

Board of Directors Meeting - AGENDA
ROLLING HILLS COMMUNITY SERVICES DISTRICT

Tuesday, January 26, 2016

7:00 p.m.

Holiday Inn Express Meeting Room
4360 Town Center Drive, El Dorado Hills, CA

1. Call to Order/Announcements

Pledge of Allegiance; Roll Call

2. Public Comment - Items Not on Agenda

At this time, members of the public may address the Board of Directors regarding any item within the subject matter jurisdiction of the Board, not set forth as an agenda item. No action may be taken on items raised during Public Comment as they are not on the agenda. Issues presented in Public comments may be referred to staff or scheduled on a future board agenda. If you wish to address the board, it asks that you complete a blue speaker request and deliver it to the President before the Public Comment portion of the meeting. Please limit your comments to three minutes or less. The public comment portion of the meeting will not exceed 15 minutes.

In addition, members of the public may address the Board of Directors regarding an agenda item after that item has been called but before the Board entertains its discussion of the item. If you wish to address the board, please complete a speaker request and deliver it to the President before the agenda item on which you wish to be heard is called. Please limit your comments to three minutes or less.

3. Monthly Reports

- a. General Manager Report
- b. Parks Committee Report
- c. Communication Committee Report

4. Consent Items

- a. Approval of draft Minutes of December 15, 2015 Regular meeting of the Board of Directors
- b. Approval of Financial Report prepared by the County Auditor's office for the month ending December 31, 2015'
- c. Correspondence:
 - El Dorado County Election Department correspondence dated January 4, 2016 requesting updated Statement of Facts
 - El Dorado County Community Development Agency correspondence dated January 8, 2016 regarding Carson Creek application for Specific Plan Amendment
 - County of El Dorado Board of Supervisors correspondence dated January 12, 2016 regarding request for Resolution from Knolls Property Owners Community Services District (Rescue area) for change of regularly scheduled election date for directors from odd to even-numbered years
 - CSDA correspondence dated January 19, 2016 regarding membership renewal and description of benefits and programs offered
 - Additional SEFNCO Communications reimbursement in the amount of \$725.00

5. Old Business

- a. **Brick Sound Wall Parallel to White Rock Road Within District; Capital SouthEast Connector Segment D3/E1 Project** – Staff to provide update regarding sound wall information and discuss further efforts to obtain as-build drawings; consideration of authorization for expenditure of funds from approved FY16 budget to obtain drawings at cost of \$50.00 plus hourly research time at rate of \$100.00 per hour (Action Item)
- b. **Standard Pacific Homes' (now known as CalAtlantic) Request for Grant of Easement**- Staff to provide update regarding status of Grant of Easement regarding EDS 23 development project; discuss and review of easement documents (Discussion Item)
- c. **Continuing Vehicle Trespass and Boulders as a Deterrent** – Staff to provide update regarding continued trespass on to District property; seeking authorization for expenditure of funds from approved FY16 budget to purchase additional boulders/landscape materials to prevent vehicle trespass in amount not to exceed \$1,500 (Action Item)
- d. **RHCSD Website** – Staff to provide update regarding (1) development of website in light of website failure due to compromise; (2) ratify expenditure of funds to reestablish platform for website; and (3) authorize expenditure of funds from approved FY16 budget for additional website maintenance and improvements, including security upgrades (Action Item)
- e. **Survey of District Property Lines** – Discussion of authorization for expenditure of funds to complete survey of District property line near Stonebriar Park at cost not to exceed \$4,000 (Action Item)

6. New Business

- a. **Winter 2015-16 Storm Drain Flooding and Tree Issues** – Staff to present information regarding recent flooding caused by tree roots infiltrating culvert system at two locations; discussion of next steps; consideration of authorization for expenditure of funds from approved FY16 budget to address the issues in an amount not to exceed \$25,000 (Action Item)
- b. **Request from Resident re Website/Newsletter** – Staff to present resident's request to publish on CSD website and in newsletter Rural Communities United Press Release regarding County Development Lawsuit (Discussion Item)
- c. **Newsletter for 2016** – Discussion as to content of newsletter and consideration of authorization of expenditure of funds from approved FY16 budget in amount not to exceed \$500 for printing and mailing of the newsletter (Action Item)

- d. **Request for Proposals for Legal Services** – Staff to present summary of proposals received in response to RFP For Legal Services; discussion of next steps for evaluation of proposals (Discussion/Action Item)

8. Adjournment

The Board may take action on any of the items listed on this Agenda regardless of whether the matter appears on the Consent Calendar or is described as an action item, a report, or an information item.

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED: In compliance with the Americans with Disabilities Act, Rolling Hills CSD will provide special assistance for disabled citizens. A request for disability related modification or accommodation, including auxiliary aids or services, made be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting by contacting the General Manager at (916) 235-8671 or GenMgr@RollingHillsCSD.org . Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

4. Consent Items

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of DECEMBER 15, 2015 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on December 15, 2015 was called to order at 7:12 p.m. by Vice President Tim Halverson in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to Vice President Halverson, Director Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. President Matt Sites arrived shortly after roll call the meeting.

2. Public Comment. None.

3. Monthly Reports

a. General Manager Report. Chaney presented an oral and written report. Issues discussed with the landscapers this month included leaf and gutter cleanup, trimming of trees in median area at Springfield Meadows entrance to meet overhead clearance requirements, and checking Dunnwood Drive for irrigation leaks due to trespass of Irish Construction. This contractor was working for ATT and its utility truck ignored the posted no trespassing signs. Chaney called Irish Construction directly to discuss the situation and as a courtesy, did not call the sheriff. She suggested the installation of another sign post and no trespassing/dumping sign to block one gap where the vehicle gained access. Another issue discussed was the buildup of leaf debris in gutters causing potential flooding and clogged storm drains. Six warning stickers were issued for this issue; discussions with residents educated them as to their responsibilities and answered questions. Ideas were exchanged about options for this maintenance issue going forward. Initial review of the existing District ordinances will be undertaken by the Clerk with an eye toward revisions to address maintenance of leaves/debris to prevent flooding. One warning sticker was issued for an RV/trailer; it was removed the next day. No new issues with residents were discussed.

b. Communications Committee Report. The Communications Committee did not meet this month.

4. Consent Items

The consent items consisting of the draft Minutes of November 17, 2015 regular meeting; Financial Report prepared by the County Auditor's Office for the month ending November 30, 2015; Bank Statement for period ended November 15, 2015; correspondence including PG&E letter dated November 30, 2015, regarding Peak Day Pricing – Bill Protection for Account; El Dorado County Community Development Agency Long Range Planning Notice of Availability of Draft Environmental Impact Report for the Central El Dorado Hills Specific Plan; El Dorado County November 23, 2015 Revised Notice of Preparation of an Environmental Impact Report for the General Plan Biological Resources Policy Update and Oak Resources Management Plan; El Dorado County Recorder Clerk-Registrar of Voters Letter dated December 1, 2015, regarding Form 700 training on January 6, 2016; EDD Notice of Contribution Rates and Statement of UI Reserve Account for 2016; and El Dorado Irrigation District Proposition 218 Notice of Proposed Rate Increases were considered. Director Mark Magee moved to approve the consent items and accept and file the items; second by Director Tim Halverson; motion carried.

AYES: Sites, Halverson, Magee

NOES: None

ABSENT: Fawkes and Kennedy

ABSTAIN: None

5. Old Business.

a. **Capital Southeast connector Segment D3/E1 Project and Initial Study regarding Noise Standards.** General Manager Chaney Hicks reported that she had made contact with the Project Manager and discussed the concerns raised by some District residents and was told that the noise study was completed in compliance with all applicable regulations and that it shows no actual noise impacts until 2035. She also reported that the project calls for rubberized asphalt to be used.

