

CSA 3 Board Meeting

Thursday, May 7, 2020, 4:00 PM.

Meeting via Zoom.com

1. **Attendance:** The meeting was held via Zoom. The meeting was called to order by Margit at 4:00 P.M.

Present: Margit Aramburu, Mark Birns, Tom Jorde, Harold Mancusi-Ungaro, Christopher Modjeski, Denis Poole, Trink Praxel

Guest: Jeff Powers, Coastal Landscaping, Inc.

2. **Review of Draft Minutes of Last Meeting:** April 2, 2020, minutes approved and will be posted.

3. **Financial Update:** Trink Praxel

Trink has put together the receipts from the County and done projections for the remainder of the fiscal year ending June 30, 2020. Costs for median landscaping are now stable and fixed based upon our new proposal and purchase order with Coastal Landscaping. Projections for First Security are based on changes into the summer schedule. Moneys saved from dropping the contract with Paradise Landscaping and street sweeping should leave us with a surplus that we can redirect toward additional median work, especially tree removal. Her projections are attached as spread sheets.

Tom expressed concern about the high overhead; Trink noted this covers increased insurance costs of the County which then covers the CSA.

4. **Update on Communications with Department of Public Works:** Trink Praxel and Harold Mancusi-Ungaro

Trink and Harold as County Liaisons met with Matt Machado, Director via Microsoft Teams. As we discussed in a previous meeting, Margit had drawn up a list of relative addresses in the Area that require maintenance, primarily because of expansion of tree roots from the medians. In some of these medians, the trees have already been removed. We prioritized the roads that we felt needed to be fixed. We asked him to prioritize areas that he could do within his budget. In return, we would prioritize areas where we could afford to remove additional trees. The adjusted priorities are noted in the following table. After meeting with Director Machado, we planned to ask Williams Tree Service to give us estimates as to what it might cost to remove specific trees.

5. Communication from Community and Board Member Announcements

Chris said he had added photos of median work to the website (csa3seascape.org).

6. Median Contract: Trink Praxel, Harold Mancusi-Ungaro, Margit Araburu, and Jeff Powers

- a. Based on the information we received from Director Machado, Trink, Harold, and Margit arranged to meet via Zoom with Jeff Powers. Chris asked how Margit was included and how this group came to be formed. Because Margit had compiled the list of areas where trees were causing a problem with the roadways, she was included. It was a matter of efficiency rather than a formality of any subcommittee per se. Then, it was a matter of bringing the information back to the Board as a whole. We invited Mr. Powers to attend this meeting. We also asked him to see if he could get some relative bids from Williams Tree Service for removal of the offending trees and to get the arborist's opinion with regard to his professional priorities.
- b. **Update on Coastal Landscaping Work-- month of April**
 - i. Progress on removing the weeds. The progress has been hampered by the previous use of landscaping mesh, which has incorporated the roots of the weeds.
- c. **Proposed Coastal Landscaping Work-- month of May**
 - i. Needs more cleaning up especially on Clubhouse
 - ii. Continue gopher removal
 - iii. Clear up brush and shrubs and edge along curbs and gutters will follow
- d. **Discussions with Soquel Creek Water District**
 - i. Mr. Powers has had a working relationship with Soquel Creek Water for other projects. Reevaluation of the existing irrigation and remediation needs to wait until the weeds and brush are cleared enough to find and evaluate what is actually there.
- e. **Proposals re Tree Removals and Pruning**
 - i. Discussion proceeded of prioritizing tree removal. Trink and Margit received a list from DPW prioritizing their review. (See attached spreadsheet, DPW TREE REMOVAL MEMO APRIL 2020.) We referred to the attached spreadsheet (CSA3 Tree Removal and Street Bump Inventory, May 1, 2020) that has been arranged and highlighted according to the DPW's relative priorities. We discussed the need to ask the County if we require additional bids. We would like to remove as many as possible this year. We have to stay within our budget, but there is also concern that if we do not spend what surplus we have that we may lose it.
 - ii. Motion made, seconded, to proceed as follows:
 - 1. Find out if we need bids
 - 2. Confirm what our budget is
 - 3. Then proceed to remove as many trees as we can afford
 - 4. The motion was approved by voice vote with no objections.

- iii. Starting with the estimates on the attached spreadsheet prioritizing tree removal, Trink will contact the County regarding the need for additional bids and confirm our remaining 2019-2020 funds and budget.
- iv. Trink and Harold will look into bids as necessary.
- v. Conclusions will be circulated to the Board via email as soon as known.

7. Jeff Powers and Tom Jorde left the meeting.

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

a. Update on Pending 2020-2021 Contract

- i. Our proposal was approved by the County. We do not yet know what the 2020-2021 hourly rates will be.

b. Update on Current Activity Discussion of Beach Use under County Shelter in Place Order

- i. During the initial Shelter in Place, Harold reviewed with First Security possibly decreasing activity and patrols if possible.
- ii. During the weekend of April 25 starting Thursday, April 23, the beaches were overwhelmed. First Security reported that they were busier and there was more trash than 4th of July weekend last year.
- iii. Based on the increased activity, First Security had to accelerate to the more frequent summer schedule, which would have normally begun May 1.
- iv. Given the recent partial closure of the beaches from 11 AM to 5 PM, Harold will revisit with First Security the requisite number of patrols and garbage collection, perhaps on a reduced schedule.

