

# APPROVED 1/26/2018

Silverado Community Services District Advisory Committee  
Minutes of Meeting  
November 9, 2017

**Attendance:** Andy Kirmse, President; James Wilson, Vice President; Cathy Enfield, Secretary; Con Hewitt; Joel Bloomer; Bill Jovick; Sharon Bobrow; Deenie Woodward; Mike Bellanca; Paul Roberts; Bob Fiddaman; Don Winter; Ed Ulshafer; Chris Lewis, Napa County; Julie Kirk, Napa county; Veronica Faussner; Leandra Stewart; Nancy Pollacek; Mary Ellen Wilson; Joe Russoniello; John Evans, Silverado Resort & Spa; Alfredo Pedroza, Board of Supervisors, Napa County.

1. Meeting Called to Order: President Andy called the Silverado Community Services District (SCSD) Advisory Committee meeting to order at 4:05 pm. He welcomed everyone and thanked those who traveled from a distance for making the effort to attend.
2. Approval of SCSD Minutes of July 28, 2017: President Andy presented the July 28, 2017 minutes for approval, and he asked for a motion to approve. There was a motion and a second to approve the July 28, 2017 SCSD meeting minutes, and they were unanimously approved.
3. Introduction of Public - Public Comment: There was no one present from the public and no public comment.
4. Landscape Committee Report: President Andy asked Landscape Committee Chair Mary Ellen Wilson to provide her report about the Silverado landscaping priorities. Mary Ellen stated that the islands are of the utmost priority for cleanup, replanting and irrigation repair in places. Basically, she said every island on Westgate Drive and Hillcrest Dr. needs attention with replanting. There are olive trees on Westgate Drive that are dying, and there are also some water issues plus irrigation repairs that need to be resolved and completed. There was some frustration voiced about the quality of work being done by New Image Landscaping, also. She said that if anyone else has suggestions and/or additional landscaping needs, to please call her. (See "Landscaping Priorities" report, attached).

President Andy asked for a motion to accept the Landscape Committee's recommendations:

**Motion (Wilson/Hewitt) Unanimous Approval:** That those items mentioned receive the required attention as needed; and, that funding be made available, and that the work be completed as soon as possible.

5. SCSD District Manager's Report – Chris Lewis, Napa County, distributed her report. She covered: lighting outages, of which there were three; and maintenance matters: Atlas Peak Rd./Hillcrest Dr. water line break; plant replacement on Atlas Peak Rd. island; and Hillcrest Dr. “Monument” flower and plant bed remediation. She also discussed Administrative matters, which included a budget report on an Excel spreadsheet that provided a statement of SCSD Revenues and Expenses - Budget vs. Actual by Fund, with an Ending Fund Balance for the fiscal year 2018. Con Hewitt, who drove the Silverado area, reported that there were several other light outages in the Silverado Community that needed attention, and Chris said she would contact PG&E to correct them.

Chris reported that the water line in question (owned by the City) was repaired, plus the sidewalk break got some temporary patches, awaiting full repair at some time in the future. And, regarding the dying plants along Atlas Peak Road (pre-fire), she said New Image replaced all dying plants at no charge to the district. Also, regarding the Hillcrest “Monument” flowerbed, she said that New Image installed 20 multi-colored geranium plants, plus new soil, in the flowerbed. Mary Ellen Wilson said she went down and dead-headed the geraniums, and she asked that they be replaced by other plants (cyclamen, for instance). Chris said she will look into all this and keep President Andy apprised of these situations needing repairs.

#### Arrival of Alfredo Pedroza, Napa County Supervisor - Presentation of Report:

President Andy welcomed Alfredo Pedroza. He asked that we postpone the remainder of Chris Lewis' report so Alfredo could give his report.

Alfredo presented an update about the post-fire situation in Silverado. Since the fire, he has been speaking with many people. He said that as a result of the fire, over 500 homes were either completely lost or damaged, and over 300 Right of Entry forms were filed for debris cleanup. He said thanks to Governor Brown and President Trump declaring this a Disaster Area, EPA, FEMA and other agencies have been able to get here quickly and start the cleanup process. He said this is a disaster of huge and unprecedented magnitude! And, Silverado has been designated as one of the top priority cleanup areas. Plus, we are already seeing trucks coming in to conduct Silverado area clean-ups. Alfredo said, hopefully, for the many people who lost their homes to fire in Silverado area, they have been able to get their property taxes adjusted downward to just the land value.

