

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of FEBRUARY 21, 2012 MEETING OF THE BOARD OF DIRECTORS

Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on February 21, 2012 was called to order at 7:05 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 John Kennedy, Mike Nevlida and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present, together with residents of the District.

2. Public Comment. None

3. Monthly Reports.

a. General Manager Report.

Chaney reported that SunWorld had provided a maintenance schedule which will be followed for parks/grounds upkeep. She reported that her efforts to advise residents regarding their responsibilities to keep trees and branches pruned up over sidewalks and streets to comply with the encroachment ordinance have largely been successful. Only three houses currently remain which need corrective work done. The board clerk will provide the standard letter prepared for this purpose. Chaney reported about repairs needed to the split rail fence along Summerfield Drive due to a car going through the fence at a cost of approximately \$250.00. Tim Halverson and John Kennedy will try to perform the repairs to save the District money from hiring the work to be done. The stop sign at Barranca and Dunnwood Drive will be replaced due to its worn condition. Lights out in Springfield Meadows will be replaced.

b. Parks Committee Report. Nothing to report.

c. Communication Committee Report. Director Mike Nevlida reported regarding his on-going work on the newsletter, website maintenance, other communications and the outstanding issues on which he is working.

4. Consent Items

The Consent items were amended to list for approval the monthly financial report for January, 2012, not December, 2011. It was noted that December's report has not yet been received from the Auditor's office. The Agenda should correctly read approval of the financial reports for January 2012. With that correction, the consent items, including the draft minutes of the January 17, 2012 meeting of the Board of Directors; monthly financial reports for January 2012 prepared by the Auditor's office; correspondence including SDRMA letter regarding longevity distribution, SDRMA regarding insurance renewal questionnaire, and letter from EDD regarding eligibility for federal tax credit were reviewed by the Board. Vice President John Kennedy moved to approve the consent items; second by President Tim Halverson; motion carried.

AYES: Halverson, Kennedy, Magee and Nevlida

NOES: None

ABSENT: None

ABSTAIN: None

5. Old Business

a. Vacant Board Position. Item continued to March regular meeting.

b. Discussion of Options as to Parking Restrictions in Springfield Meadows and Input received from community. Written feedback was received by the Board from four members of the District and oral comments were received from the residents present at the meeting. It was agreed that the narrow roads in Springfield Meadows present a unique situation in that neighborhood. It appeared to be the consensus or most offering comments that parking relegated to cul-de-sac areas only would not provide a satisfactory solution for the parking issue. The alternatives discussed at this meeting were to adopt an ordinance which mirrors the provisions of the CC&Rs or to adopt an ordinance where parking is allowed in certain posted areas only, for example on one side of the street only along portions of the roadway where it is feasible to do so.

President Halverson moved that each of the board members will independently tour Springfield Meadows to do a specific assessment of the feasibility of parking on one side of the street and necessary signage requirements – to be subsequently discussed jointly at an upcoming Board meeting; Vice President John Kennedy second; motion carried.

AYES: Halverson, Kennedy, Magee and Nevlida

NOES: None

ABSENT: None

ABSTAIN: None

c. In light of the action taken regarding item no. 5b, above, no action was taken at this meeting.

d. Discussion of Master Plan for Parks, requirements and expenses. General manager Chaney Hicks submitted her initial working draft of a Master Plan for the District. She and President Halverson reported regarding their meeting with Foothill & Associates to discuss the assistance that firm could provide with this process. Chaney submitted a planning outline to discuss identification of resources, community needs assessment, community demographics, strategy development and plan adoption. The Board determined to set a special meeting workshop to discuss the Master Plan on March 13, 2012 at 7:00 p.m. at the Rolling Hills Church meeting room.

6. New Business

a. Authorization of Funds for three posts for Welcome signage at entrances. After discussion, President Halverson moved to authorize the expenditure of not to exceed \$450.00 for the purpose of purchasing materials and services to install three welcome signs at the entrances to each neighborhood of the District; Director Mike Nevlida second; motion carried.

AYES: Halverson, Kennedy, Kennedy, Magee and Nevlida

NOES: None
ABSENT: None
ABSTAIN: None

b. Authorization of Funds for Installation of Electrical Outlet at Stonebriar Park near Baseball field.

After discussion, Director Nevlida moved to authorize the expenditure of not to exceed \$700.00 for the purpose of installing a four-plex weather-proof outlet, with a lockable bubble cover at Stonebriar park, permit cost included; Vice President John Kennedy second; motion carried.

AYES: Halverson, Kennedy, Kennedy, Magee and Nevlida

NOES: None
ABSENT: None
ABSTAIN: None

c. Authorization of Funds for Installation of Drainage at Stonebriar Park. General Manager Chaney Hicks presented a proposal received from SunWorld for installation of three new drains in Stonebriar Park to alleviate some drainage issues at a cost of \$3,900. After discussion, Vice President John Kennedy moved to authorize the expenditure of \$3,900 for installation of drainage in Stonebriar Park; President Halverson second; motion carried.

AYES: Halverson, Kennedy, Kennedy, Magee and Nevlida

NOES: None
ABSENT: None
ABSTAIN: None

d. Update from Director Mike Nevlida regarding the CSDA class he attended entitled "How to Be An Effective Board Member." Mike reported that the information presented by CSDA was very informative and definitely worth the time and cost of the class.

e. Discussion of personnel issue - employee versus outside contracting. The board generally discussed there could be some benefits to the District if it hired an employee to do the parks and grounds maintenance, along with other routine maintenance and repair work. The board clerk will assemble some cost data for discussion in conjunction with the budget development and adoption for fiscal year 2012-13.

f. Authorization of Funds for Printing of Newsletter. Director Nevlida discussed information he obtained regarding tax exempt status and with that designation noted savings could be had for printing costs. He is doing further investigation regarding that issue. Due to the costs to have the newsletter printed estimated at approximately \$200, Board authorization is not necessary.

7. Adjournment.

The meeting was adjourned at 9:10 p.m.

Submitted by:

Linda Stone
Board Secretary
2012

Approved by Board: March 20,