

Hiddenbrooke Maintenance District Advisory Committee
Home of Joyce Estes, 2408 Waterfall Way
Minutes – 7 PM Thursday, January 8, 2015

Present: Joyce Estes (Chair), Jane McWhorter, Paul Norberg, Bob Schussel, Richard Tirrell, Kathy Wildermuth, Marcelline Mahern, and Allan Yeap. (All committee members attended.)

1. **Administration:** Meeting was called to order by Joyce Estes at 7 pm.
2. **2014-2015 Rehab Projects (All extra work orders):**
 - a. **Hiddenbrooke Parkway Median** – Phase I completed with bark. Plan to add plants in 2015.
 - b. **Hiddenbrooke Parkway Median 2015—To Do to trail head (Poles 34 – 15)**
Estimated cost under \$50,000 (very rough estimate). Committee reviewed diagram of proposed project. We are recommending that we plant only between the three trees between light poles so about 1/3 not planted with wide unplanted area on each side. Plants may include: Japanese iris, Little Johns, Rhapsiolepis, Creme de mint Pittosporum, Grevillea Coastal Gem and Roses. Grove pole 21-24 to be bark only. Joyce and Marcelline will be meeting March 2nd to finalize plants/trees. (Changed after meeting to Feb. 3rd to give Burton more time to get the extra work out issued.
 - c. **Reflection Park—In fill Planting Order Spring 2015**
Plan to add five plants in park near Overlook. Marcelline and Joyce to pick plants
 - d. **Corner of Olivewood and Overlook—In Fill Planting Order Spring 2015**
Plant 5 Grevillea Coastal Gem plants, Bark 6 feet in.
 - e. **Bennington Park**
Estimated cost now at \$30,000. 100 yards of Bark was spread at cost of \$5,000 which was paid prior to June 30, 2014. Unused bark added to Waterfall Way and Rush Creek. Great Improvement! Table legs were badly scratched when installed by Coast. Burton wants them to re-spray in in place.
Still need two crepe myrtle trees. Other plants expected to be planted January 14th.
 - f. **Bennington Court Near Hiddenbrooke Parkway** – Star Jasmine may be added Spring 2015
 - h. **Orchard's Monument:** Add three or more Good Vibrations to Orchard's monument.
 - i. **Controller's on Parkway:** Burton would like to replace 10 controllers on parkway at an estimated cost of \$80,000 using money from Entrance Way project. Committee approved the expenditure providing the work is done by June 30, 2015 and that it is considered a capital expenditure not subject to overhead. Otherwise the committee only approved four controllers.

3. **Reports:**

- a. **Grove:** City has plans for how median will be redesigned. Tentative plan is for Grove Park to be built by builder, maintained by GVRD and have a bathroom. Grove is in escrow but has several issues to be resolved per Marcus Adams, Vallejo Planner.
- b. **Hiddenbrooke Park:** Estimated opening to Hiddenbrooke residents is May 2015. GVRD will want funds to help maintain the park, but it appears it is too early to try and estimate the costs as GVRD still hasn't received notice that the park is added to their master lease. Expect HMD will pay for any cameras and perhaps to empty the garbage. Jill Mercurio was asked at the Interchange Meeting on 1/8/15 to expedite the master lease agreement.
- c. **Coast Landscape Contract:** Got first punch list that looked almost complete in late November. However December punch list and plan of work has not been received. It was requested again today from Burton. Robert Schussel volunteered to help write the email response when the punch list is not timely received. He suggested to obtain a faster response that Jill Mercurio and David Kleinschmidt be copied.
- d. **Waterfall Accident, Saturday, January 18, 2014:** Still waiting to do repairs. Change in plans to have pilasters repaired now and wait to fix the leaking waterfall. Pilasters need to be repaired before someone removes the stones which will require more work to find matching stones.
- e. **City Street Lights:** LED lights all replaced. Sent list of 5 non-working lights to City in early December with follow up January 5, 2015.
- f. **St John's Mine Road:** Will do about \$35,000 in V-Ditch repairs by 6/30/15. Have recently reminded Burton that HPOA wants any road repairs paid/reimbursed from HID but he can't add this to the Engineer's Report until Finance agrees to the expenditure. Need meeting with Finance Director to get agreement.
- g. **HPOA Locking U S Postal Mail Box** is now operational and located next to the Blue US Postal pick up box.
- h. **HMD Parcel Count Reconciliation** has been completed. HMD Parcel Count is correct. HPOA needs to remove 6055 Deerfield as it is nonexistent lot and 6611 Deerfield (16 acre parcel) is not assessed HMD until a subdivision map is filed. However, HB Plaza is assessed HMD so the count will be the same for both except the parcels will be different. Management Company has been notified to correct errors.
- i. **Message Board** has problem with piano hinge. Complete new box ordered for \$365, ½ to be reimbursed by HMD Welcome Center and ½ by HB Golf Course. To be installed by Brian McKibbin.
- j. **HMD Waterfall:** No change in City position per Burton as of 1/7/15. Water will stay off while City tries to get FEMA money for Berryessa water pipe. Hiddenbrooke residents still making complaints to City about the waterfall.