There was a question: Would people rebuilding their homes be held to *current* neighborhood CCRs, or can they rebuild to and adhere to the *prior* neighborhood CCRs that were in place when the home was originally built? Alfredo said he didn't know, but he would check on this. He did comment that people would need to rebuild and adhere to *current building codes*.

Alfredo also reported that the Napa County Sheriff Department has beefed up it's patrolling in the Silverado community especially during the hours of 9 p.m. through 6 a.m. The question was asked if this included the gated HOA areas, and Alfredo said the Sheriff is patrolling the county-owned roads in the Silverado community only since some of Silverado gated areas have their own security.

Bill Jovick asked is whether there is a schedule of cleanup of certain areas, streets and specific home lots? How do homeowners know when the cleanup crews and trucks will show up? Alfredo said that the homeowner would receive a phone call from the cleanup crew at least the day before arriving to the cleanup scene. Alfredo said the County is trying to get a web portal where people can log in and see what is scheduled and going on.

ROE's and private contractors: Joe Russoniello asked about the ROE's and FEMA cleanup work. Alfredo said there are 300 ROE's for FEMA/ACE, with 20 requests filed to use private contractors. The date for applying for ROE's has been extended to 11/15/17. And, he said the cleanup is expected to be done by January 15, 2018. Ed Ulshafer reported that he attended the sign-up meeting, set up an appointment and felt it was very good. However, he was uncertain what exactly was going to be cleaned up (i.e., retaining walls, fireplaces, driveways, etc.). Alfredo said they would not likely remove those types of things, but that each site will be a different situation. Ed then asked if people need a "demo permit", and Alfredo said probably not. However, each cleanup site, especially those with slopes or hillsides, must be assessed for needs case by case. But, Alfredo said the county is going to be practical and flexible as everyone goes through the cleaning and rebuilding process.

Nancy Pollacek asked Alfredo is there is any way the county can clean up the islands for us – especially the one at Westgate at Atlas Peak Rd.? They are out there cleaning up anyway, so can they clean this one island? Alfredo said he was uncertain about it, and he asked if he could go back to the county and ask this question.

With no further questions/comments, Alfredo concluded his report and thanked everyone for listening and asking such good questions. President Andy extended a special "thank you" to Alfredo for his on-going attentiveness to our questions and the community's needs, and also for being available by telephone day and night. Everyone concurred with this commendation.

#### Continuation of Chris Lewis' report:

Chris continued her report and addressed additional clean-up needs due to build-up of pine needles on Westgate Dr. at the curve (by the burnt junipers). She said the County street sweeper comes out to Silverado only once a month. But because of the heavy concentration of pine needles on that area of road, she said she will get in contact with the County Road Department to see if they can address the special needs on that stretch of Westgate Dr.

### Administrative:

Chris reported that due to the major complications from the fire, several matters and projects have been held up, such as the New Image projects and its contract, and the water cost-sharing agreement with Silverado Springs HOA, etc. She reminded everyone that the Napa County Board of Supervisors also serves as the SCSD Board of Directors, which meets only quarterly, so completion of these items will be delayed until the January county BOS/District Board meeting.

SCSD is a public agency; SPOA is not: At this time, Chris thought it was important to remind everyone that the Silverado Community Services District is a legal public agency; but SPOA is not the same kind of organization. Per the SPOA Bylaws, the SPOA Board of Directors nominates the SCSD Advisory Committee in writing. Then, these nominations are submitted to and approved by the “SCSD Board of Directors” which is comprised of the members of the Napa County Board of Supervisors. Chris said she is a Napa County employee, but she is designated by the county to assist with the SCSD business matters, and she reports to the District Manager, Steve Lederer, Director of Napa County Public Works. Joe Russoniello reported that it used to be that the SCSD Advisory Committee needed to be sworn in by the County, but that is no longer the case.

### Budget Report:

Chris called everyone’s attention to her spreadsheet: Statement of Revenues & Expenses; Budget vs. Actual by Fund – fiscal year 2018. She stated SCSD started off with a Fund Balance of \$68,430, but there is expected to be a deficit of \$45,880, so that should leave a fund balance of \$22,549. She said the adopted budget has an expected total revenue of \$172,524, with expected expenditures of \$177,400. However, she said that due to the fire and unanticipated expenses, SCSD will be getting very little revenue in Nov. and Dec., 2017, and SCSD should look at ways to cut back on expenditures. However, it is hoped there will be some revenue coming in to SCSD in the month of January 2018.

