

Board of Directors Meeting - AGENDA
ROLLING HILLS COMMUNITY SERVICES DISTRICT

Tuesday, April 18, 2017 - 7:00 p.m.

Holiday Inn Express Meeting Room
4360 Town Center Drive, El Dorado Hills, CA

1. Call to Order/Announcements

Pledge of Allegiance; Roll Call

2. Public Comment - Items Not on Agenda

At this time, members of the public may address the Board of Directors regarding any item within the subject matter jurisdiction of the Board, not set forth as an agenda item. No action may be taken on items raised during Public Comment as they are not on the agenda. Issues presented in Public comments may be referred to staff or scheduled on a future board agenda. Please limit your comments to three minutes or less. The public comment portion of the meeting will not exceed 15 minutes.

In addition, members of the public may address the Board of Directors regarding an agenda item after that item has been called but before the Board entertains its discussion of the item. Please limit your comments to three minutes or less.

3. Monthly Reports

- a. General Manager Report
- b. Master Plan Committee Report

4. Consent Items

- a. Approval of draft Minutes of March 21, 2017 Regular meeting of the Board of Directors
- b. Approval of Financial Reports prepared by the County Auditor's office for:
Month ending March 31, 2017
- c. Correspondence receive/file:
 - Bank Statements for periods ended April 14, 2017

5. Old Business

- a. **Folsom Heights Development Project** – Staff to provide update regarding the Project, Folsom Heights Subdivision Traffic Impact Analysis (Informational/Discussion Item)
- b. **Volunteer Day 2017; Update and Discussion regarding Coordination of Projects**– Staff to discuss details for planned projects (Discussion Item)
- c. **Berkshire Park Tree Work Necessary As Result of Extreme Weather; Consideration of Further Authorization of Expenditure of Funds** – Following authorization of funds for work approved in February, estimates for work came in higher than approved amount of \$750; consideration authorization of additional \$245 for tree removal instead of trimming (Discussion/Action Item)

6. New Business

- d. **Replacement of Bulletin Boards in Shadow Hills and Springfield Meadows –**
Consideration of authorization of not to exceed \$400 from approved budget for purchase and installation of replacement bulletin boards in Shadow Hills and Springfield Meadows (Discussion/Action Item)
- e. **Community Garage Sale –** Sale date scheduled for June 3, 2017 (Information Item)
- f. **Fiscal Year 2018 Budget –** Discussion of project items to be considered for inclusion in preliminary budget draft

7. Adjournment

The Board may take action on any of the items listed on this Agenda regardless of whether the matter appears on the Consent Calendar or is described as an action item, a report, or an information item.

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED: In compliance with the Americans with Disabilities Act, Rolling Hills CSD will provide special assistance for disabled citizens. A request for disability related modification or accommodation, including auxiliary aids or services, made be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting by contacting the General Manager at (916) 235-8671 or GenMgr@RollingHillsCSD.org . Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of MARCH 21, 2017 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on March 21, 2017, was called to order at 7:05 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, Brenda Collette, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. Director Mark Magee arrived at 7:10 p.m. Director Gordon Fawkes was absent.

2. Public Comment. None.

3. Monthly Reports

a. General Manager Report. Chaney presented an oral and written report. Issues discussed with the landscapers this month include work at Berkshire Park from truck damage and cost to plant replacement trees removed as required by PG&E. The Board noted it prefers this tree planting to be included in the community volunteer day projects. The light repair issues in Springfield Meadows were discussed and the cause diagnosed by the electrician of excessive cob webs causing the bulbs to short-out. Solutions of better cleaning maintenance, pest control services, and replacement with more insulated lanterns were mentioned. Chaney met with the DOT Engineer, Rich Lee, regarding a more permanent fix for the drainage issues; he will look into it. Vandalism was suffered to Berkshire Park when a truck drove over the turf severely damaging it. The Sheriff's department was contacted and information provided including photos taken of the truck and its owner. Matt Sites said that he is rewriting the Master Plan document to synthesize the material into a more streamlined version.

b. Master Plan Committee Report. The Committee did not meet.

4. Consent Items

The consent items consisting of the draft Minutes of the February 21, 2017, regular meeting of the Board of Directors; approval of Financial Reports prepared by the County Auditor's office for the month ending February 28, 2017; correspondence including Bank Statement for periods ended February 14 and March 14, 2017, CalPERS annual information request; SDRMA FY18 Property/Liability Program Rate Information; and SDRMA notification of Nominations for its 2017 election of Board of Directors were considered. Director Mark Magee moved to approve the consent items and accept and file the items; second by Director Tim Halverson; motion carried.

AYES: Sites, Halverson, Magee

NOES: None

ABSENT: Fawkes

ABSTAIN: Collette

5. Old Business.

- a. **Folsom Heights Development Project.** It was reported that this new development plans to utilize the District's roads for access. The Board has significant concerns because it is believed the existing roads were designed for the District's approximately 350 homes and concern was expressed that the intersection at White Rock and Stonebriar Drive is not adequate to support additional traffic, especially the existing left turn lane. Chaney will be discussing the issue further with the DOT Engineer and contacting Folsom City staff on the issue. Further the District has not received any notices of this increased usage; the concern is that because the District sits in El Dorado County, that the City of Folsom may not be required to give notice over county lines. Tim Halverson will contact Clay Loomis at the City of Folsom to ascertain the contact in El Dorado County with whom they have been dealing. In addition to increased traffic, concerns about noise, the road's design, and a bike path in the

area were mentioned. The Board feels El Dorado County should share its concerns. The next Folsom Planning Commission meeting is scheduled for April 5, 2017, at 6:30 p.m. at City Hall.

