

Board of Directors Regular Meeting - AGENDA
ROLLING HILLS COMMUNITY SERVICES DISTRICT

Tuesday, February 17, 2015

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. Communication Committee Report

4. Consent Items

- Approval of draft Minutes of January 20, 2015 regular meeting of the Board of Directors
- Approval of financial reports for period ended January 31, 2015 prepared by Auditor's office
- Accept and file Bank statement for period ended January 15, 2015
- Transmittal letter from County Auditor's Office with Quarter 4, 2014 Federal and State quarterly payroll reports
- January 23, 2015 Letter from SDRMA regarding Notification of Nominations-2015 Election SDRMA Board of Directors
- January 27, 2015 CSDA letter regarding CSDA Call for Nominations-Board of Directors Sierra Network, Seat C

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 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.

- January 29, 2015 letter from County of El Dorado Chief Administrative Office providing notification about Ordinance before Board of Supervisors "Allowing Qualified Homeowners to Transfer The Base Year Value of a Prior Principal Residence in Another County To A Newly Constructed or Newly Purchased Principal Residence in El Dorado County"
- January 29, 2015 letter from Community Development Agency Long Range Planning regarding Notice of Availability of a Partial Recirculated Draft DIR for the Targeted General Plan Amendment and Zoning Ordinance Update (Sch No. 2012052074)

5. Old Business

- a. 3115 Montrose Way in Stonebriar – Request from homeowner to address the Board of Directors regarding Issues (Information Item)
- b. Storm Drain Culvert Repair on Prima Drive- Update regarding alternatives and consideration of expenditure of funds from approved Budget for repair of storm drain seal and culvert discovered as result of December flooding incident in an amount not to exceed \$ 14,000 (Action Item)

6. New Business

- a. General Manager Position - Appointed by the Board of Directors and Serves at the Board's Pleasure Pursuant to Government Code Section 61050 (Information Item)
- b. Tree Maintenance – Consideration of expenditure of funds from approved Budget to trim/remove trees affecting resident adjacent to Berkshire Park in amount not to exceed \$1,000 (Action Item)
- c. Restricting Access to Undeveloped District Property – Consideration of expenditure of funds from approved Budget to restrict access at end of Winterfield Drive; boulder cost and fire access gate cost in an amount not to exceed \$7,000 (Action Item)

7. 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.

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ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of JANUARY 20, 2015 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on January 20, 2015 was called to order at 7:00 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, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. Director John Kennedy was absent.

2. Public Comment. None.

3. Monthly Reports

General Manager Report. Chaney presented an oral and written report. She continues to routinely work with the landscapers and discussed the ongoing problem with keeping leaves and debris out of the storm drains, vehicles driving on the Stonebriar park turf, and trimming of dead tree limbs in Berkshire Park. She provided information about possibilities for acquiring rocks to prevent access to District property at the end of Winterfield Drive, and gate information. The Newsletters have been received and are being prepared for mailing. The Boy Scouts completed installation of the new bulletin board in Stonebriar Park. She reported about gopher infestation again this year in the Park. The initial treatment was done and a second treatment will follow. She noted that the cost for this annual treatment has been included in the annual budget. Additional dog waste bags have been ordered. Comments and concerns from District residents include positive feedback regarding the new infant swing, concerns about cracks in the road on Manchester, storm drain cleanout along Summerfield at Montrose, a fallen fire access road sign, and trees in Berkshire Park have dead limbs hanging over and into a property owner's yard. She is working on these issues but noted that asphalt companies do not recommend doing crack repair at this time of year.

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

4. Consent Items

The consent items consisting of the draft Minutes of December 16, 2014 regular meeting of the Board of Directors; financial reports for period ended December 31, 2014 prepared by Auditor's office; bank statement for period ended December 12, 2014; PG&E letter regarding Safety Information; 12/18/14 notice received 12/20/14 from County of El Dorado Auditor's Office re: Revised Structure Effective FY2015/16 for Cost Recovery Regarding Direct Charges; and 12/19/14 Notice of Public Hearing received 12/22/14 regarding General Plan Amendment/ ReZone/Tentative Map for El Dorado Springs 23 submitted by Standard Pacific Homes Corp on January 13, 2015 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. **Storm Drain Culvert Repair on Prima Drive.** General Manager Chaney Hicks reported obtaining bids from five companies whose recommendations varied for how to approach the issue. She learned that of the companies recommending that the culvert be replaced with the resin material, one vendor, Express Sewer & Drain, does this work for all the others. After discussion, it was the unanimous direction of the Board that the issue be further investigated as to possible removal of vegetation causing the issues, the length of the culvert to be replaced, and the options for replacement material. Gordon Fawkes is going to measure the length of the pipe at issue and Matt Sites is going to look into Army Corp of Engineers issues. The matter will be brought back at the next meeting of the Board.

b. Encroachment Issue on Montrose Drive. It was reported that the homeowner is in the process of drafting a response to the Board's letter on this matter and Board is hopeful the issue will be resolved in the near future.

c. District Fund Balance. The Clerk presented information about the District's current fund balance and looking back over the past ten years. President Sites commented that it appears with the need for use of those funds to defray long term road maintenance and other infrastructure items which are starting to fail, those funds may exhausted in a period of 14 to 21 years. The District needs to look at options for increasing its revenue sources which come from real property taxes and the special assessment. It will also investigate current costs for providing the 30 year road maintenance cycle work.

6. New Business.

a. Reporting Requirements Effective January 1, 2015. The Clerk presented information about the annual financial reporting requirements for the CSD and new reporting requirements pursuant to AB 2109. Pursuant to AB 2109, a new report of special taxes collected via the property tax bill will be made to the State Controller's office on an annual basis. The filing due date for that report has yet to be determined.

b. El Dorado LAFCO Workshops and Ethics Training. The Clerk presented information about various options available to the Board Members to fulfill their AB 1234 Ethics biennial requirement. Gordon Fawkes expressed interest in attending the training offered by LAFCO in person at its Workshop. The Clerk will register him for the training. The other members will take the training on line.

Adjournment.

The meeting was adjourned at 7:55 p.m. upon a motion by Matt Sites, second by Mark Magee; motion carried.

Submitted by:

Linda Stone, Board Secretary

Approved by Board:

628-001 CSD: ROLLING HILLS

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General Ledger

Details for the Accounting Period Ended: January 31, 2015

		Debit	Credit	Balance
628-001 CSD: ROLLING HILLS				
ASSETS				
100 Equity In Pooled Cash				
1/1/2015	Beginning Balance	365,804.78	97,956.62	267,848.16
1/12/2015	CK2015037454 01 Rhcsd Power No. 1857646705-6	0.00	72.26	267,775.90
1/12/2015	CK2015037455 01 Rhcsd Power No. 4570858285-8	0.00	254.17	267,521.73
1/12/2015	CK2015037456 01 Rhcsd Power No.1211321236-4	0.00	9.86	267,511.87
1/12/2015	CK2015037457 01 Rhcsd Power No. 6085621545-8	0.00	38.44	267,473.43
1/12/2015	CK2015037458 01 Rhcsd Clerk Services 12/16/14-1/3/15	0.00	549.00	266,924.43
1/12/2015	CK2015037459 01 Rhcsd General Manager Services Dec. 2014	0.00	1,100.00	265,824.43
1/12/2015	CK2015037460 01 Rhcsd Maintenance Dec. Inv. 99024	0.00	3,625.00	262,199.43
1/12/2015	CK2015037461 01 Rhcsd Emergency Cleanup/Irriga. Inv. 99033	0.00	785.00	261,414.43
1/20/2015	JI2015020486 01 868 Py Sec - 1% General Tax Ar Chgs 12-14	0.00	5.72	261,408.71
1/20/2015	JI2015021060 01 870 Cy Sec - 1% General Tax Dec 11-31 2014	1,027.71	0.00	262,436.42
1/20/2015	JI2015021061 01 870 Cy Sec -Unitary 1% General Tax Dec 11-31 2014	0.01	0.00	262,436.43
1/20/2015	JI2015021062 01 865 Cy Delq Unsec - 1% General Tax Dec 2014	25.91	0.00	262,462.34
1/20/2015	JI2015021063 01 871 Py Sec - 1% General Tax Dec 11-31 2014	1.89	0.00	262,464.23
1/20/2015	JI2015021064 01 866 Py Delq Unsec - 1% General Tax Dec 2014	0.88	0.00	262,465.11
1/20/2015	JI2015021065 01 872 Cy Supplemntl- 1% General Tax Dec 2014	179.29	0.00	262,644.40
1/20/2015	JI2015021066 01 874 Py Defaulted Sec - 1% General Tax Dec 2014	1.56	0.00	262,645.96
1/20/2015	JI2015021067 01 873 Py Supplemntl - 1% General Tax Dec 2014	46.92	0.00	262,692.88
1/20/2015	JI2015021068 01 874 Py Defaultd Sec-Any Pnlty+intrst Dec 2014	0.55	0.00	262,693.43
1/20/2015	JI2015021069 01 870 Cy Sec - Direct Charge 20515 Dec 11-31 2014	900.00	0.00	263,593.43
2/4/2015	IN2015000175 15 Interest On Investment Pool 1 For 01/2015 (JAN)	66.60	0.00	263,660.03
	100 Equity In Pooled Cash	368,056.10	104,396.07	263,660.03
102 Imprest (PETTY) Cash				
1/1/2015	Beginning Balance	5,000.00	0.00	5,000.00
	102 Imprest (PETTY) Cash	5,000.00	0.00	5,000.00
	ASSETS	373,056.10	104,396.07	268,660.03
LIABILITIES				
201 Vouchers Payable				
1/1/2015	Beginning Balance	96,599.14	96,599.14	0.00
1/31/2015	MT802800201507 Month Total	6,433.73	6,433.73	0.00
	201 Vouchers Payable	103,032.87	103,032.87	0.00
	LIABILITIES	103,032.87	103,032.87	0.00
FUND BALANCE				
310 Fund Balance Reserved: General				
1/1/2015	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				
1/1/2015	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				
1/1/2015	Beginning Balance	0.00	212,472.57	-212,472.57
	350 Fund Balance Unreserved Undesignated	0.00	212,472.57	-212,472.57
400 Budget Clearing Account				
1/1/2015	Beginning Balance	163,460.00	163,460.00	0.00
	400 Budget Clearing Account	163,460.00	163,460.00	0.00

