

SILVERADO COMMUNITY SERVICES DISTRICT ADVISORY COMMITTEE MEETING

DISTRICT MANAGER'S REPORT JANUARY 29, 2021



A Tradition of Stewardship
A Commitment to Service

SUBMITTED BY:

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I. ADMINISTRATIVE

- No administrative items at this time.

II. LANDSCAPING UPDATE

- **Island 1 (entrance island at Monticello and Atlas Peak):** Day lilies removed and replaced with winter pansies to increase visibility for cars exiting Atlas Peak onto Monticello and improve the visual appeal of the SCSD entrance. More plantings coming soon will fill out the island entrance. The day lilies were replanted on the sides of Island 1 to fill in bare spots and were cut down to facilitate new growth.
- **Islands 2-5:** Staff inspected these islands on January 22, 2021, with the Brightview manager. Day lilies at traffic intersections will be taken out and replanted on the sides of Islands 2, 3 and 4 to fill in bare spots. In place will be year-round, low-growing plants.
- **Island 23 (intersection of Hillcrest and Westgate):** Brightview grinded out unsightly roots of juniper bushes that were removed last year and covered the entire island with walk-on bark for better aesthetic appeal.
- **Islands 24 and 25 at Westgate cul-de-sac (Ravine):** Chair and staff collecting contact information from neighbors to facilitate resident input concerning fuel mitigation on these two islands. Staff called every home, but many numbers no longer in use. On January 22, 2021, Chair and staff walked entire neighborhood and placed a letter into every mailbox. Staff has since received several calls responding to the letter. Next step is to hold an on-site meeting with neighbors and CalFIRE to try and reach a consensus for a plan for wildfire fuel mitigation.

III. CITY WATER RATES

The SCSD water costs continue to increase. This past year saw a number of island refurbishments that required more water for new plants to take root. Also, the City water rates, now at \$10.34 per unit, will be increasing to \$10.70 in 2021. The SCSD is one of 75 "irrigation" entities that receives water from the City of Napa that are "outside" of the city's boundaries. The City charges higher water rates to "outside" entities, because the City must pay to build, maintain, and upgrade the pipe to bring the water out to the outside entity. As an example of this was the recent city water leak near Island 2 that lasted several months. The SCSD does not pay to repair these leaks. District manager said County will not challenge the out-of-city rates.

IV. SIDEWALKS

As more property owners along the cement sidewalk along Westgate finish construction on their new homes, they are also repairing the sidewalks in front of their properties. Staff will be inspecting all sidewalks in early spring 2021.

V. BUDGET REPORT

a. Fiscal Year 2020/21 - ending 1-22-21 (see attachment)

Available Fund Balance (7-1-20)	\$ 163,309.19
Surplus (1-22-21)	\$7,037.36
<u>Ending Fund Balance (1-22-21)</u>	<u>\$ 170,346.55</u>

<u>Expenditures not yet recorded</u>	<u>(\$ 5,387.00)</u>
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Ending Fund Balance	\$164,959.55
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Statement of Revenues and Expenses Budget vs. Actual by Fund

2850 - Silverado Community Services
Periods 1 through 7 of Fiscal Year: 2021

Report Generated: January 26, 2021 at 01:27 AM

	Adopted Budget	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Budget vs Actual	Percent of Budget
Revenues								
41900	Other Taxes	-	184,512.00	-	101,549.00	101,549.00	(82,963.00)	55.04%
44400	Penalties & Costs on Delin Tax	-	100.00	-	49.54	49.54	(50.46)	49.54%
45100	Interest	-	2,000.00	-	885.68	885.68	(1,114.32)	44.28%
47150	Other Grants	-	-	-	-	-	-	0.00%
47900	Miscellaneous	-	400.00	-	144.76	144.76	(255.24)	36.19%
	Total Revenues	-	187,012.00	-	102,628.98	102,628.98	(84,383.02)	54.88%

	Expenses	Total for: Salaries and Benefits
		0.00%

52100	Administration Services	-	4,000.00	-	2,895.46	2,895.46	1,104.54	72.39%
52115	Property Tax/Assessment Admin	-	700.00	-	549.00	549.00	151.00	78.43%
52125	Accounting/Auditing Services	-	2,000.00	-	1,060.00	1,060.00	940.00	53.00%
52140	Legal Services	-	1,000.00	-	-	-	1,000.00	0.00%
52145	Engineer Services	-	30,000.00	-	9,933.24	9,933.24	20,066.76	33.11%
52340	Landscaping Services	-	90,000.00	-	47,216.00	47,216.00	42,784.00	52.54%
52350	Street Sweeping Services	-	11,825.00	-	4,025.70	4,025.70	7,799.30	33.99%
52500	Maintenance-Equipment	-	500.00	-	-	-	500.00	0.00%
52505	Maintenance-Buildings/Improvem	-	500.00	-	185.00	185.00	315.00	37.00%
52510	Maintenance-B&I-PW Charges	-	872.00	-	-	-	872.00	0.00%
52700	Insurance - Liability	-	1,224.00	-	1,272.18	1,272.18	(48.18)	103.94%
52800	Communications/Telephone	-	80.00	-	16.67	16.67	63.33	20.84%
52905	Business Travel/Mileage	-	50.00	-	-	-	50.00	0.00%
52906	Fleet Charges	-	57.00	-	-	-	57.00	0.00%
53100	Office Supplies	-	50.00	-	-	-	50.00	0.00%
53205	Utilities - Electric	-	21,000.00	-	10,347.95	10,347.95	10,652.05	49.28%
53220	Utilities - Water	-	14,500.00	-	17,572.75	17,572.75	(3,072.75)	121.19%
53320	Safety Supplies	-	50.00	-	-	-	50.00	0.00%
53350	Maintenance Supplies	-	500.00	-	-	-	500.00	0.00%
	Total for: Services and Supplies	-	178,908.00	-	51,433.30	95,073.95	32,400.75	81.89%
55300	Buildings and Improvements	-	2,500.00	-	-	-	2,500.00	0.00%



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	Budget			Actual YTD	YTD Total	Budget vs Actual	Percent of Budget
	Adopted Budget	Adjustments	Adjusted Budget	Encumbrances			
58100	5,000.00	-	5,000.00	-	-	5,000.00	0.00%
	7,500.00	-	7,500.00	-	-	7,500.00	0.00%
Total for: Other Expenses							
	186,408.00	-	186,408.00	51,433.30	95,073.95	146,507.25	78.59%
Total Expenditures							
	604.00	-	604.00	(51,433.30)	7,555.03	(43,878.27)	
Net Surplus (Deficit)							

33100 - Available Fund Balance	163,309.19
Net Surplus (Deficit)	7,555.03
33100 - Ending Fund Balance	<u>170,864.22</u>