

Meeting Minutes CSA3

February 29, 2020

Call to order

A meeting of CSA3 Board was held at Tom Jorde's home, 1118 Via Palo Alto on February 29, 2020, at 10:00 AM. The meeting was called to order by Tom Jorde.

Attendees

Tom Jorde, Margit Aramburu, Mark Birns, Tom Jorde, Chris Modjeski, Trink Praxel, Harold Mancusi-Ungaro, and Denis Poole.

Members not in attendance

All members were present.

Guest

Jeff Powers, Coastal Landscaping

Approval of minutes

The minutes of the December 19 meeting were reviewed and approved as previously distributed. The Board resolved that future minutes will be distributed and approved via email, so that they can be published on the web site sooner and more efficiently. Harold will take minutes of this meeting.

Reports

Landscape design proposal

Jeff Powers of Coastal Landscaping was present for presentation of his proposal. Trink and Harold reviewed the process thus far of obtaining bids. We sent out three requests, but only Coastal Landscaping was willing to take on the project given the current budget. Mr. Powers summarized his proposal.

1. Weed abatement using salts acceptable for organic farming. Mirimichi herbicide relies on destroying the plants as they grow with irrigation/rain. The current dry spell will extend this process over the course of several months unless there is rain to stimulate growth.

2. Gopher and mole abatement
3. Investigate the existing irrigation system, determine repairs and modifications needed, and report back to the Board to consider future expenses.
4. Perform regular maintenance as needed.
5. Work with the Board to develop a new landscape plan and budget for future years.

Coastal Landscaping will perform these steps as part of the monthly maintenance fee budgeted at \$1,750 per month.

He also recommends we contract with a certified arborist/tree services to evaluate all trees and begin to prune and remove some based on available funding.

The Board approved the proposal. Trink will forward it to the County for funding the purchase order.

Inventory of lumps in roadways and broken median curbs

Margit submitted a list of areas where the roadways have been disrupted by roots from trees in the medians. Some of these trees have been removed. Other trees need to be removed to prevent further damage. Trink, Harold, and Margit will plan to meet with DPW to prioritize street repair and tree removals depending on both the County's and the CSA3's budgets.

Financials

We have a summary of the planned budget vs actual expenses for the first half of the fiscal year 2019-2020. We appear to be under budget thus far. Part of the savings has been on obtaining competitive bids for tree removal and halting landscaping in January pending our new RFP. Trink and Harold have been monitoring the monthly expenditures for landscaping and security and will continue to report back to the Board. We have a tentative budget for 2020-2021 based on current expenditures. [Attachment 1]

Beach Security and Waste Management

Our RFP was submitted to the County. It consists of Section 3.3.3 C&D of COUNTY OF SANTA CRUZ, CALIFORNIA, Request for Proposal (RFP) #19P3-002, *FOR Security Guard Services*, passed by the Board of Supervisors, February 11, 2020. It is now out for bid.

New business

Priorities for CSA3 Board this calendar year

The Board discussed a timeline, workplan, and priorities for the year.

1. Relations with the CSA3 community
 - a. Quarterly meetings to include County officials, e.g., Fire, Parks, etc.
 - b. Report progress with landscaping on the web site
2. Relations with Seascape Resort, Seascape Village Center, Seascape Sports Club

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- a. Relay our plan and goals
- b. Consider funding or fund raising for their “front yard.”
3. Review responsibilities for the Beach
4. Consider pro’s and con’s of having a related non-profit fund-raising organization for neighborhood needs not in CSA3
5. Landscaping timelines and costs
6. Reassess 2021-2022 fiscal year’s budget by end of calendar year 2020, considering possibility of assessment increase.

Board members’ rôles

By general agreement

1. Trink and Harold remain our representatives to the County.
 - a. Trink focuses on landscaping
 - b. Harold focuses on the beach
2. Harold will take minutes.
3. Margit will manage the agenda for future meetings. Requests for meeting business should go to her.
4. Chris does the web site.

Next meetings

The Board will plan to meet Thursday, April 2 at 4:00 PM, and Saturday, May 16 at 10:00 AM, at places to be determined.

Harold R. Mancusi-Ungaro, Jr.

Respectfully submitted

Date of approval

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[ATTACHMENT 1]

APTOS SEASCAPE CSA #3 (GL 622100)
FY 19-20 FINANCIAL STATEMENT
JULY 1, 2019 - DECEMBER 31, 2019

	2019-20 ADJUSTED BUDGET	2019-20 ACTUAL
FY 19-20 Revenue		
Interest	\$75.00	(\$41.86)
Other road & street services	\$79,596.00	\$39,798.00
FY 19-20 Total Revenue	\$79,671.00	\$39,756.14
FY 19-20 Expenditures		
APTOS SEASCAPE CSA - Miscellaneous Services	\$4,127.00	\$13.98
Jim Clark Blacflow		\$462.25
Landscape Main/Renovation	\$23,500.00	\$9,437.40
Utilities	\$11,300.00	\$3,584.15
First Alarm	\$42,500.00	\$16,615.60
Auditing and Accounting Fees	\$450.00	
Paradise Landscape Accrual 19-20		(\$1,572.90)
First Alarm Accrual 19-20		(\$5,910.00)
Tree Removal JE2030043		\$126.50
DPW Press		\$172.80
Division Overhead - Administration		\$7,489.75
Department Overhead		\$3,398.53
FY 19-20 Total Expenditures	\$81,877.00	\$33,818.06
FY 19-20 Net Increase(Decrease) to Fund Balance		\$5,938.08
FY 19-20 Begining Fund Balance		\$2,206.15
FY 19-20 Ending Fund Balance (Cash Balance) as of December 31, 2019		\$8,144.23