

**ROLLING HILLS COMMUNITY SERVICES DISTRICT**  
**MINUTES of JUNE 16, 2015 MEETING OF THE BOARD OF DIRECTORS**

**1. Call to Order/Roll Call.**

The meeting of the Rolling Hills CSD held on June 16, 2015 was called to order at 7:01 p.m. by President Matt Sites in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to President Sites, Directors Tim Halverson and Mark Magee, General Manager Chaney Hicks, Board Secretary Linda Stone, and members of the public were present. Directors Gordon Fawkes and John Kennedy were absent.

**2. Public Comment.** There was no public comment.

Tim Halverson made a motion that Agenda item 4. Consent be taken out of order; Matt Sites second; motion passed.

**4. Consent Items**

The consent items consisting of Approval of draft Minutes of May 19, 2015 regular meeting of the Board of Directors, Financial Reports for period ended May 31, 2015 prepared by Auditor's office, May 26 letter from the Board of Supervisors regarding change in election date for Rescue Fire Protection District, and letter from SDRMA regarding Property Liability Program information for FY16 with no rate increases were considered. Director Tim Halverson moved to approve the consent items and accept and file the items; second by President Matt Sites; motion carried.

**3. Monthly Reports**

**General Manager Report.** Chaney presented an oral and written report. She continued to routinely work with the landscapers over the past month. Issues discussed included spraying of new bark with weed preventative, spraying the clover at the park, and water usage and management. She noted the plants at the entrances are looking stressed. She reported the firebreaks are complete and that the gate at Winterfield is scheduled for installation on June 25. The boulders will be placed after the gate is installed. An electrical issue was discovered at Manchester when a power surge fried some wires at the entrance. The issue has been repaired. The June Movie Night had a low turnout but those in attendance had a good time. It was agreed another Movie Night will be scheduled for September 26 and possibly incorporate a Chili Cook-off and hotdogs. Chaney noted the last newsletter was dispatched in January and it was agreed that the next newsletter would be targeted for dispatch in July. Chaney posted on the District website and sent to the email contact lists the information about the number to call when reporting a fire from a cell phone. Issues and concerns discussed with residents included a call from a resident about property owner and garbage left in front of the house (not within CSD jurisdiction), a CSD tree was removed from resident's property and Chaney is awaiting bids for fence repair, and a 14 day notice to comply regarding encroachment was sent to a property owner near the Stonebridge Stop Sign. It was noted that the property lines at this location make it difficult to determine who has the responsibility for trimming of the overgrown bushes but Chaney expects the trimming will be completed soon.

b. **Communications Committee Report.** The Communications Committee did not meet this month.

**5. Old Business**

**a. Road and Speed Control Measures on Stonebriar Drive.** The El Dorado Hills Fire Department has agreed to hire a traffic engineer and bear the cost for conducting a study to address the speeding and traffic issues in our District and other areas of the County. RHCSO has been invited to participate in the Case Study because we have gathered significant data on our speeding issues and have been working on traffic control considerations for some time. They will be in further contact about the Case Study.

**b. Berkshire Tree Trimming.** Chaney Hicks reported that the tree trimming work in Berkshire Park which was causing safety issues to the resident's home adjacent to the park has been completed. Chaney showed pictures taken after

the work was done and said she was present while the work was being performed. The affected resident was present and spoke about her concern that not enough work was done to the trees near her yard and she said the work was not done in accordance with the bid she obtained. Chaney explained to the resident that the CSD did not go with the bid supplied by the resident, but awarded the work based on a bid received from another contractor. After discussion, the Board respectfully conveyed that the work for which it had contracted has been completed and that the District cannot trim all dead branches, only those which hang below 6' clearance requirement and those which give rise to safety concerns. The District tree trimming is not done for esthetics but to address safety issues.

**6. New Business.**

**a. 4<sup>th</sup> of July Event in Stonebriar Park.** The Directors discussed the upcoming 4<sup>th</sup> of July event and associated costs. Director Tim Halverson made a motion to approve expenditure of funds from the approved budget for not to exceed \$850 for this event, with \$550 going toward rental of equipment and the balance to defray the cost of event insurance; second by President Matt Sites; motion carried.

AYES: Sites, Halverson, and Magee

NOES: None

ABSENT: Kennedy and Fawkes

ABSTAIN: None

**b. Preliminary Budget for FY 2016.** The board members reviewed and considered the preliminary budget worksheet prepared for FY16 which included as reference the adopted budget information for FY15, proposed budget amounts for FY16, and detail notes as to suggested increases, decreases, or static numbers. The notes also included possible projects for consideration in the budget. The Board noted this budget year road maintenance is needed to the Stonebriar development since it was last done in 2008 and is well beyond the 5-year suggested maintenance cycle for resealing. For budget purposes, the amount of \$71,000 was discussed, being the single largest budget account item. Large scale road maintenance such a resealing project is a budget expense which requires a draw from the fund balance reserves. The Board members also discussed the Development Impact Fee to be received from Standard Pacific Corporation in the amount of \$215,000 which is payable upon approval of the final map for the new El Dorado Springs subdivision located within the jurisdictional boundaries of the District. It is hoped that the final map will be approved in FY16. It was also noted that those funds will be accounted for by the District inasmuch as they are discretionary funds to be used by the District to fund improvements within the District to serve the residents of the subdivision such as parks, roads, recreation, and other maintenance.

After discussion, Director Tim Halverson made a motion to approve a preliminary budget reflecting normal revenue income of \$143,300, expenditures of \$219,300, the necessary transfer from the fund balance to balance the budget as may be necessary, and inclusion of the one-time Development Impact Fee revenue to be received from Standard Pacific Corporation pursuant to the Development Agreement executed for the new El Dorado Springs project; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, and Magee

NOES: None

ABSENT: Kennedy and Fawkes

ABSTAIN: None

**Adjournment.**

The meeting was adjourned at 8:53 p.m. upon a motion by Tim Halverson, second by Matt Sites; motion carried.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: July 21, 2015