

**TALMADGE MAINTENANCE ASSESSMENT DISTRICT
TALMADGE COMMUNITY ASSOCIATION**



BOARD MEETING MINUTES – Nov 17, 2020 meeting
Call to order: 6:38 PM Adjourn: 8:50 PM
Copley-Price Family YMCA - Teen Center

Board members present: Fred Lindahl, Kelly Waggoner, John Royal, Debbie Sanders, Martin Flores, Gustav Swanson, Norma Clark, Howard Smith, Ralph Teyssier, David Moty, Jayna McLeod

Board members absent:

Joseph Mizzi resigned from Board effective Nov 17th. A quorum was present.

Agenda: Lindahl asked if there were any objections or modifications to the agenda. Hearing none, the agenda was approved. Motion by Clark, second by Swanson.

Minutes: Sanders presented minutes from Oct 27, 2020. Approved; motion by Swanson, second by Clark.

Treasurer's Report/Finance: Royal report out - documents emailed to board members.

- TMAD/TCA Account Monthly Report - No change from October; balance is \$361.90.

Community Forum/Open Discussion: None

City Representatives/Business:

a. City Parks and Recreation Representative - John Crago (handout)

- Traffic circle - Irrigation turned off for foreseeable future. Sprayed for newly germinating weeds
- Hoover Trees - Continue 2x weekly watering or as needed during winter months; weeded monthly. Fertilized with Milorganite.
- Street and Gate lighting - Night-time light inspection was conducted and issues reported via 'Get It Done' app.
- Historic Gates - Reviewed location where repair is needed; left message for Iron Express and has call to South Bay Fence for repairs quote.
- Alleys - Clean up completed; no complaints or comments.

b. Council Member Representative - Sanna Loando

- New City Administration will be sworn in on Dec 10th; TMAD priority items will be shared with new SD Council rep afterwards.
*TMAD Board expressed appreciation of service provided by Sanna
- Homeless outreach - Shelter at the Convention Center; 2 hotels purchased for housing; SD City Council to review plans on Dec 8th.

Information Items:

a. Adams Ave & 49th St Splitter Island Project update: (Lindahl)

- Rock blanket(s) cost savings (less than concrete) equates to budget reimbursement of approx \$35K to TMAD funds.
 - Rock blanket sample still forthcoming.
 - Cameras operational since Oct 31st; monitoring started.
 - Teyssier suggested informational post be entered on NextDoor for community awareness & compliance.
 - Follow up from email questions posed to the project manager:
 1. *Number of sign posts is accurate - 20 with 4 additional based on outcome of the camera study.
 - Point of clarification needed - 19 are currently in place; where's the 20th? - cost should be included in original budget plan, NOT an additional amount.
 2. *Warranty of decorative posts: Not 'City standard'; 1 year warranty?
 - Teyssier expressed concerns re: posts placed in concrete / posts should be 'break away'; reminder that the TMAD board picked this design.
 3. *Height of sign posts:
 - Helmich stated 13' is problematic; should abide by City standard.
- *Lindahl to request on site meeting with project manager to rectify these 3 issues.

b. Madison Ave and 51st project update: (Lindahl)

- Project notification letters went out to building owners / apartment property management - renters did not receive individual notices. Diagrams/drawings of project details were not included - not 'city standard'.
- Project Manager, S Bliss, states additional funds of \$5300 needed to reflect cost range cap of \$20K when project goes out for bid.
 - Flores - Line item needs clarification & justification.
 - Helmich - Skeptical; feels additional funding will not be seen.
 - Waggoner - Explanation needed of City bid process; nothing assures TMAD board that high end bids won't simply be selected.
 - Teyssier - Reiterated need for transparency; City needs to show reasoning.
 - Swanson - Need to place additional cushion in budget? - Request line item allocation
- Rosa Lopez, Sr Budget Analyst - FY22 allocation of CIP fund increase needs to be set aside by first week in January 2021.
- Lindahl to reach out to Project Manager and his boss for explanation. Special December 2020 TMAD meeting - date TBD- to be held for outcome resolution.