It was asked if SCSD has a Contingency Reserve, and Chris said “yes”, but it is only \$5,000 and not enough to cover any of the landscaping or clean-up needs at this time. However, increasing that contingency reserve fund is something that she’d like to build up in the future.

Chris mentioned that the list of Landscaping Priorities still need to be done, but with the fire, all landscaping projects are now tentative, since funds are limited for SCSD and Napa County. Bill Jovick asked that New Image landscaping company should provide us a schedule of when they will come out and what they plan to do. Chris said she would try to get this from New Image. One thing she said is that between now and January 2018, they can’t take on any non-routine work. She mentioned we do have about \$10,000 that was set aside for landscaping projects, so

does this committee want to re-allocate that money for “Island refurbishing projects”? Andy asked that Mary Ellen provide Chris with a listing of landscape/island priorities (with re-arranged priority projects), so we can tackle what really needs to be done now, post-fire, and possibly with this available funding.

One member asked that the landscape committee priorities be listed for all members to see. President Andy asked that those priorities in Mary Ellen’s report be published with these minutes. (See attached report.)

Another member asked John Evans if Silverado Spa & Resort might be able to help our community with cleanup and/or replanting of islands projects, since their contractors are cleaning areas close to the islands and places SCSD needs cleaned up. John said that, at this time, and due to the fire and so much lost revenue, Silverado Resort unfortunately cannot extend any funding or resources to the Silverado community. He was very sorry, but said SR&S is having huge financial challenges of its own with resulting budgetary cutbacks.

President Andy thanked Chris for her report. He asked if there are any further questions of Chris or if there is any Other Business for the SCSD Advisory Committee. There were no further questions, comments or Other Business, so President Andy called for a motion to adjourn.

Adjournment:

**Motion/Jim Wilson; Second/Con Hewitt; unanimous approval:** That the SCSD meeting of November 9, 2017 be adjourned at 5:00 p.m.

Respectfully submitted,

Cathy Enfield, Secretary  
Silverado Community Services District (“SCSD”)

## ADDENDUM TO SCSD MINUTES OF NOV. 9, 2017

### LANDSCAPE COMMITTEE PRIORITIES

Mary Ellen Wilson, Chairman

1. The sprinkler system on Atlas Peak is inadequate; **needed to be replaced.**
2. Atlas Peak islands - first three – **poorly cared for.** More plants needed; soil needs to be tilled; watering needs to be monitored; phormium, i.e. flax -- it needs the dead leaves cut. These plants are hard to kill but are currently dying from lack of water and maintenance!

The islands are messy at the Silverado Community entry. It is shabby and looks unkept, giving a **bad impression at entry about our Silverado Community neighborhood!** This decreases property values!

3. ALL sprinkler's in the Silverado Community need to be regularly checked and monitored when they are operating. What is the watering schedule – we don't know. Does New Image have a schedule? Please provide.

4. The gravel border on Westgate Dr. needs all lavender plants pulled out – **that means including the roots** (roots not originally pulled out). Also, the gravel needs to be evened out and possibly added to – not done yet.

5. The islands on Hillcrest (i.e Belli's) are in bad shape. Dead blooms need to be removed regularly. Not being done.

The olive trees are diseased and dying (too much water?). Van Winden's said the ground had to be sprayed. Instead, bark was put over the ground.

There are seven (7) trees, and it will be a mess when they are dead and gone due to neglect by New Image and Napa County. Also, the olive leaves need to be swept up

regularly and **that is not currently happening**. Sweeping needed every few days – need to see that happening.

6. All dead plants should be removed from the large Westgate island. That means that roots need to be pulled also. **That is not happening!** Some sort of temporary ground cover needs to be put on the island to avoid erosion. **That has not happened.**

7. We need to know the (a) days worked, (b) the man-hours and (c) at which areas where NI and its people work – all this should be detailed and disclosed. **This information is NOT being provided to SPOA/SCSD, although it has been requested.**

8. Bottom line: New Image has NOT improved the Silverado SPOA/SCSD landscaping and the needs of these organizations, and there is a desire to terminate the contract with New Image as soon as possible.