



Silverado Community Services District
July 2017 Advisory Committee Meeting

District Manager's Report

Respectfully Submitted by:

Chris Lewis

Staff Services Analyst

July 28, 2017

I. LIGHTING OUTAGES

- a. S33 on Hillcrest Drive between Prestwick Drive and Inverness Drive.

II. MAINTENANCE

a. Atlas Peak Road/Silver Trail Island Water Valve Failure and Leak

Summary: New Image Landscape reported a water valve failure and leak on the Atlas Peak Road/Silver Trail Island. The valve could not be repaired until the main water was shut off. Staff immediately contacted the City of Napa Water Division to help identify the main control valve, but it was confirmed that the water was sourced from a nearby private property.

Outcome: The valve was repaired by New Image Landscape and water line has been capped indefinitely by the property owner. The Landscape Committee is considering alternative water sources and landscaping.

b. Vegetation on the Third Atlas Peak Road Island

Summary: On June 28, 2017 the District received official notice from the Deputy County Roads Commissioner that some of the vegetation on the third Atlas Peak Road island obstructed visibility for vehicles travelling north from Monticello Road and turning left into 1019 Atlas Peak Road (Jessel Gallery). The District was given ten business days to correct the issue.

Outcome: Staff directed New Image Landscape to trim and maintain the vegetation at a height below 30 inches as requested. The Landscape Committee is considering alternative landscaping.

c. Vegetation on the Fourth Atlas Peak Road Island

Summary: The vegetation on the fourth Atlas Peak Road island obstructs visibility for vehicles travelling south from the resort and turning left onto Hillcrest Drive.

Outcome: Staff will ask New Image Landscape to mitigate the obstruction by August 4, 2017.

d. Corner of Atlas Peak Road and Hillcrest Drive – Cypress Trees and Rosemary Bushes

Summary: The Cypress trees on the corner of Atlas Peak Road and Hillcrest Drive, and the rosemary bushes along the fence line (approximately 35 feet) on Hillcrest Drive are on private property and not currently maintained by the District landscape contractors. The District President, the Landscape Committee and members of the Advisory Committee would like to increase the visual appeal of the community entrance by adding regular maintenance of these items to the current landscape contract. Staff requested and received a formal proposal from New Image Landscape.

Outcome: Staff is drafting a Right of Entry agreement with the property owner for the right to enter the property to maintain the trees and bushes. The District will incur an initial \$560 cost to trim and shape the Cypress trees, and an initial \$270 cost to cap water valves behind the fence line that are connected to the water lines that irrigate the rosemary bushes. Ongoing maintenance costs will be approximately \$115 per month.

e. Corner of Atlas Peak Road and Hillcrest Drive – Sidewalk Strip

Summary: The sidewalk strip on the corner of Atlas Peak Road and Hillcrest Drive is not landscaped. The District President, the Landscape Committee and members of the Advisory Committee would like to increase the visual appeal of the community entrance by installing decorative rock landscaping to the area.

Outcome: Staff will request a quote from New Image Landscape to install rock landscaping.

III. ADMINISTRATIVE

a. Communication and Action Requests

In an effort to prioritize needs and ensure fair and equal consideration of all District members and representatives, please direct requests for maintenance, new projects and service to one or more of the following people:

Andy Kirmse – District President
Jim Wilson – District Vice President
Mary Ellen Wilson – Landscape Committee Chair
Nancy Pollacek – Landscape Committee Member

IV. BUDGET REPORT

a. Fiscal Year 2016-2017 Budget Status:

