

ROLLING HILLS COMMUNITY SERVICES DISTRICT

MINUTES of APRIL 17, 2012 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on April 17, 2012 was called to order at 7:10 p.m. by Vice President John Kennedy in the meeting room at Rolling Hills Community Church, White Rock Road, El Dorado Hills, California. In addition to Vice President Kennedy, Directors Mark Magee and Gordon Fawkes, General Manager Chaney Hicks, and Board Secretary Linda Stone were present.

2. Public Comment. None

3. Monthly Reports.

a. General Manager Report.

Chaney reported that SunWorld has completed the drainage improvement work to the park. She reported about a few instances where there are clogged culvert and drainage areas in Springfield Meadows. The board clerk will provide the standard correction letter addressed to residents prepared for this purpose. The split rail fence at Stonebriar Drive has been repaired. The welcome posts for each of the three entrances will be installed when the weather clears. Also discussed were the address lists on file for the District and their origin.

b. Parks Committee Report. Nothing to report.

c. Communications Committee Report. Director Nevlida absent.

4. Consent Items

The consent items, including the draft minutes of the March 20, 2012 regular meeting and March 27, 2012 special meeting of the Board of Directors; monthly financial reports for December 2011 and March 2012 prepared by the Auditor's office; 3/14/12 Wells Fargo Bank statement, 3/20/12 memo from the County of El Dorado re Consolidated General Election to be held November 6, 2012, and U. S. Census Bureau Director letter regarding second component of the 2012 Census of Governments - Survey of Public Employment and Payroll March 2012 – Major Special Districts and Agencies, and 4/3/12 memo from El Dorado LAFCo re Budget for fiscal year 2011-12, were reviewed by the Board. Director Mark Magee moved to approve the consent items; second by Director Gordon Fawkes; motion carried.

AYES: Kennedy, Magee and Fawkes

NOES: None

ABSENT: Halverson and Nevlida

ABSTAIN: None

5. Old Business

a. Introduction and First Reading of Ordinance No. 2012-01 (amending 2010-01, 2008-01). The Board discussed the ordinance as presented after discussion had at the last board meeting. Corrections were made to the language in the draft to clearly state that the Board believes establishing restrictions to prohibit parking on the roads in the Springfield Meadows community is necessary to protect the health and safety of community residents. With those changes, Vice President John Kennedy moved to introduce the ordinance and it was read with those changes. Director Mark Magee second; motion carried.

AYES: Kennedy, Magee and Fawkes

NOES: None

ABSENT: Halverson and Nevlida

ABSTAIN: None

b. Consideration of Revisions to Policies and Procedures. The Board reviewed the various procedures related to the parking ordinance, specifically 3073-Parking Permit Application Process, 3201-Enforcement of Ordinance re Parking Restrictions, and 3202-Processing of Parking Citations by Private Vendor. Based on the direction of the Board, the Clerk was directed to prepare revisions to procedures 3201 and 3202 to make them consistent with Ordinance 2012-01 for consideration at the next regular board meeting.

c. Master Plan Progress Discussion and review of Action Item List for Movie Night in the Park Event. Chaney presented a list organized by topic/task for the upcoming Movie Night. The board specifically discussed the delegated tasks for the upcoming weekend. GM Chaney Hicks reported that the costs are presently at \$604.20, which includes purchase of the re-usable announcement signage, which is well under budget.

6. New Business

a. Authorization to Remove Tree located on CSD property causing damage to resident's property. GM Chaney Hicks reported back to the Board after her further discussion with the owners about their options for the tree. The owners requested that the tree be removed, as they do not want to take mitigating measures to alter the fence. Chaney presented three bids obtained for removal of the tree. It was noted that TSU was the only bidder who addressed consideration of environmental issues. After discussion, Vice President made a motion to accept the proposal of TSU-TreeService Unlimited, Inc. in the amount of \$650.00 and authorize an expenditure of funds in that amount, to remove, cut and chip the tree, and treat the stump. Director Gordon Fawkes second; motion carried.

AYES: Kennedy, Magee and Fawkes

NOES: None

ABSENT: Halverson and Nevlida

ABSTAIN: None

7. Adjournment.

Upon motion made, seconded and carried, the meeting was adjourned at 8:27 p.m.

Submitted by:

Linda Stone
Board Secretary

Approved by Board: May 15, 2012