

**ROLLING HILLS COMMUNITY SERVICES DISTRICT**  
**MINUTES of JUNE 26, 2013 SPECIAL MEETING OF THE BOARD OF DIRECTORS**

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

The special meeting of the Rolling Hills CSD held on June 26, 2013 was called to order at 7:21 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 Matt Sites, John Kennedy, Mark Magee, and Gordon Fawkes, General Manager Chaney Hicks, and Board Secretary Linda Stone were present. A quorum of the Board was present.

**2. Public Comment.**

There was no public comment.

**3. Consent Items**

The Consent item, including approval of the monthly financial reports prepared by the County Auditor Controller's office for month ended May, 2013, was considered. Director Mark Magee moved to approve the consent item; second by John Kennedy; motion carried.

**AYES:** Halverson, Sites, Kennedy, Magee and Fawkes

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**4. Old Business**

a. Preliminary Budget for FY 2013-14. The Board considered the draft preliminary budget and discussed each line item.

Detailed discussions were had regarding the expected revenues, each of the maintenance accounts, legal expenses, Master Plan project, and utility expenses. The Board expects revenue of \$138,000.00. Expenditures discussed total \$179,250, including \$47,000 for extraordinary items of road repairs, maintenance improvement projects, and the Master Plan development. As a result, the amount of \$41,250 would need to be transferred from the District's fund balance to cover the costs over the expected revenue. President Tim Halverson made a motion to adopt a Preliminary Budget for FY14 in the total amount of \$179,250.00, as discussed at the meeting; second by Director Matt Sites; motion carried.

**AYES:** Halverson, Sites, Kennedy, Magee and Fawkes

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

A copy of the adopted Preliminary Budget follows these minutes. In addition, the Board will discuss at a future meeting the need for a Maintenance Reserve account for road maintenance done on a 5-6 year cycle and other known maintenance items and how that should be handled.

**Adjournment.**

The meeting was adjourned at 9:20 p.m. upon motion by John Kennedy; second by Tim Halverson motion carried.

Submitted by:

Linda Stone  
Board Secretary

Approved by Board: July 16, 2013



**ROLLING HILLS CSD****FY14 PRELIMINARY BUDGET  
ADOPTED 6-26-2013****Revenues**

Property Taxes	\$	66,000.00
Interest	\$	1,000.00
Special Assessment	\$	69,000.00
Various Other	\$	<u>2,000.00</u>
<b>Revenue Income</b>	\$	138,000.00
Transfer From Fund Balance	\$	<u>41,250.00</u>
<b>Total Revenue</b>	\$	179,250.00

**Expenditures****Services/Supplies**

3000 Payroll Expenses	\$	200.00
4040 Telephone	\$	200.00
4041 Communications	\$	1,000.00
4100 Insurance	\$	3,300.00
4180 Maint. Improv. Projects	\$	12,000.00
4183 Maint. Grounds	\$	2,000.00
4185 Maint. Parks	\$	40,000.00
4189 Maint. Water System	\$	4,000.00
4190 Maint. Drainage	\$	2,000.00
4191 Maint. Roads	\$	20,000.00
4192 Maint. Lighting	\$	500.00
4197 Bldg. Supplies	\$	500.00
4220 Memberships	\$	450.00
4240 Misc. Expense	\$	500.00
4260 Office Expense	\$	800.00
4300 Prof. Services	\$	22,000.00
4304 Admin Fee Agency	\$	100.00
4305 Accounting serv.	\$	5,000.00
4313 Legal Services	\$	8,000.00
4345 Director Services	\$	5,250.00
4400 Publication Not.	\$	500.00
4420 Rent/Lease Exp.	\$	250.00
4440 Rent Bldgs.	\$	2,600.00
4501 Project Master Plan	\$	15,000.00
4501 Project Events	\$	2,000.00
4505 Educa. Training	\$	500.00
4600 Trans./Travel	\$	200.00
4602 Private Auto	\$	400.00
4620 Utilities	\$	30,000.00

**Fixed Assets**

6020 Bldg. Improvements	\$	-
<b>Total Expenditures</b>	\$	<u>179,250.00</u>