She also had discussion regarding what impact there will be to the District's hardscape (walkways) and landscape. She was told that generally when a project impacts existing hardscape and landscape, it is the responsibility of those doing the project to remediate it accordingly. She also discussed the road alignment and impacts to the height elevation at Manchester/Springfield Meadows. In addition, she raised the utility issues at the Stonebriar entrance which will be impacted due to the expanded lane design. The decision as to the project rests with the County so residents are encouraged to voice their concerns directly to the decision makers. Chaney is investigating into the sound wall height as has been noted that in some spots it appears to be only 4-1/2 feet high.

6. New Business

a. El Dorado Hills Sign on CSD Property. Chaney reported that a request was received from the El Dorado Hills Rotary to investigate the possibility of illuminating the EDH sign which is located on CSD property. She advised the Rotary that there was no power source and that the District operates on a very small budget; however that she had no objection to their electrician taking a look at the sign and then presenting the CSD with a proposal in this regard. Upon receipt of a proposal, the matter will be brought back for consideration.

b. Meeting Dates for Calendar Year 2016 and Approval of Expenditure of funds and Authorization for Execution of Agreement with Holiday Inn Express. The meeting dates for calendar year 2016 were presented in accordance with the District's policy. For all meetings but January, the meeting dates are scheduled for the third Tuesday of each calendar month. Due to availability of the meeting room at the Holiday Inn Express, the January meeting will be scheduled for the fourth Tuesday of the month. President Sites moved to approve the meeting dates as discussed and authorize execution of the Holiday Inn Express & Suites scheduling agreement and authorization for expenditure of funds to defray the cost of the meeting room rental from the approved FY16 budget and future approved budget; second by Director Tim Halverson; motion carried.

AYES: Sites, Halverson, Magee

NOES: None

ABSENT: Fawkes and Kennedy

ABSTAIN: None

c. Annual Organizational Meeting. Discussion was had regarding the offices of President and Vice President for 2016. Tim Halverson made a motion to nominate Matt Sites to serve as President for 2016; second by Mark Magee; motion carried.

AYES: Sites, Halverson, Magee

NOES: None

ABSENT: Fawkes and Kennedy

ABSTAIN: None

Matt Sites made a motion to nominate Tim Halverson to serve as Vice President; second by Mark Magee; motion carried.

AYES: Sites, Halverson, Magee

NOES: None

ABSENT: Fawkes and Kennedy

ABSTAIN: None

7. Adjournment.

The meeting was adjourned at 8:13 p.m. upon a motion by Tim Halverson, second by Matt Sites; motion carried.

Submitted by:

Linda Stone, Board Secretary

Approved by Board:

628-001 CSD: ROLLING HILLSPrinted
1/14/2016
10:42:19 AM**General Ledger****Summary Accounting Period ended December 31, 2015**

	Debit	Credit	Balance
628-001 CSD: ROLLING HILLS			
ASSETS			
100 Equity In Pooled Cash	358,340.43	79,763.77	278,576.66
102 Imprest (PETTY) Cash	5,000.00	0.00	5,000.00
ASSETS	363,340.43	79,763.77	283,576.66
LIABILITIES			
201 Vouchers Payable	77,426.74	77,426.74	0.00
LIABILITIES	77,426.74	77,426.74	0.00
FUND BALANCE			
310 Fund Balance Reserved: General	0.00	53,834.00	-53,834.00
313 Fund Balance Reserved: Imprest Cash	0.00	5,000.00	-5,000.00
350 Fund Balance Unreserved Undesignated	0.00	212,898.36	-212,898.36
400 Budget Clearing Account	358,300.00	358,300.00	0.00
402 Legislative Revision	358,300.00	0.00	358,300.00
411 Actual Revenues	2,183.56	78,567.40	-76,383.84
423 Transfers: CAO	0.00	358,300.00	-358,300.00
431 Expenditures	64,539.54	0.00	64,539.54
FUND BALANCE	783,323.10	1,066,899.76	-283,576.66
628-001 CSD: ROLLING HILLS	1,224,090.27	1,224,090.27	0.00

Summary Accounting Period ended December 31, 2015

Page 2 of 2

628-001 CSD: ROLLING HILLSPrinted
1/14/2016
10:42:18 AM**General Ledger****Details for the Accounting Period Ended: December 31, 2015**

		Debit	Credit	Balance
628-001 CSD: ROLLING HILLS				
ASSETS				
100 Equity In Pooled Cash				
12/1/2015	Beginning Balance	292,461.55	58,985.27	233,476.28
12/2/2015	CK2016027442 01 Rhcsd Legal Services October 2015 3695	0.00	598.00	232,878.28
12/2/2015	CK2016027442 01 Rhcsd Director Stipend 11-17-15	0.00	75.00	232,803.28
12/2/2015	CK2016027443 01 Rhcsd Director Stipend 11-17-15	0.00	75.00	232,728.28
12/2/2015	CK2016027444 01 Rhcsd Meeting Room 9015 Rental 11-17-15	0.00	125.00	232,603.28
12/2/2015	CK2016027445 01 Rhcsd Director Stipend 11-17-15	0.00	75.00	232,528.28
12/2/2015	CK2016027446 01 Rhcsd Director Stipend 11-17-15	0.00	75.00	232,453.28
12/2/2015	CK2016027447 01 Rhcsd Maintenance Oct 2015 Inv. 99466	0.00	3,325.00	229,128.28
12/2/2015	CK2016027448 01 Rhcsd Maintenance Backflow Work 99466	0.00	375.00	228,753.28
12/7/2015	JI2016013784 01 020 Cy Sec -Unitary 1% General Tax Nov 2015	3.03	0.00	228,756.31
12/7/2015	JI2016013785 01 020 Cy Sec - 1% General Tax Nov 2015	10,250.59	0.00	239,006.90
12/7/2015	JI2016013786 01 016 Cy Delq Unsec - 1% General Tax Nov 2015	9.13	0.00	239,016.03
12/7/2015	JI2016013787 01 021 Py Sec - 1% General Tax Nov 2015	1.38	0.00	239,017.41
12/7/2015	JI2016013788 01 017 Py Delq Unsec - 1% General Tax Nov 2015	4.99	0.00	239,022.40
12/7/2015	JI2016013789 01 022 Cy Supplemntl- 1% General Tax Nov 2015	30.42	0.00	239,052.82
12/7/2015	JI2016013790 01 017 Py Delq Unsec Supp-1% Gen Tax Nov 2015	0.13	0.00	239,052.95
12/7/2015	JI2016013791 01 023 Py Supplemntl - 1% General Tax Nov 2015	32.98	0.00	239,085.93
12/7/2015	JI2016013792 01 024 2015/16 Homeowners Apport 15% Nov 2015	115.71	0.00	239,201.64
12/7/2015	JI2016013793 01 020 Cy Sec - Direct Charge 20515 Nov 2015	9,100.00	0.00	248,301.64
12/9/2015	JI2016014579 01 018 Py Sec - 1% General Tax Ar Chgs 11-15	0.00	1.35	248,300.29
12/9/2015	JI2016014772 01 019 Py Defaulted Sec - 1% General Tax Nov 2015	1.22	0.00	248,301.51
12/9/2015	JI2016014773 01 019 Py Defaultd Sec-Any Pnlty+intrst Nov 2015	0.25	0.00	248,301.76
12/10/2015	CK2016029390 01 Rhcsd Clerk Services Nov. 2015	0.00	1,155.00	247,146.76
12/10/2015	CK2016029391 01 Rhcsd General Manager Services Nov. 2015	0.00	1,025.00	246,121.76
12/10/2015	CK2016029392 01 Rhcsd Director Stipend 11-17-15	0.00	75.00	246,046.76
12/10/2015	CK2016029393 01 Rhcsd Maintenance Nov. 2015 Inv. 99494	0.00	3,325.00	242,721.76
12/10/2015	CK2016029394 01 Rhcsd Failed Asphalt Work Nov. 2015	0.00	8,317.28	234,404.48
12/18/2015	JI2016015697 01 025 Cy Sec -Unitary 1% General Tax Dec 1-10 2015	263.61	0.00	234,668.09
12/18/2015	JI2016015698 01 025 Cy Sec - 1% General Tax Dec 1-10 2015	23,270.91	0.00	257,939.00
12/18/2015	JI2016015699 01 026 Py Sec - 1% General Tax Dec 1-10 2015	9.60	0.00	257,948.60
12/18/2015	JI2016015700 01 025 Cy Sec - Direct Charge 20515 Dec 1-10 2015	22,700.00	0.00	280,648.60
12/21/2015	JI2016016246 01 Prop Tax Admin Cost For 1% General Tax - Fy 15/16	0.00	1,694.00	278,954.60
12/21/2015	JI2016016247 01 031 Cy Sec - 1% General Tax Cy Rda Changes	0.00	0.13	278,954.47
12/21/2015	JI2016016248 01 032 Py Sec - 1% General Tax Py Rda Changes	0.00	0.32	278,954.15
12/21/2015	JI2016016249 01 027 2015/16 Cost Recovery For Direct Charge 515	0.00	462.42	278,491.73
1/6/2016	IN2016000146 14 Interest On Investment Pool 1 For 12/2015 (DEC)	84.93	0.00	278,576.66
	100 Equity In Pooled Cash	358,340.43	79,763.77	278,576.66
102 Imprest (PETTY) Cash				
12/1/2015	Beginning Balance	5,000.00	0.00	5,000.00
	102 Imprest (PETTY) Cash	5,000.00	0.00	5,000.00
	ASSETS	363,340.43	79,763.77	283,576.66
LIABILITIES				
201 Vouchers Payable				
12/1/2015	Beginning Balance	58,806.46	63,529.46	-4,723.00
12/31/2015	MT802800201606 Month Total	18,620.28	13,897.28	0.00
	201 Vouchers Payable	77,426.74	77,426.74	0.00
	LIABILITIES	77,426.74	77,426.74	0.00
FUND BALANCE				

