

**ROLLING HILLS COMMUNITY SERVICES DISTRICT**  
**MINUTES of JUNE 18, 2013 MEETING OF THE BOARD OF DIRECTORS**

**1. Call to Order/Roll Call.**

The meeting of the Rolling Hills CSD held on June 18, 2013 was called to order at 7:02 p.m. by President Tim Halverson in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to President Halverson, Directors Matt Sites, John Kennedy, and Gordon Fawkes, Board Secretary Linda Stone, and members of the community were present. A quorum of the Board was present at roll call.

**2. Public Comment.**

There was no public comment on matters not on the agenda.

**4. Consent Items (taken out of order)**

The Consent items, including approval of Minutes of May 21, 2013 Regular meeting; monthly financial reports prepared by the County Auditor Controller's office for months ended March and April, 2013, respectively, monthly bank statement for period June 14, 2013; and correspondence from SDRMA regarding property/liability insurance program for 2013-14, SDRMA official election resolution ballot, and the Certificate of Insurance for special events for July 4<sup>th</sup> event were considered. Director Matt Sites moved to approve the consent items and accept and file the correspondence; second by Gordon Fawkes; motion carried.

**AYES:** Halverson, Sites, Kennedy, and Fawkes

**NOES:** None

**ABSENT:** Magee

**ABSTAIN:** None

Director Mark Magee and General Manager Chaney Hicks arrived at the meeting.

**3. Monthly Reports.**

a. General Manager Report. Chaney presented a written report included an update regarding progress of installation of replacement LED lights. RAM Electric has completed installation of the lights. Only one bulb at the entrance needs to be changed out. Final payment will be made to the contractor once that is accomplished. She reported that a resident had requested changing bulbs in some of the fixtures. The Board confirmed changing of bulb types is not authorized and is outside the scope of work as defined for this project. The Board further confirmed that such requests may not be made directly by a resident to a contractor as residents are not agents of the District. Chaney will follow up with the resident to make him aware.

She reported that the fire breaks are complete. She is getting a bid for installation of a hose bib near the ball field in the park. They are looking at options of a bib inside a cage or a box with a quick connect. At the Springfield Meadows entrance the broken sprinkler is being repaired and the dead rosemary bushes have been removed and waiting for replacement. She is expecting a bid for replacement of the post at Prima/Stonebriar for No OHV sign and also for installation of a No Parking Sign on Manchester. A letter has been sent regarding the pothole in the driveway at 1251 Manchester which is causing damage to the roadway. The letter was sent with 30 days notice to correct the issue.

Comments were made that the park looks very good and that the landscape maintenance team is doing a great job. Resident Jeff Shouse inquired as to why cleats are not allowed in the park, saying that it is a family based community and people love to play on the fields. Chaney explained that the grass situation at the park is not good because when the park was built the seed was installed over existing ground without much preparation done and cleats tear up the little grass base that exists, exposing more rocks which could result in a safety hazard. The District has looked into partnering with teams to do the major improvements needed to bring the fields up to a good condition. She said that

is one of the goals of the Master Plan project to obtain input from the community to determine the residents' wishes and then establish a plan and seek funding to make desired improvements.

b. Parks Committee Report. None.

c. Communications Committee Report. None.