b. Volunteer Day 2017; Authorization for Expenditure of Funds to Purchase Materials for Volunteer Projects –

Following last month's discussion, Chaney presented a detailed listing of projects for Community Service Day on April 22 and detail for costs of materials needed. It was estimated that approximately 150 people will be participating in this service day. After discussion, Director Tim Halverson moved to approve expenditure of not-to-exceed \$4,000 from the approved FY17 budget funds to purchase materials and supplies for the projects planned for Community Service Day; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Magee, and Collette

NOES: None

ABSENT: Fawkes

ABSTAIN: None

The playground fiber will be dumped on Friday afternoon, April 21, nearest to the playground. Cones will be put out in the roadway until the fiber is moved. Director Collette said her home can be used as the staging area for materials such as trees, dirt, and lumber due to her close proximity to the Park. Everyone is encouraged to bring wheelbarrows, rakes and shovels to move the fiber material. The church event coordinator will do volunteer check-in near the baseball field at Stonebriar Park. Chaney reminded the Board she will be out of town. The event information will be posted to the District website.

6. New Business. None.

7. Adjournment. The meeting was adjourned at 8:40 p.m. upon a motion by President Matt Sites, second by Director Tim Halverson; motion carried.

Submitted by:

Linda Stone, Board Secretary

Approved by Board:

628-001 CSD: ROLLING HILLSPrinted
4/13/2017
1:52:36 PM**General Ledger****Summary Accounting Period ended March 31, 2017**

	Debit	Credit	Balance
628-001 CSD: ROLLING HILLS			
ASSETS			
100 Equity In Pooled Cash	638,020.99	226,112.08	411,908.91
102 Imprest (PETTY) Cash	5,000.00	0.00	5,000.00
ASSETS	643,020.99	226,112.08	416,908.91
LIABILITIES			
201 Vouchers Payable	180,451.79	180,451.79	0.00
LIABILITIES	180,451.79	180,451.79	0.00
FUND BALANCE			
310 Fund Balance Reserved: General	0.00	53,834.00	-53,834.00
313 Fund Balance Reserved: Imprest Cash	0.00	5,000.00	-5,000.00
350 Fund Balance Unreserved Undesignated	0.00	156,659.46	-156,659.46
400 Budget Clearing Account	200,915.00	200,915.00	0.00
402 Legislative Revision	200,915.00	0.00	200,915.00
411 Actual Revenues	45,492.05	347,597.97	-302,105.92
423 Transfers: CAO	0.00	200,915.00	-200,915.00
431 Expenditures	100,690.47	0.00	100,690.47
FUND BALANCE	548,012.52	964,921.43	-416,908.91
628-001 CSD: ROLLING HILLS	1,371,485.30	1,371,485.30	0.00

628-001 CSD: ROLLING HILLSPrinted
4/13/2017
1:52:36 PM**General Ledger****Summary Accounting Period ended March 31, 2017**

		Debit	Credit	Balance
Report Total	Total Debits and Credits	1,371,485.30	1,371,485.30	0.00

