



A Tradition of Stewardship  
A Commitment to Service

# MINUTES

## SILVERADO COMMUNITY SERVICES DISTRICT ADVISORY COMMITTEE

4 P.M. FRIDAY OCTOBER 25, 2019

Silverado Resort, 1600 Atlas peak Road, Napa, CA

---

### 1. CALL TO ORDER

**Quorum is present.**

### 2. APPROVAL OF JULY 26, 2019, MEETING MINUTES

**Unanimously approved.**

### 3. PUBLIC COMMENT

(At this time, anyone may address the Committee regarding any subject not on today's agenda over which the Advisory Committee has jurisdiction. No action will be taken by the Advisory Committee on such public comments other than possibly scheduling the item for a future meeting.)

**Linda Blank, resident of Merion Circle, spoke about the landscaping needs for Merion Circle, including automated irrigation, landscape re-design. Staff will work with SCSD landscape contractor and Merion Circle residents to address needs.**

### 4. DISTRICT MANAGER'S REPORT

#### I. ADMINISTRATIVE

Coast Landscape Management contract – Discussion of SCSD landscaper contractor's 2019 performance.

**Staff recounted Coast Landscape poor performance during summer months and steps taken to get the company to adhere to its contract. Coast did not pick up trash, islands were not watered, beds were not weeded. Staff required Coast to report daily on work performed, and asked Coast for better communication within their own company and with SCSD staff to ensure against future lapses in service. Replacing Coast Landscaping was discussed. A resident who is involved in community groups suggested keeping the company because of the difficulty her groups have experienced in finding landscaping companies capable of performing larger jobs.**

#### II. UPDATE – SIDEWALK INSPECTION AND REPAIR

Sidewalk Safety - Discussion of SCSD sidewalk inspection on September 17, 2019.

**A resident tripped on the asphalt walking path along Hillcrest and sued Napa County. Two County staff and resident Mike Bellanca walked the asphalt path and recorded a number of cracks and ruptures that needed repair. Resident asked staff if the inspection**

included the cement sidewalk from Westgate and Hillcrest out to Atlas Peak. Staff responded that the September 17, 2019, inspection included only the asphalt walking path along Hillcrest, and that a determination would need to be made whether the SCSD would be responsible for the Westgate cement sidewalk or homeowners along the street.

Resident asked staff if the inspection and results have been documented and forwarded to the insurance company to inform them of the steps the SCSD is taking. The resident also suggested inviting representatives of the insurance company to visit the District and see what measures have been taken to reduce liability. The resident made the argument that the SCSD should not leave the insurance company out of the process. If someone else is injured and decides to sue, the SCSD has already shared with the insurance company what has been done to prevent injuries. So if the insurance company does nothing about it, that can be shows that the company accepted what the SCSD has done and that it is a proper course of action and we won't get a declaration in the case of the next claimant. Staff will ask risk manager.

### III. UPDATE – STREETLIGHT TOPS

PG&E Streetlight Tops – Update on three streetlight tops that have not yet been replaced by PG&E: S36, S107, and S146.

Staff stated three streetlight tops need to be changed. PG&E stated the new streetlight tops will be installed in November. Resident stated streetlight S110 is leaning and needs to be replaced by PG&E. Staff stated it is on the list for replacement.

### IV. BUDGET REPORT

Fiscal Year 2019-20 – Budget status as of October 22, 2019.

Staff reported the SCSD ending fund balance for the past year ending June 30, 2019, is good. Staff pointed out one item that is over budget – electricity. PG&E installed new streetlight tops in 2019, promising a savings of about \$5,000 to the SCSD because the new LED bulbs are more cost-efficient. Staff is working with PG&E to ascertain why costs have increased and not decreased.

### 5. FUTURE AGENDA ITEMS

None.

### 6. CLOSING COMMENTS

None.

### 7. ADJOURN

Unanimous.