

ROLLING HILLS COMMUNITY SERVICES DISTRICT

MINUTES of JUNE 19, 2012 MEETING OF THE BOARD OF DIRECTORS

Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on June 19, 2012 was called to order at 7:03 p.m. by President Tim Halverson in the meeting room at Holiday Inn Express Hotel, 4360 Town Center Blvd., El Dorado Hills, California. In addition to President Halverson, Directors John Kennedy, Mike Nevlida, Gordon Fawkes and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present, together with a resident of the Community.

2. Public Comment. None

3. Monthly Reports.

a. General Manager Report. Chaney presented a written report including:

- SunWorld has completed work on the fire breaks. Chaney is working with Tony regarding the brown patches of lawn in the park.
- Encroachment is still an issue with one area in Springfield Meadows and it appears the road may have suffered some degradation which should be investigated before sealing work done.
- Portable Toilet rentals. Wilkinson's has agreed to bill the District for rental costs. Discussion of screening possibilities was discussed.
- Town Center West – noted that an e-mail was received, which is listed on the Consent Calendar as a correspondence item, advising of a proposed zoning change in El Dorado Hills that would allow a 3 story retirement care facility.

b. Parks Committee Report. None.

c. Communications Committee Report. Mike Nevlida reported regular back-ups are being done to the website and that he has prepared a technology how-to guide and posted it under Board Resources to help with ease of use.

4. Consent Items

The Consent items, including the draft minutes of the May 15, 2012 regular meeting, the financial reports for the months of April 2012 and May 2012 prepared by the Auditor's office, 5/14/12 and 6/14/12 Wells Fargo bank statements, County of El Dorado notice of preparation of draft program EIR and Notice of Public Scoping meeting for General Plan Amendment and Zoning Ordinance Update, Auditor's Office Notice of Deadlines for FY 2011-12 voucher submittals, and EID Annual Water Quality Report, were reviewed by the Board. Director Fawkes pointed out a typo in the draft minutes for May 15th meeting. With that correction, Director Fawkes moved to approve the consent items; second by Director Mark Magee; motion carried.

AYES: Halverson, Kennedy, Fawkes, Magee and Nevlida

NOES: None

ABSENT: None

ABSTAIN: None

5. Old Business

a. Master Plan. Chaney reported that no volunteers have come forward to assist with the project. Surveys have been completed and families have responded. The Movie Night forum has been successful but in order to reach other demographics, other outreach ideas should be considered. The General Manager will be converting the survey data into a report format. The District has purchased from Craigslist a used popcorn machine to utilize at District events and a tarp which can be used as a screen for projection of movies or other materials. The Board will continue to do public outreach to build goodwill for the project. As set last month, a special meeting is scheduled for June 26th to specifically discuss continued work on the Master Plan.

6. New Business.

a. 4th of July Event at Stonebriar Park. For many years, residents have organized an event on July 4th which has been held at Stonebriar Park. The Board has raised liability issues and has had discussions with the organizers regarding how those issues may best be handled. It was noted that the organizers request donations from attendees to off-set the costs of the event. Since the event is so popular and widely attended by members of the District, discussion was had about the District partnering with the organizers to host the event this year. Director Mike Nevlida moved that the CSD partner with the resident organizers to host the 4th of July event with the CSD taking on the provision of the dunk tank, bounce house and water slide, provided only if the CSD can secure the insurance coverage necessary to protect the District from risk and liability, at a cost not-to-exceed \$1,000. After discussion, Director Mark Magee moved to amend the motion to increase the expenditure to a cost of not-to-exceed \$1,500. Director Nevlida agreed to the amended motion; seconded by Vice President John Kennedy; motion carried.

AYES: Halverson, Kennedy, Fawkes, Magee and Nevlida

NOES: None

ABSENT: None

ABSTAIN: None

b. Schedule for District Road Maintenance. The Board acknowledged that road maintenance is due for Springfield Meadows and it is expected that the funds for that maintenance will be appropriated in the Fiscal Year 2012-13 annual budget. President Halverson moved that the District begin the competitive bid process to proceed with road maintenance in Springfield Meadows upon an allocation of funds for the project from the budget for FY 2012-13; Director Mike Nevlida second; motion carried.

AYES: Halverson, Kennedy, Fawkes, Magee and Nevlida

NOES: None

ABSENT: None

ABSTAIN: None

c. Adoption of Master Fee Schedule. This item was continued to the next regular meeting of the Board.

d. Preliminary Budget for Fiscal Year 2012-13. The Clerk presented a proposed preliminary budget for 2012-13 reflected on a chart which also included historical budget data from fiscal years 2010-11 and 2011-12. Discussion of each budget line item was had and adjustments to the proposed numbers were made. In addition, the Board added two additional line items in the budget for Community Outreach Events and the Master Plan project. The Board Clerk will coordinate with the Auditor's office to identify which budget line account items are to be used for the new budget categories. Vice President John Kennedy moved to adopt the agreed upon preliminary budget in the amount of \$180,450; second by Director Mark Magee; motion carried. The final budget will be presented for adoption at the next regular meeting of the Board.

AYES: Halverson, Kennedy, Fawkes, Magee and Nevlida

NOES: None

ABSENT: None

ABSTAIN: None

8. Adjournment.

The meeting was adjourned at 9:47 p.m. upon motion by John Kennedy, second by Mark Magee; motion carried.

Submitted by:

/s/

Linda Stone

Board Secretary

Approved by Board: July 17, 2012