628-001 CSD: ROLLING HILLS

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General Ledger

Details for the Accounting Period Ended: March 31, 2017

			Debit	Credit	Balance
628-001 CSD: ROLLING HILLS					
ASSETS					
100 Equity In Pooled Cash					
3/1/2017		Beginning Balance	634,852.54	216,914.51	417,938.03
3/2/2017	CK2017043908 01	Rhcsd Purchase Speakers For Events	0.00	66.00	417,872.03
3/2/2017	CK2017043909 01	Rhcsd Purchase Plugs For Speakers	0.00	10.77	417,861.26
3/2/2017	CK2017043910 01	Rhcsd Duplication Copies Master Plan Docs	0.00	22.45	417,838.81
3/2/2017	CK2017043935 01	Rhcsd Water No. 118388-001	0.00	102.56	417,736.25
3/2/2017	CK2017043936 01	Rhcsd Water No. 84490-002	0.00	127.29	417,608.96
3/2/2017	CK2017043937 01	Rhcsd Water No. 126932-002	0.00	108.28	417,500.68
3/2/2017	CK2017043938 01	Rhcsd Water No. 126908-002	0.00	204.83	417,295.85
3/2/2017	CK2017043939 01	Rhcsd Water No. 083214-001	0.00	92.54	417,203.31
3/2/2017	CK2017043940 01	Rhcsd Water No. 118386-001	0.00	87.18	417,116.13
3/2/2017	CK2017043941 01	Rhcsd Power No. 4570858285-8	0.00	314.21	416,801.92
3/2/2017	CK2017043942 01	Rhcsd Power No. 1211321236-4	0.00	10.62	416,791.30
3/2/2017	CK2017043943 01	Rhcsd Power No. 6085621545-8	0.00	44.94	416,746.36
3/2/2017	CK2017043944 01	Rhcsd Power No. 4570858285-8	0.00	304.90	416,441.46
3/2/2017	CK2017043945 01	Rhcsd Legal Services Rendered Dec. 2016	0.00	131.25	416,310.21
3/2/2017	CK2017043946 01	Rhcsd Clerk Services 1/18/17-2/21/17	0.00	1,350.00	414,960.21
3/2/2017	CK2017043947 01	Rhcsd Director Stipend 2-21-17 Mtg.	0.00	75.00	414,885.21
3/2/2017	CK2017043948 01	Rhcsd General Manager January 2017	0.00	912.50	413,972.71
3/2/2017	CK2017043949 01	Rhcsd Director Stipend 2-21-17 Mtg.	0.00	75.00	413,897.71
3/2/2017	CK2017043950 01	Rhcsd Reimburse Phone 7/13/16-8/12/16	0.00	26.66	413,871.05
3/2/2017	CK2017043951 01	Rhcsd Reimburse Phone 9/14/16-10/13/16	0.00	26.66	413,844.39
3/2/2017	CK2017043952 01	Rhcsd Reimburse Phone 8/13/16-9/13/16	0.00	26.66	413,817.73
3/2/2017	CK2017043953 01	Rhcsd Reimburse Phone 10/14/16-11/13/16	0.00	26.54	413,791.19
3/2/2017	CK2017043954 01	Rhcsd Reimburse Phone 11/14/16-12/13/16	0.00	26.48	413,764.71
3/2/2017	CK2017043955 01	Rhcsd Reimburse Survey Monkey 10-23-16	0.00	26.00	413,738.71
3/2/2017	CK2017043956 01	Rhcsd Reimburse Postage For Newsletter	0.00	150.40	413,588.31
3/2/2017	CK2017043957 01	Rhcsd Reimburse Mail Seals For Newsletter	0.00	25.47	413,562.84
3/2/2017	CK2017043958 01	Rhcsd Reimburse Survey Monkey 9-23-16	0.00	26.00	413,536.84
3/2/2017	CK2017043959 01	Rhcsd Reimburse Survey Monkey 11-23-16	0.00	26.00	413,510.84
3/2/2017	CK2017043960 01	Rhcsd Reimburse Survey Monkey 7-23-16	0.00	26.00	413,484.84
3/2/2017	CK2017043961 01	Rhcsd Reimburse Survey Monkey 8-24-16	0.00	26.00	413,458.84
3/2/2017	CK2017043962 01	Rhcsd Reimburse Fire Access Gate Locks	0.00	117.18	413,341.66
3/2/2017	CK2017043963 01	Rhcsd Reimburse Utility Gate Supplies	0.00	33.91	413,307.75
3/2/2017	CK2017043964 01	Rhcsd Reimburse Doggy Waste Bags	0.00	115.00	413,192.75
3/2/2017	CK2017043965 01	Rhcsd Reimburse Playground Swing	0.00	129.60	413,063.15
3/2/2017	CK2017043966 01	Rhcsd Reimburse Playground Repair Materials	0.00	21.56	413,041.59
3/2/2017	CK2017043967 01	Rhcsd Reimburse Certified Mail Encroachment	0.00	6.47	413,035.12
3/2/2017	CK2017043968 01	Rhcsd Reimburse Duplication Expense	0.00	6.84	413,028.28
3/2/2017	CK2017043969 01	Rhcsd Reimburse Updated District Maps Lam.	0.00	66.42	412,961.86
3/2/2017	CK2017043970 01	Rhcsd Reimburse Certified Mail Encroachment	0.00	6.68	412,955.18
3/2/2017	CK2017043971 01	Rhcsd Reimburse Glow Sticks For Event	0.00	33.97	412,921.21
3/2/2017	CK2017043972 01	Rhcsd Reimburse Master Plan Event Cost	0.00	27.83	412,893.38
3/2/2017	CK2017043973 01	Rhcsd Reimburse Master Plan Event Cost	0.00	161.92	412,731.46
3/2/2017	CK2017043974 01	Rhcsd Reimburse Master Plan Chili Award	0.00	13.92	412,717.54
3/2/2017	CK2017043975 01	Rhcsd Reimburse Csd Financial Mgt. Reg.	0.00	150.00	412,567.54
3/2/2017	CK2017043976 01	Rhcsd Website Security/Backup Jan. 17	0.00	65.00	412,502.54
3/2/2017	CK2017043977 01	Rhcsd Website Security/Backup Feb. 17	0.00	65.00	412,437.54
3/2/2017	CK2017043978 01	Rhcsd Director Stipend 2-21-17 Mtg.	0.00	75.00	412,362.54
3/2/2017	CK2017043979 01	Rhcsd Director Stipend 2-21-17 Mtg.	0.00	75.00	412,287.54
3/2/2017	CK2017043980 01	Rhcsd Parks Maintenance Jan. 17 Inv. 101983	0.00	3,325.00	408,962.54
3/2/2017	CK2017043981 01	Rhcsd Meeting Room Rental 2-21-17	0.00	140.00	408,822.54
3/2/2017	CK2017043982 01	Rhcsd Director Stipend 2-21-17 Mtg.	0.00	75.00	408,747.54
3/13/2017	JI2017026536 01	Allocr 239secured Feb 2017 1% General Tax	1,727.93	0.00	410,475.47

628-001 CSD: ROLLING HILLSPrinted
4/13/2017
1:52:35 PM**General Ledger****Details for the Accounting Period Ended: March 31, 2017**