Revenue: \$144,328

Expense: \$149,109

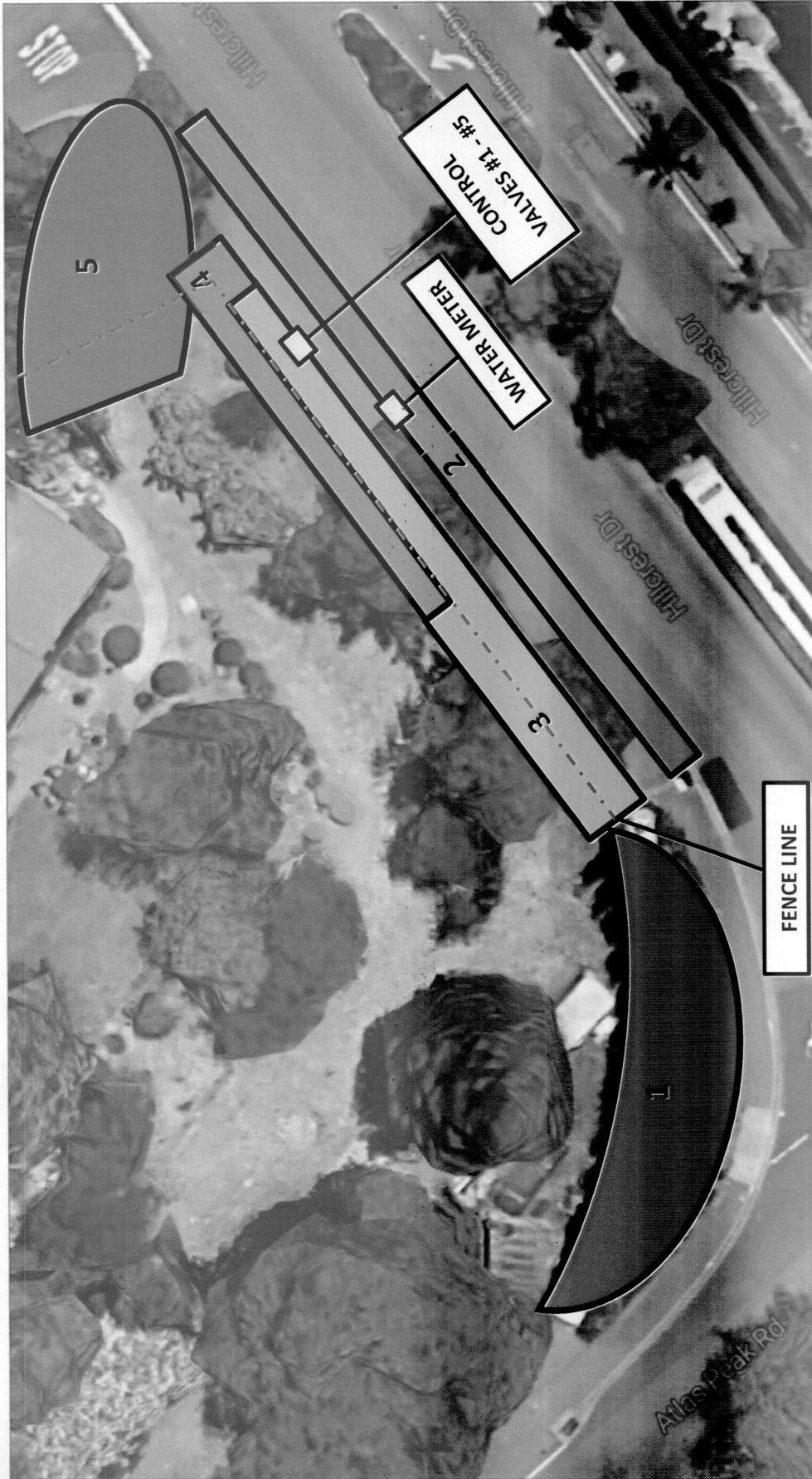
b. Fiscal Year 2017-2018 Projections:

Revenue: \$172,524

Expense: \$177,400



ATLAS PEAK AND HILLCREST VALVE CONTROL MAP





A Tradition of Stewardship
A Commitment to Service

Statement of Revenues and Expenses Budget vs. Actual by Fund

2850 - Silverado Community Services
Periods 1 through 12 of Fiscal Year: 2017

	Adopted Budget	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Budget vs Actual	Percent of Budget
Revenues								
41900	-	-	-	-	144,327.65	144,327.65	144,327.65	0.00%
44400	200.00	-	200.00	-	91.42	91.42	(108.58)	45.71%
45100	400.00	-	400.00	-	284.73	284.73	(115.27)	71.18%
46700	145,009.00	-	145,009.00	-	-	-	(145,009.00)	0.00%
Total Revenues	145,609.00	-	145,609.00	-	144,703.80	144,703.80	(905.20)	99.38%
Expenses								
Total for: Salaries and Benefits								
	-	-	-	-	-	-	-	0.00%
Administration Services								
52100	4,000.00	-	4,000.00	-	3,858.30	3,858.30	141.70	96.46%
52115	580.00	-	580.00	-	549.00	549.00	31.00	94.66%
52125	-	-	-	-	519.20	519.20	(519.20)	0.00%
52140	1,000.00	-	1,000.00	-	525.00	525.00	475.00	52.50%
52145	18,000.00	-	18,000.00	-	13,691.31	13,691.31	4,308.69	76.06%
52340	60,000.00	-	60,000.00	-	60,961.25	60,961.25	(961.25)	101.60%
52350	10,000.00	-	10,000.00	-	9,661.68	9,661.68	338.32	96.62%
52500	-	-	-	-	820.20	820.20	(820.20)	0.00%
52505	1,000.00	-	1,000.00	-	931.40	931.40	68.60	93.14%
52510	419.00	-	419.00	-	1,403.79	1,403.79	(984.79)	335.03%
52700	327.00	-	327.00	-	327.00	327.00	-	100.00%
52800	80.00	-	80.00	-	62.31	62.31	17.69	77.89%
52850	100.00	-	100.00	-	-	-	100.00	0.00%
52905	50.00	-	50.00	-	-	-	50.00	0.00%
53100	50.00	-	50.00	-	-	-	50.00	0.00%
53205	21,000.00	-	21,000.00	-	23,971.34	23,971.34	(2,971.34)	114.15%
53220	14,000.00	-	14,000.00	-	9,444.39	9,444.39	4,555.61	67.46%
Total for: Services and Supplies	130,606.00	-	130,606.00	-	126,726.17	126,726.17	3,879.83	97.03%
Buildings and Improvements								
55300	60,000.00	-	60,000.00	-	22,382.94	22,382.94	37,617.06	37.30%
Total for: Other Expenses	60,000.00	-	60,000.00	-	22,382.94	22,382.94	37,617.06	37.30%
Total Expenditures	190,606.00	-	190,606.00	-	149,109.11	149,109.11	41,496.89	78.23%



