

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of JULY 19, 2016 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on July 19, 2016 was called to order at 7:10 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, Gordon Fawkes, Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. Director John Kennedy was absent.

2. Public Comment. Mrs. Storm spoke about her concern that the trees behind her property need more water. They are in the open space. She noted there is no water coming from her home so said they need more water.

3. Monthly Reports

a. General Manager Report. Chaney presented an oral and written report. Issues discussed with the landscapers this month including completion of multiple repairs to sprinklers at the park and trimming the trees along Summerfield over the sidewalk. She began work on the Direct Assessment and will visit the County to complete the electronic portion shortly. She said residents need to understand that dumpsters may not be left in the street as there was another situation where one was delivered in the street on Summerfield. Two warning stickers were issued for skateboard ramps and a trailer. She discussed a trespass situation which occurred on 4th of July when a resident drove up the hill to the El Dorado Hills sign to watch the fireworks. She noted the potential access points on Dunnwood Drive and acknowledged that input from the Fire Department is needed so the District can determine what its next steps will be to prevent this type of unauthorized access which is such a fire hazard. This item will be placed on the agenda for the next meeting.

A further Master Plan workshop will be scheduled prior to the August board meeting and a survey posted via Survey Monkey to gather further information from residents about their preferences. The tentative date of August 9 was discussed pending availability of the meeting room. Information about the Workshop and survey will be posted to the website and the GM will post it on Yahoo Groups and Next Door, if possible, as well.

b. Communications Committee Report. The Communications Committee did not meet this month. This item will be removed as from the agenda as a standing item and in its place the Master Planning Committee will be listed.

4. Consent Items

The consent items consisting of the draft Minutes of June 21, 2016 Special meeting and June 21, 2016 Regular meeting of the Board of Directors; Wells Fargo statements for January through June, 2016; correspondence including SDRMA letter regarding FY17 Property/Liability coverage documents/member's Certificate of Coverage dated July 1, 2016; County of El Dorado FY17 Direct Charge Information and instructions for the August 10 deadline; Community Development Agency Long Range Planning – June 30, 2016 Notice of Availability of a Draft EIR for the General Plan Biological resources Policy Update and Oak Resources Management Plan; and Proof of Publication of Notice of Public Hearings were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Kennedy

ABSTAIN: None

5. Old Business.

- a. **El Dorado Springs Development Status.** Following up on the specifications called for in the Utility Easement Agreement, Chaney met on site with a representative from DOT to discuss the changes requested. She was assured that the finished result will be designed so the water drains properly. Rachel Corona will be sending language to insert into the Utility Easement Agreement acceptable to all parties.
- b. **Folsom Heights Plans for Roadway at Prima.** Chaney reported that it appears Folsom Heights developers are trying to grant access to another developer to piggyback for use of the Prima and Montrose easement. Chaney consulted legal counsel and was advised that a third party has no right to use another's easement. She is working with representatives of EID also regarding these issues. The Russell Ranch developers through Tracy Ferguson, Project Manager for the New Home Company, is seeking a temporary right of entry from the District, temporary construction of water pipeline and road access. It was noted that the existing easement is not Folsom Height's easement to grant to a third party. The District's goal is to work with Folsom Heights to mitigate the District's issues. The Board discussed appointing an ad hoc committee for the purpose of doing needed research, meeting with representatives of the developers to discuss these issues, and reporting back to the Board. Matt Sites and Tim Halverson were appointed to the ad hoc committee.
- c. **Landscape Damage to Stonebriar Entrance as Result of Auto Accident.** Chaney covered this item in her General Manager report. Repairs have been made, a claim filed with the auto insurance carrier, and the claim paid.
- d. **Master Plan for the District.** Chaney reported that she located the map depicting the design for the park, and Stonebriar as-build plans which is a good starting point for the design. She mentioned that the park design included 50 parking spots. The board commented that its prior draft plan ideas included 20 spots and was in a good location. The Board called for the scheduling of a Special meeting for the purpose of a Master Plan workshop so specific focused attention can be given to the next steps. The special meeting will be held prior to the next regular board meeting, provided that the meeting room is available.

6. New Business.

- a. **Public Hearing – Open Public Hearing Regarding Authorizing the Continued Collection of the Direct Charge Assessment FY17.** President Matt Sites opened the public hearing for this item. He asked if there was any public comment. There being none, he closed the hearing. There being no further discussion, Director Tim Halverson moved for adoption of Resolution 16-02 Authorizing continued collection of the Direct Charge Assessment of \$200 in FY17 for the purpose of maintaining and improving community infrastructure and for other lawful purposes of the District; second by Director Mark Magee; motion carried.
 AYES: Sites, Halverson, Fawkes and Magee
 NOES: None
 ABSENT: Kennedy
 ABSTAIN: None
- b. **Public Hearing – Open Public Hearing regarding Establishing the Appropriation Limits for Fiscal Year 2017 for RHCS D as described in Article XII B of the State Constitution; proposed appropriation limits are \$90,896.89.** President Matt Sites opened the public hearing for this item. He asked if there was any public comment. There being none, he closed the hearing. The Board referenced the prior legal opinion from General Counsel David McMurchie on this topic. There being no further discussion, Director Tim Halverson moved for adoption of Resolution 16-03 Establishing the Appropriation Limits for Fiscal Year 2017 for the Rolling Hills Community Services District as described in Article XII B of the State Constitution in the amount of \$90,896.89; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Kennedy