			Debit	Credit	Balance
3/13/2017	JI2017026537 01	Allocr 243dlq Unsec Feb 2017 Cy 1% General Tax	16.65	0.00	410,492.12
3/13/2017	JI2017026538 01	Allocr 240securd Py Feb 2017 1% General Tax	0.36	0.00	410,492.48
3/13/2017	JI2017026539 01	Allocr 244dlq Unsec Feb 2017 Py 1% General Tax	4.16	0.00	410,496.64
3/13/2017	JI2017026540 01	Allocr 241supplmntl Feb 2017 Cy 1% General Tax	87.56	0.00	410,584.20
3/13/2017	JI2017026541 01	Allocr 246redemptn Feb 2017 Supp 1% General Tax	0.17	0.00	410,584.37
3/13/2017	JI2017026542 01	Allocr 242supplmntl Feb 2017 Py 1% General Tax	19.44	0.00	410,603.81
3/13/2017	JI2017026543 01	Allocr 246redemptn Feb 2017 Supp Penlty+interst	0.21	0.00	410,604.02
3/13/2017	JI2017026544 01	Allocr 239secured Feb 2017 Direct Charge 20515	1,100.00	0.00	411,704.02
3/30/2017	JI2017028306 01	Allocr 247securd Cy Mar 2017 Rfnd280-301 1% Tax	0.00	1.55	411,702.47
3/30/2017	JI2017028307 01	Allocr 249unsec Cy Mar 2017 Rfnd280-301 1% Tax	0.00	2.30	411,700.17
3/30/2017	JI2017028308 01	Allocr 248securd Py Mar 2017 Rfnd280-301 1% Tax	0.00	0.54	411,699.63
3/30/2017	JI2017028309 01	Allocr 250unsec Py Mar 2017 Rfnd280-301 1% Tax	0.00	2.69	411,696.94
4/5/2017	IN2017000234 10	Interest On Investment Pool 1 For 03/2017 (MAR)	211.97	0.00	411,908.91
100 Equity In Pooled Cash			638,020.99	226,112.08	411,908.91
102 Imprest (PETTY) Cash					
3/1/2017		Beginning Balance	5,000.00	0.00	5,000.00
102 Imprest (PETTY) Cash			5,000.00	0.00	5,000.00
ASSETS			643,020.99	226,112.08	416,908.91
LIABILITIES					
201 Vouchers Payable					
3/1/2017		Beginning Balance	171,261.30	180,451.79	-9,190.49
3/31/2017	MT802800201709	Month Total	9,190.49	0.00	0.00
201 Vouchers Payable			180,451.79	180,451.79	0.00
LIABILITIES			180,451.79	180,451.79	0.00
FUND BALANCE					
310 Fund Balance Reserved: General					
3/1/2017		Beginning Balance	0.00	53,834.00	-53,834.00
310 Fund Balance Reserved: General			0.00	53,834.00	-53,834.00
313 Fund Balance Reserved: Imprest Cash					
3/1/2017		Beginning Balance	0.00	5,000.00	-5,000.00
313 Fund Balance Reserved: Imprest Cash			0.00	5,000.00	-5,000.00
350 Fund Balance Unreserved Undesignated					
3/1/2017		Beginning Balance	0.00	156,659.46	-156,659.46
350 Fund Balance Unreserved Undesignated			0.00	156,659.46	-156,659.46
400 Budget Clearing Account					
3/1/2017		Beginning Balance	200,915.00	200,915.00	0.00
400 Budget Clearing Account			200,915.00	200,915.00	0.00
402 Legislative Revision					
3/1/2017		Beginning Balance	200,915.00	0.00	200,915.00
402 Legislative Revision			200,915.00	0.00	200,915.00
411 Actual Revenues					
3/1/2017		Beginning Balance	45,484.97	344,429.52	-298,944.55
3/13/2017	JI2017026536 01	Allocr 239secured Feb 2017 1% General Tax	0.00	1,727.93	-300,672.48
3/13/2017	JI2017026537 01	Allocr 243dlq Unsec Feb 2017 Cy 1% General Tax	0.00	16.65	-300,689.13
3/13/2017	JI2017026538 01	Allocr 240securd Py Feb 2017 1% General Tax	0.00	0.36	-300,689.49
3/13/2017	JI2017026539 01	Allocr 244dlq Unsec Feb 2017 Py 1% General Tax	0.00	4.16	-300,693.65
3/13/2017	JI2017026540 01	Allocr 241supplmntl Feb 2017 Cy 1% General Tax	0.00	87.56	-300,781.21
3/13/2017	JI2017026541 01	Allocr 246redemptn Feb 2017 Supp 1% General Tax	0.00	0.17	-300,781.38
3/13/2017	JI2017026542 01	Allocr 242supplmntl Feb 2017 Py 1% General Tax	0.00	19.44	-300,800.82
3/13/2017	JI2017026543 01	Allocr 246redemptn Feb 2017 Supp Penlty+interst	0.00	0.21	-300,801.03

628-001 CSD: ROLLING HILLSPrinted
4/13/2017
1:52:35 PM**General Ledger****Details for the Accounting Period Ended: March 31, 2017**

			Debit	Credit	Balance
3/13/2017	JI2017026544 01	Allocr 239secured Feb 2017 Direct Charge 20515	0.00	1,100.00	-301,901.03
3/30/2017	JI2017028306 01	Allocr 247securd Cy Mar 2017 Rfnd280-301 1% Tax	1.55	0.00	-301,899.48
3/30/2017	JI2017028307 01	Allocr 249unsec Cy Mar 2017 Rfnd280-301 1% Tax	2.30	0.00	-301,897.18
3/30/2017	JI2017028308 01	Allocr 248securd Py Mar 2017 Rfnd280-301 1% Tax	0.54	0.00	-301,896.64
3/30/2017	JI2017028309 01	Allocr 250unsec Py Mar 2017 Rfnd280-301 1% Tax	2.69	0.00	-301,893.95
4/5/2017	IN2017000234 10	Interest On Investment Pool 1 For 03/2017 (MAR)	0.00	211.97	-302,105.92
		411 Actual Revenues	45,492.05	347,597.97	-302,105.92
423 Transfers: CAO					
3/1/2017		Beginning Balance	0.00	200,915.00	-200,915.00
		423 Transfers: CAO	0.00	200,915.00	-200,915.00
431 Expenditures					
3/1/2017		Beginning Balance	100,690.47	0.00	100,690.47
		431 Expenditures	100,690.47	0.00	100,690.47
		FUND BALANCE	548,012.52	964,921.43	-416,908.91
		628-001 CSD: ROLLING HILLS	1,371,485.30	1,371,485.30	0.00