628-001 CSD: ROLLING HILLSPrinted
1/14/2016
10:42:18 AM**General Ledger****Details for the Accounting Period Ended: December 31, 2015**

		Debit	Credit	Balance
310 Fund Balance Reserved: General				
12/1/2015	Beginning Balance	0.00	53,834.00	-53,834.00
	310 Fund Balance Reserved: General	0.00	53,834.00	-53,834.00
313 Fund Balance Reserved: Imprest Cash				
12/1/2015	Beginning Balance	0.00	5,000.00	-5,000.00
	313 Fund Balance Reserved: Imprest Cash	0.00	5,000.00	-5,000.00
350 Fund Balance Unreserved Undesignated				
12/1/2015	Beginning Balance	0.00	212,898.36	-212,898.36
	350 Fund Balance Unreserved Undesignated	0.00	212,898.36	-212,898.36
400 Budget Clearing Account				
12/1/2015	Beginning Balance	358,300.00	358,300.00	0.00
	400 Budget Clearing Account	358,300.00	358,300.00	0.00
402 Legislative Revision				
12/1/2015	Beginning Balance	358,300.00	0.00	358,300.00
	402 Legislative Revision	358,300.00	0.00	358,300.00
411 Actual Revenues				
12/1/2015	Beginning Balance	25.34	12,688.52	-12,663.18
12/7/2015	JI2016013784 01 020 Cy Sec -Unitary 1% General Tax Nov 2015	0.00	3.03	-12,666.21
12/7/2015	JI2016013785 01 020 Cy Sec - 1% General Tax Nov 2015	0.00	10,250.59	-22,916.80
12/7/2015	JI2016013786 01 016 Cy Delq Unsec - 1% General Tax Nov 2015	0.00	9.13	-22,925.93
12/7/2015	JI2016013787 01 021 Py Sec - 1% General Tax Nov 2015	0.00	1.38	-22,927.31
12/7/2015	JI2016013788 01 017 Py Delq Unsec - 1% General Tax Nov 2015	0.00	4.99	-22,932.30
12/7/2015	JI2016013789 01 022 Cy Supplemntl- 1% General Tax Nov 2015	0.00	30.42	-22,962.72
12/7/2015	JI2016013790 01 017 Py Delq Unsec Supp-1% Gen Tax Nov 2015	0.00	0.13	-22,962.85
12/7/2015	JI2016013791 01 023 Py Supplemntl - 1% General Tax Nov 2015	0.00	32.98	-22,995.83
12/7/2015	JI2016013792 01 024 2015/16 Homeowners Apport 15% Nov 2015	0.00	115.71	-23,111.54
12/7/2015	JI2016013793 01 020 Cy Sec - Direct Charge 20515 Nov 2015	0.00	9,100.00	-32,211.54
12/9/2015	JI2016014579 01 018 Py Sec - 1% General Tax Ar Chgs 11-15	1.35	0.00	-32,210.19
12/9/2015	JI2016014772 01 019 Py Defaulted Sec - 1% General Tax Nov 2015	0.00	1.22	-32,211.41
12/9/2015	JI2016014773 01 019 Py Defaultd Sec-Any Pnlty+intrst Nov 2015	0.00	0.25	-32,211.66
12/18/2015	JI2016015697 01 025 Cy Sec -Unitary 1% General Tax Dec 1-10 2015	0.00	263.61	-32,475.27
12/18/2015	JI2016015698 01 025 Cy Sec - 1% General Tax Dec 1-10 2015	0.00	23,270.91	-55,746.18
12/18/2015	JI2016015699 01 026 Py Sec - 1% General Tax Dec 1-10 2015	0.00	9.60	-55,755.78
12/18/2015	JI2016015700 01 025 Cy Sec - Direct Charge 20515 Dec 1-10 2015	0.00	22,700.00	-78,455.78
12/21/2015	JI2016016246 01 Prop Tax Admin Cost For 1% General Tax - Fy 15/16	1,694.00	0.00	-76,761.78
12/21/2015	JI2016016247 01 031 Cy Sec - 1% General Tax Cy Rda Changes	0.13	0.00	-76,761.65
12/21/2015	JI2016016248 01 032 Py Sec - 1% General Tax Py Rda Changes	0.32	0.00	-76,761.33
12/21/2015	JI2016016249 01 027 2015/16 Cost Recovery For Direct Charge 515	462.42	0.00	-76,298.91
1/6/2016	IN2016000146 14 Interest On Investment Pool 1 For 12/2015 (DEC)	0.00	84.93	-76,383.84
	411 Actual Revenues	2,183.56	78,567.40	-76,383.84
423 Transfers: CAO				
12/1/2015	Beginning Balance	0.00	358,300.00	-358,300.00
	423 Transfers: CAO	0.00	358,300.00	-358,300.00
431 Expenditures				
12/1/2015	Beginning Balance	50,642.26	0.00	50,642.26
12/8/2015	RHCS20160082 01 Rhcsd Clerk Services Nov. 2015	1,155.00	0.00	51,797.26
12/8/2015	RHCS20160083 01 Rhcsd General Manager Services Nov. 2015	1,025.00	0.00	52,822.26
12/8/2015	RHCS20160084 01 Rhcsd Director Stipend 11-17-15	75.00	0.00	52,897.26
12/8/2015	RHCS20160085 01 Rhcsd Maintenance Nov. 2015 Inv. 99494	3,325.00	0.00	56,222.26
12/8/2015	RHCS20160086 01 Rhcsd Failed Asphalt Work Nov. 2015	8,317.28	0.00	64,539.54
	431 Expenditures	64,539.54	0.00	64,539.54