Statement of Revenues and Expenses Budget vs. Actual by Fund

2850 - Silverado Community Services
 Periods 1 through 12 of Fiscal Year: 2017

	Adopted Budget	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Budget vs Actual
Net Surplus (Deficit)	(44,997.00)	-	(44,997.00)	-	(4,405.31)	(4,405.31)	
33100 - Available Fund Balance					72,016.33		
Net Surplus (Deficit)					(4,405.31)		
33100 - Ending Fund Balance					<u>67,611.02</u>		



A Division of Stanislaus County
A Commitment to Service

Statement of Revenues and Expenses Budget vs. Actual by Fund

2850 - Silverado Community Services
Periods 1 through 1 of Fiscal Year: 2018

	Adopted Budget	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Budget vs Actual	Percent of Budget
Revenues								
41900	172,024.00	-	172,024.00	-	-	-	(172,024.00)	0.00%
44400	100.00	-	100.00	-	-	-	(100.00)	0.00%
45100	400.00	-	400.00	-	-	-	(400.00)	0.00%
	172,524.00	-	172,524.00	-	-	-	(172,524.00)	0.00%
Expenses								
Total for: Salaries and Benefits								
	-	-	-	-	-	-	-	0.00%
Administration Services								
52100	4,000.00	-	4,000.00	-	-	-	4,000.00	0.00%
52115	580.00	-	580.00	-	-	-	580.00	0.00%
52125	900.00	-	900.00	-	-	-	900.00	0.00%
52140	1,000.00	-	1,000.00	-	-	-	1,000.00	0.00%
52145	20,085.00	-	20,085.00	-	-	-	20,085.00	0.00%
52340	66,000.00	-	66,000.00	-	-	-	66,000.00	0.00%
52350	10,000.00	-	10,000.00	-	-	-	10,000.00	0.00%
52500	1,000.00	-	1,000.00	-	-	-	1,000.00	0.00%
52505	1,000.00	-	1,000.00	-	-	-	1,000.00	0.00%
52510	407.00	-	407.00	-	-	-	407.00	0.00%
52700	248.00	-	248.00	-	62.00	62.00	186.00	25.00%
52800	80.00	-	80.00	-	-	-	80.00	0.00%
52905	50.00	-	50.00	-	-	-	50.00	0.00%
53100	50.00	-	50.00	-	-	-	50.00	0.00%
53205	22,000.00	-	22,000.00	-	-	-	22,000.00	0.00%
53220	14,000.00	-	14,000.00	-	-	-	14,000.00	0.00%
	141,400.00	-	141,400.00	-	62.00	62.00	141,338.00	0.04%
Total for: Services and Supplies								
Buildings and Improvements								
55300	31,000.00	-	31,000.00	-	-	-	31,000.00	0.00%
58100	5,000.00	-	5,000.00	-	-	-	5,000.00	0.00%
	36,000.00	-	36,000.00	-	-	-	36,000.00	0.00%
Total for: Other Expenses								
	177,400.00	-	177,400.00	-	62.00	62.00	177,338.00	0.03%
Total Expenditures								

Statement of Revenues and Expenses Budget vs. Actual by Fund

2850 - Silverado Community Services
Periods 1 through 1 of Fiscal Year: 2018



A Tradition of Stewardship
A Commitment to Service

	Adopted Budget	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Budget vs Actual	Percent of Budget
Net Surplus (Deficit)	(4,876.00)	-	(4,876.00)	-	(62.00)	(62.00)		
33100 - Available Fund Balance					67,611.02			
Net Surplus (Deficit)					(62.00)			
33100 - Ending Fund Balance					<u>67,549.02</u>			