Details for the Accounting Period Ended: March 31, 2017

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802800 Rolling Hills - Community Service DistrictsPrinted
4/13/2017
1:52:37 PM**Revenues and
Expenditures**

Summary Accounting Period ended March 31, 2017

	Estimated / Budget	Actual Amount	Balance
802800 Rolling Hills - Community Service Districts			
Revenue			
1 Taxes			
100 Prop Tax: Curr Secured	74,000.00	44,321.63	29,678.37
110 Prop Tax: Curr Unsecured	0.00	1,421.70	-1,421.70
120 Prop Tax: Prior Secured	0.00	-61.16	61.16
130 Prop Tax: Prior Unsecured	0.00	-1.14	1.14
140 Prop Tax: Supp Current	0.00	445.72	-445.72
150 Prop Tax: Supp Prior	0.00	417.19	-417.19
1 Taxes	74,000.00	46,543.94	27,456.06
3 Fines, Forfeitures and Penalties			
360 Penalty & Cost Delinquent Taxes	0.00	37.01	-37.01
3 Fines, Forfeitures and Penalties	0.00	37.01	-37.01
4 Revenue from Use of Money and Property			
400 Rev: Interest	1,000.00	1,204.85	-204.85
4 Revenue from Use of Money and Property	1,000.00	1,204.85	-204.85
5 Intergovernmental Revenue - State			
820 ST: Homeowner Prop Tax Relief	0.00	382.54	-382.54
5 Intergovernmental Revenue - State	0.00	382.54	-382.54
13 Charges for Services			
1310 Special Assessments	69,800.00	38,937.58	30,862.42
13 Charges for Services	69,800.00	38,937.58	30,862.42
19 Miscellaneous Revenues			
1940 Misc: Revenue	500.00	215,000.00	-214,500.00
19 Miscellaneous Revenues	500.00	215,000.00	-214,500.00
22 Fund Balance			
1 Fund Balance	55,615.00	0.00	55,615.00
22 Fund Balance	55,615.00	0.00	55,615.00
Total Revenue	200,915.00	302,105.92	-101,190.92
Expense			
30 Salaries and Employee Benefits			
3000 Permanent Employees / Elected Officials	150.00	0.00	150.00
30 Salaries and Employee Benefits	150.00	0.00	150.00
40 Services and Supplies			
4040 Telephone Company Vendor Payments	150.00	133.00	17.00
4041 County Pass Thru Telephone Charges	800.00	305.87	494.13
4100 Insurance: Premium	3,300.00	2,882.63	417.37
4180 Maint: Building & Improvements	2,000.00	2,225.00	-225.00
4183 Maint: Grounds	8,000.00	15,140.93	-7,140.93
4185 Maint: Park	41,400.00	23,426.16	17,973.84
4189 Maint: Water System	4,000.00	1,259.73	2,740.27
4190 Maint: Drainage	7,500.00	0.00	7,500.00
4191 Maintenance: Roads	7,000.00	0.00	7,000.00
4192 Maintenance: Lighting	500.00	85.00	415.00

802800 Rolling Hills - Community Service DistrictsPrinted
4/13/2017
1:52:37 PM**Revenues and
Expenditures****Summary Accounting Period ended March 31, 2017**

	Estimated / Budget	Actual Amount	Balance
4197 Maintenance Building: Supplies	300.00	0.00	300.00
4220 Memberships	450.00	556.00	-106.00
4240 Misc: Expense	500.00	99.22	400.78
4260 Office Expense	800.00	292.81	507.19
4300 Professional & Specialized Services	26,000.00	19,852.50	6,147.50
4304 Agency Administration Fee	115.00	120.04	-5.04
4305 Audit & Accounting Services	9,000.00	0.00	9,000.00
4313 Legal Services	12,000.00	3,990.00	8,010.00
4345 Special District Director Services	5,250.00	2,925.00	2,325.00
4400 Publication & Legal Notices	500.00	392.16	107.84
4420 Rent & Lease: Equipment	600.00	588.00	12.00
4440 Rent & Lease: Building & Improvements	3,000.00	2,753.00	247.00
4501 Special Projects	41,500.00	562.55	40,937.45
4505 SB924: Transportation & Travel	500.00	150.00	350.00
4600 Transportation & Travel	200.00	0.00	200.00
4602 Mileage: Employee Private Auto	400.00	62.42	337.58
4620 Utilities	25,000.00	22,888.45	2,111.55
40 Services and Supplies	200,765.00	100,690.47	100,074.53
Total Expense	200,915.00	100,690.47	100,224.53
802800 Rolling Hills - Community Service Districts	0.00	201,415.45	201,415.45

802800 Rolling Hills - Community Service DistrictsPrinted
4/13/2017
1:52:37 PM**Revenues and
Expenditures****Summary Accounting Period ended March 31, 2017**

		Estimated / Budget	Actual Amount	Balance
Report Total	Revenue	200,915.00	302,105.92	-101,190.92
	Expense	200,915.00	100,690.47	100,224.53
		0.00	201,415.45	201,415.45