628-001 CSD: ROLLING HILLSPrinted
1/14/2016
10:42:18 AM**General Ledger****Details for the Accounting Period Ended: December 31, 2015**

	Debit	Credit	Balance
FUND BALANCE	783,323.10	1,066,899.76	-283,576.66
628-001 CSD: ROLLING HILLS	1,224,090.27	1,224,090.27	0.00

Details for the Accounting Period Ended: December 31, 2015

Printed
1/14/2016
10:42:18 AM

802800 Rolling Hills - Community Service DistrictsPrinted
1/14/2016
10:42:19 AM**Revenues and
Expenditures**

Summary Accounting Period ended December 31, 2015

	Estimated / Budget	Actual Amount	Balance
802800 Rolling Hills - Community Service Districts			
Revenue			
1 Taxes			
100 Prop Tax: Curr Secured	72,000.00	38,696.76	33,303.24
110 Prop Tax: Curr Unsecured	500.00	1,399.96	-899.96
120 Prop Tax: Prior Secured	0.00	-0.27	0.27
130 Prop Tax: Prior Unsecured	0.00	36.08	-36.08
140 Prop Tax: Supp Current	0.00	50.22	-50.22
150 Prop Tax: Supp Prior	0.00	241.98	-241.98
1 Taxes	72,500.00	40,424.73	32,075.27
3 Fines, Forfeitures and Penalties			
360 Penalty & Cost Delinquent Taxes	0.00	22.24	-22.24
3 Fines, Forfeitures and Penalties	0.00	22.24	-22.24
4 Revenue from Use of Money and Property			
400 Rev: Interest	1,000.00	483.58	516.42
4 Revenue from Use of Money and Property	1,000.00	483.58	516.42
5 Intergovernmental Revenue - State			
820 ST: Homeowner Prop Tax Relief	0.00	115.71	-115.71
5 Intergovernmental Revenue - State	0.00	115.71	-115.71
13 Charges for Services			
1310 Special Assessments	69,800.00	35,237.58	34,562.42
13 Charges for Services	69,800.00	35,237.58	34,562.42
19 Miscellaneous Revenues			
1940 Misc: Revenue	215,000.00	100.00	214,900.00
19 Miscellaneous Revenues	215,000.00	100.00	214,900.00
Total Revenue	358,300.00	76,383.84	281,916.16
Expense			
30 Salaries and Employee Benefits			
3000 Permanent Employees / Elected Officials	150.00	0.00	150.00
3001 Temporary Employees	0.00	35.00	-35.00
3021 O.A.S.D.I. Employer Share	0.00	2.17	-2.17
3022 Medi Care Employer Share	0.00	0.51	-0.51
3041 Unemployment Insurance Employer Share	0.00	1.23	-1.23
30 Salaries and Employee Benefits	150.00	38.91	111.09
40 Services and Supplies			
4040 Telephone Company Vendor Payments	150.00	52.40	97.60
4041 County Pass Thru Telephone Charges	800.00	0.00	800.00
4100 Insurance: Premium	3,300.00	2,788.42	511.58
4180 Maint: Building & Improvements	2,000.00	2,600.00	-600.00
4183 Maint: Grounds	8,000.00	995.77	7,004.23
4185 Maint: Park	45,000.00	17,377.50	27,622.50
4189 Maint: Water System	4,000.00	820.00	3,180.00
4190 Maint: Drainage	2,500.00	0.00	2,500.00
4191 Maintenance: Roads	71,000.00	8,317.28	62,682.72

802800 Rolling Hills - Community Service DistrictsPrinted
1/14/2016
10:42:19 AM**Revenues and
Expenditures****Summary Accounting Period ended December 31, 2015**

	Estimated / Budget	Actual Amount	Balance
4192 Maintenance: Lighting	500.00	0.00	500.00
4197 Maintenance Building: Supplies	300.00	0.00	300.00
4220 Memberships	450.00	0.00	450.00
4240 Misc: Expense	500.00	0.00	500.00
4260 Office Expense	800.00	197.42	602.58
4266 Printing / Duplicating Services	0.00	206.40	-206.40
4300 Professional & Specialized Services	22,000.00	10,137.00	11,863.00
4304 Agency Administration Fee	100.00	114.56	-14.56
4313 Legal Services	6,000.00	667.00	5,333.00
4345 Special District Director Services	5,250.00	1,725.00	3,525.00
4400 Publication & Legal Notices	500.00	428.88	71.12
4420 Rent & Lease: Equipment	600.00	550.00	50.00
4440 Rent & Lease: Building & Improvements	2,800.00	793.26	2,006.74
4501 Special Projects	11,500.00	165.75	11,334.25
4505 SB924: Transportation & Travel	500.00	0.00	500.00
4600 Transportation & Travel	200.00	0.00	200.00
4602 Mileage: Employee Private Auto	400.00	66.70	333.30
4620 Utilities	30,000.00	16,497.29	13,502.71
40 Services and Supplies	219,150.00	64,500.63	154,649.37
77 Appropriations for Contingencies			
7700 Appropriation For Contingencies	139,000.00	0.00	139,000.00
77 Appropriations for Contingencies	139,000.00	0.00	139,000.00
Total Expense	358,300.00	64,539.54	293,760.46
802800 Rolling Hills - Community Service Districts	0.00	11,844.30	11,844.30

802800 Rolling Hills - Community Service DistrictsPrinted
1/14/2016
10:42:20 AM**Revenues and
Expenditures****Summary Accounting Period ended December 31, 2015**

		Estimated / Budget	Actual Amount	Balance
Report Total	Revenue	358,300.00	76,383.84	281,916.16
	Expense	358,300.00	64,539.54	293,760.46
		<u>0.00</u>	<u>11,844.30</u>	<u>11,844.30</u>

802800 Rolling Hills - Community Service DistrictsPrinted
1/14/2016
10:42:21 AM**Revenues and
Expenditures****Details For the Accounting Period ended: December 31, 2015**