- k. **Holiday Lights:** Several requests for lights to be left on year around. Burton agreed to keep them on through Valentine's Day providing we don't have an electrical problem before then in which case they will go off until next Thanksgiving.
 - l. **Welcome Center:** Richard Tirrell gave update. Will work with Nick Conrad to upgrade camera system and leave space to add a camera for the park and the Grove. License Plate Recognition system will not be implemented because City is still working the kinks out and had to replace the first system they purchased.
4. **LMD Overhead Analysis: Paul Norberg** explained his research on the City Overhead Allocation to HMD and the information that he received from Fairfield and Vacaville. Paul agreed to lead sub-committee to meet with the City Manager about our options and include representatives from Glen Cove and North Bay. HMD representatives will be Paul Norberg, Richard Tirrell and Allan Yeap. Joyce will attend if needed.
5. **HMD Assessment 2015-2016:** Current HMD Assessment is \$650.80. Maximum as of 7/1/14 is \$671.49. Committee expects \$25 per year increase effective July 1, 2015.
6. **Engineer's Report** – Draft in progress. Joyce and Paul Norberg reviewed with Burton on 12/11. Expect better maps of HMD area and easements and more accurate descriptions of work to be performed. Weed abatement guidelines have changed and will be changed in HB with new contract. Joyce asked for minimum 20 feet clearance behind all fences. Second meeting scheduled for Jan. 28th. Burton said we need to meet with finance on the format of the budget in the Engineer's Report. HMDAC would like approximately \$100,000 for rehab for Hiddenbrooke Parkway, but does not want to take funds from the reserves to do this. Still need approval from finance for paving to be paid from HID Fund and related wording in Engineer's Report.
- Marcelline and Joyce will work on the continued upgrade to the parkway for 2015-2016 and bring some ideas back to the committee once they are done with the current project which is to be completed by Jun 30, 2015. Committee will need to make decision by July to be able to plant in early October.
7. **New Landscape Contract 7/1/15:** Marcelline and Joyce to have input on HB extra work items (like more fertilizer for roses and more pre-emergent for weed control. Meeting scheduled for 1/21/15.
8. **Storage Building:** Joyce explained the need for a building to store HMD Holiday Lights and possible future decorations along with storage for HPOA boxes, signs, etc. Burton has already agreed to put it on HMD property and have HMD pay a portion of it from HMD Funds. The Committee thought the expenses should be shared 50/50 with HPOA. Joyce to work to find a group of residents willing to work to make this happen. Will consider Tuff Shed and other pre-built options but want to make it look attractive to the community. Estimated Cost \$10,000.
9. **Meeting Adjourned at 8:40 pm** – Next Meeting late April/early May.