802800 Rolling Hills - Community Service Districts

Printed
4/13/2017
1:52:40 PMRevenues and
Expenditures

Details For the Accounting Period ended: March 31, 2017

		Estimated / Budget	Actual Amount	Balance
802800 Rolling Hills - Community Service Districts				
Revenue				
1 Taxes				
100 Prop Tax: Curr Secured				
3/1/2017	Beginning Balance	74,000.00	42,595.25	
3/13/2017	JI2017026536 01 Allocr 239secured Feb 2017 1% General Tax	0.00	1,727.93	
3/30/2017	JI2017028306 01 Allocr 247securd Cy Mar 2017 Rfnd280-301 1% Tax	0.00	-1.55	
	100 Prop Tax: Curr Secured	74,000.00	44,321.63	29,678.37
110 Prop Tax: Curr Unsecured				
3/1/2017	Beginning Balance	0.00	1,407.35	
3/13/2017	JI2017026537 01 Allocr 243dlq Unsec Feb 2017 Cy 1% General Tax	0.00	16.65	
3/30/2017	JI2017028307 01 Allocr 249unsec Cy Mar 2017 Rfnd280-301 1% Tax	0.00	-2.30	
	110 Prop Tax: Curr Unsecured	0.00	1,421.70	-1,421.70
120 Prop Tax: Prior Secured				
3/1/2017	Beginning Balance	0.00	-60.98	
3/13/2017	JI2017026538 01 Allocr 240securd Py Feb 2017 1% General Tax	0.00	0.36	
3/30/2017	JI2017028308 01 Allocr 248securd Py Mar 2017 Rfnd280-301 1% Tax	0.00	-0.54	
	120 Prop Tax: Prior Secured	0.00	-61.16	61.16
130 Prop Tax: Prior Unsecured				
3/1/2017	Beginning Balance	0.00	-2.61	
3/13/2017	JI2017026539 01 Allocr 244dlq Unsec Feb 2017 Py 1% General Tax	0.00	4.16	
3/30/2017	JI2017028309 01 Allocr 250unsec Py Mar 2017 Rfnd280-301 1% Tax	0.00	-2.69	
	130 Prop Tax: Prior Unsecured	0.00	-1.14	1.14
140 Prop Tax: Supp Current				
3/1/2017	Beginning Balance	0.00	358.16	
3/13/2017	JI2017026540 01 Allocr 241supplmntl Feb 2017 Cy 1% General Tax	0.00	87.56	
	140 Prop Tax: Supp Current	0.00	445.72	-445.72
150 Prop Tax: Supp Prior				
3/1/2017	Beginning Balance	0.00	397.58	
3/13/2017	JI2017026541 01 Allocr 246redemptn Feb 2017 Supp 1% General Tax	0.00	0.17	
3/13/2017	JI2017026542 01 Allocr 242supplmntl Feb 2017 Py 1% General Tax	0.00	19.44	
	150 Prop Tax: Supp Prior	0.00	417.19	-417.19
	1 Taxes	74,000.00	46,543.94	27,456.06
3 Fines, Forfeitures and Penalties				
360 Penalty & Cost Delinquent Taxes				
3/1/2017	Beginning Balance	0.00	36.80	
3/13/2017	JI2017026543 01 Allocr 246redemptn Feb 2017 Supp Penlty+interst	0.00	0.21	
	360 Penalty & Cost Delinquent Taxes	0.00	37.01	-37.01
	3 Fines, Forfeitures and Penalties	0.00	37.01	-37.01
4 Revenue from Use of Money and Property				
400 Rev: Interest				
3/1/2017	Beginning Balance	1,000.00	992.88	
4/5/2017	IN2017000234 10 Interest On Investment Pool 1 For 03/2017 (MAR)	0.00	211.97	
	400 Rev: Interest	1,000.00	1,204.85	-204.85
	4 Revenue from Use of Money and Property	1,000.00	1,204.85	-204.85
5 Intergovernmental Revenue - State				

802800 Rolling Hills - Community Service DistrictsPrinted
4/13/2017
1:52:40 PM**Revenues and
Expenditures****Details For the Accounting Period ended: March 31, 2017**

		Estimated / Budget	Actual Amount	Balance
820 ST: Homeowner Prop Tax Relief				
3/1/2017	Beginning Balance	0.00	382.54	
	820 ST: Homeowner Prop Tax Relief	0.00	382.54	-382.54
	5 Intergovernmental Revenue - State	0.00	382.54	-382.54
13 Charges for Services				
1310 Special Assessments				
3/1/2017	Beginning Balance	69,800.00	37,837.58	
3/13/2017	Allocr 239secured Feb 2017 Direct Charge 20515	0.00	1,100.00	
	1310 Special Assessments	69,800.00	38,937.58	30,862.42
	13 Charges for Services	69,800.00	38,937.58	30,862.42
19 Miscellaneous Revenues				
1940 Misc: Revenue				
3/1/2017	Beginning Balance	500.00	215,000.00	
	1940 Misc: Revenue	500.00	215,000.00	-214,500.00
	19 Miscellaneous Revenues	500.00	215,000.00	-214,500.00
22 Fund Balance				
1 Fund Balance				
3/1/2017	Beginning Balance	55,615.00	0.00	
	1 Fund Balance	55,615.00	0.00	55,615.00
	22 Fund Balance	55,615.00	0.00	55,615.00
	Total Revenue	200,915.00	302,105.92	-101,190.92
Expense				
30 Salaries and Employee Benefits				
3000 Permanent Employees / Elected Officials				
3/1/2017	Beginning Balance	150.00	0.00	
	3000 Permanent Employees / Elected Officials	150.00	0.00	150.00
	30 Salaries and Employee Benefits	150.00	0.00	150.00
40 Services and Supplies				
4040 Telephone Company Vendor Payments				
3/1/2017	Beginning Balance	150.00	133.00	
	4040 Telephone Company Vendor Payments	150.00	133.00	17.00
4041 County Pass Thru Telephone Charges				
3/1/2017	Beginning Balance	800.00	305.87	
	4041 County Pass Thru Telephone Charges	800.00	305.87	494.13
4100 Insurance: Premium				
3/1/2017	Beginning Balance	3,300.00	2,882.63	
	4100 Insurance: Premium	3,300.00	2,882.63	417.37
4180 Maint: Building & Improvements				
3/1/2017	Beginning Balance	2,000.00	2,225.00	
	4180 Maint: Building & Improvements	2,000.00	2,225.00	-225.00
4183 Maint: Grounds				
3/1/2017	Beginning Balance	8,000.00	15,140.93	
	4183 Maint: Grounds	8,000.00	15,140.93	-7,140.93
4185 Maint: Park				