		Estimated / Budget	Actual Amount	Balance
802800 Rolling Hills - Community Service Districts				
Revenue				
1 Taxes				
100 Prop Tax: Curr Secured				
12/1/2015	Beginning Balance	72,000.00	6,602.75	
12/7/2015	JI2016013784 01 020 Cy Sec -Unitary 1% General Tax Nov 2015	0.00	3.03	
12/7/2015	JI2016013785 01 020 Cy Sec - 1% General Tax Nov 2015	0.00	10,250.59	
12/18/2015	JI2016015697 01 025 Cy Sec -Unitary 1% General Tax Dec 1-10 2015	0.00	263.61	
12/18/2015	JI2016015698 01 025 Cy Sec - 1% General Tax Dec 1-10 2015	0.00	23,270.91	
12/21/2015	JI2016016246 01 Prop Tax Admin Cost For 1% General Tax - Fy 15/16	0.00	-1,694.00	
12/21/2015	JI2016016247 01 031 Cy Sec - 1% General Tax Cy Rda Changes	0.00	-0.13	
	100 Prop Tax: Curr Secured	72,000.00	38,696.76	33,303.24
110 Prop Tax: Curr Unsecured				
12/1/2015	Beginning Balance	500.00	1,390.83	
12/7/2015	JI2016013786 01 016 Cy Delq Unsec - 1% General Tax Nov 2015	0.00	9.13	
	110 Prop Tax: Curr Unsecured	500.00	1,399.96	-899.96
120 Prop Tax: Prior Secured				
12/1/2015	Beginning Balance	0.00	-9.58	
12/7/2015	JI2016013787 01 021 Py Sec - 1% General Tax Nov 2015	0.00	1.38	
12/9/2015	JI2016014579 01 018 Py Sec - 1% General Tax Ar Chgs 11-15	0.00	-1.35	
12/18/2015	JI2016015699 01 026 Py Sec - 1% General Tax Dec 1-10 2015	0.00	9.60	
12/21/2015	JI2016016248 01 032 Py Sec - 1% General Tax Py Rda Changes	0.00	-0.32	
	120 Prop Tax: Prior Secured	0.00	-0.27	0.27
130 Prop Tax: Prior Unsecured				
12/1/2015	Beginning Balance	0.00	31.09	
12/7/2015	JI2016013788 01 017 Py Delq Unsec - 1% General Tax Nov 2015	0.00	4.99	
	130 Prop Tax: Prior Unsecured	0.00	36.08	-36.08
140 Prop Tax: Supp Current				
12/1/2015	Beginning Balance	0.00	19.80	
12/7/2015	JI2016013789 01 022 Cy Supplemntl- 1% General Tax Nov 2015	0.00	30.42	
	140 Prop Tax: Supp Current	0.00	50.22	-50.22
150 Prop Tax: Supp Prior				
12/1/2015	Beginning Balance	0.00	207.65	
12/7/2015	JI2016013790 01 017 Py Delq Unsec Supp-1% Gen Tax Nov 2015	0.00	0.13	
12/7/2015	JI2016013791 01 023 Py Supplemntl - 1% General Tax Nov 2015	0.00	32.98	
12/9/2015	JI2016014772 01 019 Py Defaulted Sec - 1% General Tax Nov 2015	0.00	1.22	
	150 Prop Tax: Supp Prior	0.00	241.98	-241.98
	1 Taxes	72,500.00	40,424.73	32,075.27
3 Fines, Forfeitures and Penalties				
360 Penalty & Cost Delinquent Taxes				
12/1/2015	Beginning Balance	0.00	21.99	
12/9/2015	JI2016014773 01 019 Py Defaultd Sec-Any Pnlty+intrst Nov 2015	0.00	0.25	
	360 Penalty & Cost Delinquent Taxes	0.00	22.24	-22.24
	3 Fines, Forfeitures and Penalties	0.00	22.24	-22.24
4 Revenue from Use of Money and Property				
400 Rev: Interest				
12/1/2015	Beginning Balance	1,000.00	398.65	

802800 Rolling Hills - Community Service DistrictsPrinted
1/14/2016
10:42:21 AM**Revenues and
Expenditures****Details For the Accounting Period ended: December 31, 2015**

			Estimated / Budget	Actual Amount	Balance
1/6/2016	IN2016000146 14	Interest On Investment Pool 1 For 12/2015 (DEC)	0.00	84.93	
		400 Rev: Interest	1,000.00	483.58	516.42
		4 Revenue from Use of Money and Property	1,000.00	483.58	516.42
5 Intergovernmental Revenue - State					
820 ST: Homeowner Prop Tax Relief					
12/7/2015	JI2016013792 01	024 2015/16 Homeowners Apport 15% Nov 2015	0.00	115.71	
		820 ST: Homeowner Prop Tax Relief	0.00	115.71	-115.71
		5 Intergovernmental Revenue - State	0.00	115.71	-115.71
13 Charges for Services					
1310 Special Assessments					
12/1/2015		Beginning Balance	69,800.00	3,900.00	
12/7/2015	JI2016013793 01	020 Cy Sec - Direct Charge 20515 Nov 2015	0.00	9,100.00	
12/18/2015	JI2016015700 01	025 Cy Sec - Direct Charge 20515 Dec 1-10 2015	0.00	22,700.00	
12/21/2015	JI2016016249 01	027 2015/16 Cost Recovery For Direct Charge 515	0.00	-462.42	
		1310 Special Assessments	69,800.00	35,237.58	34,562.42
		13 Charges for Services	69,800.00	35,237.58	34,562.42
19 Miscellaneous Revenues					
1940 Misc: Revenue					
12/1/2015		Beginning Balance	215,000.00	100.00	
		1940 Misc: Revenue	215,000.00	100.00	214,900.00
		19 Miscellaneous Revenues	215,000.00	100.00	214,900.00
		Total Revenue	358,300.00	76,383.84	281,916.16
Expense					
30 Salaries and Employee Benefits					
3000 Permanent Employees / Elected Officials					
12/1/2015		Beginning Balance	150.00	0.00	
		3000 Permanent Employees / Elected Officials	150.00	0.00	150.00
3001 Temporary Employees					
12/1/2015		Beginning Balance	0.00	35.00	
		3001 Temporary Employees	0.00	35.00	-35.00
3021 O.A.S.D.I. Employer Share					
12/1/2015		Beginning Balance	0.00	2.17	
		3021 O.A.S.D.I. Employer Share	0.00	2.17	-2.17
3022 Medi Care Employer Share					
12/1/2015		Beginning Balance	0.00	0.51	
		3022 Medi Care Employer Share	0.00	0.51	-0.51
3041 Unemployment Insurance Employer Share					
12/1/2015		Beginning Balance	0.00	1.23	
		3041 Unemployment Insurance Employer Share	0.00	1.23	-1.23
		30 Salaries and Employee Benefits	150.00	38.91	111.09
40 Services and Supplies					
4040 Telephone Company Vendor Payments					
12/1/2015		Beginning Balance	150.00	52.40	
		4040 Telephone Company Vendor Payments	150.00	52.40	97.60

802800 Rolling Hills - Community Service DistrictsPrinted
1/14/2016
10:42:21 AM**Revenues and
Expenditures****Details For the Accounting Period ended: December 31, 2015**

		Estimated / Budget	Actual Amount	Balance
4041 County Pass Thru Telephone Charges				
12/1/2015	Beginning Balance	800.00	0.00	
	4041 County Pass Thru Telephone Charges	800.00	0.00	800.00
4100 Insurance: Premium				
12/1/2015	Beginning Balance	3,300.00	2,788.42	
	4100 Insurance: Premium	3,300.00	2,788.42	511.58
4180 Maint: Building & Improvements				
12/1/2015	Beginning Balance	2,000.00	2,600.00	
	4180 Maint: Building & Improvements	2,000.00	2,600.00	-600.00
4183 Maint: Grounds				
12/1/2015	Beginning Balance	8,000.00	995.77	
	4183 Maint: Grounds	8,000.00	995.77	7,004.23
4185 Maint: Park				
12/1/2015	Beginning Balance	45,000.00	14,052.50	
12/8/2015	RHCS20160085 01 Rhcsd Maintenance Nov. 2015 Inv. 99494 Eloisa R. Castro 12/8/2015	0.00	3,325.00	
	4185 Maint: Park	45,000.00	17,377.50	27,622.50
4189 Maint: Water System				
12/1/2015	Beginning Balance	4,000.00	820.00	
	4189 Maint: Water System	4,000.00	820.00	3,180.00
4190 Maint: Drainage				
12/1/2015	Beginning Balance	2,500.00	0.00	
	4190 Maint: Drainage	2,500.00	0.00	2,500.00
4191 Maintenance: Roads				
12/1/2015	Beginning Balance	71,000.00	0.00	
12/8/2015	RHCS20160086 01 Rhcsd Failed Asphalt Work Nov. 2015 California Pavement Maintenance Co. 12/8/2015	0.00	8,317.28	
	4191 Maintenance: Roads	71,000.00	8,317.28	62,682.72
4192 Maintenance: Lighting				
12/1/2015	Beginning Balance	500.00	0.00	
	4192 Maintenance: Lighting	500.00	0.00	500.00
4197 Maintenance Building: Supplies				
12/1/2015	Beginning Balance	300.00	0.00	
	4197 Maintenance Building: Supplies	300.00	0.00	300.00
4220 Memberships				
12/1/2015	Beginning Balance	450.00	0.00	
	4220 Memberships	450.00	0.00	450.00
4240 Misc: Expense				
12/1/2015	Beginning Balance	500.00	0.00	
	4240 Misc: Expense	500.00	0.00	500.00
4260 Office Expense				
12/1/2015	Beginning Balance	800.00	197.42	
	4260 Office Expense	800.00	197.42	602.58
4266 Printing / Duplicating Services				
12/1/2015	Beginning Balance	0.00	206.40	
	4266 Printing / Duplicating Services	0.00	206.40	-206.40
4300 Professional & Specialized Services				

