

## FINAL – APPROVED 4/28/17

### Silverado Community Services District Advisory Committee

#### Minutes of Meeting

January 27, 2017

**Attendance:** President, Andy Kirmse; Secretary, Cathy Enfield; Bob Andresen; Marlene Rosenberg; William Jovick; Janet Bollier; Harry Matthews; Jim Wilson; Mary Ellen Wilson; Paul Roberts; Mike Bellanca; Deenie Woodward; Julie Kirk, Napa Co.; Joe Russoniello; Joel Bloomer; Tammy Smith; Nancy Pollacek; Veronica Faussner; Doug Walker; Richard Thomasser, Napa Co.; Sharon Bobrow; Tom Anyos; Christiana Lewis, Napa Co.

1. Call to Order: The meeting of the Silverado Community Services District (SCSD) Advisory Committee was called to order by President Andy Kirmse at 4:00 pm.
2. Minutes: A motion was made to approve the SCSD meeting minutes of October 28, 2016, as submitted; the motion was seconded, and the ayes were unanimous.
3. Public Comment: There was no public comment.
4. Napa County Report – Stormdrain Improvements, Kaanapali/Hillcrest/Atlas Peak: Julie Kirk of Napa County introduced Richard Thomasser, Watershed & Flood Control Operations Manager. He passed out three maps for discussion about flood control work that will take place in the SCSD areas of Kaanapali Dr., Hillcrest Dr., and Atlas Peak Rd., plus behind The Mansion at Silverado Resort & Spa.
  - a. Location Map #1 and Bypass Pipe Map #2: Mr. Thomasser discussed Location Map #1 and the improvements shown at the “call-out” locations. He described the required flood control work that is needed to help prevent flooding and property damage in the area. He said the work is set to be done during the summer months of 2017, and it will be completed by August 2017. Map #1, Call-out box #1 - Dam Removal and Stream Restoration – this work is taking place behind the Silverado Mansion. It involves stream and bank restoration, plus replanting, and also building a bridge over the culvert area to prevent unmanageable water run-off and flooding of the golf course; Map #1, Call-Out box #2 - East Fork Drop Structure – this work is located at mid-Kaanapali Dr., and it involves removing a curb and building a ramp to allow better stormwater drain-off and prevent erosion and flooding of some garages of homes along Kaanapali Dr.; Map #1, Call-Out box #3 – A Bypass Pipe structure is being recommended for a property owner’s lot (home undergoing reconstruction) on Kaanapali Drive, with work to be done in the lot’s back corner, adjacent to the golf course. This project ultimately will allow

control of excess water at the mouth of Kaanapali Dr. It involves installing a new 36" stormdrain, a pipe to connect with a new 36" stormdrain on Hillcrest Dr., both of which would connect to an existing 36" storm drain on Atlas Peak Rd. Reference was made to the drawing on Detail Bypass Pipe Map #2.

There were several questions: (1) Who will pay for this flood control work? Mr. Thomasser stated the cost will be split between the Silverado Resort, the Kaanapali HOA and Napa County; (2) Regarding the pipe along Hillcrest Dr., how long will Hillcrest Dr. be torn up? Mr. Thomasser said it could be up to three or four weeks; (3) What about construction work disrupting water to the island? He said there will be just a short water shut-off period, but nothing major or disruptive. Notices about such work will be provided to the homeowners.

b. Location Map #3 – Milliken Creek Flood Reduction & Fish Passage Project: An 11" x 17" engineering rendering of the Milliken Creek Dam Removal Area was distributed. It shows the proposed bridge over the Milliken Creek, the lower and upper banks, and the wet areas and edges behind The Mansion. The intent of this project is for maintaining the integrity of the stream, while reducing flooding to the golf course. Mr. Thomasser said they received input from SCC and John Evans, SCC's General Manager. He said the County will maintain the area for a period of three years. The construction and revegetation project is set to begin on June 15<sup>th</sup>, and it should be completed by August 2017 so as not to interfere with the upcoming golf tournament. Representative Jovick asked whether the debris in Milliken Creek from recent storms would be removed during this project. Mr. Thomasser advised that all debris will be removed during the project.