628-001 CSD: ROLLING HILLS

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General Ledger

Details for the Accounting Period Ended: January 31, 2015

		Debit	Credit	Balance
402 Legislative Revision				
1/1/2015	Beginning Balance	163,460.00	0.00	163,460.00
	402 Legislative Revision	163,460.00	0.00	163,460.00
411 Actual Revenues				
1/1/2015	Beginning Balance	1,201.51	76,507.98	-75,306.47
1/20/2015	JI2015020486 01 868 Py Sec - 1% General Tax Ar Chgs 12-14	5.72	0.00	-75,300.75
1/20/2015	JI2015021060 01 870 Cy Sec - 1% General Tax Dec 11-31 2014	0.00	1,027.71	-76,328.46
1/20/2015	JI2015021061 01 870 Cy Sec -Unitary 1% General Tax Dec 11-31 2014	0.00	0.01	-76,328.47
1/20/2015	JI2015021062 01 865 Cy Delq Unsec - 1% General Tax Dec 2014	0.00	25.91	-76,354.38
1/20/2015	JI2015021063 01 871 Py Sec - 1% General Tax Dec 11-31 2014	0.00	1.89	-76,356.27
1/20/2015	JI2015021064 01 866 Py Delq Unsec - 1% General Tax Dec 2014	0.00	0.88	-76,357.15
1/20/2015	JI2015021065 01 872 Cy Supplemntl- 1% General Tax Dec 2014	0.00	179.29	-76,536.44
1/20/2015	JI2015021066 01 874 Py Defaulted Sec - 1% General Tax Dec 2014	0.00	1.56	-76,538.00
1/20/2015	JI2015021067 01 873 Py Supplemntl- 1% General Tax Dec 2014	0.00	46.92	-76,584.92
1/20/2015	JI2015021068 01 874 Py Defaultd Sec-Any Pnlty+intrst Dec 2014	0.00	0.55	-76,585.47
1/20/2015	JI2015021069 01 870 Cy Sec - Direct Charge 20515 Dec 11-31 2014	0.00	900.00	-77,485.47
2/4/2015	IN2015000175 15 Interest On Investment Pool 1 For 01/2015 (JAN)	0.00	66.60	-77,552.07
	411 Actual Revenues	1,207.23	78,759.30	-77,552.07
423 Transfers: CAO				
1/1/2015	Beginning Balance	0.00	163,460.00	-163,460.00
	423 Transfers: CAO	0.00	163,460.00	-163,460.00
431 Expenditures				
1/1/2015	Beginning Balance	73,764.88	0.00	73,764.88
1/8/2015	RHCS20150120 01 Rhcsd Power No. 1857646705-6	72.26	0.00	73,837.14
1/8/2015	RHCS20150121 01 Rhcsd Power No. 4570858285-8	254.17	0.00	74,091.31
1/8/2015	RHCS20150122 01 Rhcsd Power No.1211321236-4	9.86	0.00	74,101.17
1/8/2015	RHCS20150123 01 Rhcsd Power No. 6085621545-8	38.44	0.00	74,139.61
1/8/2015	RHCS20150124 01 Rhcsd Clerk Services 12/16/14-1/3/15	549.00	0.00	74,688.61
1/8/2015	RHCS20150125 01 Rhcsd General Manager Services Dec. 2014	1,100.00	0.00	75,788.61
1/8/2015	RHCS20150126 01 Rhcsd Maintenance Dec. Inv. 99024	3,625.00	0.00	79,413.61
1/8/2015	RHCS20150127 01 Rhcsd Emergency Cleanup/Irriga. Inv. 99033	785.00	0.00	80,198.61
	431 Expenditures	80,198.61	0.00	80,198.61
	FUND BALANCE	408,325.84	676,985.87	-268,660.03
	628-001 CSD: ROLLING HILLS	884,414.81	884,414.81	0.00

Details for the Accounting Period Ended: January 31, 2015

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Details For the Accounting Period ended: January 31, 2015

		Estimated / Budget	Actual Amount	Balance
802800 Rolling Hills - Community Service Districts				
Revenue				
1 Taxes				
100 Prop Tax: Curr Secured				
1/1/2015	Beginning Balance	68,000.00	37,261.73	
1/20/2015	JI2015021060 01 870 Cy Sec - 1% General Tax Dec 11-31 2014	0.00	1,027.71	
1/20/2015	JI2015021061 01 870 Cy Sec -Unitary 1% General Tax Dec 11-31 2014	0.00	0.01	
	100 Prop Tax: Curr Secured	68,000.00	38,289.45	29,710.55
110 Prop Tax: Curr Unsecured				
1/1/2015	Beginning Balance	0.00	1,458.44	
1/20/2015	JI2015021062 01 865 Cy Delq Unsec - 1% General Tax Dec 2014	0.00	25.91	
	110 Prop Tax: Curr Unsecured	0.00	1,484.35	-1,484.35
120 Prop Tax: Prior Secured				
1/1/2015	Beginning Balance	0.00	-16.37	
1/20/2015	JI2015020486 01 868 Py Sec - 1% General Tax Ar Chgs 12-14	0.00	-5.72	
1/20/2015	JI2015021063 01 871 Py Sec - 1% General Tax Dec 11-31 2014	0.00	1.89	
	120 Prop Tax: Prior Secured	0.00	-20.20	20.20
130 Prop Tax: Prior Unsecured				
1/1/2015	Beginning Balance	0.00	23.53	
1/20/2015	JI2015021064 01 866 Py Delq Unsec - 1% General Tax Dec 2014	0.00	0.88	
	130 Prop Tax: Prior Unsecured	0.00	24.41	-24.41
140 Prop Tax: Supp Current				
1/1/2015	Beginning Balance	0.00	81.10	
1/20/2015	JI2015021065 01 872 Cy Supplemntl- 1% General Tax Dec 2014	0.00	179.29	
	140 Prop Tax: Supp Current	0.00	260.39	-260.39
150 Prop Tax: Supp Prior				
1/1/2015	Beginning Balance	0.00	210.67	
1/20/2015	JI2015021066 01 874 Py Defaulted Sec - 1% General Tax Dec 2014	0.00	1.56	
1/20/2015	JI2015021067 01 873 Py Supplemntl - 1% General Tax Dec 2014	0.00	46.92	
	150 Prop Tax: Supp Prior	0.00	259.15	-259.15
	1 Taxes	68,000.00	40,297.55	27,702.45
3 Fines, Forfeitures and Penalties				
360 Penalty & Cost Delinquent Taxes				
1/1/2015	Beginning Balance	0.00	83.59	
1/20/2015	JI2015021068 01 874 Py Defaultd Sec-Any Prnty+intrst Dec 2014	0.00	0.55	
	360 Penalty & Cost Delinquent Taxes	0.00	84.14	-84.14
	3 Fines, Forfeitures and Penalties	0.00	84.14	-84.14
4 Revenue from Use of Money and Property				
400 Rev: Interest				
1/1/2015	Beginning Balance	1,000.00	302.91	
2/4/2015	IN2015000175 15 Interest On Investment Pool 1 For 01/2015 (JAN)	0.00	66.60	
	400 Rev: Interest	1,000.00	369.51	630.49
	4 Revenue from Use of Money and Property	1,000.00	369.51	630.49
5 Intergovernmental Revenue - State				
820 ST: Homeowner Prop Tax Relief				