## **5. Old Business**

a. 4<sup>th</sup> of July Event in Stonebriar Park. General Manager Chaney Hicks reported that the equipment rentals of the dunk-tank and other play equipment had been secured with oversight people to supervise that equipment and required liability insurance for this event obtained. She confirmed that the equipment provider supplied its evidence of insurance for the required liability insurance coverage. The cost of the equipment rentals and personnel is \$875.00 and the special event insurance is \$212.00. These costs are within the Board authorized expenditures to assist the organizer with these aspects of the event. Jeff Shouse spoke to express his position that there was no reason why the Board needed to step in and get involved with this event. He said quite pointedly that he and his wife as the event organizers for many years, together with their friends, have no interest in having the Board be involved in any way. In response to his comments, he was reminded that the Board only became involved to solve liability issues. The organizers' equipment rental provider was not able either last year or this year to provide the required liability insurance coverage. Also, a Use Permit is required when holding an event at the Park and such permit requires liability insurance to be provided by the event organizer. Due to the costs of those insurance requirements, the Board offered to assist by obtaining the rentals with required insurance and provide the event liability coverage as well. The Board offered to partner with the organizers for these purposes so this popular event could go forward at the park as it has for many years. Jeff also took issue with the Board putting up signs advertising the event. While the signs were modified to remove wording that it is a CSD event, the look of the signs made the original organizers feel that the Board was trying to take over. In response, the Board explained that an expenditure of funds for District business or events must be done for the benefit of the entire community, not just for the benefit of a select group, and therefore all residents of the District would be invited and welcomed to attend the event. Since the organizers have signage for the event which will be placed in adequate locations to advise the community about the event, the Board said it would take down its signs. Jeff said he and his group are very frustrated by the Board's involvement and said they may not be doing the event in the future, or may decide to hold it at their home. The Board said that it has become a very popular event for the entire community and hopes that it will continue in the future. The Board also expressed its understanding that the original organizers do not want the Board involved in any way in the future. In light of that fact, the Board said going forward it will continue to make available to the organizers the required forms and insurance requirements so they can determine if they want to take the steps to obtain the permit and all of the needed insurance. Jeff concluded with thanking the Board for the opportunity to express his opinion. The Board looks forward to a successful event this year at the park and said Director Matt Sites will be attending and will coordinate the equipment set up on behalf of the District.

b. Enforcement Authority over CC&Rs. President Halverson gave an update regarding the District moving forward with evaluating the restoration of authority for oversight of CC&R enforcement for Shadow Hills and Stonebriar, excluding Springfield Meadows per its request. The Petition to Restore Authority for Oversight of CC&R Enforcement has begun to be circulated for signature to gauge the residents' interest in this issue. Director Matt Sites suggested organizing walk-about to circulate the petition. Resident Randy Asianian offered to help also.

c. Security Options to Deter Theft/Vandalism in District. General Manager Chaney Hicks is working with Comcast to obtain information about possible hook up. She met with a Comcast survey person and said information they provided conflicted with information previously provided by Pete Conomea as to requirements. A subsequent separate survey request will be required by Comcast so it will be at least another month before she will be able to get the needed information.

## **6. New Business**

a. Approval of Agreement with Holiday Inn Express for Board meeting room rental for FY 2013-14. Director John Kennedy asked if the Board had inquired of Rolling Hills Church if it would be willing to meet the price paid to the Holiday Inn Express for use of its meeting room. It was noted that the Church cost is \$25.00 more per meeting than the Holiday Inn Express and contains both room rental and a designated person's set up fee. The church has not been asked to match the price. The pros and cons of each site's location and amenities were discussed. President Tim Halverson

moved to approve the authorize execution of the Event Agreements with Holiday Inn Express for meeting room rental for FY 2013-14 at a cost of \$100.00 per meeting; second by Matt Sites; motion carried.

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

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

b. Preliminary Budget for FY 2013-14. Board Secretary Linda Stone presented a draft of a preliminary budget for consideration and working papers describing changes from the prior year's budget. Initial discussion was had regarding the road repairs to Montecito which were not done during FY 2012-13 because the preliminary cost estimates exceeded the budgeted amount for road work. Those numbers need to be considered when approving a budget for FY 14. Due to the late hour of the meeting, a special meeting was discussed to address and approve a preliminary budget. Alternative dates were discussed. The Board Secretary will check regarding meeting room availability and set a special meeting for either Wednesday June 26<sup>th</sup> or Monday June 24<sup>th</sup> and provide the required notice.

### **Adjournment.**

The meeting was adjourned at 9:10 p.m. upon motion by Tim Halverson, second by John Kennedy; motion carried.

Submitted by:

Linda Stone  
Board Secretary

Approved by Board: July 16, 2013