

ROLLING HILLS COMMUNITY SERVICES DISTRICT

**MINUTES of MARCH 20, 2012 MEETING OF THE BOARD OF DIRECTORS**

**Call to Order/Roll Call.**

The meeting of the Rolling Hills CSD held on March 20, 2012 was called to order at 7:06 p.m. by President Tim Halverson in the meeting room at Rolling Hills Community Church, White Rock Road, El Dorado Hills, California. In addition to President Halverson, Directors John Kennedy, Mike Nevlida and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present, together with residents of the District.

**2. Public Comment.** None

**3. Monthly Reports.**

a. General Manager Report.

- Chaney reported receiving a call from a resident on Stonebriar Drive regarding a tree located on CSD property whose roots are causing damage to the property owner's fence. It appears the root has grown back. An arborist looked at the tree and is of the opinion that the tree should be removed because cutting back the root to the extent required would damage the tree. The options appear to be removing the tree, notching the fence to allow for the root, or cutting the root and leaving the tree. However, it was discussed if this last option is desired by the homeowners, they would have to assume responsibility for the tree in light of the arborist's recommendation. Chaney will discuss these options with the homeowners.
- In addition to its regular maintenance, SunWorld will be fertilizing the plants along the sound wall in Springfield Meadows. The broken valve discovered under water has been repaired. The drainage work to install new drains in Stonebriar Park will commence once the rain stops.
- Chaney continues to monitor the improper use of the park fields without a permit. She will follow up with the La Crosse team who most recently was practicing without requesting a permit to do so.
- Chaney continues to bring residents into compliance with the culvert ordinance. She sent two letters to residents, the first having immediately fixed the problems, the second electing to fix it himself. She will monitor.
- The stop sign at Dunnwood and Barranca has been replaced. The split rail fence was repaired and the lights in Springfield Meadows were repaired as well.
- The landscapers discovered there are two water meter valves serving the park. EID inspected and determined the valves are looped before they get to the gate valve. Landscaper suggested turning off one meter to see if it will service the park effectively and monitor the water bill to see the result.

b. Parks Committee Report. None.

c. Communications Committee Report. Mike Nevlida reported regarding progress toward dispatch of the newsletter. The cost for printing was \$182 and the postage for mailing is estimated at approximately \$170. He further reported about web site maintenance done and outstanding issues on which he is working, mainly focusing on improving contacts and polling capabilities.

**4. Consent Items**

The Consent items, including the draft minutes of the February 21, 2012 regular meeting and March 13, 2012 special meeting of the Board of Directors; monthly financial reports for February 2012 prepared by the Auditor's office; correspondence including February 22, 2012 Memo from El Dorado

LAFCo regarding 2012 Ethics Training Workshop; El Dorado LAFCo Public Announcement re appointment of Alternate Public Member, February 28, 2012 Memo from El Dorado LAFCo regarding Budget for Fiscal Year 2012-13, February 24, 2012 Letter from SCRMA regarding no rate increases for coming year, March 1, 2012 Letter from County of El Dorado re FPPC Annual Statements due April 2, and EID Prop 218 Rate Notice of Public Hearing set for March 26, 2012 were reviewed by the Board. Director Mark Magee moved to approve the consent items; second by President Tim Halverson; motion carried.

**AYES:** Halverson, Kennedy, Magee and Nevlida

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

## **5. Old Business**

a. Vacant Board Position. After discussion, President Tim Halverson moved to appoint Gordon Fawkes to fill the vacancy on the Board and serve for the remainder of the term through the election in November 2012; Vice President John Kennedy second; motion carried.

**AYES:** Halverson, Kennedy, Magee and Nevlida

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

Mr. Fawkes took the Oath of Office and was sworn in by the Clerk as the newest member of the Board.

b. Discussion of Options as to Parking Restrictions in Springfield Meadows. Following up the discussion and input received from the community, the Board further discussed the issue. Each member personally inspected the roads to assess the feasibility of parking on one side of the street and necessary signage requirements. All of the members agreed that given the narrow width of the roads and the drop offs on the sides of the pavement, allowing parking on one side of the street only was not feasible on a regular basis. They agreed that the cul-de-sac areas had space for parking, however in light of the comments received from the community, parking relegated to cul-de-sac areas only would not provide a satisfactory solution for the parking issue. The Board is leaning toward prohibiting parking completely on the streets of Springfield Meadows, which would be consistent with the CC&Rs for that neighborhood. The matter will be brought back at the next regular meeting of the Board with introduction and a first reading of a proposed ordinance.

c. Discussion of Master Plan for Parks, special meeting workshop progress, proposed budget and further discussion.

The Board is working toward development of a Master Plan for the District for the development and operation of its parks and open spaces and continued maintenance of its infrastructure, including streets and roadways, street lights, culverts, and recreational facilities. This Master Plan is necessary to formalize the plan and goals of the District, seek financing for desired projects, apply for grants, and adopt a park development impact fee for yet undeveloped parcels of property. Once completed, a Nexus Study will be required to show an independent analysis of the development and maintenance costs associated with the Plan's park and open space improvements. The Board is presently in Phase II of the Master Plan development – Community Needs Assessment.

In this phase, the Board will be doing considerable public outreach to ascertain information, residents' desires and opinions. The Board discussed having a community event to kick-off the public outreach

and the need for a budget for this purpose. After discussion, President Halverson moved to authorize expenditure of funds in an amount not to exceed \$1,100.00 for the kick-off budget, to include the purchase of signs (estimated at \$500), marketing materials (estimated at \$100) and costs for two community events (estimated at \$250 each). The signs would be made such that they could be re-usable for various events with lettering to be done by erasable marker. One type of community event contemplated was Movie Night in the Park. Vice President John Kennedy second; motion carried.

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

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

The tentative date for the first community event is Saturday, April 28<sup>th</sup>. The Board directed the Clerk to endeavor to schedule a Special Meeting on March 27<sup>th</sup> for the purpose of a workshop for continued master plan development and detailed discussion of public outreach activities.

**6. New Business.** None

**7. Adjournment.**

The meeting was adjourned at 9:13 p.m. upon motion by John Kennedy, second by Tim Halverson; motion carried.

Submitted by:

Linda Stone  
Board Secretary

Approved by Board: April 17, 2012