802800 Rolling Hills - Community Service DistrictsPrinted
1/14/2016
10:42:21 AM**Revenues and
Expenditures****Details For the Accounting Period ended: December 31, 2015**

		Estimated / Budget	Actual Amount	Balance
12/1/2015	Beginning Balance	22,000.00	7,957.00	
12/8/2015	RHCS20160082 01 Rhcsd Clerk Services Nov. 2015 Linda A Stone 12/8/2015	0.00	1,155.00	
12/8/2015	RHCS20160083 01 Rhcsd General Manager Services Nov. 2015 Chaney Lynn Hicks 12/8/2015	0.00	1,025.00	
	4300 Professional & Specialized Services	22,000.00	10,137.00	11,863.00
4304 Agency Administration Fee				
12/1/2015	Beginning Balance	100.00	114.56	
	4304 Agency Administration Fee	100.00	114.56	-14.56
4313 Legal Services				
12/1/2015	Beginning Balance	6,000.00	667.00	
	4313 Legal Services	6,000.00	667.00	5,333.00
4345 Special District Director Services				
12/1/2015	Beginning Balance	5,250.00	1,650.00	
12/8/2015	RHCS20160084 01 Rhcsd Director Stipend 11-17-15 Gordon A Fawkes 12/8/2015	0.00	75.00	
	4345 Special District Director Services	5,250.00	1,725.00	3,525.00
4400 Publication & Legal Notices				
12/1/2015	Beginning Balance	500.00	428.88	
	4400 Publication & Legal Notices	500.00	428.88	71.12
4420 Rent & Lease: Equipment				
12/1/2015	Beginning Balance	600.00	550.00	
	4420 Rent & Lease: Equipment	600.00	550.00	50.00
4440 Rent & Lease: Building & Improvements				
12/1/2015	Beginning Balance	2,800.00	793.26	
	4440 Rent & Lease: Building & Improvements	2,800.00	793.26	2,006.74
4501 Special Projects				
12/1/2015	Beginning Balance	11,500.00	165.75	
	4501 Special Projects	11,500.00	165.75	11,334.25
4505 SB924: Transportation & Travel				
12/1/2015	Beginning Balance	500.00	0.00	
	4505 SB924: Transportation & Travel	500.00	0.00	500.00
4600 Transportation & Travel				
12/1/2015	Beginning Balance	200.00	0.00	
	4600 Transportation & Travel	200.00	0.00	200.00
4602 Mileage: Employee Private Auto				
12/1/2015	Beginning Balance	400.00	66.70	
	4602 Mileage: Employee Private Auto	400.00	66.70	333.30
4620 Utilities				
12/1/2015	Beginning Balance	30,000.00	16,497.29	
	4620 Utilities	30,000.00	16,497.29	13,502.71
	40 Services and Supplies	219,150.00	64,500.63	154,649.37
77 Appropriations for Contingencies				
7700 Appropriation For Contingencies				
12/1/2015	Beginning Balance	139,000.00	0.00	
	7700 Appropriation For Contingencies	139,000.00	0.00	139,000.00
	77 Appropriations for Contingencies	139,000.00	0.00	139,000.00
	Total Expense	358,300.00	64,539.54	293,760.46

802800 Rolling Hills - Community Service DistrictsPrinted
1/14/2016
10:42:21 AM**Revenues and
Expenditures****Details For the Accounting Period ended: December 31, 2015**

	Estimated / Budget	Actual Amount	Balance
802800 Rolling Hills - Community Service Districts	0.00	11,844.30	11,844.30

802800 Rolling Hills - Community Service DistrictsPrinted
1/14/2016
10:42:21 AM**Revenues and
Expenditures**

Details For the Accounting Period ended: December 31, 2015

		Estimated / Budget	Actual Amount	Balance
Report Total	Revenue	358,300.00	76,383.84	281,916.16
	Expense	358,300.00	64,539.54	293,760.46
		0.00	11,844.30	11,844.30

COUNTY OF EL DORADO

RECORDER CLERK - REGISTRAR OF VOTERS - VETERANS AFFAIRS

William E. Schultz



Recorder-Clerk
Commissioner of Civil Marriages
360 Fair Lane
Placerville CA 95667
www.edcgov.us/countyclerk/
Phone: 530.621.5490
Jane Kohlstedt
Assistant Recorder-Clerk

Registrar of Voters
2850 Fairlane Court
PO Box 678001
Placerville CA 95667
www.edcgov.us/elections/
Phone: 530.621.7480 Fax: 530.626.5514
Linda Webster
(Acting) Assistant Registrar of Voters

Veterans Service Office
130 Placerville Drive
Placerville CA 95667
<http://www.edcgov.us/veterans/>
Phone: 530.621.5893
William E. Schultz
Veterans Affairs Interim Dept. He
Ed Swanson
Veterans Service Officer

January 4, 2016

To: All Districts

Regarding: Statement of Facts for the Year 2016

Please review the current "Statement of Facts" for the Directors or the Governing Board Members on your board, which has their name, address, phone number and their term of office. Also, review the information on the district's mailing address, phone numbers, contact person and/or secretary. Please remember that all the information on the "Statement of Facts" is a public document and is available to the public upon request.

Make any changes or corrections on the enclosed pink form. Date and sign your name before returning the form; whether there are any changes/corrections or not; in the enclosed return envelope to the Elections Department by **Friday, February 15, 2016.**

Should you have any questions, please call me at (530) 621-7490.

Thank you...

A handwritten signature in cursive script that reads "Kim Smith".

Kim Smith
Election Department
Campaign/Candidate Filling Officer
Kim.smith@edcgov.us
530-621-7490



COMMUNITY DEVELOPMENT AGENCY

DEVELOPMENT SERVICES DIVISION

<http://www.edcgov.us/DevServices/>

PLACERVILLE OFFICE:

2850 Fairlane Court, Placerville, CA 95667
BUILDING

(530) 621-5315 / (530) 622-1708 Fax

bldgdept@edcgov.us

PLANNING

(530) 621-5355 / (530) 642-0508 Fax

planning@edcgov.us

LAKE TAHOE OFFICE:

3368 Lake Tahoe Blvd., Suite 302

South Lake Tahoe, CA 96150

(530) 573-3330

(530) 542-9082 Fax

tahoebuild@edcgov.us

January 8, 2016

TO ALL CONCERNED AGENCIES:

Please find enclosed the Initial Consultation information for your review and comment regarding the following application:

SP94-0002-R-2 – CARSON CREEK SPECIFIC PLAN AMENDMENT (Anthony Scotch-Portico Development, LLC/Perkins, Williams & Cotterill Architects): An amendment to Carson Creek Specific Plan to allow a senior care facility in the neighborhood commercial zone. The property, identified by Assessor's Parcel Number 117-490-01, consists of 4.11 acres, and is located on the west side of Carson Crossing Drive south of the intersection with White Rock Road, **in the El Dorado Hills area**.

Pursuant to Section 15063 of the State CEQA Guidelines, this Initial Consultation is being conducted to determine if the project may have a significant effect on the environment and determine whether an environmental impact report or a negative declaration will be prepared.

Project documentation is available for review online:

<http://edcapps.edcgov.us/Planning/ProjectInquiryDisplay.asp?ProjectID=20496>

Review and comment by your agency is requested to identify your concerns to be considered by the County during our environmental review to mitigate impacts, develop conditions of approval, and/or modify the project. Your agency's written responses must be received by the Planning Services **no later than February 7, 2016**. If we do not receive written correspondence from your agency by that date, we will assume your agency has no comment and your agency's concerns may not be reflected in our recommendations.

