

Minutes of the August 20, 2015 Meeting of the Board of Directors of the Silver Creek Valley Country Club Geologic Hazard Abatement District.

A meeting of the Board of Directors of the Silver Creek Valley Country Club Geologic Hazard Abatement District (“District”, “GHAD”) was held at 5460 Country Club Parkway, San Jose, California, on August 20, 2015 and was called to order at 6:30 PM.

Agenda item 1: The following Directors were present at the beginning of the meeting and constituted a quorum for the transaction of business: David Crouse, James Forsberg, Reyad Katwan and Stephen Ursenbach. Board member Bruce Apkarian was absent. The General Manager of the GHAD, Ed Abelite was present at the meeting and was asked by Mr. Katwan (the Chairman) to be the Secretary of the meeting and to keep the minutes of the meeting. Mr. Peter Ligeti was in attendance from the general public.

It was noted by the Directors that the agenda had been properly posted by Mr. Abelite at the guard gate at least 72 hours prior to the meeting.

Agenda item 2: The minutes of the June 6, 2015 meeting were then reviewed by the Board of Directors. Mr. Ursenbach made a motion to approve the minutes. Mr. Crouse seconded the motion. The Board voted to approve the minutes as follows: Voting yes: Messrs. Ursenbach, Forsberg, Crouse and Katwan. Abstaining: none. Absent: Apkarian.

Agenda item 3: Comments from Public and Correspondence: Mr. Abelite noted there were no public comments received.

Agenda item 4: Board to review and consider approving Communications Policy. Mr. Abelite presented the staff report to the Board regarding the proposed Communications Policy. After some discussion, the Board directed Mr. Abelite to craft policy language having to do with referring inquiries to the GHAD geologists in only certain cases and at the discretion of the General Manager. Additionally the Board wanted a revision to the inquiry form to include a question about the level of urgency of the item. A revised Communications Policy draft shall be presented to the Board for adoption at the next Board meeting.

Agenda item 5. Manager’s Operations report.

- a. Mr. Abelite presented his work product to the Board with respect to the scope of work of repairs required for the sub drains around the District. Mr. Abelite reported that he had met with the golf course superintendant Nick Checklenis to outline the scope of work. Mr. Checklenis indicated he would get to this work sometime in the next two months. Mr. Abelite reported that he had also spoken to the HOA’s Alma Fasano about the scope of work for the HOA and then had emailed and mailed the same scope of work to the HOA. Mr. Abelite had let Ms. Fasano know that these items were of a lower priority and that they could wait until next year should this be necessary for budget reasons. Ms. Fasano said she would present this to the Board of the HOA.

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During this discussion, the Board directed Mr. Abelite to reach out to the HOA and collect information regarding the old reserves study and the reserve information regarding drainage ditches

- b. Mr. Abelite reported that the HOA landscape company did find the source of the water that has plagued the rear property lines of several homes along Durban Court. The source of the water was a HOA pressurized landscaping pipe. The location of the break was directly behind 5081 Durban Court, below the vee ditch. Aside from clean out and repairs to the Vee ditches as outlined in the above referenced scope of work, this item is considered closed.
- c. Mr. Abelite reported that he did some minor work related to the upcoming election. He further mentioned that Mr. Apkarian will not be seeking re-election and that it appears the Board will have to appoint a new Board member should not enough candidates file to run for office with the Registrar of Voters.
- d. Mr. Abelite reported that it appears the GHAD's Tax Roll work was successfully submitted to the County of Santa Clara.
- e. Mr. Abelite reported that he had searched for a replacement auditor. Mr. Abelite reported that the winning firm is Boden Klein & Sneesby (BKS). Mr. Abelite will begin the audit process with BKS in the next few weeks.
- f. Mr. Abelite provided the Board a copy of the HOA's geologist email regarding his findings for 5723 Trowbridge Way.
- g. Mr. Abelite reported that he had worked on regular financial items such as processing invoices, reconciling accounts and filing away documents in the record.
- h. Mr. Abelite reported that he will be working on the following items in the new several weeks:
 - Getting Air flight systems to perform their yearly flight photos.
 - Ordering the Fall Inspections from C2 Earth Inc.
 - Inviting Alma Guimarin from Morgan Stanley Smith Barney to our next Board meeting.
 - Start the process of the Emergency Operations Plan review and rehearsal. The GHAD will attempt to hold a field exercise in the latter part of September, subject to the City schedule.

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The Board noted that the next GHAD meeting will be at 6:30 pm on November 19, 2015 at 5460 Country Club Parkway, San Jose, CA.

The meeting was adjourned at approximately 8:00 pm.

Respectfully Submitted,

DocuSigned by:
Ed Abelite 

, Secretary of the Meeting 11/23/2015

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and

David Crouse

, Clerk of the Board 11/24/2015

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