Action Items:

a. Election of 2021 TMAD Board Officers (Lindahl)

- Chair - Brian Helmich
- Vice Chair - Jayna McLeod
- Secretary - Gustav Swanson
- Treasurer - John Royal

All votes were unanimous; motion by Smith with second by Lindahl.

b. TMAD Annual Budget Presentation by City Staff - Ray Garcia, John Crago, and Rosa Lopez

- Lopez provided onscreen review of the City Budget Worksheet FY2022 Proposed DRAFT; reviewed section by section.

EXPENSES - Total costs / appropriations reflect project line item increases; expected closure (\$338,707.05) appears to be well above need.

- Landscaping > 10% budgeted increase
- Utilities > 6% budgeted increase
- Other > 3% budgeted increase
- Line item increases discussed and approved by TMAD Board:
 - **512059D** - Tree Installation Project: Cut-outs, water, and purchase trees; increase from \$10K to \$15K. Assures Madison Av & 51st St Project can purchase bigger box trees, supply water needs and maintenance of additional trees.
 - **512059F** - Historical Gate Preventative Maintenance; increase from \$3500.00 to \$5K. Ensure maintainance.
 - **512059G** - Street Light Poles Preventative Maintainance; increase from \$4500.00 to \$20K. Paint is peeling; thorough review needed of all poles; ensure maintainance.
 - **512134** - Landscaping Services - Routine; increase from \$18,278.00 to \$25K.
 - **512142** - Other NPE - Alley light installation; increase from \$150K to \$400K. Accumulate funds, bump up the installation time frame, provide a high visibility project.
 - **512197** - Tree Services; increase from \$7,500.00 to \$10K
 - **512132** - UNALLOCATED RESERVE (Future Contribution to CIP S-17001) - Decorate Sign Posts; increase from \$0 to \$25K. Requires feasibility study and count of total needed; consideration of design elements - ie, durability; historic corridor recognition where applicable.
- EXPENSE Allocation increase motion by Moty, 2nd by Smith; unanimously approved
- R Lopez to update City Budget Worksheet FY2022 Proposed DRAFT #2 for submission to the TMAD Board by end of November 2020.

- Additional discussion / options:
 - Community Art CIP proposal - Entryway art at key neighborhood entrances; well received proposal. Form a subcommittee? CIP in FY2023?
 - Alley Lights - Approximately 26 poles to be installed; Teyssier suggests subcommittee form to determine / discuss cost factors, i.e dirt alleys v concrete. Costs of historic pole installations (ground to live light) was approx 15K, per pole. Potential to coordinate Alley Light installation with 5G installation - encourage 5G in alleyways; coordination with 5G may reduce overall TMAD expenditures - ie. trenching, 'cost sharing', maintainance. Prepare a design plan and be 'shovel ready'.

c. Budget Forecast Committee presentation (Moty)

- Review of FY2015 through FY2020 actuals, FY2021 Adopted and FY2022 Proposed with projections going out to FY27.
- Spending, Non capital project(s), was analyzed with scenarios that reflect spending increase of both 2% and 5%.
- Income was analyzed to reflect assessment increase scenarios of No Change, \$1 per year, \$2 per year, and CPI (@ 2% inflation).
- If no monetary allocation goes to capital projects, reserves could grow \$674K - \$735K by FY27.*
- Observation that TMAD currently functions with 'just in case' budgeting; monetary allocation set aside just in case it is needed but unspent when not used. Therefore, aside from capital projects, this forecast projects an expectation of less expenditure - based on final years of budget expenditure rather than actual expenditure.
- Income forecast reflects only counted assessment dollars; no reflection of any income increase (ie, interest or other items).

*NOTE - Budget Presentation with SD City staff resulted in allocation to capital projects which reduce the FY27 accumulated reserve projection.

TMAD Sub-Committee Reports:

Roads and Walks (Flores): No report out

Capital Projects (Lindahl): No report out

Communications (McLeod): No report out

Beautification and Trees (Royal): No report out

ByLaws and Membership (Waggoner): No report out

Budget Forecast (Moty): *Noted above under Budget Forecast Committee presentation

Agenda Items for the next TMAD/TCA meeting:

- Special December meeting - Final approval of FY2022 proposal. Date TBD

Adjournment:

Motion by Swanson – second by McLeod; approved unanimously @ 9:25PM