The Technical Advisory Committee (TAC) will meet on February 8, 2016 to take one or more of the following actions; 1) Make an environmental determination, 2) Determine Final project conditions and/or, 3) Confirm the public hearing date. The meeting will be held in the ***El Dorado County Planning Commission Conference Room***, at 2850 Fairlane Court, Placerville, CA. **Please call this office one week prior to the meeting for the scheduled time.** Technical Advisory Committee meetings are for agency discussion with the applicant and/or agent only. Other interested individuals may obtain project information by contacting the project planner.

If you have questions or need additional information, please call Planning Services office at (530) 621-5355.

EL DORADO COUNTY PLANNING SERVICES

Jennifer Franich, Project Planner

JHF/jas

cc: Rich Stewart, Planning Commissioner District 1
Building Services
Transportation Division, Elizabeth Zangari
El Dorado County Transportation Commission
Springfield Meadows Community Services District
El Dorado County Assessor's Office

Ron Mikulaco, Supervisor District 1
Transportation Division, Dave Spiegelberg
El Dorado County Agricultural Commission
El Dorado Hills Community Services District
Air Quality Management District
Environmental Management

COUNTY OF EL DORADO

330 Fair Lane
Placerville, CA 95667
(530) 621-5390
(530) 622-3645 Fax

JAMES S. MITRISIN
Clerk of the Board



BOARD OF SUPERVISORS

RON "MIK" MIKULACO
District I
SHIVA FRENTZEN
District II
BRIAN K. VEERKAMP
District III
MICHAEL RANALLI
District IV
SUE NOVASEL
District V

January 12, 2016

Rolling Hills Community Services District
Cheney Hicks
PO Box 5266
El Dorado Hills, CA
95762

Dear Superintendent or District Manager:

The County of El Dorado Board of Supervisors has received a resolution from the **Knolls Property Owners Community Services District (Rescue Area)**, requesting that their regularly scheduled election date for directors be changed **from** November of odd-numbered years **to** November of even-numbered years.

California Elections Code Section 10404 requires the Board of Supervisors to notify all districts of the receipt of such resolutions and request input from each district on the effect of the consolidation. If your district would like to provide input, please send a **written** response to the address below no later than January 29, 2016.

El Dorado County Board of Supervisors
Attn: Jim Mitrisin, Clerk of the Board
330 Fair Lane, Placerville, CA 95667

If you have any questions, please call Jim Mitrisin, Clerk of the Board at (530) 621-5592 or William Schultz, Registrar of Voters at (530) 621-7480.

Thank you.



**California Special
Districts Association**
Districts Stronger Together

January 19, 2016

Dear CSDA member,

Thank you for renewing your agency's membership in CSDA. We appreciate your investment and continued support of this association and hope you'll to take advantage of the full range of benefits and programs offered:

- Discounted professional development programs for your Board and staff
- Cost-effective risk management services and tax-exempt financing solutions
- Listserv and other communication tools
- Member benefit programs like investment pools, group purchasing discounts, website design, and many more
- One hour free legal advice per year/per district
- Online bookstore with discounted pricing
- Free downloadable publications, resources and more!

Enclosed you will find a copy of our Highlights of 2015, containing updates on the latest member benefits, education programs and a summary of last year's advocacy efforts.

Also enclosed is a hard copy of the 2015-16 CSDA Administrative Salary & Benefits Survey. If you have not already done so, please take a few minutes to complete and return the survey by February 10, 2016. If you would prefer to complete the survey online, contact CSDA member services at 877.924.2732 or cassandras@csla.net.

The Salary Survey is just one of the many resources CSDA had developed for special districts. With your support, CSDA will continue to develop more programs and services designed to make your district, staff and representatives more successful in serving your communities.

Should you ever have any questions or need assistance, please make CSDA your first call at 877.924.2732. And, once again, thank you for your support!

Best regards,

Cathrine Lemaire
Member Services Director

5. Old Business

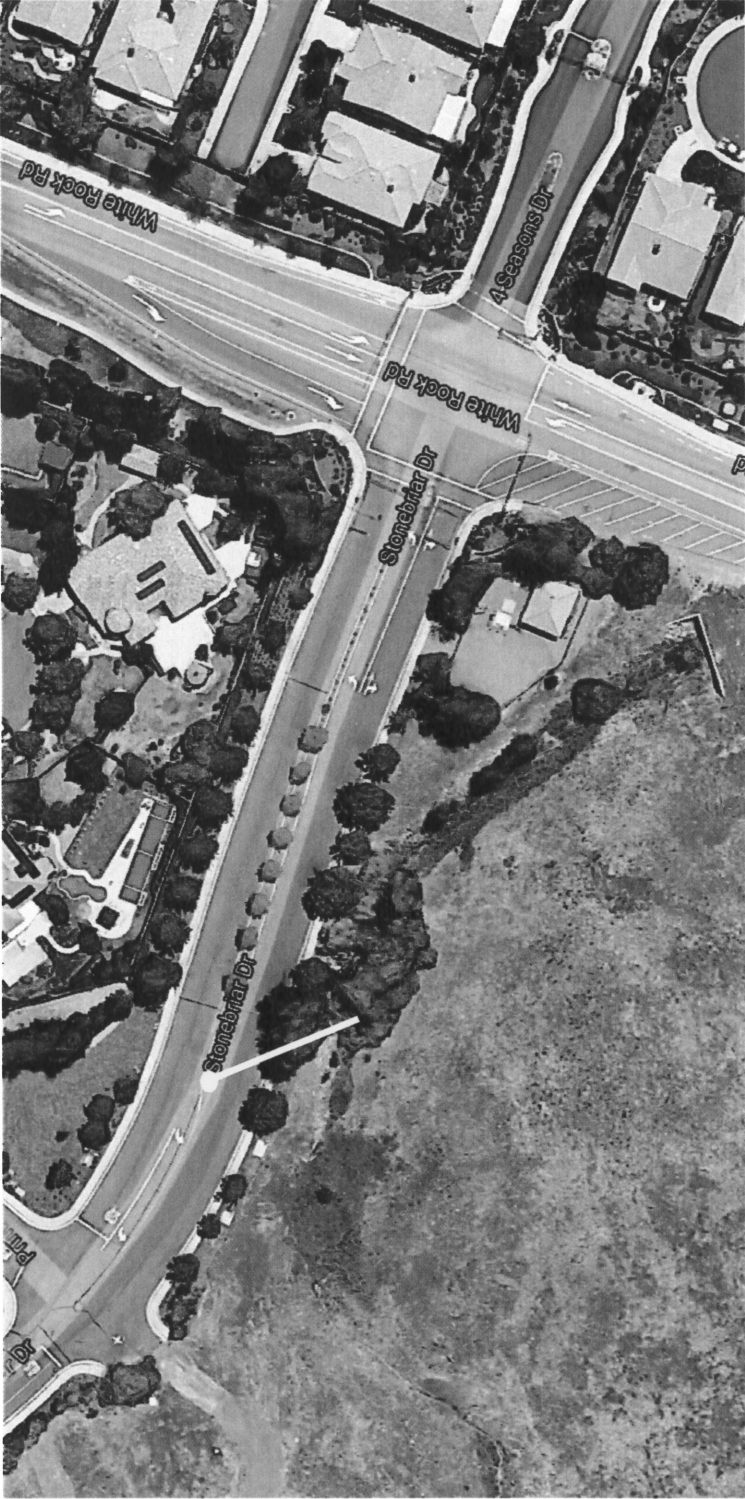
6. New Business

1/26/2016 Meeting Date

New Business - Item 6.a. **Winter 2015-16 Storm Drain Flooding and Tree Issues**

During the recent storms, extreme flooding was experienced on Stonebriar Drive. The attached shows the Google Maps location of the manhole (Stonebriar - between Whiterock and Prima, at the end of the planter median) and a picture of water bubbling up from the manhole. The District had Express Sewer out to auger the culvert line where it exits into the open space; however they said the line has so many roots which are so large that the auger will not work and the line needs to be dug out. The additional jpeg document is the as-built drawing obtained from the County showing the storm drain line. The larger pipes closer to Whiterock Road are from another open space waterway; the impacted pipe is farthest to the right (upstream) and smaller.

