

Hiddenbrooke Maintenance District Advisory Committee
Home of Jane McWhorter
Minutes – Wednesday, January 6, 2016 – 7pm

Committee:

Byrne Conley	Masters	642-8185	abcjr2@yahoo.com	8/31/17
Joyce Estes,	Heights	647-7053	estesj@pacbell.net	8/31/16
Jane McWhorter	Village	552-7807	plainjanemac@yahoo.com	8/31/16
Paul Norberg (Advisor)	Heights	552-5145	pnorberg@sbcglobal.net	-
Birgit Rickert	Masters	853-0702	birgit23@att.net	8/31/17
Robert Schussel	Heights	558-9686	rschussel@yahoo.com	8/31/17
Richard Tirrell (WC)	Villas	333-1219	retirrell@comcast.net	8/31/15
Kathy Wildermuth	Estancia	647-2896	kwilderm1@gmail.com	8/31/17
Allan Yeap	Masters	558 0642	allan_yeap@hotmail.com	8/31/16

Jen Pollard, Board Liaison

Above in attendance except Byrne Conley, Paul Norberg and Kathy Wildermuth. Bob Schussel commented that it is difficult for him to attend Wednesday meetings because he attends the Vallejo School District meetings.

Financial Subcommittee: Paul Norberg, Joyce Estes, Byrne Conley and Allan Yeap.

1. **Administration:** Joyce to take minutes. (Still no committee chair.)
2. **2015-2016 Rehab Projects – Projects Paid by 12/31/15**

Hiddenbrooke Parkway Median – Entrance w/ change order re moving main water line	\$28,982
Xmas Lights – changed to electronic eyes and fixed broken Electrical plugs (estimate)	3,831
Extra bark – 80 yds. @ \$70	4,500
Irrigation capping on parkway	6,000
Misc repairs including turf	1,507
Shade tree swale	1,570
Cyclamen at waterfall	150
Electrical repairs	1,592
Tree Trimming on Hiddenbrooke Parkway plus Oak at corner Of HB Parkway and Bennington Court	<u>27,435</u>
Total Rehab Paid July 1, 2015 – December 31, 2015	\$75,567

3. **HB Community Entrance Project** – Burton would like this project re-considered by committee at this meeting and by the Board at the January 20, 2016 Board Meeting so bid could go out early Spring. If the project doesn't get done soon, the plans will become stale and need lots more work. Last invitation to bid was July 16, 2014. One bid received \$415,659 and City Estimate was \$368,737. Cost previously estimated at a total of \$547,397.

Costs Already Incurred and Paid			
Landscape Design - FYE June 2012			6,259
Landscape Design - FYE June 2013			41,484
Landscape Design - FYE June 2014			27,015
Landscape Design - FYE June 2015			-
Subtotal - sunk costs			74,758
Costs To Be Incurred			
Construction	Bid		415,639
As built plans	Estimate		1,000
Construction Mgmt - City of Valejo, Gary Cullen	Estimate		20,000
Borrecco/Kilian & Assoc. - Kristen (80 days x 6 hours @ \$75)			36,000
Subtotal Estimated Future Costs			472,639
Total Estimated Project Cost			\$ 547,397

The committee discussed this in detail and decided that the Hiddenbrooke Parkway looks much worse and that we should concentrate on getting the parkway in shape before redoing the entrance. **The committee hopes that by delaying the entrance a way can be found to get non potable water to our waterfall so it can be turned on and the rules related to the drought will be known.**

4. **Projects for balance of this fiscal year ending June 30, 2016.**

- a. **Median from Welcome Center through the Grove to pole 21:** Turn off all water to median. Remove as needed above ground irrigation and cover with bark as was done in the first section in front of the Welcome Center. There will be no plants in this area for at least the next few years.
- b. **Median Trail Head pole 16 to pole 21 (start of Grove):** Remove all Sycamore Trees and roots (approximately 16 Sycamores) and remove all irrigation and amend soil for planting. HMDAC will design a plan for this area using one type of evergreen tree and one deciduous and some plants that are drought tolerant. It will get all new irrigation for values 12, 13, 14, and 15. (Burton to verify values involved.)
- c. **Median from Hiddenbrooke pilaster to Trail Head:** Remove or cover irrigation in front of roses and bark. Committee to tag plants to be removed and provide list of replacement plants and some trees. Plants planted within two feet of median edge will be removed and water capped and bark spread to cover caps.
- d. **Median South of Bennington Court** – Estimated cost with cobblestone \$60,000 – \$80,000. Area to be planted with 5 redwood trees and perhaps roses in the areas that is only 8 feet wide (planting area will be 4' wide) in front of the Hiddenbrooke golf information sign.

