

MINUTES

CSA 3 Board Meeting

Thursday, July 29, 2021, 4-6 pm

- I. **The meeting was held at South Point at Seascape Village**
 - A. The meeting was called to order by Harold at 6:00 PM
 - B. Attendance
 - 1. Present: Margit Aramburu, Mark Birns, Harold Mancusi-Ungaro, Chris Modjeski, Trink Praxel
 - 2. The Board acknowledged a letter from Denis Poole stating that he has resigned from the Board
- II. **Minutes: Harold Mancusi-Ungaro**
 - A. June 8, 2021. Minutes were reviewed with suggestions from Trink.
 - B. Harold will revise the minutes and redistribute them for further review and adoption.
- III. **Appeal of water charges**
 - A. One of the issues discussed regarding the minutes was the Board's next step about charges for water meters by Soquel Creek.
 - B. We have not used any water for several years, but we must pay for the hookups.
 - 1. The hook ups alone cost us about \$8000 a year even though we use no water.
 - 2. While we can remove them, the price to reinstall them might be prohibitive.
 - 3. We will not need water unless there is renewed funding for replanting the medians.
 - 4. The Board asked Trink to write a letter to Soquel Creek asking them to waive the meter charges since we do not use water.
- IV. **Update re Median Maintenance:** Trink Praxel
 - A. Current maintenance is simply weeding
 - B. We will examine the budget when we have the final County overhead fees to see if we can prune some of the Olive trees.
- V. **Update re Beach Maintenance, Billing, and Contracts:** Harold Mancusi-Ungaro and Mark Birns
 - A. Billing from Allied Universal remains inaccurate
 - 1. They have consistently undercharged us
 - 2. They have waived the discrepancy in our favor through the end of this past fiscal year ending June 30
 - 3. Billing must be correctly itemized according to the RFP and County PO beginning July 1 or they may not be paid by the County.
 - B. Patrols from Allied Universal as well as the Sheriff's department appear to have controlled the beach during the 4th of July weekend.
 - C. Mark noted that there was a volunteer group of apparent teenagers cleaning up the beach.

1. They bagged the garbage and put it by the cans, but the birds got into the bags.
2. Margit is going to call a group called "Save our shores" to see if they were responsible to thank them but advise them about the bag issue.

VI. Financial Update: Trink Praxel

- A. Detailed financial budget is attached
 1. Staffing & Overhead is estimated until we get a final report from the County in the next month or so
 2. Undercharges from Allied Universal of \$14,922 appears to leave us with a projected ending balance of \$4,882 – barring County overhead charges.
- B. Projected 2021-2022 budget reviewed
 1. The variable remains the County overhead.
 2. It presumes another attempt to increase the annual assessment with a vote.
- C. The future budget and plans remain stagnated by the current assessment.
 1. There is a consensus among the Board that we need to try again to increase the assessment.
 2. We need to know how the votes came in since only have of the properties voted.
 3. The County can give us that information, but it will take staff hours that will cost us.
 4. **A motion was made, seconded, and passed that Trink ask the County for a breakdown of the voting on the assessment by streets or neighborhoods.**

VII. Board Guidelines: review samples and decide content: Trink Praxel and Harold Mancusi-Ungaro

- A. After talking with the County, Harold noted that it is our responsibility as the existing Board to lay the ground rules for meetings and future elections since we have no bylaws or constitution.
- B. Harold presented a draft for a Board resolution regarding Board elections and public meetings
 1. Particulars were discussed
 2. Harold will redistribute the draft with corrections and amplifications for discussion.
 3. The resolution may be passed by email vote.

VIII. Annual Public Meeting:

- A. We will plan to have our next Annual Meeting on Saturday, October 30, 2021, from 10:00 AM until 12:00 noon.
- B. Trink and Harold will work on possible venues.
- C. Agenda will be focused
 1. Review of budget
 2. Outcome of 2021 election to increase assessment fees
 3. Plans for the medians

4. Current responsibilities for beach services
5. Plans for another election for fee increases
6. Resolution and plans for future Board member elections.

IX. **Next Meeting Date:** *Thursday, September 2, 2021, 4-6*

**CSA 3 Detailed Financials
FY 2020-21**

as of June 1, 2021

NOTE: Green shading indicates projected totals, not yet confirmed by invoices.

	2019-20 TOTALS	2020-21 COUNTY BUDGET ADJUSTE D	NEW PO's for FY 21	July-Dec TOTALS	Jan	Feb	March	April	May	June	YTD TOTALS	% of Budget Spent
Beginning Balance	2,206	6,939		6,939							6,939	
Revenue												
Assessment	79,596	79,597		39,773							79,597	
Interest	30	75		51							75	
Other Revenue												
Total Revenue	79,626	79,672		39,824							79,671	
Expenditures												
Paradise Landscape	9,995										-	
Coastal Landscaping	7,000	31,000		12,080	1,750	6,310	1,750	1,750	1,750	1,750	27,140	88%
Allied Universal	24,045	26,500		5,650	694	641	694	694	1,746	1,458	11,578	44%
Soquel Creek Water	8,265	10,000		4,110	747	747	747	747	747	747	8,592	86%
Backflow Testing	586	1,000		533				65			598	60%
Williams Tree	2,700	4,700	13,142	-			4,500			750	5,250	112%
Tree Removal Permit	944										-	
Complete Mailing			700				653				653	
UNKNOWN*		(1,338)									-	
Direct Expenses	53,535	71,862		22,373	3,191	7,698	8,345	3,256	4,243	4,705	53,811	75%
Staffing & Overhead	18,658	14,298		7,917						20,000	27,917	195%
Misc Services	2,700	450									-	0%
Indirect Expenses	21,358	14,748		7,917							27,917	189%
Total Expenses	74,893	86,610		30,290							81,728	94%
Net	4,733	(6,938)		9,534							(2,057)	
Ending Balance	6,939	1		16,473							4,882	

overhead % 35%

* to balance to DPW Report

*Feb CLI - includes \$4560 for brush removal

March Williams - Short Pay \$750 for redwoods

June Indirect - Estimate
with election costs

CSA 3 Detailed Financials
FY 2021-22 Budget

7/1/21

	2019-20 TOTALS	2020-21 ADJ MDYR BUDGET	2020-21 PROJD YTD TOTALS 5/21	FY 22 Budget	NOTES
Beginning Balance	2,206	6,939	6,939	3080	
Revenue					assuming another vote in spring '22
Assessment	79,596		79,597		
Interest	30		75		
Other Revenue					
Total Revenue	79,626	79,671	79,671	79,600	
Expenditures					
Coastal Landscaping	16,995	31,000	27,140	20,000	current monthly is 21000
Allied Universal	24,045	26,500	11,578	20,000	would need cut back in service
Soquel Creek Water	8,265	10,000	8,592	9,000	
Backflow Testing	586	1,000	598	750	
Tree Removal / Pruning	3,644	4,700	5,250	3,000	pruning olives that might die without
Mailing			653	1,000	
UNKNOWN		(1,338)			
Direct Expenses	53,535	71,862	53,811	53,750	
Staffing & Overhead	18,658	14,928	27,917	25,000	need '21 election costs defined;
Misc Services	2,700	450		2,500	
Indirect Expenses	21,358	14,748	27,917	27,500	
Total Expenses	74,893	86,610	81,728	81,250	
Net	4,733	(6,939)	(2,057)	(1,650)	
Ending Balance	6,939	-	4,882		
staffing & overhead %	35%		52%	47%	