Bordering the sidewalk, is a line of trees which probably are the culprit of the root infiltration. Bids are being obtained to dig the culvert out short of the trees and see if that would be the only portion that needs replacement. The preference is not to remove the trees, sidewalk, or any part of the street, however until the pipe is exposed the scope of the work needed is unknown.



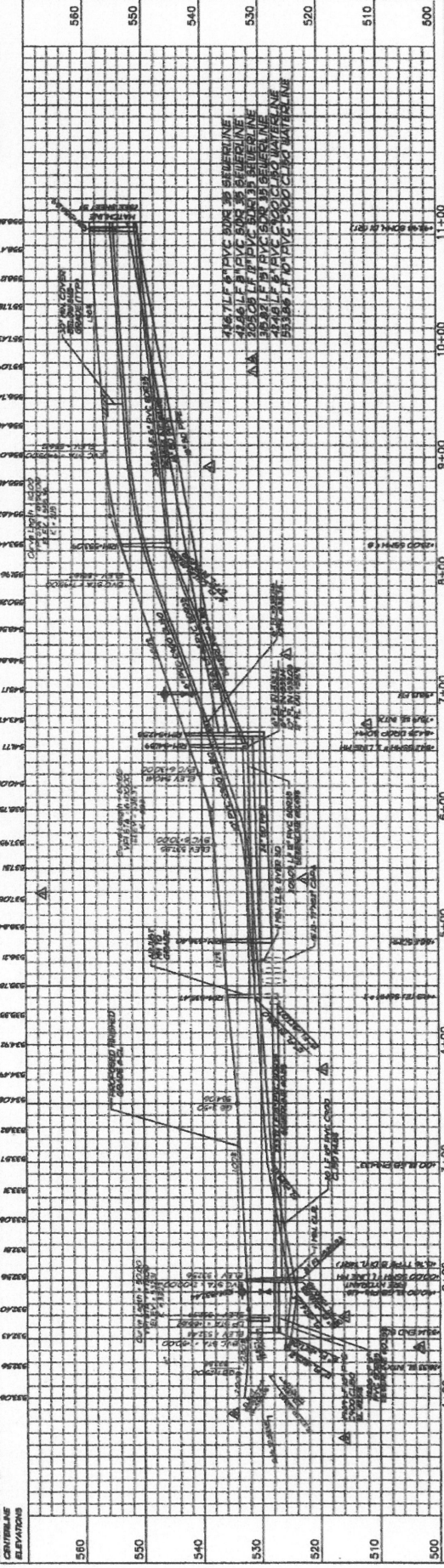
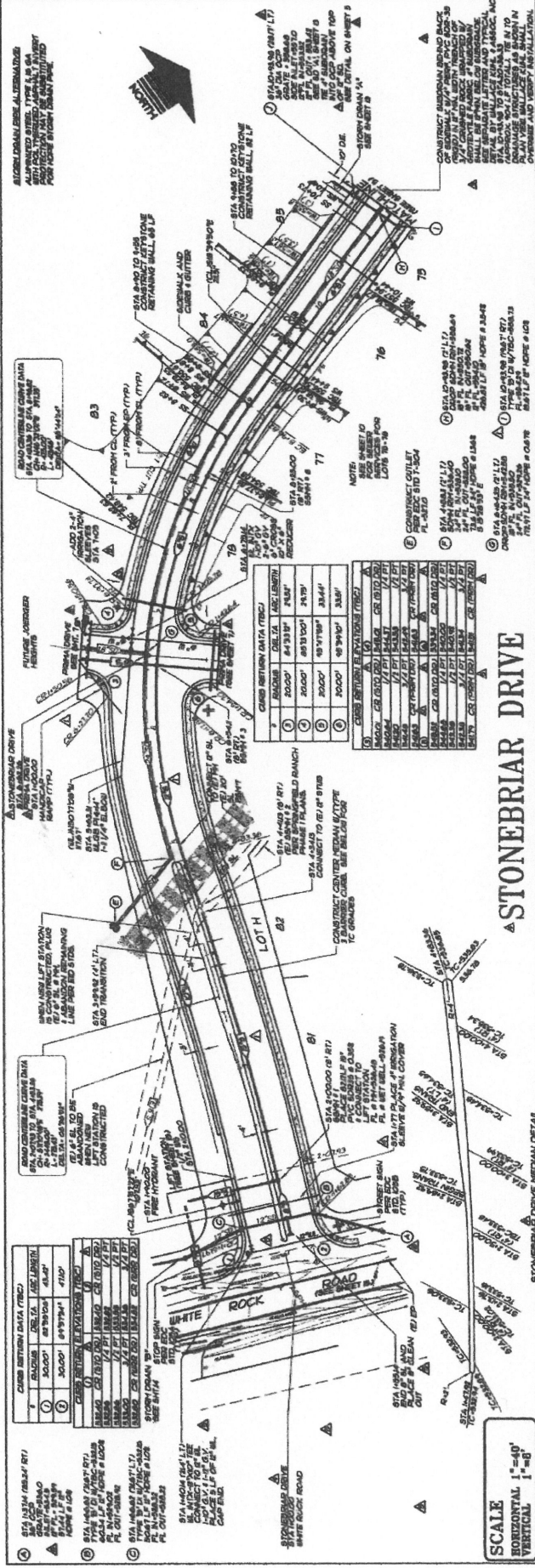
starting from exit and going back towards the sidewalk.

Approximate run of storm drain line that is clogged by tree roots. Need pipe dug out



starting from exit and going back towards the sidewalk.

Approximate run of storm drain line that is clogged by tree roots. Need pipe dug out



STONEBRIAR DRIVE
STATIONING DATA
STATION 1+00.00 TO STA. 11+00.00

GENE E. THORNE & ASSOCIATES, INC.
ENGINEERS, PLANNERS, SURVEYORS
3000 Alameda Drive, Suite A, Carlsbad, California 92008
(619) 435-1171 • (619) 435-1172 • FAX (619) 435-1173

RECORD DRAWING

DATE 8/1/84
BY J.E.T.
CHECKED J.E.T.
APPROVED J.E.T.

1/26/2016
Reference Item 6.6.

Rolling Hills Community Services District

POLICY HANDBOOK

POLICY TITLE: BULLETIN BOARDS AND USAGE
POLICY NUMBER: 1091

1091.1 The Rolling Hills Community Services District ("District") has caused to be permanently installed in Stonebriar Park within the Stonebriar neighborhood a bulletin board for District use. Such bulletin board is freely accessible to members of the public. The bulletin board in Stonebriar Park shall serve as the official posting location for all legal notices, Board meeting Agendas, Minutes, and any other official business of the District.

1091.2 The District has caused two additional bulletin boards to be installed in locations within the District, one placed in the Springfield Meadows neighborhood and one in the Shadow Hills neighborhood. Such bulletin boards are freely accessible to members of the public. Official notices placed on the bulletin board in Stonebriar Park shall also be placed on the bulletin boards located in Springfield Meadows and Shadow Hills.

1091.3 The materials to be placed on the bulletin boards shall be limited to official business of the District; and official business of the Architectural Control Committees of each neighborhood as may be requested and approved by District management.

1091.4 Access to the bulletin boards shall be granted to District Board members and District management, including the General Manager and District Board Secretary/Clerk.

Adopted: December 15, 2009