

Hiddenbrooke Maintenance District Advisory Committee
Home of Joyce Estes, 2408 Waterfall Way
Minutes – Monday, November 4, 2013

Present: Joyce Estes (Chair), Mike Baldwin, Ginger Bryant, Charlotte Krastof, Marcelline Mahern, Jane McWhorter, Paul Norberg, Richard Tirrell, Kathy Wildermuth, Jim Mahern (HPOA Board Liaison) and Don Burton, City of Vallejo

1. **Introductions:** Don Burton, HMD Inspector, City of Vallejo and Jim Mahern, HPOA Board
2. **Administration:** Joyce will take minutes.
3. **Reports:** Discussion at end of the meeting, if we have time
 - a. **Monthly Inspections:** Done Sept. 19 and Oct. 28th with City. Marcelline Mahern, Charlotte Krastof, and Joyce Estes did additional inspection on Oct. 19th. Major continuing problem is very unhappy roses which may be lack of water and/or fertilizer.
 - b. Next inspection requested Jan 27, 2014 and Pre-inspection Jan. 20th.
 - c. **Orchard's Monument:** Lawn nozzle changed early September and lawn is now green! They also filled in the cracks with dirt.
 - d. **Requested Maintenance:** St. Andrews infill planting of Candy Tuff and Variegated Garlic. Liquid fertilizer for roses near Message Board and Welcome Center. Bark and clean up in front of Welcome Center. Orchard's Walnut Grove on Alder Creek having suckers removed from trees under extra work order for 48 man hours. Continued removal of dead plants on parkway
 - e. **Policy on Removal of Dead Deer in HMD Areas** still not finalized, but the City Manager has said it will be done. The problem is that removal of dead animals is not part of the HMD Landscape Contract so in the future we need to work with Recology to remove dead animals from HMD/Open Space areas. Best future policy is to let Mother Nature remove the dead animals and if not gone in a week, then try to find another solution.
 - f. **Holiday Lights at Welcome Center:** Added one electrical outlet to front of Welcome Center and an electric eye to West side of building. Plan to install warm white lights using blankets on the shrubs in front of the Welcome Center by Thanksgiving Day weekend and charge lights to Welcome Center budget. Estes to handle shrubby net lighting and will continue to make calls to find someone to put lights on the Welcome Center. We may have started this project too late this year.
 - g. **HPOA Board re support of Parkway Project:** On 10/28/13 the HPOA Board voted 5 to 1 to support the project to re-design the parkway and start phase one of the landscaping in 2015.
 - h. **Grove:** Tim Cotton, owner, has said grading will be starting spring 2014 and he wants to meet with HMDAC to discuss the work on parkway. The committee asked what the effect on HMD revenue would be when the Grove was fully built out. *(Added after meeting: Grove has 84 lots and pays 60% of assessment for undeveloped lots so .6 x \$610.80 x 84 lots = \$30,784. If built with revised subdivision map, there may be only 72 lots x \$610.80 or \$43,977 for an increase of \$13,193 per year some of which will be used to maintain another neighborhood park.)*

4. **Vallejo Sanitation & Flood Control District Report on V-Ditch behind Reflections.** Ken from VSFCD reported 11/4/13 that the Reflections V-Ditch needs maintenance: rocks removed, sediment hauled away and rocks replaced. Per Don Burton this will be done as an extra work order and may only be needed every 2nd or 3rd year. The inspection should be made after the rains have stopped, so in May if we have standing water at the rear of build-up of rock, then it needs cleaning as it is not draining. It may be easier to clean it more often and leave the debris to dry on the hillside rather than to pay more to haul it away.

