune all the olives. We would need to get two other bids.
  - ii. We do not have the funds to remove all the trees permitted at this time.
  - iii. Tom proposed seeking personal donations of \$2000 to remove the trees on Clubhouse. We have a bid for \$1850 to remove the trees. We need to clear with the County the ability to donate to the County. Trink will see about setting up the gift account.
  - iv. We will try to let the neighbors along Clubhouse know what our plans are with regard to tree removal and maintenance for the near future.

**6. Update on Beach Patrol and Clean-up Contract:** Harold Mancusi-Ungaro

- a. We have our budget from our RFP within the greater County contract
  - i. \$26.71 per hour and \$44.85 for overtime
  - ii. Because the hours are laid out in the RFP, there will rarely be overtime.
  - iii. This keeps us within our budget of \$24,000 for the next fiscal year.
- b. There have been issues with multiple parties and late nights
- c. Harold and Tom have reviewed the hours of patrol with Micah Cozby of Allied Universal Security (formerly First Alarm Security), specifically the timing and the frequency.
  - i. Initial patrols have been later than 10 PM; they will be move up to be as scheduled.
  - ii. Follow up patrols will be after 11 PM
  - iii. The sheriff will be called if the groups do not disperse
  - iv. The sheriff has been noted to be patrolling since our discussion
- d. Given the COVID isolation and the closing of schools, there may not be an end to the use of the beach at the end of the summer as planned.

**7. Discussion of Landscaping for Medians (continued):** Trink and Jeff Powers

- a. Jeff reviewed existing plant palette (trees, shrubs, groundcovers), and discussed recommendations for the future based on suitability, costs, and maintenance issues.
- b. Last month maintenance concentrated on the knoll where the weeds are thickest and held in by the fabric barrier

- c. They should get most of dead shrubs cleaned up by the time the rains come in November
- d. The Board reviewed a median renovation plan in draft form.
  - i. Removal of trees assumes there is a plan for renovation
  - ii. At some point it will need to be a public plan to share with the county
- e. Concepts to be included in the public plan
  - i. Responsibility placed on CSA3 by the County in the 1990's
  - ii. Suburban community
  - iii. Views have to be preserved and/or accentuated
- f. Trees
  - i. Accept tree recommendations as outlined in the draft plan.
  - ii. Keep maintenance down
  - iii. Neighborhood sequencing, e.g., Mediterranean, visual lines, tree top patterns
  - iv. Clubhouse should have just ground cover as opposed to trees.
    - 1. Preserve the view to the ocean
    - 2. Preserve view of golf course at top of Clubhouse
  - v. Summer – add color
    - 1. Different habitat, cooler
    - 2. Harmony with arroyo
- g. Understory plantings
  - i. Consider decomposed granite in areas that cannot be planted
- h. Funding
  - i. Delay any vote on assessment increase until next year given the current economic climate
  - ii. Public discussion of renovation plan into next year
  - iii. Consider as much as a tripling to accelerate renovation
  - iv. Consider fund raising
  - v. Consider separating out neighborhoods into different tax rates
    - 1. Discussion with LAFCO
    - 2. Consider zoning of neighborhoods based on benefits or on housing costs
- i. Discussion around a timeline for maintenance vs renovation depending on funding
  - i. See attached
  - ii. Do we want to think about accelerating the renovation with a bigger temporary increase in assessments and/or donations?
  - iii. What does each neighborhood want vs amount of assessment they will want or tolerate?

## **8. Communication from Community and Board Member Announcements**

- a. Format of Post Board Meeting Memos on Next Door
  - i. Create a brief summary of actions and direction
  - ii. Leave details to minutes posted on the web site
- b. Written Annual Report to Seascope Community in lieu of an Annual Meeting
  - i. November before report to the County
  - ii. Final budget review for latter half of year due in December

**9. Set Next Meeting Date**

- a. Thursday, September 3, 4 PM

**10. The Meeting was adjourned at 6:15 PM**

**Respectfully submitted,**

**Harold R. Mancusi-Ungaro, Jr.**

**August 6, 2020**

### CSA 3 Detailed Financials

July 1, 2020

	2019-20 ADOPTED BUDGET	2019-20 Projected Totals	2020-21 ESTIMATE D BUDGET
<b>Beginning Balance</b>	<b>2,206</b>	-	<b>7,379</b>
<b>Revenue</b>			
Assessment	79,596	79,596	79,600
Interest	75	75	75
Other Revenue			
<b>Total Revenue</b>	<b>79,671</b>	<b>79,671</b>	<b>79,675</b>
<b>Expenditures</b>			
Paradise Landscape	20,000	9,437	
Coastal Landscaping		7,000	23,000
First Security	22,500	23,770	24,000
Soquel Creek Water	9,600	7,751	10,000
Jim Clark Backflow	450	603	500
Williams Tree		2,700	
Tree Removal Permits		943	
Misc Services	4,127	200	
<b>Direct Expenses Subtotal</b>	<b>56,677</b>	<b>52,404</b>	<b>57,500</b>
Overhead	9,200	19,888	20,000
Unallocated	16,000		
<b>Total Expenses</b>	<b>81,877</b>	<b>72,292</b>	<b>77,500</b>
<b>Net</b>	<b>(2,206)</b>	<b>7,379</b>	<b>9,554</b>
<b>Ending Balance</b>	<b>0</b>	7,379	
Per June 30 County Budget		3,577	
<b>overhead %</b>	16%	38%	35%

### CSA 3 Detailed Financials

Projected FY 2019-20

August 1, 2020

	2019-20 BUDGET	2019-20 MID YEAR*	Jan	Feb	March	April	May	June	YTD Total Projected	Diff Budget to Projected
<b>Beginning Balance</b>	<b>2,206</b>	<b>(2,206)</b>								
<b>Revenue</b>										
Assessment	79,596	39,798						39,798	79,596	
Interest	75	(42)							75	
Other Revenue										
<b>Total Revenue</b>	<b>79,671</b>	<b>39,756</b>						<b>39,798</b>	<b>79,671</b>	
<b>Expenditures</b>										
Paradise Landscape	20,000	9,437							9,437	10,563
Coastal Landscaping					1,750	1,750	1,750	1,750	7,000	(7,000)
First Security	22,500	13,629	1,395	1,363	1,460	1,298	1,525	3,100	23,770	(1,270)
Soquel Creek Water	9,600	3,755	628	628	685	685	685	685	7,751	1,849
Jim Clark Backflow	450	479				62		62	603	(153)
Williams Tree					2,700				2,700	(2,700)
Tree Removal Permit		126						817	943	(943)
Misc Services	4,127	187				13			200	3,927
<b>Direct Expenses Subtotal</b>	<b>56,677</b>	<b>27,614</b>	<b>2,023</b>	<b>1,991</b>	<b>6,595</b>	<b>3,808</b>	<b>3,960</b>	<b>6,414</b>	<b>52,405</b>	
Overhead	9,200	10,888						9,000	19,888	(10,688)
Unallocated	16,000									16,000
<b>Total Expenses</b>	<b>81,877</b>	<b>38,502</b>							<b>72,293</b>	<b>9,584</b>
<b>Net</b>	<b>(2,206)</b>	<b>1,254</b>							<b>7,378</b>	
<b>Ending Balance</b>	<b>0</b>	<b>(3,460)</b>							<b>2,819</b>	

projected, not actual

overhead %

16%

39%

38%

\* First Security and Soquel Creek actuals different from mid-year report due to accruals

