

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of JUNE 17, 2014 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on June 17, 2014 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. Director John Kennedy was absent.

2. Public Comment. None.

3. Monthly Reports.

a. General Manager Report. Chaney presented an oral and written report. She advised that cutting of fire breaks is underway by New Generation Landscape. She has met with the contract manager to discuss the required width of the breaks and keeping the areas cut clean from the debris. In addition, she met with a homeowner about clean-up of debris needed after completion of pool construction. The pool contractor will be participating in their portion of the clean-up and she noted repairs to the V-ditch are needed also. The homeowner is working to remedy these issues. Preparations for Movie Night are underway. The porta-potty has been ordered and will be staked to avoid vandalism. Glow necklaces were purchased for the kids. The Boy Scouts are going to sell candy. The remaining tasks were discussed.

b. Parks Committee Report. None. This report will be removed from the agenda until the committee is back in operation.

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

4. Consent Items

The Consent items, including approval of Minutes of May 20, 2014 Regular meeting; financial report for period ended May 31 prepared by the Auditor Controller's office; bank statement for period ending May 15, 2014; El Dorado County Auditor Letter regarding direct charge assessment, El Dorado County Planning Department Memo regarding informational open house for the El Dorado Hills Town Center Apartments Project, SDRMA letter regarding property liability coverage for FY15, and California Tax Foundation Public Records Act Request and response were considered. One correction to the minutes was noted; the voting to be corrected to reflect that Gordon Fawkes was absent, not abstained. Director Tim Halverson moved to approve the consent items with the noted correction to the minutes and accept and file the items; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Magee, Fawkes

NOES: None

ABSENT: Kennedy

ABSTAIN: None

5. Old Business

a. **Master Plan for District.** President Sites and General Manager Chaney Hicks updated the Board. Contact will be made with the County to determine the process to be followed upon submission of the Master Plan. They are still waiting for the cost estimate back for the Nexus Study.

6. New Business

a. **Fire Breaks.** Discussion was had about the possible need for additional fire breaks on District property by scraping as was done last year because of the extreme fire danger this year. Tim Halverson moved to appropriate not to exceed \$4,000 for additional 10' scraped fire breaks in specified areas around the perimeter of the District by

bulldozer to be completed as soon as possible and delegated to the General Manager the authority to execute the necessary proposal and agreement for the project; second by President Sites; motion carried.

AYES: Sites, Halverson, Magee, Fawkes

NOES: None

ABSENT: Kennedy

ABSTAIN: None

b. 4th of July Event in Stonebriar Park. The board members discussed this community event organized by Nina Shouse and considered the budget to be contributed by the District for event expenditures. Tim Halverson moved to appropriate the amount of \$600 for costs for the 4th of July event and subsequently amended the motion to also add authorization to expend not more than \$250 for the cost of event insurance for the District; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Magee, Fawkes

NOES: None

ABSENT: Kennedy

ABSTAIN: None

c. RHCS District Newsletter. It is the goal of the Board to dispatch its next newsletter in June prior to the 4th of July event so that details of 4th of July festivities can be distributed to the community. A draft newsletter was presented for review. The board members will provide feedback to Chaney in the next couple of days so that the newsletter can be finalized and sent. Costs for printing are within the General Manager authority so no appropriations were necessary.

d. District Sponsored Events. The Board discussed and considered whether they want to hold another Movie Night this summer or any other sponsored events. The board unanimously agreed to hold an additional event and suggested September 6 for the date. Inasmuch as the Board is no longer doing any surveys in the district, the monthly Survey Monkey service will be cancelled.

e. Preliminary Budget for FY 2014/15. The board considered the draft preliminary budget document prepared by the Board Clerk and the accompanying supporting data and information. They went through each line item in the budget and discussed the needs for the coming fiscal year. Funds budget for FY14 for accounting services for the bi-ennial audit will not be expended in FY14; the clerk will check with the County Auditor's office to find out if those funds can be encumbered for FY15. Director Tim Halverson moved to approve a preliminary budget for fiscal year 2014-15 in the amount of \$158,460 as discussed at today's meeting and as reflected on the preliminary budget spreadsheet; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Magee, Fawkes

NOES: None

ABSENT: Kennedy

ABSTAIN: None

Adjournment.

The meeting was adjourned at 8:06 p.m. upon a motion by Tim Halverson, second by Mark Magee; motion carried.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: July 15, 2014