5. **Coast Contract:** Status of current work is borderline acceptable, but they continue to be slow with getting back to us with the punch list. Contractor not actively adding items to the punch list as they are relying on our HMD volunteers to make the recommendations. We asked Burton to work with Coast to be more pro-active with maintenance and rely less on us. The decision on whether the contract needs to be re-bid will need to be made by February and it will need to consider that the current HMD Landscape Contract is being amended to include an irrigation component which might increase our annual budget by \$30,000 per year as the current budget only shows \$20,000 for irrigation repairs. Because of the large increase this might require a new contract or perhaps just an amendment for April, May and June and then a new contract to be bid. Burton has a draft of the proposed revised Scope of Work (Section D) and will review it with Estes and Mahern on November 13th at which time we will try to increase maintenance for roses. Hiddenbrooke is part of a pilot program of four LMDs that will try combining the irrigation contract with the landscape contract.

6. **CalTrans Property Mowing At Entrance:** Committee discussed whether they wanted to use HMD funds for mowing twice a year (April and October) at entrance between on/off ramp and CalTrans fence/rocks. Burton said we couldn't use HMD funds without more research and perhaps a vote of the Community as it was not in a designated HMD area. (Also See 8b below)

7. **Garbage Can update:** Residents have requested another garbage can on the Hiddenbrooke Parkway about 100 feet north of corner of New Haven and Hiddenbrooke Parkway. The Villas HOA are okay with us putting the can in that location per Richard Tirrell. The committee approved the additional garbage can and asked Estes to provide to Burton detail information on where to order. *(Done by email 11/5/13 <http://www.dotyconcrete.com>)*

Eleven Garbage Cans to be numbered as follows on our HMD map at: <http://www.HiddenbrookeOnline.org> (Estes to do)

1. Hiddenbrooke Parkway trail just West of Welcome Center by Controller J
2. Reflections Park – near West end
3. Bennington Park near the tot lot
4. Lansdowne Place across from 2354 (Vintage)
5. Bennington Drive across from 2300, the green custom house (St. Andrews)
6. Bennington Drive between 2001 Bennington and golf course (St. Andrews)
7. Landmark between 1817 and 1799 Landmark, near HMD bench (Estancia)
8. Alder Creek between Orchard's monument and garden/bench area (Orchards)
9. Landmark Drive near 1599 Landmark at Highgate (Costello)
10. Hiddenbrooke Parkway just North of New Haven Intersection (Villas)
11. Hiddenbrooke Parkway (just South of Bennington Drive)

8. **Report from Don Burton:**

- a. **Entrance Way Project** – Still needs Jill Mercurio to complete her review and to go through legal. Ginger Bryant asked that it be bid in early January so the builder could start when the rains are done. No information was provided about whether the asphalt path to McGary Road will be allowed to stay in the plans. We decided that since we might need to have water on the CalTrans right of way that the plans should be amended to have water stub out on the inbound and outbound side of the entrance. This would delay the plans about a week while Brian Kilian, landscape architect, made those changes.
 - b. **Possible HMD Vote Required: St. Andrews & Master's Monument/CalTrans:** These monuments have not been consistently maintained under the HMD Landscape Contract and at various times volunteers have done the maintenance. We asked for a permanent solution. Burton said that because these two monuments do not sit on City of Vallejo land, we cannot use HMD funds to maintain them without a community wide vote to add them to the HMD. He said the same rule would be applied to any landscape maintenance done in a CalTrans right of way. He asked that we discuss the problem with the firm that prepares the annual Engineer's Report (SCI Consulting Group, 707 430-4300). *(On 11/5 Estes called SCI and they are sending a map to mark the areas of concern so they can determine how they lay in relation to our District.)*
 - c. **D&H Irrigation Inspection Report:** Burton has received the latest inspection report which included Avocet, Washburn, Hiddenbrooke Parkway in front of Plaza and Reflections and Yellow Breath of Heaven on Hiddenbrooke Parkway south of Bennington Drive. The repairs bill for just the Plaza/Welcome Center is \$3,000. No other details were provided except that it costs \$800 to inspect an area like Washburn which the committee thought was unreasonable.
9. **Hiddenbrooke Parkway Re-Design Project:** Design Committee will be: Charlotte Krastof, Marcelline Mahern, Mike Baldwin and Joyce Estes and Bob Schussel if needed. First meeting scheduled with City on Jan. 13th.

