

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of FEBRUARY 19, 2013 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on February 19, 2013 was called to order at 7:07 p.m. by President Tim Halverson in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to President Halverson, Directors John Kennedy, Matt Sites, Gordon Fawkes, Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. A quorum of the Board was present.

2. Public Comment. None.

3. Monthly Reports.

a. General Manager Report. Chaney presented the items contained in her written report which included consideration of replacement street signs for Stonebriar and Shadow Hills due to new regulations; installation of replacement parts for the park swing are installed, the garbage cans have been secured, the claim made to AAA for damage to the street light pole in Springfield Meadows has been paid, and repairs to the split rail fence will be made at a cost of \$285.

b. Parks Committee Report. None.

c. Communications Committee Report. None.

4. Consent Items

The Consent items, including approval of Minutes of January 15, 2013 Regular meeting, approval of Monthly Financial Reports for Month End December 2012, monthly bank statement for period ended January 15, 2013, and correspondence from Auditor/Controller's office regarding requirements for public bidding and ethics training and; SDRMA letter announcing longevity distribution awarded of \$88; and BOE notice of use tax rates effective April 1, 2013 were considered. Director Gordon Fawkes moved to approve the consent items; second by Matt Sites; motion carried.

AYES: Halverson, Kennedy, Sites, Fawkes and Magee

NOES: None

ABSENT: None

ABSTAIN: None

5. Old Business

a. Update regarding efforts to resolve trespass/wrongful removal of trees from CSD property issue – replacement trees.

President Halverson gave an update regarding the meeting held among himself, Director Matt Sites, General Manager Chaney Hicks, the homeowners, and the arborist. Various tree options were discussed at that meeting and the final decision for the replacement tree type is the California Popular, male species. The homeowners confirmed that they will make payment to the arborist for his meeting time as agreed. Matt Sites will provide the planting diagram and Tim Halverson will get the agreement among the parties executed.

b. Request to Auditor/Controller's office to increase amount held in District's Revolving Funds Checking Account. The item was continued to next meeting.

c. Update regarding CSDA's request for Legislative Proposals to further the interest and better enable the efficiency and effectiveness of all types of special districts in the state— Request for CSD to have Authority over CC&R's . Director Matt Sites advised he has not yet connected with CSDA. The item was continued to next meeting.

d. Storm Drain Maintenance. Chaney updated the Board regarding efforts to get bids for hydro vacuuming of storm drains and to remove leaves and debris from storm drain boxes and the drain lines. She received one estimate and explained very few companies have this equipment. The Board indicated its agreement that this type of maintenance service would be beneficial on an annual basis. Chaney explained that this storm drain maintenance is different than the maintenance done by EID to the sewer lines. Also she explained that the District has five outlets which flow into the open space. The Board decided that it will consider funds for this maintenance work as part of the next fiscal year budget process with an eye toward getting the work performed around November 2013 and prior to the rainy season.

e. District Lighting Issue. Chaney Hicks updated the Board regarding cost savings to be realized if the existing spot lights at the entrances and street lights (Springfield Meadows) were changed from regular bulbs to LED lights. Cost savings would include a reduced rate from PGE per street light pole, but the biggest savings is realized because LED lights last on average about 15 years/50,000 hours. Research showed the District expended funds to an electrician to service the light poles over the past 5 years at a cost in excess of \$4,000, thus over \$12,000 for a 15 year period of time. Bids were considered and compared for replacement of the lights with 35 watt or 40 watt LED bulbs which ranged from \$3,910 to \$4,600. There was a difference in cost of about \$700 for 35 watt vs. 40 watt bulbs. After discussion, Director John Kennedy moved to accept the bid of RAM Custom Electric, Inc. to replace the street lights with 40 watt LED lamps, replace the entrance flood lights with LED bulbs, and related electrical work and changes, at a cost of \$4,600 as outlined in RAM's proposal; second by Director Matt Sites; motion carried.

AYES: Kennedy, Sites, Fawkes and Magee

NOES: None

ABSENT: None

ABSTAIN: Halverson

f. Board Member Training Attended by Gordon Fawkes. Director Fawkes presented his written and oral report regarding the training he attended through CSDA. The Board Clerk provided answers to various questions Gordon asked as a result of his training.

6. New Business

a. Rodent Abatement in Open Spaces. Chaney Hicks presented information and a proposal for rodent control of gophers, mice, and vermin in the park grass and open space area. Varying degrees of service were discussed including initial service, two follow up visits, and periodic monthly service. The Board discussed that it would be beneficial to attempt to remove the rodents from the park area and prevent further destruction of the park's lawn areas. The issue of rodents in open field spaces, however, is not one the Board felt was in its purview. After discussion, President Halverson moved to accept the proposal of the Pest Control Center for initial treatment of Stonebriar Park and Berkshire Park areas against gophers and other pests with two follow-up treatments, at a total authorized cost of \$625 as outlined in the written proposal; second by Director John Kennedy; motion carried. Beyond the three visits, the Board will reassess in the future as may be necessary.

AYES: Halverson, Kennedy, Sites, Fawkes and Magee

NOES: None

ABSENT: None

ABSTAIN: None

b. Security Options to Deter Theft/Vandalism. A brief overview was presented with the range of options for security in the park area from a full blown security system costing thousands of dollars to a camera mounted in a pole to monitor certain areas costing a few hundred dollars. Other issues mentioned were signage to warn that premises are under surveillance. Many questions came up regarding battery life for the camera, resolution of the camera, solar options, ease of access for the camera, and mounting options and locations. The Board indicated its interest in the issue and directed that further information be gathered. The matter will be brought back to a future meeting of the Board.

c. Encroachment Ordinance. The issue of violations of the District's Encroachment Ordinance was discussed with emphasis on repeat offenders. Warning stickers have been issued on repeated occasions to the same offender. The Board indicated its desire that the District's procedure be revised to provide that after issuance of three Warning Stickers during a one year period, no further Warnings are necessary and further violations will result in immediate issuance of a Citation. The proposed changes shall be brought back to the Board at the next meeting for review and approval.

d. CSD Storage Facility. The Board discussed its current storage unit size of 5'x10' and the fact that it how stores its event supplies including the large BBQ and games in the storage unit. It was determined at a 10'x10' storage unit is necessary for the supplies and District's filing cabinets and records. Costs were compared. After discussion, President Halverson moved to approve moving to a larger 10'x10' storage unit on the second floor at our current location, now owned and operated by iStorage El Dorado Hills, at a cost not to exceed \$105 per month, with expenditure of 12 months in advance to receive the 13th month free; Director John Kennedy second; motion carried.

AYES: Halverson, Kennedy, Sites, Fawkes and Magee

NOES: None

ABSENT: None

ABSTAIN: None

e. Use of Fields in the Parks. As we enter springtime with baseball, soccer, Lacrosse and other practices taking place in parks around El Dorado Hills, the Board discussed giving reminders to folks seen using the District's fields without a permit to do so. Present them with an application and direct them to Chaney Hicks for information.

Closed Session

At 8:45 p.m. the meeting was adjourned to closed session. The Board decided to decline a resident's donation of a light fixture and confirmed its intention to stay with the District's existing Lighting Design Plan, based upon legal counsel's advice.

Adjournment.

The meeting was adjourned at 9:04 p.m. upon motion by Tim Halverson, second by John Kennedy; motion carried.

Submitted by:

Linda Stone
Board Secretary

Approved by Board: 3/19/13