802800 Rolling Hills - Community Service Districts

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Expenditures

Details For the Accounting Period ended: January 31, 2015

		Estimated / Budget	Actual Amount	Balance
1/1/2015	Beginning Balance	0.00	385.57	
	820 ST: Homeowner Prop Tax Relief	0.00	385.57	-385.57
	5 Intergovernmental Revenue - State	0.00	385.57	-385.57
13 Charges for Services				
1310 Special Assessments				
1/1/2015	Beginning Balance	69,800.00	35,495.30	
1/20/2015	JL2015021069 01 870 Cy Sec - Direct Charge 20515 Dec 11-31 2014	0.00	900.00	
	1310 Special Assessments	69,800.00	36,395.30	33,404.70
	13 Charges for Services	69,800.00	36,395.30	33,404.70
19 Miscellaneous Revenues				
1940 Misc: Revenue				
1/1/2015	Beginning Balance	500.00	20.00	
	1940 Misc: Revenue	500.00	20.00	480.00
	19 Miscellaneous Revenues	500.00	20.00	480.00
22 Fund Balance				
1 Fund Balance				
1/1/2015	Beginning Balance	24,160.00	0.00	
	1 Fund Balance	24,160.00	0.00	24,160.00
	22 Fund Balance	24,160.00	0.00	24,160.00
	Total Revenue	163,460.00	77,552.07	85,907.93
Expense				
30 Salaries and Employee Benefits				
3000 Permanent Employees / Elected Officials				
1/1/2015	Beginning Balance	200.00	0.00	
	3000 Permanent Employees / Elected Officials	200.00	0.00	200.00
	30 Salaries and Employee Benefits	200.00	0.00	200.00
40 Services and Supplies				
4040 Telephone Company Vendor Payments				
1/1/2015	Beginning Balance	200.00	87.93	
	4040 Telephone Company Vendor Payments	200.00	87.93	112.07
4041 County Pass Thru Telephone Charges				
1/1/2015	Beginning Balance	1,000.00	0.00	
	4041 County Pass Thru Telephone Charges	1,000.00	0.00	1,000.00
4100 Insurance: Premium				
1/1/2015	Beginning Balance	3,300.00	2,863.04	
	4100 Insurance: Premium	3,300.00	2,863.04	436.96
4180 Maint: Building & Improvements				
1/1/2015	Beginning Balance	2,000.00	0.00	
	4180 Maint: Building & Improvements	2,000.00	0.00	2,000.00
4183 Maint: Grounds				
1/1/2015	Beginning Balance	7,000.00	3,071.53	
	4183 Maint: Grounds	7,000.00	3,071.53	3,928.47
4185 Maint: Park				
1/1/2015	Beginning Balance	40,000.00	19,208.10	

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Expenditures

Details For the Accounting Period ended: January 31, 2015

		Estimated / Budget	Actual Amount	Balance
1/8/2015	RHCS20150126 01 Rhcsd Maintenance Dec. Inv. 99024 Eloisa R. Castro 1/9/2015	0.00	3,625.00	
	4185 Maint: Park	40,000.00	22,833.10	17,166.90
4189 Maint: Water System				
1/1/2015	Beginning Balance	4,000.00	905.00	
1/8/2015	RHCS20150127 01 Rhcsd Emergency Cleanup/Irriga. Inv. 99033 Eloisa R. Castro 1/9/2015	0.00	785.00	
	4189 Maint: Water System	4,000.00	1,690.00	2,310.00
4190 Maint: Drainage				
1/1/2015	Beginning Balance	2,500.00	0.00	
	4190 Maint: Drainage	2,500.00	0.00	2,500.00
4191 Maintenance: Roads				
1/1/2015	Beginning Balance	4,000.00	3,235.60	
	4191 Maintenance: Roads	4,000.00	3,235.60	764.40
4192 Maintenance: Lighting				
1/1/2015	Beginning Balance	500.00	0.00	
	4192 Maintenance: Lighting	500.00	0.00	500.00
4197 Maintenance Building: Supplies				
1/1/2015	Beginning Balance	500.00	0.00	
	4197 Maintenance Building: Supplies.	500.00	0.00	500.00
4220 Memberships				
1/1/2015	Beginning Balance	450.00	488.00	
	4220 Memberships	450.00	488.00	-38.00
4240 Misc: Expense				
1/1/2015	Beginning Balance	500.00	55.95	
	4240 Misc: Expense	500.00	55.95	444.05
4260 Office Expense				
1/1/2015	Beginning Balance	500.00	684.61	
	4260 Office Expense	500.00	684.61	-184.61
4300 Professional & Specialized Services				
1/1/2015	Beginning Balance	22,000.00	10,563.00	
1/8/2015	RHCS20150124 01 Rhcsd Clerk Services 12/16/14-1/3/15 Linda A Stone 1/9/2015	0.00	549.00	
1/8/2015	RHCS20150125 01 Rhcsd General Manager Services Dec. 2014 Chaney Lynn Hicks 1/9/2015	0.00	1,100.00	
	4300 Professional & Specialized Services	22,000.00	12,212.00	9,788.00
4304 Agency Administration Fee				
1/1/2015	Beginning Balance	110.00	100.02	
	4304 Agency Administration Fee	110.00	100.02	9.98
4305 Audit & Accounting Services				
1/1/2015	Beginning Balance	5,000.00	5,000.00	
	4305 Audit & Accounting Services	5,000.00	5,000.00	0.00
4313 Legal Services				
1/1/2015	Beginning Balance	8,000.00	3,937.35	
	4313 Legal Services	8,000.00	3,937.35	4,062.65
4345 Special District Director Services				
1/1/2015	Beginning Balance	5,250.00	1,725.00	
	4345 Special District Director Services	5,250.00	1,725.00	3,525.00
4400 Publication & Legal Notices				

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Expenditures

Details For the Accounting Period ended: January 31, 2015

		Estimated / Budget	Actual Amount	Balance
1/1/2015	Beginning Balance	500.00	48.75	
	4400 Publication & Legal Notices	500.00	48.75	451.25
4420 Rent & Lease: Equipment				
1/1/2015	Beginning Balance	250.00	600.00	
	4420 Rent & Lease: Equipment	250.00	600.00	-350.00
4440 Rent & Lease: Building & Improvements				
1/1/2015	Beginning Balance	2,600.00	600.00	
	4440 Rent & Lease: Building & Improvements	2,600.00	600.00	2,000.00
4501 Special Projects				
1/1/2015	Beginning Balance	22,000.00	458.38	
	4501 Special Projects	22,000.00	458.38	21,541.62
4505 SB924: Transportation & Travel				
1/1/2015	Beginning Balance	500.00	0.00	
	4505 SB924: Transportation & Travel	500.00	0.00	500.00
4600 Transportation & Travel				
1/1/2015	Beginning Balance	200.00	0.00	
	4600 Transportation & Travel	200.00	0.00	200.00
4602 Mileage: Employee Private Auto				
1/1/2015	Beginning Balance	400.00	62.16	
	4602 Mileage: Employee Private Auto	400.00	62.16	337.84
4620 Utilities				
1/1/2015	Beginning Balance	30,000.00	20,070.46	
1/8/2015	RHCS20150120 01 Rhcsd Power No. 1857646705-6 Pacific Gas & Electric, Inc. 1/9/2015	0.00	72.26	
1/8/2015	RHCS20150121 01 Rhcsd Power No. 4570858285-8 Pacific Gas & Electric, Inc. 1/9/2015	0.00	254.17	
1/8/2015	RHCS20150122 01 Rhcsd Power No.1211321236-4 Pacific Gas & Electric, Inc. 1/9/2015	0.00	9.86	
1/8/2015	RHCS20150123 01 Rhcsd Power No. 6085621545-8 Pacific Gas & Electric, Inc. 1/9/2015	0.00	38.44	
	4620 Utilities	30,000.00	20,445.19	9,554.81
	40 Services and Supplies	163,260.00	80,198.61	83,061.39
	Total Expense	163,460.00	80,198.61	83,261.39
	802800 Rolling Hills - Community Service Districts	0.00	-2,646.54	-2,646.54

802800 Rolling Hills - Community Service Districts

Printed
2/9/2015
4:40:47 PMRevenues and
Expenditures

Details For the Accounting Period ended: January 31, 2015

		Estimated / Budget	Actual Amount	Balance
Report Total	Revenue	163,460.00	77,552.07	85,907.93
	Expense	163,460.00	80,198.61	83,261.39
		0.00	-2,646.54	-2,646.54



County of El Dorado

OFFICE OF AUDITOR-CONTROLLER

360 FAIR LANE
PLACERVILLE, CALIFORNIA 95667-4193
Phone: (530) 621-5487 Fax: (530) 295-2535

JOE HARN, CPA
Auditor-Controller

BOB TOSCANO
Assistant Auditor-Controller

January 16, 2015

ROLLING HILLS CSD

PO BOX 5266

EL DORADO HILLS CA 95762

RE: Quarter 4, 2014 Reports

To whom it may concern,

Enclosed are copies of the Federal and State quarterly reports that were filed on behalf of the District.