802800 Rolling Hills - Community Service DistrictsPrinted
4/13/2017
1:52:40 PM**Revenues and
Expenditures****Details For the Accounting Period ended: March 31, 2017**

		Estimated / Budget	Actual Amount	Balance
3/1/2017	Beginning Balance	41,400.00	23,426.16	
	4185 Maint: Park	41,400.00	23,426.16	17,973.84
4189 Maint: Water System				
3/1/2017	Beginning Balance	4,000.00	1,259.73	
	4189 Maint: Water System	4,000.00	1,259.73	2,740.27
4190 Maint: Drainage				
3/1/2017	Beginning Balance	7,500.00	0.00	
	4190 Maint: Drainage	7,500.00	0.00	7,500.00
4191 Maintenance: Roads				
3/1/2017	Beginning Balance	7,000.00	0.00	
	4191 Maintenance: Roads	7,000.00	0.00	7,000.00
4192 Maintenance: Lighting				
3/1/2017	Beginning Balance	500.00	85.00	
	4192 Maintenance: Lighting	500.00	85.00	415.00
4197 Maintenance Building: Supplies				
3/1/2017	Beginning Balance	300.00	0.00	
	4197 Maintenance Building: Supplies	300.00	0.00	300.00
4220 Memberships				
3/1/2017	Beginning Balance	450.00	556.00	
	4220 Memberships	450.00	556.00	-106.00
4240 Misc: Expense				
3/1/2017	Beginning Balance	500.00	99.22	
	4240 Misc: Expense	500.00	99.22	400.78
4260 Office Expense				
3/1/2017	Beginning Balance	800.00	292.81	
	4260 Office Expense	800.00	292.81	507.19
4300 Professional & Specialized Services				
3/1/2017	Beginning Balance	26,000.00	19,852.50	
	4300 Professional & Specialized Services	26,000.00	19,852.50	6,147.50
4304 Agency Administration Fee				
3/1/2017	Beginning Balance	115.00	120.04	
	4304 Agency Administration Fee	115.00	120.04	-5.04
4305 Audit & Accounting Services				
3/1/2017	Beginning Balance	9,000.00	0.00	
	4305 Audit & Accounting Services	9,000.00	0.00	9,000.00
4313 Legal Services				
3/1/2017	Beginning Balance	12,000.00	3,990.00	
	4313 Legal Services	12,000.00	3,990.00	8,010.00
4345 Special District Director Services				
3/1/2017	Beginning Balance	5,250.00	2,925.00	
	4345 Special District Director Services	5,250.00	2,925.00	2,325.00
4400 Publication & Legal Notices				
3/1/2017	Beginning Balance	500.00	392.16	
	4400 Publication & Legal Notices	500.00	392.16	107.84
4420 Rent & Lease: Equipment				

802800 Rolling Hills - Community Service DistrictsPrinted
4/13/2017
1:52:40 PM**Revenues and
Expenditures****Details For the Accounting Period ended: March 31, 2017**

		Estimated / Budget	Actual Amount	Balance
3/1/2017	Beginning Balance	600.00	588.00	
	4420 Rent & Lease: Equipment	600.00	588.00	12.00
4440 Rent & Lease: Building & Improvements				
3/1/2017	Beginning Balance	3,000.00	2,753.00	
	4440 Rent & Lease: Building & Improvements	3,000.00	2,753.00	247.00
4501 Special Projects				
3/1/2017	Beginning Balance	41,500.00	562.55	
	4501 Special Projects	41,500.00	562.55	40,937.45
4505 SB924: Transportation & Travel				
3/1/2017	Beginning Balance	500.00	150.00	
	4505 SB924: Transportation & Travel	500.00	150.00	350.00
4600 Transportation & Travel				
3/1/2017	Beginning Balance	200.00	0.00	
	4600 Transportation & Travel	200.00	0.00	200.00
4602 Mileage: Employee Private Auto				
3/1/2017	Beginning Balance	400.00	62.42	
	4602 Mileage: Employee Private Auto	400.00	62.42	337.58
4620 Utilities				
3/1/2017	Beginning Balance	25,000.00	22,888.45	
	4620 Utilities	25,000.00	22,888.45	2,111.55
	40 Services and Supplies	200,765.00	100,690.47	100,074.53
	Total Expense	200,915.00	100,690.47	100,224.53
	802800 Rolling Hills - Community Service Districts	0.00	201,415.45	201,415.45

802800 Rolling Hills - Community Service DistrictsPrinted
4/13/2017
1:52:40 PM**Revenues and
Expenditures**

Details For the Accounting Period ended: March 31, 2017

		Estimated / Budget	Actual Amount	Balance
Report Total	Revenue	200,915.00	302,105.92	-101,190.92
	Expense	200,915.00	100,690.47	100,224.53
		0.00	201,415.45	201,415.45

Wells Fargo Simple Business Checking

Account number: **2017655164** ■ March 15, 2017 - April 14, 2017 ■ Page 1 of 5

WELLS
FARGO

ROLLING HILLS COMMUNITY SERVICES
DISTRICT
PO BOX 5266
EL DORADO HILLS CA 95762-0005

Questions?