5. Adoption of SCSD Advisory Committee Regular Meeting Calendar: President Andy asked if everyone got a copy of the SCSD Advisory Committee Regular Meeting Calendar that was passed out. Julie Kirk advised that this notice of 2017 meeting dates follows the requirements of SCSD Bylaws. The meeting dates shown for 2017 are: April 28, July 28, October 27; and, there is also a meeting set for January 26, 2018. A motion was made to approve the SCSD Advisory Committee Regular Meeting Calendar as submitted; seconded, and the ayes were unanimous.

6. Landscape Committee Report: Julie introduced the Landscape Committee's first document, "Estimates for Future SCSD Island Renovations". This document was requested by President Con at SCSD's last meeting, and all the island projects (listed) were voted on and approved at the last meeting. Julie said she and New Image Landscaping walked the project areas, took measurements and developed a cost per sq. ft. for repairs. She said the approximate cost is \$4.60/sq. ft., and that figure is applied to each of the itemized locations on her report. Now, it is possible to start the island renovations.

7. SCSD District Manager's Report: Julie passed out her written report that discusses lighting, maintenance, and the overall budget for the year. She said there have been several light outages, and they were reported to PG&E for repair. Also, there are repairs needed on the asphalt sidewalks that are in SDSC, and she and Mary Ellen will be walking the areas conducting inspections to see which ones need repair first. She said the sidewalk repairs would be priority-projects since they are connected to safety issues.

Julie asked everyone to refer to the Budget vs. Actuals Revenue and Expense spreadsheet, which she passed out. She said it shows, by line item, the budget and expense totals for FY 14/15; FY 15/16; FY 16/17; and current FY 17/18. She said under FY 16/17, the year-end projection, after all expected expenses come in, shows a deficit of (\$5,149). However, if some of the sidewalk repairs don't take place as planned, there may not be a deficit after all for FY 16/17.

Julie then talked about the FY 17/18 budget, which includes the increased tax (under Revenue) that was voted on at the last SCSD meeting. She summarized the Expense line items, and she also talked about two possible additional projects: the upper Westgate Turf Project (removing the dry lawn) budgeted at \$10,000, as well as \$12,000 budgeted for Sidewalk Repairs. She said that after all expenses are in (\$162,500), there is expected to be a net surplus of \$9,000, and with \$5,000 going toward the Contingency Appropriation, the ending Fund Balance should be \$70,868.

Questions:

Someone asked who is responsible for cutting back the trees if they interfere with street signs, specifically some on Westgate Drive. Mary Ellen said she could write a letter to the homeowners for permission to trim the trees in question. This is not something for New Image just yet.

Representative Jovick asked about sidewalk repair, noting that SCSD took over sidewalk repairs from the County back in 2006 for the safety factor gained by our community. But, he said we essentially are double-paying for the sidewalk repairs both out of our taxes and out of this budget. Julie acknowledged this, but said if we don't manage our own sidewalks and pathways, they might not get repaired as well or as promptly as desired. There was additional discussion about legal liability for the sidewalks with regard to cracks and any accidents that might occur on the sidewalks. Representative Russoniello stated that while we took over repair of the sidewalks for safety purposes, we did not accept liability – to be substitute for the County -- for any accidents occurring on them. He said between now and the next meeting, he will research the sidewalk maintenance take-over data, and he'll work with Representative Jovick and bring back more details for the SCSC Advisory Committee at the next meeting.

Someone asked where all SCSD records are being kept, i.e, minutes, reports and correspondence. President Andy said he is keeping all records. He said that past-President Con Hewitt made up master binders of all SCSD data and reports relating to SCSD business, and these binders are now in his possession. President Con also mentioned the SPOA website: [www.silveradoproertyowners.org](http://www.silveradoproertyowners.org) which contains organizational information, such as meeting minutes, bylaws, ordinances, etc.

With there being no further questions, President Andy asked for a motion to adjourn the SCSD meeting. A motion was made to adjourn, there was a second, and the Aye votes were unanimous. The meeting adjourned at 4:50 p.m.

Respectfully submitted,

Cathy Enfield, Secretary, SCSD-AC