Please retain these copies as they are often needed for audits, Worker's Compensation reporting, or as otherwise required.

Please contact me if you have any questions, thank you.

Sincerely,

A handwritten signature in black ink, appearing to be "Tim Moore", written over a horizontal line.

Tim Moore
County of El Dorado
Office of Auditor/Controller-
Payroll Division
530-621-5485

ROLLING HILLS COMMUNITY SERVICES DISTRICT

Page: 1

Quarterly Contribution Return and Report of Wages (DE 9)

Quarter Ended: December 31, 2014

A. No Wages Paid This Quarter [X]

B. Out of Business/No Employees []

C. Total Subject Wages Paid This Quarter \$0.00

D. Unemployment Insurance (UI) (Total employee wages up to \$7,000.00 per employee per calendar year)

UI Rate %		UI Taxable Wages		
5.90	x	\$0.00	=	\$0.00

E. Employment Training Tax (ETT)

ETT Rate %		ETT Taxable Wages		
0.10	x	\$0.00	=	\$0.00

F. State Disability Insurance (Total employee wages up to \$101,636.00 per employee per calendar year)

SDI Rate %		SDI Taxable Wages		
1.00	x	\$0.00	=	\$0.00

G. California Personal Income Tax (PIT) Withheld \$0.00

H. Subtotal \$0.00

I. Less: (Contributions and Withholdings Paid for the Year)
(DO NOT Include Penalty and Interest Payments) \$0.00

J. Total Taxes Due or Overpaid (Item H minus Item I) \$0.00



Date Requested: January 22, 2015
Account Number: 499-0918-7

ROLLING HILLS COMMUNITY SERVICES DISTRICT

Quarterly Contribution Return and Report of Wages (Continuation) (DE 9C)

Quarter Ended: December 31, 2014

A. Employees full-time and part-time who worked during or received pay subject to UI for the payroll period which includes the 12th of the month.

- ☐ B. Reporting Voluntary DI wages
☒ C. No Payroll
☐ D. Out of Business

1st Month 2nd Month 3rd Month
0 0 0

E. SSN	F. First Name	MI	Last Name	G. Total Subject Wages	H. Total PIT Wages	I. Total PIT Withheld	Wage Code
				0.00	0.00	0.00	

M. Grand Total Subject Wages

0.00

N. Grand Total PIT Wages

0.00

O. Grand Total PIT Withheld

0.00

Last Pay Dt: 2014-12-31

Level 1 0A61 ROLLING HILLS CSD

[illegible]

SUI Number	SIT Number
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9
10	10
11	11
12	12
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98	98
99	99
100	100

SUI/SDI QTD
Total WagesSDI
Tax

SITax

PIT
Wage

SUI Ind
SDI Ind

0000

Agg-0918-7

-----	L1	L2	Totals
	Type		Count
0A61			

SDI Wages ~~~~

~~~~SDI Tax~~~~

~~~~~ SUI Wages ~~~~~

~~~~SIT/PIT Wages. ~~~~

~~SIT/PIT Tax

Total  
Month1Emps  
Month2Emps  
Month3Emps

| Agency | Totals |
|--------|--------|
| 0A61   | Count  |

