

CSA 3 Board Meeting

Wednesday, October 7, 2020, 4-6 pm

ONLINE WITH GOOGLE MEETS

I. The meeting was held via Google meetings

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

II. Minutes of Last Meeting: Harold Mancusi-Ungaro

- A. September 3, 2020 Minutes—*Approved by email; posted on CSA3 web page (csa3seascape.org)*

III. Median Maintenance: Trink Praxel and Jeff Powers

- A. Report on September Work
 - 1. Weed situation coming under control.
 - 2. Edging has been done down Seascape.
- B. Plans for October Work
 - 1. Remove dead and dying shrubs, leaving anything that is looking OK.
 - 2. Attack weeds as they come up with the rains over protracted length of time.
 - 3. Wait on grasses for the soil to soften with the rains.
 - 4. Most important component is getting rid of the weed seed bank.

IV. Median Landscaping Design: Trink Praxel and Jeff Powers

- A. Board discussed two plans options for Clubhouse west of RR tracks (attached)
 - 1. Sample designs for other streets will come at next meeting.
 - 2. Clubhouse Option A design with 3 fan palms; two on upper median, one on lower
 - 3. Clubhouse Option B design with 5 windmill palms; three on upper median, two on lower
 - 4. Both plans include understory of blue finger succulents, clippings can be replanted.
 - 5. East of RR tracks would be just succulents due to narrowness of medians
 - 6. Max height of 15 ft for fan, 20 ft for windmill
 - 7. Both palms are slow growing, 2-3 ft over ten years, easier maintenance.
 - 8. We can budget for installing smaller trees and consider upscaling with donations.
 - 9. Total 69,997 sq ft on all medians; estimated costs will be based on sq footage.

V. Financial Update: Trink Praxel

- A. FY 2019-2020 Final Report (See attached)
 - 1. "Miscellaneous services" are County costs spread across all county CSA's.
 - 2. Board expressed concerned about cost of County overhead and other costs, estimated at more than 30%.
 - 3. Board asked that FY 2019-20 public financial report show percentages of expenses.
 - 4. \$6900 carried over from 2019-20 funds
- B. FY 2020-2021 First Quarter Report (See attached)
 - 1. Security budget in flux – will discuss later (see below)
 - 2. Backflow expense includes annual testing of almost all devices, so little more expense expected.

VI. Liability Insurance Update: Harold Mancusi-Ungaro

- A. Board discussed bid from Greg Meyers of LaBarre/Oksnee Insurance for Directors and Officers Insurance.
 - 1. \$1M per occurrence/incident with \$1K deductible at \$493 per year.
 - 2. Each additional \$1M at \$2,500 additional per year.
 - 3. We can add additional \$1M defense costs (\$1M + \$1M) for \$613 total per year.
- B. Harold asked DPW about using CSA3 funds for D&O insurance
 - 1. Director confirmed we cannot use CSA3 funds for this.
 - 2. We could ask County Counsel for opinion but would incur CSA charges.
- C. Discussion - Are we willing to pay for it ourselves?
 - 1. We will lose Board members because of lack of personal liability insurance
 - 2. Board members are concerned about potential individual liability.
 - 3. Cost would be \$87.57 per person assuming 7 participants.
- D. **A motion was made and approved that Harold continue to work with the underwriter to obtain private insurance at our own personal expense for the \$1M/\$1M policy at \$613.**

VII. Tree Pruning and Removals: Trink Praxel and Harold Mancusi-Ungaro

- A. Clubhouse Drive Tree Removals
 - 1. Harold asked DPW to remove the one dead tree on Clubhouse as a potential safety issue for the roadway. They agreed.
 - 2. Clubhouse neighbors have indicated they would like to contribute to the removal of the other large trees on Clubhouse.
 - 3. **Motion was made and approved that Trink accept donations from the neighbors as a gift and proceed to deposit it into the CSA3 and pay for the removal of the remaining trees on Clubhouse.**
- B. Bids for pruning of olives
 - 1. Williams bid is now over 1 month old, so no longer current.
 - 2. Trink asked two other companies to bid; one has declined, other pending.

- C. Discussion of pruning olives vs removing large trees (as permitted)
 - 1. Jeff recommends pruning olives in the fall. Feels this would have high visual impact for neighbors to see progress.
 - 2. Some Board members feel that removing the large trees would have higher visual impact, creating a cleaner slate for imagining the new plantings.
 - 3. **Motion was made and approved to remove as many of the trees permitted for removal as our budget will allow.**
 - 4. Also consider removing as many of the shrubs as possible.

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

- A. There have been issues with the invoices since July under the new contract
 - 1. The revised invoice for July was corrected to the contracted rate of \$26.71 and OT \$36.85 but was not itemized.
 - 2. There are questions about foot patrol rates vs vehicle rates.
 - 3. Harold has reached out to Allied to help clarify the issue.

