

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of NOVEMBER 19, 2013 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on November 19, 2013 was called to order at 7:09 p.m. by Vice President Matt Sites in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to Vice President Sites, Director John Kennedy, General Manager Chaney Hicks, and Board Secretary Linda Stone, were present at roll call along with a member of the community. Directors Gordon Fawkes and Mark Magee were absent. President Tim Halverson joined the meeting during Public Comment.

2. Public Comment.

A community member spoke to voice his feelings that the Rolling Hills CSD has good community members, good leadership, and his feelings that the Board is acting to serve the best interests of the community as a whole. He commented that often time people have a hidden motivation for their actions and he feels this may be a factor in the opposition voiced in some instances to enforcement authority over CC&Rs. He thanked the Board members for their service.

3. Monthly Reports.

- a. General Manager Report. Chaney presented an oral and written report. She advised that the pet waste stations have been received with the goal of installation in the coming week. She is expecting scheduling with TSU, the successful vendor, for trimming of the trees in the park soon. Work on the streetlight in Springfield Meadows is complete but she is awaiting receipt of an additional bulb for the light at Stonebridge. RAM Electric fixed the streetlight issue under warranty. A letter was sent to the homeowner of 1200 Manchester about the culvert not draining and the owner said he would take care of the items. A tree encroachment issue on Sterling Drive was resolved by the owner. One ticket was issued in Shadow Hills for a basketball hoop and it has not yet been moved. She will follow up a second time.
- b. Parks Committee Report. None.
- c. Communications Committee Report. None.

4. Consent Items

The Consent items, including approval of Minutes of October 15, 2013 Regular meeting; financial reports for periods ended September 30, 2013 and October 31, 2013 prepared by the Auditor Controller's office; bank statements for October 15 and November 15 periods, quarterly payroll report prepared by El Dorado County Auditor's office, and current certificate of insurance for California Pavement Maintenance were considered. President Tim Halverson moved to approve the consent items and accept and file the items; second by John Kennedy; motion carried.

AYES: Halverson, Kennedy and Sites

NOES: None

ABSENT: Fawkes and Magee

ABSTAIN: None

5. Old Business

a. Master Plan for District. The General Manager gave an update about the Committee Workshop held on October 22. There were about a dozen community members in attendance that provided many good ideas. Work is being done on sketches so people can see what areas would look like. It is the goal to present the proposed Master Plan for approval at the next meeting or early next year. In addition approval of the budget for preparation of the Nexus study is needed to move forward. The general manager will obtain bids for the nexus study for consideration at the next meeting. A resident inquired as to where the money is coming from to pay for the improvements outlined in the Master Plan project. Chaney advised as yet there is no funding plan in place, but it is hoped that a majority of funds will come from park impact fees. The nexus study will show the improvements to be done in phases as funding is

available. There also exists the possibility of grants however the Master Plan and nexus study are needed to be able to go forward to seek any of those financing alternatives.

b. Enforcement Authority over CC&R's. President Halverson outlined the status of this item. A brief discussion was had with comments from the public being the hope that this will be resolved with a goal of reasonableness. Further comment from the public was made that without reasonable enforcement, the crack that has developed will spread and the community will go downhill. Tim expects to complete collaboration with Natalie Feuerstein soon and then will put the statement out for public review and elicit responses. It is hoped that this matter will be ready for decision by the Board at its next meeting.

c. Speed Control Measures. Tim Halverson reported about his meeting with the Fire Department for the purpose of advising of the District's intended plan for installation of speed cushions on Stonebriar Drive. The Fire Department was adamantly opposed to any type of speed measure. Tim said that while the District has the legal power to install speed measures irrespective of the Fire Department's position on the issue we would more than likely be faced with litigation should we do so. The Fire Department said the problem is with smaller fire trucks and ambulances since the large fire trucks can straddle the cushions we are proposing. From the District's point of view this issue is all about risks. The District feels there is a higher risk in injury as a result of the speeding on District streets than the risk of fractional lost time when an emergency response vehicle is responding to a location in the District. The District intends to present the Fire Department with a White Paper on the issue including speed cushion information, other locations where they are used, bus stop information and maps, and the District's data collected demonstrating the speeding in the District. Matt Sites offered to prepare a draft of the White Paper. Tim Halverson and Matt Sites will work together to finalize the documentation for use at a meeting with the Fire Chief with the hope that a meeting can be held by month's end.

d. Request for Removal of Cottonwood Trees at Stonebriar Park. Chaney Hicks reported regarding the bids she obtained for removal of cottonwood trees at the park. The bids ranged from thousands of dollars and were cost prohibitive. In addition, even if the work were to be done, the arborists advise there is no guarantee the trees would not come back and even multiply since they are indigenous to the area. The Board determined not to proceed with this item at this time but will look at the issue in conjunction with the Master Plan.

e. Adoption of Amended Policies and Procedures regarding Purchasing:

Policy No. 3040 entitled Purchasing – Delegation of Authority (formerly entitled Expense Authorization)

Policy No. 3080 entitled Purchasing – Procurement of Goods and Services (formerly entitled Purchasing)

Policy No. 3100 entitled Purchasing Principles (formerly entitled Purchasing/Expense Authorization)

The Clerk presented proposed redlines reflecting changes to the above policies for overall clarity of purchasing policies and to include formal documentation of bids obtained. President Halverson moved to adopt Resolution 13-07 approving the amendment to Policy Nos. 3040, 3080, and 3100 as presented at the meeting; second by John Kennedy; motion carried.

AYES: Halverson, Kennedy, Sites

NOES: None

ABSENT: Fawkes and Magee

ABSTAIN: None

f. 601 Barranca Sidewalk Issue. Chaney reported she continues her efforts to resolve this potential safety issue. She is obtaining bids and will move forward once those bids are received.

7. New Business

a. Landscape Maintenance Service Provider. Chaney Hicks briefed the Board about the changes in management which occurred at SunWorld. In addition, she presented bids she received for the additional work to be included in

the regular landscaping agreement scope of work for drainage and wetlands issues. In light of these issues and costs, she obtained bids for the total landscaping work for the District including the expanded scope of work for drainage and maintenance on a regular basis. After discussion, President Halverson made a motion to accept the proposal of New Generation Landscape Management at a monthly cost of \$3,625.00, authorize the General Manager to finalize and execute the agreement with New Generation Landscape Management, and give a written thirty day notice to the current provider, SunWorld, with the new vendor to start work effective January 1, 2014; second by John Kennedy; motion carried.

AYES: Halverson, Kennedy, Sites

NOES: None

ABSENT: Fawkes and Magee

ABSTAIN: None

Adjournment.

The meeting was adjourned at 8:59 p.m. upon a motion by John Kennedy, second by Tim Halverson; motion carried.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: 12/17/13