~~~~ SDI Wages ~~~~

~~~~SDI Tax~~~~

~~~~~ SUI Wages ~~~~~

~~~~SIT/PIT Wages ~~~~

~ITD/ITC~

Total  
Month1Emps  
Month2Emps  
Month3Emps



Employer identification number (EIN)   -

Name (not your trade name)

Trade name (if any)

Address   
Number Street Suite or room number

City State ZIP code

Foreign country name Foreign province/county Foreign postal code

**Report for this Quarter of 2014**  
(Check one.)

- ☐ 1: January, February, March  
☐ 2: April, May, June  
☐ 3: July, August, September  
☒ 4: October, November, December

Instructions and prior year forms are available at [www.irs.gov/form941](http://www.irs.gov/form941).

Read the separate instructions before you complete Form 941. Type or print within the boxes.

**Part 1: Answer these questions for this quarter.**

|   |                                                                                                                                                                                                                      |                                                             |                                                                |
|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|----------------------------------------------------------------|
| 1 | Number of employees who received wages, tips, or other compensation for the pay period including: <i>Mar. 12</i> (Quarter 1), <i>June 12</i> (Quarter 2), <i>Sept. 12</i> (Quarter 3), or <i>Dec. 12</i> (Quarter 4) | 1                                                           | <input type="text" value="0"/>                                 |
| 2 | Wages, tips, and other compensation                                                                                                                                                                                  | 2                                                           | <input type="text" value="0"/> <input type="text" value="00"/> |
| 3 | Federal income tax withheld from wages, tips, and other compensation                                                                                                                                                 | 3                                                           | <input type="text" value="0"/> <input type="text" value="00"/> |
| 4 | If no wages, tips, and other compensation are subject to social security or Medicare tax                                                                                                                             | <input checked="" type="checkbox"/> Check and go to line 6. |                                                                |

|    | Column 1                                                                                                                                                                                                |                                                                                                   | Column 2                                                       |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| 5a | Taxable social security wages                                                                                                                                                                           | <input type="text"/> × .124 =                                                                     | <input type="text"/>                                           |
| 5b | Taxable social security tips                                                                                                                                                                            | <input type="text"/> × .124 =                                                                     | <input type="text"/>                                           |
| 5c | Taxable Medicare wages & tips                                                                                                                                                                           | <input type="text"/> × .029 =                                                                     | <input type="text"/>                                           |
| 5d | Taxable wages & tips subject to Additional Medicare Tax withholding                                                                                                                                     | <input type="text"/> × .009 =                                                                     | <input type="text"/>                                           |
| 5e | Add Column 2 from lines 5a, 5b, 5c, and 5d                                                                                                                                                              | 5e                                                                                                | <input type="text"/>                                           |
| 5f | Section 3121(q) Notice and Demand—Tax due on unreported tips (see instructions)                                                                                                                         | 5f                                                                                                | <input type="text"/>                                           |
| 6  | Total taxes before adjustments. Add lines 3, 5e, and 5f                                                                                                                                                 | 6                                                                                                 | <input type="text" value="0"/> <input type="text" value="00"/> |
| 7  | Current quarter's adjustment for fractions of cents                                                                                                                                                     | 7                                                                                                 | <input type="text"/>                                           |
| 8  | Current quarter's adjustment for sick pay                                                                                                                                                               | 8                                                                                                 | <input type="text"/>                                           |
| 9  | Current quarter's adjustments for tips and group-term life insurance                                                                                                                                    | 9                                                                                                 | <input type="text"/>                                           |
| 10 | Total taxes after adjustments. Combine lines 6 through 9                                                                                                                                                | 10                                                                                                | <input type="text" value="0"/> <input type="text" value="00"/> |
| 11 | Total deposits for this quarter, including overpayment applied from a prior quarter and overpayments applied from Form 941-X, 941-X (PR), 944-X, 944-X (PR), or 944-X (SP) filed in the current quarter | 11                                                                                                | <input type="text" value="0"/> <input type="text" value="00"/> |
| 12 | Balance due. If line 10 is more than line 11, enter the difference and see instructions                                                                                                                 | 12                                                                                                | <input type="text" value="0"/> <input type="text" value="00"/> |
| 13 | Overpayment. If line 11 is more than line 10, enter the difference                                                                                                                                      | Check one: <input type="checkbox"/> Apply to next return. <input type="checkbox"/> Send a refund. |                                                                |

► You MUST complete both pages of Form 941 and SIGN it.

For Privacy Act and Paperwork Reduction Act Notice, see the back of the Payment Voucher.

Cat. No. 17001Z

Form **941** (Rev. 1-2014)

Next ►

Name (not your trade name)

Employer identification number (EIN)

ROLLING HILLS COMMUNITY SERVICES DISTRICT

41-2208081

**Part 2: Tell us about your deposit schedule and tax liability for this quarter.**

If you are unsure about whether you are a monthly schedule depositor or a semiweekly schedule depositor, see Pub. 15 (Circular E), section 11.

- 14 Check one: ☒ Line 10 on this return is less than \$2,500 or line 10 on the return for the prior quarter was less than \$2,500, and you did not incur a \$100,000 next-day deposit obligation during the current quarter. If line 10 for the prior quarter was less than \$2,500 but line 10 on this return is \$100,000 or more, you must provide a record of your federal tax liability. If you are a monthly schedule depositor, complete the deposit schedule below; if you are a semiweekly schedule depositor, attach Schedule B (Form 941). Go to Part 3.
- ☐ You were a monthly schedule depositor for the entire quarter. Enter your tax liability for each month and total liability for the quarter, then go to Part 3.

Tax liability: Month 1

Month 2

Month 3

Total liability for quarter

Total must equal line 10.

- ☐ You were a semiweekly schedule depositor for any part of this quarter. Complete Schedule B (Form 941), Report of Tax Liability for Semiweekly Schedule Depositors, and attach it to Form 941.

**Part 3: Tell us about your business. If a question does NOT apply to your business, leave it blank.**

- 15 If your business has closed or you stopped paying wages . . . . . ☐ Check here, and enter the final date you paid wages  /  / .

- 16 If you are a seasonal employer and you do not have to file a return for every quarter of the year . . . ☐ Check here.

**Part 4: May we speak with your third-party designee?**

Do you want to allow an employee, a paid tax preparer, or another person to discuss this return with the IRS? See the instructions for details.

- ☐ Yes. Designee's name and phone number

Select a 5-digit Personal Identification Number (PIN) to use when talking to the IRS.

- ☐ No.

**Part 5: Sign here. You MUST complete both pages of Form 941 and SIGN it.**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

**X**

Sign your name here

Print your name here

Tim Moore

Print your title here

Accounting Division Manager

Date

 /  / 

Best daytime phone

(530) 621-5485

**Paid Preparer Use Only**Check if you are self-employed . . . ☐

Preparer's name

PTIN

Preparer's signature

Date

 /  / 

Firm's name (or yours if self-employed)

EIN

Address

Phone

City

State

ZIP code

Special District Risk  
Management Authority

Maximizing Protection.  
Minimizing Risk.

1112 I Street, Suite 300  
Sacramento, California 95814-2865  
T 916.231.4141  
T 800.537.7790  
F 916.231.4111  
www.sdrma.org



## Notification of Nominations – 2015 Election SDRMA Board of Directors

January 23, 2015

Mr. Matt Sites  
Board President  
Rolling Hills Community Services District  
Post Office Box 5266  
El Dorado Hills, California 95762-5266

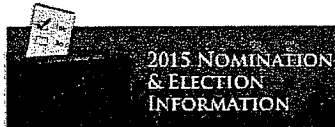
Dear Mr. Sites:

Notice of Nominations for the Special District Risk Management Authority (SDRMA) Board of Directors 2015 Election is being provided in accordance with the SDRMA Sixth Amended and Restated Joint Powers Agreement. The following nomination information is enclosed: Nomination Packet Checklist, Board of Director Fact Sheet, Nomination/Election Schedule, SDRMA Election Policy No. 2015-01, Sample Resolution for Candidate Nomination and Candidate Statement of Qualifications.

General Election Information - Three (3) Directors seats are up for election. The nomination filing deadline is Friday, May 1, 2015. Ballots will be mailed to all SDRMA member agencies in mid-May. Mail-in ballots will be due Tuesday, August 25, 2015.

