

ROLLING HILLS COMMUNITY SERVICES DISTRICT

**MINUTES of JUNE 21, 2011 MEETING OF THE BOARD OF DIRECTORS**

**Call to Order/Roll Call.**

The meeting of the Rolling Hills CSD held on June 21, 2011 was called to order at 7:06 p.m. by President Tim Halverson in the meeting room at Rolling Hills Community Church, White Rock Road, El Dorado Hills, California. In addition to President Halverson, Directors Bill Grava and Mark Magee, General Manager Chaney Hicks, Board Secretary Linda Stone, and residents were present. Director Mike Nevlida was absent. Director John Kennedy joined the meeting at 7:15 p.m.

**2. Public Comment.** The issue of CC&R and ACC violations was raised. The board clarified that it had jurisdiction over issues involving roads and sidewalks but not enforcement of the CC&Rs.

**3. Monthly Reports.**

a. General Manager Report.

Chaney reported that William Lyon Homes has obtained a permit to perform the electrical work to the east side of the Stonebriar entrance. She is still working towards resolving the non-compliant work on the west side of the entrance as well. Sierra Fencing is looking at the issue with the emergency gates being out of level and are going to fix it. Sunworld has assigned a new person to oversee our account. They are dealing with the sprinkler issues and have readjusted the timer to operate properly. Director Grava asked that our dealings be documented by paper trail. The irrigation work on Dunnwood Drive is scheduled to begin on June 22<sup>nd</sup>. Chaney also reported she is getting estimates for possible sidewalk repairs as may be needed for drainage retrofit issues. She is ordering replacement CSD meeting signs. She continues to research garbage cans and lighting alternatives for Berkshire Park. The cost of LED technology can range from \$5,000-\$8,000 depending on pole height, number of fixtures. She is also looking at solar power fluorescent lighting possibilities for the bus structure; and the location of power on White Rock Road and costs of trenching as another alternate consideration.

b. Parks Committee Report. None.

c. Communication Committee Report. President Halverson reported that Director Nevlida has been in contact with Bob Hollis regarding the website.

**4. Consent Items**

The consent items were reviewed by the board, including the draft minutes of the May 17, 2011 meeting of the Board of Directors; the monthly financial reports prepared by the Auditor's office for May 2011; correspondence include monthly bank statement, CSDA Chapter formation information, SDRMA election materials, the second notice from the Fire Department regarding weed abatement, Auditor's memo regarding the 2011-12 direct charge assessment, and CSDA memorandum regarding proposed bylaws amendment. Vice President John Kennedy moved to approve the consent items; second by Director Bill Grava; motion carried.

**AYES:** Halverson, Kennedy, Magee, and Grava

**NOES:** None

**ABSENT:** Nevlida

**ABSTAIN:** None

## **5. Old Business**

**a. Signage in Berkshire Park.** The board briefly touched on the options previously discussed for the signage in Berkshire Park and Springfield Meadows. President Halverson is going to follow through with contacting Butch Arietta to discuss the matter and will report back at the next board meeting.

**b. Signage in Shadow Hills.** It was noted that the construction of the signs is warranted in writing. The vendor will remove the overspray and fix the color of the signs. The contract signed for the Shadow Hills sign provided for shiny lettering, not matte. This was a miscommunication and inadvertent mistake as the lettering intended was matte. The contract for the Stonebriar signs provided for matte lettering so the provider had to correct that lettering. The cost estimate to re-do the Shadow Hills lettering is almost \$400.00. Based on that cost, the board determined to take no action and accept the Shadow Hills sign with shiny lettering. Director Grava will handle fine tuning the color with the vendor.

**c. Enforcement of Sidewalk Ordinance.** The board considered a revised Policy no. 3204 entitled Procedures for Enforcement of Ordinance Regarding Sidewalk Maintenance and Report. Vice President John Kennedy moved to adopt resolution 11-03 approving and adopting same. President Tim Halverson second; motion carried.

**AYES:** Halverson, Kennedy, Magee, and Grava

**NOES:** None

**ABSENT:** Nevlida

**ABSTAIN:** None

## **6. New Business**

**a. Budget Consideration.** The board discussed the preliminary budget document presented by Board Secretary Linda Stone for fiscal year 2011-12. Vice President John Kennedy moved to approve the preliminary budget and appropriate the funds for fiscal year 2011-12 as set forth in the document, budget amount \$149,050.00. President Tim Halverson second; motion carried.

**AYES:** Halverson, Kennedy, Magee, and Grava

**NOES:** None

**ABSENT:** Nevlida

**ABSTAIN:** None

**b. Enforcement of Ordinance regarding Parking Restrictions.** The board considered a revised Policy no. 3201 entitled Procedures for Enforcement of Ordinance Regarding Parking Restrictions. President Halverson moved to adopt Resolution 11-04 approving and adopting same. Director Mark Magee second; motion carried.

**AYES:** Halverson, Kennedy, Magee, and Grava

**NOES:** None

**ABSENT:** Nevlida

**ABSTAIN:** None

**c. Sidewalk Ordinance.** The board discussed possible expansion of the ordinance to include maintenance issues regarding graffiti, oil, algae stains and other esthetic residuals. The board will seek clarification from legal counsel regarding its authority in this regard.

**d. Property Maintenance Ordinance to Protect District from Damage.** The board discussed property maintenance issues, including but not limited to maintenance of culverts, foliage, excess watering, that

when not addressed by property owners can cause damage to CSD property. The board asked that a draft Ordinance be brought back at the next meeting for review, discussion and consideration.

**7. Adjournment.**

The meeting was adjourned at 9:15 p.m.

Submitted by:

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Linda Stone  
Board Secretary

Approved by Board: July 19, 2011