Sycamore Tree Count – On Parkway – Total 182 Trees
62 Center, 57 outbound, 60 inbound and 3 between W/C and Bennington Court.

General discussion of ideas, goals, wants, and dislikes.

- a. **Trees:** Burton discussed the Sycamore Trees on the parkway and recommended that they all be removed. He said they were a poor choice to begin with and that if we decide to keep the trees our labor bill would go up by 4 or 5 times because all the work on irrigation and planting would need to be done manually. He couldn't tell us the estimated dollar range of keeping the trees and suggested that be part of the design process. Bryant suggested that we consider keeping the trees near the Welcome Center as they appear to be much straighter and healthy. This will be discussed with Brian Kilian during the design process.

Committee would like to see more evergreen trees instead of deciduous, more live coastal oak, crepe myrtle and olive trees. Estes would like to incorporate Cedar Deodar, but Burton said they take a lot of water.

- b. **White Fence** could be extended more, but not sure if we have room for it on the entire outbound side. Another item to discuss with Brian Kilian.

- c. Median: We don't want shrubs under trees, but may need to consider only shrubs in the windy gulch area as we want straight trees.
 - e. Grove: Be sure to leave that section to the last and design it so it is on a separate controller. Burton to make it a requirement of City that the Grove landscape the intersection on completion and replace anything they break. Coordinate the design with the neighborhood park.
 - f. Lawn: Would prefer to keep the lawn we have in front of the Welcome Center.
 - d. Water/Maintenance: Make every effort to minimize water usage and minimize maintenance as a part of the re-landscape design.
 - e. Native Plants: Want to balance use of Native Plants with desires for more green plants
 - f. Existing Plants: Keep mature, healthy existing plants and trees when appropriate and incorporate them into the re-landscape design whenever it makes sense to do so.
 - g. No over planting!!!!!!
 - h. Bollards for the Welcome Center: don't think we have enough room.
 - i. Community Outreach: Jim Mahern recommended that we have at least one community meeting and several emails on HB-News/Hiddenbrooke Next Door to insure that the community understands and accepts the project. Article to go in the March issue of the new electronic version of HB-TIMES. Need volunteer to organize/lead community outreach program.
- 10. Estimate of Future Costs and Reserves for HMD:** Committee quickly looked at the need to increase our reserves, and possible future increases for our levy due to wage increase for Welcome Center, and additional landscape costs for a portion of the HB Park. More discussion on this at the next meeting.
11. **Bark** – Contract calls for 30 yards per year. Burton recommends installation in June for best life. If HMDAC inspectors think we need additional bark, the decision should be discussed with the committee so our recommendation can be communicated to the City by April..
12. **I-80 Interchange Fund:** Update re Roundabout and landscaping cost. I-80 Interchange Committee plans to have some proposals done in about 4 months. Continue discussion of how much annual funding does HMDAC want to propose and what steps we may need to take to get approval to use HMD funds.
13. **Welcome Center** – Richard Tirrell
14. **Items Tabled to Next Meeting**
- a. List of HMD Priorities
 - b. HMD Policies
 - c. HMD Park Status (HB Garbage Can picture sent to GVRD 11/3/12)
 - d. Vallejo Tree Policy – now effective January 2, 2014. Current policy showing on web under Valley Management Page, Summary of CC&R Complaint Procedures, Fines, Etc.

20. **City Street Trees:** Homeowners are not to trim City street trees (usually one or two per lot) unless an application is first filed and approved by the City of Vallejo. If a City street tree is diseased or causing property damage, homeowners may apply to the City to have the tree replaced at no cost to the homeowner. If a homeowner wishes to replace a City street tree that is not diseased or causing property damage, the replacement must be approved by HARC and the City and the cost will be borne by the homeowner. Sycamore trees may be replaced with Chinese Pistache, which is a smaller tree that is more suitable for some yards.

e. Dog Bags – Request to change to Bio-degradable bags

f. Analysis of reserves/budget – possible need for levy increase 2014-2015

15. **Next Meeting:** Monday, January 27, 2014 at 7 PM at the home of Joyce Estes.