Nominee Qualifications - Nominees must be a member or the agency's governing body or full-time management employee (see SDRMA Election Policy 2015-01, Section 4.1) and be an active member agency of **both** SDRMA's property/liability and workers' compensation programs. Candidates must be nominated by resolution of their member agency's governing body and complete and submit a "Statement of Qualifications".

Nomination Documents and Information - Nomination documents (Nominating Resolution and Candidates Statement of Qualifications) and nomination guideline information may also be obtained on SDRMA's website at [www.sdrma.org](http://www.sdrma.org). To obtain documents electronically:



*From the SDRMA homepage, click on the "2015 Nomination & Election Information" button. All necessary nomination documents and election information may be downloaded and printed.*

Term of Office - Directors are elected to 4-year terms. The term of office for the newly elected Directors will begin January 1, 2016 and expire December 31, 2019.

Nomination Filing Deadline - Nomination documents **must be received in SDRMA's office no later than 5:00 P.M. on Friday, May 1, 2015.**

Please do not hesitate to contact SDRMA Chief Operating Officer Paul Frydendal at 800.537.7790, if you have any questions regarding the 2015 SDRMA Board of Director Nominations or the election process.

Sincerely,  
Special District Risk Management Authority

  
Gregory S. Hall, ARM  
Chief Executive Officer

# 2015 Nomination Packet Checklist



## SDRMA BOARD OF DIRECTORS NOMINATION AND ELECTION GUIDELINES

January 8, 2015, marked the official commencement of nominations for the SDRMA Board of Directors. Three seats on the Board of Directors are up for election in August 2015.

For your convenience we have enclosed the necessary nomination documents and election process schedule. Please note that some items have important deadlines. All document contained in this packet, as well as additional information regarding SDRMA Board elections are available on our website [www.sdrma.org](http://www.sdrma.org) and/or by calling SDRMA Chief Operating Officer Paul Frydendal at 800.537.7790.

- \_\_\_\_ **Attachment One:**     **SDRMA Board of Directors Fact Sheet:** SDRMA Board of Directors has established a policy that requires candidates seeking election to the SDRMA Board of Directors to be: 1) a member of the agency's governing body or full-time management employee (per SDRMA Election Policy 2015-01, Section 4.1) of their respective member agency that is currently participating in **both** SDRMA's Property/Liability and Workers' Compensation Programs, and 2) nominated by resolution of the Board of Directors of their respective member agency. This document also reviews the Board of Directors' Role and Responsibilities along with additional information.
  
- \_\_\_\_ **Attachment Two:**     **SDRMA Board of Directors 2015 Nomination/Election Schedule:** Please review this document for important deadlines.
  
- \_\_\_\_ **Attachment Three:**     **SDRMA Election Policy No. 2015-01:** A Policy of the Board of Directors of the Special District Risk Management Authority establishing guidelines for Director elections.
  
- \_\_\_\_ **Attachment Four:**     **Sample Resolution for Candidate Nomination:** A resolution of the Governing Body of the Agency nominating a candidate for the Special District Risk Management Authority Board of Directors.
  
- \_\_\_\_ **Attachment Five:**     **Candidate Statement of Qualifications:** Please be advised that no statements are endorsed by SDRMA. Candidate statements of qualification will be distributed to the membership with the SDRMA election ballot, "exactly as submitted" by the candidate.

**Please complete and return all required nomination and election documents to:**

SDRMA Election Committee  
C/O Paul Frydendal, COO  
Special District Risk Management Authority  
1112 "I" Street, Suite 300  
Sacramento, California 95814

## SDRMA BOARD OF DIRECTORS FACT SHEET

## SDRMA BOARD OF DIRECTORS ROLE AND RESPONSIBILITIES

Special District Risk Management Authority (SDRMA) is a public entity Joint Powers Authority established to provide cost-effective property/liability, worker's compensation, health benefit coverages and comprehensive risk management programs for special districts and other public agencies and providers of municipal services throughout California. SDRMA is governed by a Board of Directors elected from the membership by the programs' members.

|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Number of Board Members              | 7-Board Members: SDRMA Board of Directors consists of seven Board Members, who are elected at-large from members participating in either program.                                                                                                                                                                                                                                                                                                                                                        |
| Board of Directors' Role             | SDRMA Board of Directors provide effective governance by supporting a unified vision, and ensuring accountability, <i>setting direction based on SDRMA's mission and purpose, as well as establishing and approving policy to ensure SDRMA meets its obligations and commitment to its members.</i>                                                                                                                                                                                                      |
| Board of Directors' Responsibilities | <i>Board Member responsibilities include a commitment to: serve as a part of a unified governance body; govern within Board of Directors' policies, standards and ethics; commit the time and energy to be effective; represent and make policy decisions for the benefit, and in the best interest, of all SDRMA members; support collective decisions; communicate as a cohesive Board of Directors with a common vision and voice; and operate with the highest standards of integrity and trust.</i> |
| Three (3) Seats For this Election    | 3-Seats: Elections for Directors are staggered and held every two years, four seats during one election and three seats in the following election. Three seats are up for election this year.                                                                                                                                                                                                                                                                                                            |
| Term of Directors                    | 4-Year Terms: Directors are elected for 4-year terms. Terms for directors elected this election begin January 1, 2016 and end on December 31, 2019.                                                                                                                                                                                                                                                                                                                                                      |
| Board Member Travel Reimbursement    | Board Members are reimbursed for reasonable travel and lodging in accordance with SDRMA Board Policy Manual 2014-06 and applicable laws and are allowed to claim a stipend of \$100 per meeting day.                                                                                                                                                                                                                                                                                                     |
| Number of Meetings per Year          | 8-Board Meetings Annually: Generally not more than one meeting per month, with an average of eight board meetings per year.                                                                                                                                                                                                                                                                                                                                                                              |
| Meeting Location                     | SDRMA office in Sacramento, California.                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Meeting Dates                        | Typically the first Wednesday afternoon and Thursday morning of the month.                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Meeting Starting Times               | 4:00 p.m. and 8:00 a.m.: Meetings are from 4:00 p.m. on Wednesday afternoon until 5:30 p.m. and Thursday from 8:00 a.m. to noon.                                                                                                                                                                                                                                                                                                                                                                         |
| Meeting Length                       | 6 - 8 hours: Length of meetings on average.                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Average Time Commitment              | 15 - 20 hours: Commitment per month.                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

*"The mission of Special District Risk Management Authority is to provide renewable, efficiently priced risk financing and risk management services through a financially sound pool to CSDA member districts, delivered in a timely, cost efficient manner, responsive to the needs of the districts."*

Special District Risk Management Authority | A Property/Liability, Workers' Compensation and Health Benefits Program



**California Special  
Districts Association**

*Districts Stronger Together*

**DATE:** January 27, 2015

**TO:** CSDA Voting Members – SIERRA NETWORK

**FROM:** CSDA Elections and Bylaws Committee

**SUBJECT:** **CSDA CALL FOR NOMINATIONS – Board of Directors  
Sierra Network, Seat C**

CSDA is conducting a call for nominations for a Sierra Network, Seat C Director for the remainder of the 2015-2017 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA regular member located within the geographic network that they seek to represent. (See attached Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, held every other month at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend CSDA's two annual events: Special District Legislative Days (held in the spring) and the CSDA Annual Conference (held in the fall).
- **Complete all four modules of CSDA's Special District Leadership Academy within 2 years.**  
*(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).*

**Nomination Procedures:** Any regular member Independent Special District is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet**

**must accompany the nomination. The deadline for receiving nominations is March 31, 2015.** Nominations and supporting documentation may be mailed or faxed.

Nominated candidates will then be interviewed by the Network's existing directors and the successful candidate will be appointed by vote of the CSDA Board.

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or [charlottel@cda.net](mailto:charlottel@cda.net).





California Special  
Districts Association  
*Districts Stronger Together*

## BOARD OF DIRECTORS NOMINATION FORM

PLEASE BE SURE THE CANDIDATE'S PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE

Name of Candidate: \_\_\_\_\_

District: \_\_\_\_\_

Mailing  
Address: \_\_\_\_\_  
\_\_\_\_\_

Network: Sierra Network

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Nominated by (optional): \_\_\_\_\_

Return this form and a Board resolution/minute action supporting the candidate and Candidate Information Sheet by fax or mail to:

CSDA  
Attn: Charlotte Lowe  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732 (916) 442-7889 fax

***DEADLINE FOR RECEIVING NOMINATIONS – March 31, 2015***



California Special  
Districts Association  
*Districts Stronger Together*

## CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

---

---

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

---

---

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

---

---

4. List civic organization involvement:

---

---



# *County of El Dorado*

## *Chief Administrative Office*

330 Fair Lane  
Placerville, CA 95667-4197

Pamela Knorr  
Interim Chief Administrative Officer

Phone (530) 621-5595  
Fax (530) 642-0301

January 29, 2015

District Director  
Rolling Hills CSD  