ABSTAIN: None

c. Public Hearing – Open Public Hearing regarding Approval of the final operating budget for RHCS D for Fiscal Year 2017. President Matt Sites opened the public hearing for this item. He asked if there was any public comment. There being none, he closed the hearing. Director Tim Halverson moved for adoption of Resolution 16-04 Approving the Final Budget for Fiscal Year 2017 in the amount of \$200,915.00 as presented; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Kennedy

ABSTAIN: None

d. Correspondence from County of El Dorado – Elections Department Recommending Candidates Seeking to Run for Office in November Election schedule Appointment for the Filing Period. Linda Stone highlighted this new requirement to the Board since this is a new process and noted that the deadline is August 12, 2016.

e. El Dorado Hills CSD Request for Use of Stonebriar Baseball Field. Chaney Hicks reported about her conversations with the EDH General Manager and the Field Coordinator for their Recreation Department. She noted their interest in the use of the District's field as a solution to their need for an additional field from February through July 2017 for four-five days per week from 5:00 p.m. to dusk. They took no issue with the District's requirements for insurance and waiver of liability but had major concerns about parking. They also said the field would need to be brought up to their standards. The Board discussed various alternatives and approaches to this issue. Chaney said she will ask CalAtlantic about their schedule for road paving with the thought that possibly the District could coordinate with that paving schedule to save time and money in getting a parking lot installed. It was suggested that this might be a good pilot project for field development and use for organized sports. The Board discussed seeking opinions from residents about the possibility of a pilot project which could help with better understanding the type of impacts related to organized sports at the park and how the District's resources could best be used in future collaboration with others. The Board provided direction to staff and identified the following information it wants to receive from EDH regarding this possible project: Estimated cost implications expected for the project; the degree to which EDH would be willing to participate in the expected costs of field improvements; and confirm the District would be indemnified from the activities conducted on the field. The matter will be brought back when further information is obtained.

f. Stonebriar Park Playground Fiber Maintenance. Chaney updated the Board about the status of the fiber materials within the play area at the park and the need for installation of additional material. After discussion, Director Mark Magee moved to approve an expenditure of not to exceed \$1,500 from the approved FY17 budget for the purchase and installation of approximately 25 yards of fiber materials in the park; second by Director Tim Halverson; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Kennedy

ABSTAIN: None

g. Springfield Meadows Speed Bumps/Road Maintenance. Chaney updated the Board following the discussion at the last meeting about the need to refresh the paint on the speed bumps and road signage in Springfield Meadows. After discussion, President Matt Sites moved to approve an expenditure of not to exceed \$1,300 from

approved FY17 budget for the repainting of the speed bumps in Springfield Meadows and road signage maintenance; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Kennedy

ABSTAIN: None

h. Grounds Maintenance along Sound Wall on White Rock Road. Chaney reported to the Board that the irrigation system in the area of the sound wall along White Rock Road is exposed and suggested that landscape bark be installed to cover the exposed drip irrigation system to help protect it from exposure to the sun, reduce maintenance, and prolong its life. After discussion of the possible quantities of landscape material needed and coverage areas, Director Tim Halverson moved to approve expenditure of not to exceed \$2,800 from the approved FY17 budget for the purchase and installation of approximately 60 yards of bark along the sound wall area; second by Director Gordon Fawkes, motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Kennedy

ABSTAIN: None

i. Introduction and Waiver of First Reading of Ordinance 2016-01 Regarding Administrative Citations. The Board discussed the draft Ordinance and indicated it was very favorably impressed with the work product of the new general counsel, Nick Norvell. President Matt Site moved to introduce the ordinance as presented and waived the first reading; second by Director Tim Halverson; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Kennedy

ABSTAIN: None

j. Newsletter. The Board discussed the draft newsletter presented by Chaney Hicks and the content of additional articles needed. Director Gordon Fawkes provided edits to the draft; Matt Sites to prepare the President's message; and Linda Stone to prepare a financial update. President Sites moved to authorize expenditure of not to exceed \$500 from the approved FY17 budget for printing and mailing of the newsletter; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Kennedy

ABSTAIN: None

7. Adjournment.

The meeting was adjourned at 9:12 p.m. upon a motion by Matt Sites, second by Mark Magee; motion carried.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: August 16, 2016