SIZE: Burton measured it as 470 feet long, of which 350 feet is 23 feet wide and 120 feet is 8 feet wide so this is 9,010 square feet. Best guess of cobblestone is that we have approximately 960 lineal feet or 1,920 square feet so use 2,000 for estimate or \$40,000. Actual cost of cobblestone will be adjusted based upon width planted at \$20 sq. foot.

5. **Projects for July 1, 2016 – June 30, 2017:** This list will be finalized at the next meeting. HMDAC wants estimate of costs to see if funding from HID might be appropriate.
- e. Finish what is left from above
 - f. Bennington Court – Replace missing Star Jasmine
 - g. HB Parkway Outbound side – needs trees and large shrubs. Above ground irrigation which shows will be lowered or removed. Bark may not be suitable as it will roll down the hillside.
 - h. HB Parkway Inbound side – plant as needed. Above ground irrigation which shows will be lowered or removed. Bark as appropriate or perhaps 6 feet back from trail and then let it go natural.
 - i. Landscape areas: Shade Tree, Avocet, Ashden, Washburn and perhaps Lansdown are not connected to Oasis Master System. Burton would like us to add one per year plus probably do some landscaping. One completely new Oasis Controller with Stainless Box is probably \$20,000 plus.
 - j. Shade Tree needs more shrubs
 - k. Pear Trees to be replaced on Waterfall, Rush Creek and Washburn
 - l. Investigate getting some funds from the Hiddenbrooke Improvement District (HID)

6. **Reports/Updates:**

- a. **Welcome Center Update:** Committee will view the sign on the front of the Welcome Center to the right of the door and decide if it needs to be replaced out of the Welcome Center budget. We could consider putting the phone number for security here instead of the logo and our name.



Richard discussed the possible changes in the security contract and asked that next year's budget be at least \$190,000 due to possible increase in hourly rate.

- b. **Engineer's Report** – To be worked on in January. Probably only major change will be the updated financial information since a major re-write was done last year.
- c. **New HMD Maintenance Contract** for July 2016 to go to bid around March. Joyce has been unable to get the draft of what we did in early 2014.
- d. **Grove:** received an extension on permit deadlines to finalize subdivision map.

- e. **Holiday Lights –Turned on prior to Thanksgiving.** Required \$3,831 in repairs. Lights at Welcome Center to come down when the rain stops. Joyce would like another volunteer to do it next year. HMDAC would like holiday lights repaired so they can be turned on next year from Halloween to Valentine's Day. We may decide to call them our Winter Lights. Brigit to communicate this to Burton so that bid can be done now so work can proceed on July 1st.
 - f. **Next HMD Inspection:** End of February. Joyce provided list of items to be added.
 - g. **St John's Mine Road** – Budgeted \$300,000 for 2015-2016. No activity planned.
 - h. **Waterfall Accident, Saturday, January 18, 2014.** Still waiting to do repairs. Change in plans to have pilasters repaired now and wait on leaking waterfall.
 - i. **Goggle Drive:** Brigit has set up a google drive which will store some of the HMDAC documents which will be available to current and future committee members. Please email Brigit with your gmail email account so you can receive access to these documents.
 - j. **Dog Boxes** have been broken into and the bags removed. Committee discussed getting the boxes with padlocks which might be more secure, but decided that they didn't like the looks of those locks so will continue to get the same locks. Joyce noted that we have been going through 40,000 bags a year and this year will probably order 60,000.
7. **HMD Activity Reports** from City for July 1, 2015 – December 31, 2015 have been emailed to committee. Paul Norberg has done his recap. Paul's email says there is enough in reserves to pay for the entrance. We also noted that some of the Hiddenbrooke Improvement District (HID) repairs were included as HMD expenses. Committee will work on getting those reclassified out of our accounts.
8. **Adjourned at 8:40 pm**

Minutes taken by Joyce Estes, Secretary.