P.O. Box 5266  
El Dorado Hills, CA 95762

ATTN: BOARD CHAIR / AGENCY DIRECTOR  
RE: ROLLING HILLS CSD

California Revenue and Taxation Code Section 69.5 provides that a county may elect to adopt an ordinance that allows a homeowner who is over the age of 55 or disabled and who moves to that county to transfer an eligible property tax base assessment from the homeowner's previous primary residence in another county. On December 15, 2009, the El Dorado County Board of Supervisors adopted Ordinance 4832 implementing this provision with a sunset date of April 1, 2015. A copy of the ordinance is attached.

On January 27, 2015, the Board of Supervisors reviewed this ordinance at its regular meeting (Legistar File 09-0992, Agenda Item 39) and directed staff to prepare an amendment to Ordinance 4832 to extend the sunset an additional eighteen (18) months to expiring on October 1, 2016. This item is available on the County's website for viewing at: <https://eldorado.legistar.com/Calendar.aspx>.

The County is providing this letter to all affected agencies as notification that an extension of the ordinance will be introduced at the Board of Supervisors meeting on February 10, 2015, and considered for adoption on February 24, 2015. A list of all agencies being notified is attached.

**Your agency is invited to send representatives to attend a consultation meeting regarding the proposed ordinance amendment on Thursday, February 5, 2015 at 1:30 p.m. in the El Dorado County Planning Commission meeting room, located at 2850 Fairlane Court, Building C, Placerville, California. Because the extension of this ordinance may have a direct or indirect impact on your agency's or district's share of property taxes, you are highly encouraged to send one or more representatives.**

*Ordinance 4832*  
*Agency Notification*

Your agency may also provide written comments regarding the ordinance amendment. Written comments may be sent to [economic.development@edcgov.us](mailto:economic.development@edcgov.us) or to:

Chief Administrative Office / Economic Development  
Attn: Ordinance 4832  
330 Fair Lane, Bldg. A  
Placerville CA 95667

In order to ensure your comments are considered prior to the Board of Supervisors meeting on February 10, 2015, **please submit all written comments to this office by 5:00 p.m., Friday, February 6, 2015.**

For additional information or questions, please contact Terri Knowlton, Principal Administrative Analyst at 530-621-5595 or by email at [economic.development@edcgov.us](mailto:economic.development@edcgov.us), or Karl Weiland, County Assessor at 530-621-5719 or by email at [karl.weiland@edcgov.us](mailto:karl.weiland@edcgov.us).

Sincerely,



Terri Knowlton, Principal Administrative Analyst  
Chief Administrative Office

Enclosures: Ordinance 4832  
Affected Agency List

PFF:km  
transfer.ord  
11/23/09



**ORDINANCE NO. 4832**

**THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO DOES  
ORDAIN AS FOLLOWS:**

ALLOWING QUALIFIED HOMEOWNERS TO TRANSFER  
THE BASE YEAR VALUE OF A PRIOR PRINCIPAL  
RESIDENCE IN ANOTHER COUNTY TO A NEWLY  
CONSTRUCTED OR NEWLY PURCHASED PRINCIPAL  
RESIDENCE IN EL DORADO COUNTY

Section 1. Legislative Intent: Notwithstanding any other provision of law, pursuant to subdivision (a) of section 2 of article XIII A of the California Constitution, any person meeting the eligibility criteria set forth in section 69.5 of the California Revenue and Taxation Code, who resides on property located in another county within California which is eligible for the homeowners' exemption under subdivision (k) of section 3 of Article XIII A of the California Constitution and section 218 may transfer, subject to the conditions and limitations provided in section 69.5 of the Revenue and Taxation Code, the base-year value of that property to any replacement dwelling of equal or lesser value which is located within El Dorado County and which is purchased or newly constructed by that person as his or her principal residence within two years of the sale by that person of the original property, provided that the base-year value of the original property shall not be transferred to the replacement dwelling until the original property is sold.

Section 2. Consultation with Affected Agencies: This ordinance has been adopted after consultation between the Board of Supervisors for the County of El Dorado and other local affected agencies within the boundaries of El Dorado County, at duly noticed public hearings.

Section 3. Claims for Transfer of Base-Year Values: All claims for transfers of base-year value from original property located in another county, as permitted by this ordinance, shall be granted if the claims meet the applicable requirements of both subdivision (a) of section 2 of Article XIII A of the California constitution and section 69.5 of the Revenue and Taxation Code, as then in effect. All claims for transfers of base year value shall be filed with the Assessor, on forms prescribed by the State Board of equalization for this purpose. The Assessor will make the claim forms available to prospective claimants.

Section 4. Determination of Original Property Base-Year Value: In determining the base year valuation of the original property located in another county, the base year valuation as determined by the assessor of such other county shall be accepted by the El Dorado County Assessor, in connection with the granting of claims for transfers of base year value.

Section 5. Processing Fee: Pursuant to the provisions of Section 54985 of the California Government Code, as part of the application for the transfer, the homeowner shall remit to the Assessor, a fee of five hundred dollars (\$500.00) for the costs to determine and process the transfer of the homeowner's current assessed value to the replacement residence located in El Dorado County. The transfer of assessed value shall not be effective unless and until the charge is paid, in full, to the Assessor.

Severability: The invalidity of any portion of this Ordinance shall not affect the validity of any other portion.

Section 6. Date this Ordinance Applies: The provisions of this chapter shall apply to replacement dwellings in El Dorado County which are purchased or newly constructed on or after the effective date of this Ordinance. No provision of this Ordinance shall have any retroactive application to replacement property purchased prior to the effective date of this ordinance.

Section 7. Effective Date: This Ordinance shall be and is hereby declared to be in full force and effect as of sixty (60) days from and after the date of its passage and shall be published once before the expiration of fifteen (15) days after its passage, with the names of the supervisors voting for and against the same in the Mountain Democrat, a newspaper of general circulation published in the County of El Dorado.

Ordinance No. 4832  
Page 3

Section 8. Expiration: This Ordinance will be repealed in its entirety and be of no further force and effect on April 1, 2015, unless the El Dorado County Board of Supervisors has acted to extend it prior to that date.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held on the 15th day of December, 2009, by the following vote of said Board:

Ayes: Knight, Briggs, Nutting, Sweeney,  
Santiago

ATTEST  
SUZANNE ALLEN DE SANCHEZ  
Clerk of the Board of Supervisors

By

  
Deputy Clerk

Noes: none  
Absent: none

  
Chairman, Board of Supervisors  
Ron Briggs

I CERTIFY THAT:

THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE

Date \_\_\_\_\_

ATTEST: SUZANNE ALLEN DE SANCHEZ, Clerk of the Board of Supervisors  
of the County of El Dorado, State of California.

By \_\_\_\_\_

Deputy Clerk

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**EL DORADO COUNTY ORDINANCE 4832 AFFECTED AGENCIES NOTIFICATION LIST**


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**DISTRICT**

ARROYO VISTA CSD  
 AUDUBON HILLS CSD  
 BLACK OAK MINE UNIFIED SCHOOL DISTRICT  
 BUCKEYE SCHOOL  
 CAMERON ESTATES CSD  
 CAMERON PARK AIRPORT  
 CAMERON PARK CSD (FIRE)  
 CAMERON PARK CSD (RECREATION)  
 CAMINO UNION SCHOOL DISTRICT  
 CITY OF PLACERVILLE  
 CITY OF SOUTH LAKE TAHOE  
 CONNIE LANE CSD  
 COSUMNES RIVER CSD  
 COUNTY ACCUMULATIVE CAPITAL OUTLAY FUND  
 COUNTY GENERAL FUND  
 COUNTY ROAD TAX FUND  
 COUNTY SCHOOL SERVICES  
 CSA #2 - Road Maintenance  
 CSA #3 - MOSQUITO ABATEMENT  
 CSA #5 - Cascade Erosion Control & Drainage Maint.  
 CSA #7 - Ambulance West Slope  
 CSA#9 - SHADOW LANE ROAD ZONE  
 DIAMOND SPRINGS-EL DORADO FIRE DISTRICT  
 EAST CHINA HILL CSD  
 EDUCATIONAL REVENUE AUGMENTATION FUND (ERAF)  
 EL DORADO COUNTY FIRE PROTECTION DISTRICT  
 EL DORADO COUNTY WATER AGENCY  
 EL DORADO HILLS CSD  
 EL DORADO HILLS JT COUNTY WATER (FIRE DISTRICT)  
 EL DORADO IRRIGATION  
 EL DORADO UNION HIGH SCHOOL DISTRICT  
 FALLEN LEAF LAKE CSD  
 GARDEN VALLEY FIRE  
 GARDEN VALLEY RE CSD  
 GEORGETOWN DIVIDE PUD  
 GEORGETOWN DIVIDE RECREATION  
 GEORGETOWN FIRE  
 GOLD OAK UNION SCHOOL DISTRICT  
 GOLD TRAIL UNION SCHOOL DISTRICT  
 GOLDEN WEST CSD  
 GREENSTONE CSD  
 HAPPY HOMESTEAD CEMETERY  
 HICKOK ROAD CSD  
 HILLWOOD CSD  
 HOLIDAY LAKES CSD

**DISTRICT**

INDIAN DIGGINGS SCHOOL DISTRICT  
 KELSEY CEMETERY DISTRICT  
 KIRKWOOD PUD  
 KNOLLS PROPERTY OWNERS CSD  
 LAKE TAHOE COMMUNITY COLLEGE  
 LAKE TAHOE UNIFIED SCHOOL DISTRICT  
 LAKE VALLEY FIRE  
 LAKEVIEW CSD  
 LATROBE FIRE  
 LATROBE SCHOOL DISTRICT  
 LOS RIOS COMM COLLEGE  
 MARBLE MOUNTAIN CSD  
 MCKINNEY WATER  
 MEEKS BAY FIRE DISTRICT  
 MORTARA CIRCLE CSD  
 MOSQUITO FIRE DISTRICT  
 MOTHER LODE UNION SCHOOL DISTRICT  
 PIONEER FIRE DISTRICT  
 PIONEER UNION SCHOOL DISTRICT  
 PLACERVILLE PARKING  
 PLACERVILLE UNION SCHOOL DISTRICT  
 POLLOCK PINES ELEMENTARY SCHOOL DISTRICT  
 RESCUE FIRE PROTECTION DISTRICT  
 RESCUE UNION SCHOOL DISTRICT  
 RISING HILL CSD  
 ROLLING HILLS CSD  
 SHOWCASE RANCHES CSD  
 SIERRA COMMUNITY COLLEGE  
 SIERRA OAKS CSD  
 SILVER FORK SCHOOL DISTRICT  
 SOUTH TAHOE PUD  
 SOUTH TAHOE RDA SUCCESSOR AGENCY  
 TAHOE CITY PUD  
 TAHOE JOINT RCD  
 TAHOE TRUCKEE SANITATION  
 TAHOE TRUCKEE UNIFIED SCHOOL  
 WEST EL LARGO CSD





# COMMUNITY DEVELOPMENT AGENCY

## LONG RANGE PLANNING

2850 Fairlane Court, Placerville, CA 95667  
Phone (530) 621-4650, Fax (530) 642-0508

### COUNTY OF EL DORADO

## **NOTICE OF AVAILABILITY OF A PARTIAL RECIRCULATED DRAFT EIR FOR THE TARGETED GENERAL PLAN AMENDMENT AND ZONING ORDINANCE UPDATE (SCH No. 2012052074)**

Date: January 29, 2015

The County of El Dorado Community Development Agency, as the Lead Agency, has prepared a Partial Recirculated Draft Environmental Impact Report (RDEIR) for the Targeted General Plan Amendment and Zoning Ordinance Update (TGPA-ZOU). The RDEIR is being prepared in accordance with the California Environmental Quality Act (CEQA) (Public Resources Code [PRC] Sections 2100 et seq.) and the CEQA Guidelines (14 California Code of Regulations [CCR] Sections 1500 et seq.). It consists of portions of the DEIR that was previously circulated. This RDEIR is available for public review beginning **Thursday, January 29, 2015, and ending at 5:00 p.m. on Monday, March 16, 2015.** The RDEIR was circulated to state agencies for review through the State Clearinghouse of the Governor's Office of Planning and Research.

An open house meeting to accept comments on the RDEIR will be held on **Thursday, March 5, 2015 at 6:30 p.m.** in the Planning Commission Hearing Room, 2850 Fairlane Court, Building C, Placerville, CA 95667. All interested parties are invited to attend. Comment cards will be available for submitting written comments concerning the RDEIR.

CEQA Guidelines Section 15088.5(f)(2) states that: When the EIR is revised only in part and the lead agency is recirculating only the revised chapters or portions of the EIR, the lead agency may request that reviewers limit their comments to the revised chapters or portions of the recirculated EIR. The lead agency need only respond to (i) comments received during the initial circulation period that relate to chapters or portions of the document that were not revised and recirculated, and (ii) comments received during the recirculation period that relate to the chapters or portions of the earlier EIR that were revised and recirculated. The lead agency's request that reviewers limit the scope of their comments shall be included either within the text of the revised EIR or by an attachment to the revised EIR.

