

CSA 3 Board Meeting

Wednesday, November 5, 2020, 4-6 pm

I. The meeting was held via Google meetings

- A. The meeting was called to order by Trink at 4:00 PM
- B. Attendance
 - 1. Present: Margit Aramburu, Mark Birns, Tom Jorde, Harold Mancusi-Ungaro, Denis Poole, Trink Praxel
 - 2. Excused: Christopher Modjeski
 - 3. Guest: Jeff Powers, Coastal Landscaping, Inc.

II. Minutes of Last Meeting: Harold Mancusi-Ungaro

- A. October 29, 2020 Minutes – amendments were offered, and the minutes were approved as amended.

III. Median Maintenance: Trink Praxel and Jeff Powers

- A. Report on October Work
 - 1. Priorities were removing dead and dying shrubs on Sumner and some on Seascape
 - 2. Gophers becoming active
- B. Plans for November Work
 - 1. Continue removing dead and dying shrubs along Sumner
 - 2. A small oak on Seascape was removed by someone.
- C. Renovation Budget Updates
 - 1. Current estimate of the \$300K based on square footage and standard sized plants, e.g., 1-gallon.
 - 2. Estimated cost is based on the number of square feet divided by the number of foot-centers times the cost of the plants.
 - a. 1-gal plant costs about \$20, including installation – Some plants may be less or more
 - b. Based on 3-ft centers for plantings of shrubs and ground cover.
 - c. Centers can be expanded to 5 ft to control budget

IV. Financial Update: Trink Praxel

- A. FY 2020-2021 Report as of 10/31/2020
 - 1. Coastal Landscape expenses included the cost for designs
 - 2. Water rates go up in January including the cost of the hookups
 - 3. Williams Tree Service's bid for trees includes Priority #1
 - 4. Indirect expenses are an estimate
 - 5. Consider dividing median costs in the future into two parts: an *operations budget* for the maintenance and a special *project budget* for the renovation.

6. Expenses incurred now as part of planning for the renovation project should be paid back in the future to the *operations budget* from the renovation *project budget*

V. Tree Removals: Trink Praxel and Harold Mancusi-Ungaro

- A. Review of Bids
 1. One vendor did not want to bid
 2. The second was considerably higher than Williams Tree
 3. **A motion was made and passed to award the contract for removal of the Priority #1 trees to Williams Tree Service.**
- B. Selection of the contractor will go to the County to open a Purchase Order (PO)
- C. As soon as the PO is approved, we should let people know on the web site what the scope and timeline of the removals are.

VI. CSA County Representatives for 2021: Margit Aramburu

- A. The County has asked for an annual election of the two representatives from our Board to the County
- B. **A motion was made to renominate Trink Praxel and Harold Mancusi-Ungaro and passed by acclamation.**

VII. Fee Assessment Discussion: Trink Praxel

- A. The board reviewed estimates of funds needed for Median Renovation, Service Restoration, and Cost of Living increases (COLA)

VIII. Public Communication: Harold Mancusi-Ungaro and Trink Praxel

- A. Annual Report – Harold will revise what he had sent out to the Board for their review and comments again
- B. Trink will complete a draft of the Median Renovation Plan

IX. 2021-2022 Fee Assessment

- A. Current assessment of \$50 per home plus \$400 for certain businesses yields about \$80,000
- B. Some board members felt people will not tolerate much more than a 2-year project
- C. \$300,000 for renovations would require a two-year increase between triple (\$150 = \$240,00) and quadruple (\$200 = \$320,00)
- D. If we plan a 3-yr project, (perhaps saving Sumner for the 3rd year), \$150 will give us an extra \$160,000 a year
- E. All RFPs will come up for review within those 3 years with additional costs
- F. **A motion was made and passed to propose an annual assessment increase to \$150 for the next three years (FYs 2021-2022, 2022-2023, 2023-2024) and then consider dropping back to \$100 a year with an annual Cost of Living Increase.**

X. Public Projects: Harold Mancusi-Ungaro

- A. The County asked us to review our public projects for the annual budget, which is what we are doing.

XI. Set Next Meeting Date: *Thursday, December 3, 2020*

Respectfully submitted,

Harold R. Mancusi-Ungaro, Jr.