9. Discussion of Future Funding--Needs, Sources, Issues, Questions- Trink Praxel and Harold Mancusi-Ungaro

Current economic situation is going to put a burden on the County's funding. There is an added burden on the community that may make it hard to consider any increase in the CSA3 budget or increase any assessment. Discussion centered around trying to prioritize activities staying within the existing budget for the coming fiscal year. In particular, median landscaping will continue to clean up rather than expand. We can reexamine options toward the end of calendar year 2021 for fiscal year 2022-2023.

10. Next Meeting Date

June 6, 2020, 4:00to 6:00 PM via Zoom. Trink will set up links.
Agenda items to Margit

11. Adjournment

- a. The meeting was adjourned at approximately 5:30 PM

Respectfully submitted,

Harold Mancusi-Ungaro

[illegible][illegible][illegible]

	2019-20 BUDGET	2019-20 MID YEAR*	Jan	Feb	March	April	May	June	YTD Total Projected	e Budget to Projected
Beginning Balance	2,206	(2,206)								
Revenue										
Assessment	79,596	39,798								
Interest	75	(42)								
Other Revenue										
Total Revenue	79,671	39,756								
Expenditures										
Paradise Landscape	20,000	9,437							9,437	10,563
Coastal Landscaping					1,573	1,573	1,573	1,573	6,292	(6,292)
First Security	22,500	13,629	1,395	1,363	1,400	1,600	3,100	3,100	22,487	13
Soquel Creek Water	9,600	3,755	628	628	685	685	685		7,066	2,534
Jim Clark Backflow	450	462							462	(12)
Williams Tree					2,700					(2,700)
Tree Removal Permit		126							126	(126)
Misc Services	4,127	187				13			300	3,827
Direct Expenses Subtotal	56,677	27,596	2,023	1,991	6,358				37,969	
Accounting/Auditing										
Overhead	9,200	10,888							18,000	(8,800)
Unallocated	16,000									16,000
Total Expenses	81,877	38,485							55,969	15,006
Net	(2,206)	1,271							(55,969)	
Ending Balance	0	(3,477)								

overhead %	16%	39%							36%	
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		* First Security and Soquel Creek actuals different from mid-year report	
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DPW TREE REMOVAL MEMO APRIL 2020

Location	Priority	Planned Repair	Association Notes	Field Notes
Seascape Blvd Add 1510 Area	High	Summer 2020	Raised roadway	0528 - Tree removed, grind and pave
Seascape Blvd Add 2005 Area	Moderate	Summer 2022	Bump in roadway from prior street repair	0526 - Wheel track failure. Rough road, no immediate hazard. Wheel track grind and pave.
Seascape Blvd Add 1542, 1540 Area	High	Summer 2020	Median broken, multiple bumps	0525 - Tree removed, grind and pave
Sumner @ Seascape	Low	Summer 2021	Small bumps in roadway	0522 - Tree to be removed, to prevent further road damage. Grind and pave. No immediate hazard.
Sumner @ Dolphin Dr	High	Summer 2020	Major bumps @ multiple pine trees	0519, 0517 - Tree's to be removed, to prevent further road damage. Grind and pave.
Clubhouse Add 1327	Low	Summer 2021	Street bumps @ large pine trees	0496 - Tree to be removed, to prevent further road damage. Grind and pave.
Clubhouse Add 1159-1191	Low	TBD	Median in poor condition	0499, 0501, 0502, 0503, 0504, 0505 - Center median has been destroyed by the now removed trees. Were the roadway has been repaired, AC berms have been tied into the exisitng damaged cement curb. Traveled roadway is in good condition. Larger discussion is warranted to find a permanent solution to the visual issue of the damaged median.

CSA3 Tree Removal and Street Bump Inventory

May 1, 2020

LOCATION (approx)	Median #	COUNTY PRIORITY	COUNTY PLANNED REPAIR	CSA NOTES	COUNTY NOTES	WILLIAMS ESTIMATE
Seascape 1504-10	7	High	Summer 2020	Raised Roadway	Tree removed. Grind and pave road.	
Seascape 2005	2	Moderate	Summer 2022	Bump in road from prior street repair. No trees involved.	Wheel track failure. Rough road, no immediate hazard. Wheel track grind and pave.	
Seascape 1540/42	6	High	Summer 2020	Median broken, multiple bumps	Tree removed. Grind and pave.	
Sumner, south of Seascape	10	Low	Summer 2021	Small bumps in road	Tree removed to prevent further road damage. Grind and pave. No immediate hazard.	
Sumner, near Dolphin	12	High	Summer 2020	Major bumps @ multiple pine trees	2 Trees to be removed to prevent further road damage. Grind and pave.	\$2850
Clubhouse 1327	14/15	Low	Summer 2021	Street bumps @ 3 large pine trees	Trees to be removed to prevent further road damage. Grind and pave.	\$1850
Clubhouse 1159-91	13	Low	TBD	Median in poor condition	Tree removed. Center median berm damaged. Traveled roadway in good condition. Visual issue.	
Seascape 1795	4			Two cypress trees that need removal before road is damaged.	No street damage currently	\$1850 or 2650?
Seascape 1661 ??	4			Dead olive tree	No street damage	\$750
Seascape 1552/4	5			Dying olive tree	No street damage	\$650
Sumner 1870, near Seascape	10			Two large pines	No street damage currently	\$3750