In keeping with this provision, the County requests that **commenters limit their comments to the revisions and new material presented in the Partial Recirculated DEIR.** The Final EIR will include written responses to the comments submitted on the previously circulated DEIR, as well as the comments received on the Partial Recirculated DEIR.

**All written comments for this RDEIR must be received by the County no later than 5:00 p.m. on Monday, March 16, 2015.** Please email your comments to: [TGPA-ZOU@edcgov.us](mailto:TGPA-ZOU@edcgov.us). Comments submitted via email must be included in the body text of the message or as an attachment in Microsoft® Word or Adobe® PDF format. Written comments may also be mailed or hand delivered to: **Shawna Purvines, El Dorado County Community Development Agency, Long Range Planning, 2850 Fairlane Court, Bldg. C, Placerville, CA 95667.**

The project location, project description, and potential environmental effects of the proposed TGPA-ZOU Update are summarized on the attached page. The RDEIR and additional information is available online on the project webpage at: [http://www.edcgov.us/Government/LongRangePlanning/LandUse/TGPA-ZOU\\_Main.aspx](http://www.edcgov.us/Government/LongRangePlanning/LandUse/TGPA-ZOU_Main.aspx)

The RDEIR may also be reviewed at the Community Development Agency Planning Services Public Counter located at 2850 Fairlane Court, Building C, Placerville, CA 95667. The public counter is open Monday, Tuesday, Thursday and Friday from 8:00 a.m. to 4:00 p.m. and on Wednesday from 9:00 a.m. to 4:00 p.m. Copies of the Partial Recirculated DEIR are also available to review at the County libraries. For library locations and hours, visit the website at: <http://www.eldoradolibrary.org/hours.htm>.



# COMMUNITY DEVELOPMENT AGENCY

## LONG RANGE PLANNING

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2850 Fairlane Court, Placerville, CA 95667  
Phone (530) 621-4650, Fax (530) 642-0508

### COUNTY OF EL DORADO

### **NOTICE OF AVAILABILITY OF A PARTIAL RECIRCULATED DRAFT EIR FOR THE TARGETED GENERAL PLAN AMENDMENT AND ZONING ORDINANCE UPDATE**

### **(SCH No. 2012052074)**

**Project Title:** Targeted General Plan Amendment and Zoning Ordinance Update (SCH No. 2012052074)

**Project Location:** This project is limited to the unincorporated portions of the county. The project would take effect county-wide in those areas that are under County jurisdiction including county lands outside the cities of Placerville and South Lake Tahoe that are not under the jurisdiction of federal or state agencies or tribal lands. Communities that would be affected include Cameron Park, Camino, Diamond Springs, El Dorado, El Dorado Hills, greater Placerville, Pollock Pines, Shingle Springs, and north and south county rural communities.

**Project Description:** The County is proposing a limited number of targeted amendments to certain General Plan policies and land use designations and a comprehensive update to the Zoning Ordinance to bring it into conformance with the General Plan, as required by Government Code 65860. The County is also developing a new and/or updated Design and Improvement Standards Manual (DISM)/Land Development Manual (LDM), or successor document that will set out development standards to augment those found in the Zoning and Subdivision Ordinances. While the DISM/LDM, or successor document, is still under development, the County is adopting specific community design standards on the following subjects: 1) Landscaping and Irrigation, 2) Mobile Home Parks, 3) Outdoor Lighting, 4) Parking and Loading, and 5) Research and Development. These standards are proposed to be adopted by resolution and would regulate the design of development projects in the future. In addition, significant new information and analyses relating to traffic (including revisions from the updated county Travel Demand Model), water supply (including new information from the El Dorado County Water Agency), and groundwater are included in the recirculated DEIR.

**Potential Environmental Effects:** The potential environmental issues addressed in the recirculated DEIR include: transportation and traffic, water supply and groundwater use and supply, and energy conservation. The recirculated DEIR also examines the potential impacts of the DISM/LDM standards listed above.

**Public Hearings:** The County of El Dorado Planning Commission has tentatively scheduled a public hearing on the RDEIR for the TGPA-ZOU project on Thursday, May 14, 2015 at 8:30 a.m. in the Building C Hearing Room at 2850 Fairlane Court, Placerville, CA 95667. A subsequent public hearing will be held upon completion of the Final EIR when the County considers action on the project. The County must certify the Final EIR prior to Project approval.

COUNTY OF EL DORADO  
David Defanti, Assistant Director  
Community Development Agency, Long Range Planning

January 29, 2015

# **E~~X~~PRESS**

**SEWER & DRAIN**

2/17/15 - Jkm 5.b.

Phone: (916) 920-0220  
Fax: (916) 853-1148  
www.ExpressSewer.com

February 10, 2015

Chaney Hicks  
General Manager  
Rolling Hills CSD  
PO BOX 5266  
El Dorado Hills, CA 95762

Re: Storm Drain C.I.P.P. Lining Project

Dear Chaney:

Please find Express Sewer & Drain's proposal Rehabilitate the existing storm drainage system starting at the Drain Inlet on street extending approximately 44 L.F. to the creek outfall. The pipe will be rehabilitated using C.I.P.P. (Cured in Place Pipe) Lining for the amount of \$11,770.00, due net 15. Included in the price is the following:

- All materials and labor
- Pre lining cleaning to remove all roots and prep pipe for liner installation
- Pre Lining TV inspection of pipe to be lined, recorded to DVD or hard drive
- Installation of approximately 44 LF 18" MTUBE C.I.P.P. liner
- Post Lining TV inspection
- Clean up and removal of all work debris

NOTE: Shipping costs for CIPP liner is \$1950.00. This cost can be saved if order is added to Sacramento Area Sewer District's order. Deadline to make this order is Tuesday 02/17/2015.

If you have any questions regarding this proposal feel free to give me a call at (916) 410-2779. If you find this proposal acceptable, please sign below and fax signed proposal to (916) 853-1148.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you,

William Heinselman  
Express Sewer & Drain

C 916-410-2779

F 916-853-1148

William@ExpressSewer.com

www.ExpressSewer.Com

**From:** William Heinselman

**Sent:** Monday, January 19, 2015 8:56 PM

**To:** 'chaneyhicks@sbcglobal.net'

**Subject:** Rolling Hills CSD Storm Drain Rehabilitation Project

Hi Chaney,

Attached is our proposal for the CIPP Lining (Cured in Place Pipe Lining). Let me know if you have any questions. I've attached some information about CIPP lining also from the liner manufacture. Note the 100 year design life on manufacture data sheet.

Here is a link to a Sewer main we lined. <https://www.youtube.com/watch?v=exfsLGABWOW>

Regards,

William Heinselman

Express Sewer & Drain

O 916-842-3140

C 916-410-2779

F 916-853-1148

William@ExpressSewer.com

2/17/15  
Item 6.a

## GOVERNMENT CODE

### SECTION 61050-61053

61050. (a) The board of directors shall appoint a general manager.

(b) The county treasurer of the principal county shall serve as the treasurer of the district. If the board of directors designates an alternative depository pursuant to Section 61053, the board of directors shall appoint a district treasurer who shall serve in place of the county treasurer.

(c) The board of directors may appoint the same person to be the general manager and the district treasurer.

(d) The general manager and the district treasurer, if any, shall serve at the pleasure of the board of directors.

(e) The board of directors shall set the compensation, if any, for the general manager and the district treasurer, if any.

(f) The board of directors may require the general manager to be bonded. The board of directors shall require the district treasurer, if any, to be bonded. The district shall pay the cost of the bonds.

61051. The general manager shall be responsible for all of the following:

(a) The implementation of the policies established by the board of directors for the operation of the district.

(b) The appointment, supervision, discipline, and dismissal of the district's employees, consistent with the employee relations system established by the board of directors.

(c) The supervision of the district's facilities and services.

(d) The supervision of the district's finances.

# **Rolling Hills Community Services District**

## **POLICY HANDBOOK**

**POLICY TITLE: Job Description – General Manager**

**POLICY NUMBER: 2001**

**2001.1 Description.** The General Manager is the Executive Officer of the District and for the Board of Directors. He/she administers the District and has exclusive management and control of the operations and works of the District, subject to approval by the Board of Directors, and provides day-to-day leadership for the District. He/she has general charge, responsibility and control over all property of the District.

- He/she attends all meetings of the District's Board and such other meetings as the Board specifies from time to time.
- He/she employs such assistants and other employees as he/she deems necessary for the proper administration of the District and the proper operation of the works of the District, subject to approval by the Board of Directors. He/she shall delegate authority at his/her discretion and has authority over and directs all employees, including terminating for cause or lack of worthwhile work. His/her personnel management goal will be to provide a motivating work climate for District employees.
- He/she maintains cordial relations with all persons entitled to the services of the District, and attempts to resolve all public and employee complaints. He/she shall encourage citizen participation in the affairs of the District.
- He/she seeks to carry into effect the expressed policies of the Board of Directors, including planning the short, medium and long term work program for the District, facilitating constructive and harmonious Board relations. He/she shall translate the goals and objectives of the Board to the community.
- He/she shall prepare and manage the District budget, conducting studies, making oral and written presentations.

**2001.2 Desirable Qualifications:** possession of a masters degree in public administration or a related field; the ability to efficiently prepare annual budgets and long-term revenue/ outlay plans; the ability to effectively communicate, both written and verbal, with the constituents and other agency personnel; and the ability to meet and serve the public courteously and efficiently.



2/17/15  
Re: IHM 6.C

February 15, 2015

Landscape Maintenance Division

CA Contractor's lic. 987010

To: Chaney Hicks  
Rolling Hills Community Service District  
P.O. Box 5266  
El Dorado Hills, CA 95762  
Email: Chaney@rollinghillscsd.org

From Ismael Castro  
New Generation Landscape Management  
9630 Bruceville Road Ste. 106  
Elk Grove, CA 95757  
(916) 996-0846  
Email: castrojnnewgen@gmail.com

Re: Landscape Proposal: Rolling Hills CSD

**SCOPE OF SERVICE:**

New Generation agrees to provide the labor, Material and management to perform the Landscape services as outlined in the attached scope of work.

**PRICING:**

| Service | Description                                                              | Schedule | Project Price |
|---------|--------------------------------------------------------------------------|----------|---------------|
| 1       | Supply and Install (18) 3x3 boulders @ the end of winterfield            |          | \$2,425.00    |
| 2       | Supply and install ( 6) 3x3 boulders @ stonebriar Park next batting cage |          | \$850.00      |
|         |                                                                          |          |               |
|         | Total Project Price                                                      |          | \$3,275.00    |

**Other Considerations**

- ✓ Price includes delivery and placement of boulders.

This service proposal is good for 60 days. Please sign and email it back to [castrojnewgen@gmail.com](mailto:castrojnewgen@gmail.com) or contact me if you have any questions at (916) 996-0846.

Thank you,

Ismael Castro

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_