

MINUTES
CSA3 Board Meeting
June 8, 2021, 7 PM

- I. The meeting was held at Mark Birns' house
 - A. The meeting was called to order by Harold at 7:10 pm
 - B. Attendance
 - 1. Present: Mark Birns, Harold Mancusi-Ungaro, Chris Modjeski, Trink Praxel
 - 2. Excused: Margit Aramburu, Denis Poole
- II. Minutes: Harold Mancusi-Ungaro
 - A. **Minutes of April 21, 2021 were approved**
- III. Budget – Trink
 - A. Projected second half of FY 2020-2021
 - 1. We don't know election and staff costs yet, but estimating them generously, we should come within \$5000 of breaking even.
 - B. Budget for FY 2021-2022
 - 1. This first draft includes:
 - a) Sufficient staff costs to cover another election in Spring 2022
 - b) Fixed water meter and backflow inspection charges
 - c) Divides remaining funds equally between medians and beach services, \$20K each
 - d) QUESTIONS
 - (1) Should we go to the Soquel Creek Water District Board and ask them to cap our meter charges? They're not likely to approve, but it would make them aware of our problem.
 - (2) Should we go to DPW and Board of Supervisors to appeal our overhead charges?
 - (a) We are largest CSA
 - (b) How do our fees compare?
 - (c) Can we ask for a cap on expenses?
- IV. Review of median maintenance considering budget
 - A. \$20K for 2021-22
 - 1. \$1K less than 2020-21.
 - 2. Jeff feels he can work with it
 - B. Focus on weeds.
 - 1. Consider removing remaining brush to make weeding easier since we eventually want to replace them
 - C. Coastal Landscaping recommends pruning a few olive trees in order to save them.
 - 1. Have put \$3000 in this first budget for that.
 - 2. Trink will get a more accurate estimate of these pruning charges
- V. Review of beach patrol and billing in light of budget

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- A. Allied Universal's invoices have been incomplete for months and are now being reviewed by DPW staff and Harold.
 - 1. Invoices have not been breaking out trash removal and patrol hours, but they clearly have not included all those hours.
 - 2. Allied Universal has offered to accept the undercharging rather than rework the invoices.
 - 3. Hourly rate was noted to be \$26.71; rate changed mid-May to \$34.71
- B. Hourly rates will increase in FY 2021-2022
 - 1. We need to ask if we can cut back on the RFP
 - 2. We will need to discuss what services we can drop*
- VI. Projection for the year ahead
 - A. Annual meeting in September or October
 - 1. Set date and venue in the next month or so
 - 2. Discuss election for the Board
 - B. Create board membership rules including numbers and terms of office
 - 1. Consensus appears to be an odd number, perhaps five
 - 2. Terms for 2 years
 - 3. Staggering terms might be considered
 - C. Strategize regarding another vote
 - 1. Consider sandwich boards in the village and medians – include website, to continue educating the neighbors.
 - D. Consider subdividing CSA3 into A and B subgroups
 - 1. Supervisor Friend told Harold this could be done with a vote of our Board, and then approval by the Board of Supervisors. It would not have to be voted on by the owners.
 - 2. Homeowners in each subgroup could then vote on assessment increases for just their area.
 - 3. Boundaries could be west and east of the RR tracks
 - 4. There would still be the main CSA for services that cover both subgroups.
 - 5. Do we have evidence that the voting against increasing the assessment came from neighborhoods to justify a division?
 - 6. Partitioning might divide our areas economically and result in making it harder to get an assessment increase approved in both areas.
 - 7. How would the budget be divided and reconciled with needs?
 - E. Trink and Harold will ask the County if we can get a breakout of vote by neighborhoods

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- F. Boundaries of beach patrol were discussed. Harold will confirm that it includes the beach from the southern border of Hidden Beach to the north end of the trestle.
- VII. Next meeting
 - A. 1st Thursday is July 8; it does not work for those in attendance.
 - B. Harold will do a Doodle poll to find a better date and time
 - C. Venue to be decided
- VIII. Adjourn 9:00 PM

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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	1,500	3,000	12,874	49%
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	3,997	6,247	55,107	77%
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							83,024	96%
Net	4,733	(6,938)		9,534							(3,353)	
Ending Balance	6,939	1		16,473							3,586	
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

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CSA 3 Detailed Financials

FY 2021-22 Budget

6/1/21

	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	22,880	20,000	would need cut back in service
Soquel Creek Water	8,265	10,000	8,592	9,000	may be too low, need SCWD estimate, APPEAL to board
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	55,613	53,750	
Staffing & Overhead	18,658	14,928	27,917	25,000	need '21 election costs defined; APPEAL to County for maximum on OH
Misc Services	2,700	450		2,500	
Indirect Expenses	21,358	14,748	27,917	27,500	
Total Expenses	74,893	86,610	83,530	81,250	
Net	4,733	(6,939)	(3,859)	(1,650)	
Ending Balance	6,939	-	3,080		
staffing & overhead %	35%		50%	47%	

* POST-MEETING NOTES BASED ON CONVERSATION WITH COUNTY STAFF

1. Yes, we can reduce the beach services. We must get this new information to them asap, but no later than June 30.
2. The \$34.71 rate should have been applied all year, but they will apply it only to May and June invoices.
3. The new rate for FY 21-22 will be \$35.10/hour.