IX. Annual Report and Public Communication on Median Plan: Harold Mancusi-Ungaro and Trink Praxel

- A. Harold's last draft of an annual report (in lieu of an annual meeting) was emailed to board on 9/30/2020.
- B. Board discussed various other ways to update the public on our progress over the last year and our developing median renovation plans:
 - 1. Written report emailed and posted on website
 - 2. PowerPoint presentation on the web site
 - 3. Call-in town meeting with a presentation
 - 4. Information posted at the Village
- C. Board discussed process and timing for potential assessment increase:
 - 1. County will need our 2021-211 workplan and budget in mid-January.
 - 2. Any requested assessment increase goes to Board of Supervisors in February/ March for public hearings.
 - 3. Ballot on assessment is mailed to homeowners in March or April.
 - 4. If assessment passes, funds become available in July, but do not appear on the tax bill until November.
 - 5. We will have a rough renovation plan budget by next meeting.
 - a. Include cost of increased water use
 - b. Do estimates per median
 - 6. We may want to meet earlier than 4 weeks to allow more time for discussion.

X. Set Next Meeting Date:

- A. The first Thursday in November is the 5th
- B. If have median renovation plans and budgets sooner, will set up an earlier meeting.

Respectfully submitted,

Harold R. Mancusi-Ungaro, Jr.

CSA 3 Detailed Financials
FY 2020-21

October 1, 2020

% of Year Expended: 25%

	2019-20 TOTALS	2020-21 COUNTY BUDGET	2020-21 BOARD BUDGET	July	August	Sept	YTD TOTALS	% of Budget Expended	
Beginning Balance	2,206	6,939	6,939				6,939		
Revenue									
Assessment	79,596		79,600				79,600		
Interest	30		71				75		
Other Revenue									
Total Revenue	79,626	79,671	79,671				79,671		
Expenditures									
Paradise Landscape	9,995						-		
Coastal Landscaping	7,000	31,000	31,000	1,750	1,750	1,750	5,250	17%	PO's: \$3500, 27500
First Security / Allied Univ	24,045	24,000	24,000	1,249	2,500	2,500	6,249	26%	
Soquel Creek Water	8,265	10,000	8,000	685	685	685	2,055	26%	
Backflow Testing	586	500	1,000			533	533	53%	PO: 1000
Williams Tree	2,700		4,700				-	0%	PO for 5 trees only
Tree Removal Permit	944						-	-	
Misc Services	2,700	2,000	2,500				-	0%	
Direct Expenses Subtotal	56,235	67,500	71,200	3,684	4,935	5,468	14,087	20%	
Staffing & Overhead	18,658	15,748	15,000				-		
Unallocated								-	
Total Expenses	74,893	83,248	86,200				14,087	16%	
Net	4,733	(3,577)	(6,529)				65,584		
Ending Balance	6,939	3,362	410						
projected, not actual									
overhead %	33%	23%	21%						
Including Misc Services	38%								

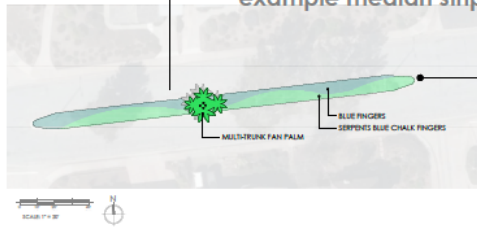
example perspective



plant palette



example median strip



overall plan



clubhouse blvd & sumner ave

OPTION A - FAN PALM

SEASCAPE, APTOS, CALIFORNIA
SEPTEMBER 25, 2020

COASTAL
LANDSCAPING, INC.

mbLA
MADEIRA HILLS, CALIFORNIA

example perspective



plant palette



TRACHYCARPUS FORTUNEI / WINDMILL PALM
STANDARD (SINGLE TRUNK)

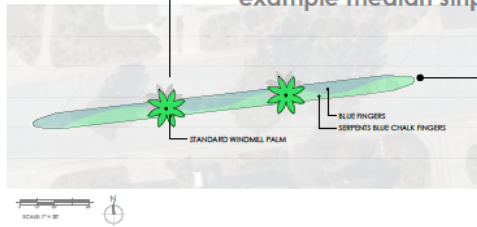


MIXED SUCCULENT GROUNDCOVERS



SENECIO TALINOIDES VAR. MANDRALISCAE /
BLUE FINGERS

example median strip



overall plan



clubhouse blvd & sumner ave

OPTION B - WINDMILL PALM

SEASCAPE, APTOS, CALIFORNIA
SEPTEMBER 25, 2020

COASTAL
LANDSCAPING, INC.

mbLA
MADE BY LAND