Available by phone 24 hours a day, 7 days a week:
Telecommunications Relay Services calls accepted

1-800-CALL-WELLS (1-800-225-5935)

TTY: 1-800-877-4833

En español: 1-877-337-7454

Online: wellsfargo.com/biz

Write: Wells Fargo Bank, N.A. (114)
P.O. Box 6995
Portland, OR 97228-6995

Your Business and Wells Fargo

Visit wellsfargoworks.com to explore videos, articles, infographics, interactive tools, and other resources on the topics of business growth, credit, cash flow management, business planning, technology, marketing, and more.

Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to wellsfargo.com/biz or call the number above if you have questions or if you would like to add new services.

Business Online Banking
Online Statements
Business Bill Pay
Business Spending Report
Overdraft Protection



Activity summary

Beginning balance on 3/15	\$3,293.78
Deposits/Credits	1,330.17
Withdrawals/Debits	- 1,183.85
Ending balance on 4/14	\$3,440.10
 Average ledger balance this period	 \$3,249.21

Account number: **2017655164**

**ROLLING HILLS COMMUNITY SERVICES
DISTRICT**

California account terms and conditions apply

For Direct Deposit use
Routing Number (RTN): 121042882

For Wire Transfers use
Routing Number (RTN): 121000248

Overdraft Protection

This account is not currently covered by Overdraft Protection. If you would like more information regarding Overdraft Protection and eligibility requirements please call the number listed on your statement or visit your Wells Fargo store.

Transaction history

Date	Check Number	Description	Deposits/ Credits	Withdrawals/ Debits	Ending daily balance
3/15		Purchase authorized on 03/14 Ringcentral, Inc 650-4724100 CA S387073438017262 Card 8086		27.38	3,266.40
3/16		Purchase authorized on 03/16 Amazon Mktplace Pm Amzn.Com/Bill WA S387075147628716 Card 7555		70.00	3,196.40
3/24		Recurring Payment authorized on 03/23 Smk*SurveyMonkey.C 971-2445555 CA S307082540775551 Card 7555		26.00	3,170.40
4/11		eDeposit IN Branch/Store 04/11/17 02:37:35 Pm 2000 Douglas Blvd Roseville CA	1,330.17		4,500.57
4/12		Purchase authorized on 04/12 The Home Depot #6675 Folsom CA P00307102627919236 Card 7555		798.93	
4/12		Purchase authorized on 04/12 The Home Depot #6675 Folsom CA P00387102639011928 Card 7555		261.54	3,440.10
Ending balance on 4/14					3,440.10
Totals			\$1,330.17	\$1,183.85	

The Ending Daily Balance does not reflect any pending withdrawals or holds on deposited funds that may have been outstanding on your account when your transactions posted. If you had insufficient available funds when a transaction posted, fees may have been assessed.

Monthly service fee summary

For a complete list of fees and detailed account information, please see the Wells Fargo Fee and Information Schedule and Account Agreement applicable to your account or talk to a banker. Go to wellsfargo.com/feefaq to find answers to common questions about the monthly service fee on your account.

Fee period 03/15/2017 - 04/14/2017	Standard monthly service fee \$10.00	You paid \$0.00
How to avoid the monthly service fee	Minimum required	This fee period
Have any ONE of the following account requirements		
· Average ledger balance	\$500.00	\$3,249.00 <input checked="" type="checkbox"/>

C1/C1

Account transaction fees summary

Service charge description	Units used	Units included	Excess units	Service charge per excess units (\$)	Total service charge (\$)
Cash Deposited (\$)	0	3,000	0	0.0030	0.00
Transactions	2	50	0	0.50	0.00
Total service charges					\$0.00

Other Wells Fargo Benefits**Commercial real estate loans up to \$750,000 - origination fee waived**

Apply by June 30, 2017, and we'll waive the origination fee - a discount of up to \$5,000.

Business Real Estate Financing wants to help you meet your commercial real estate goals. Our purchase, refinance, and equity loans offer competitive rates with a variety of term options, and low closing costs.

Learn more by visiting wellsfargo.com/biz/loans-and-lines/real-estate/

To apply, or for more information, call: 1-866-416-4320, Monday - Friday, 6:00 a.m. to 6:00 p.m. Pacific Time.

Note: Equity lines of credit are not eligible for this promotion. All financing is subject to credit approval. Some restrictions may apply. Equal housing lender.



IMPORTANT ACCOUNT INFORMATION

Periodically, it is necessary to update selected sections of the disclosures you received when you opened your account. These updates provide you with the most up to date account information and are very important; so please review this information carefully and feel free to contact us with any questions or concerns.

We are updating the Business Account Agreement ("Agreement") dated April 29, 2016. Effective March 31, 2017, the question and response to "Are there any restrictions on our accepting deposits to your account?" in the section titled "Deposits to your account" are deleted and replaced with the following:

Are we required to accept all deposits to your account?

No. We are permitted to decline all or part of a deposit, including a cash deposit. Some examples are (a) an item made out to a payee not on your account, (b) an item with an endorsement we are unable to verify, (c) a check or draft issued on a credit account, and (d) a non-U.S. item. When we are unable to verify an endorsement on an item, we can also decline to pay, cash, or send the item for collection. We can require all endorsers be present and we may require you to deposit the item instead of permitting you to cash it. For non-U.S. items, please see the response to "How do we handle non-U.S. items?". We may require any person wanting to make a deposit to your account to provide an acceptable form of identification before we accept the deposit for processing.

All other aspects of the Agreement remain the same. If there is a conflict between the updated language above and the Agreement, the updated language will control.

Periodically, it is necessary to update selected sections of the disclosures you received when you opened your account. These updates provide you with the most up to date account information and are very important; so please review this information carefully and feel free to contact us with any questions or concerns.

We are updating the Business Account Agreement ("Agreement") effective April 24, 2017. In the section titled "Statements and other information relating to your deposit account", the response to the question "What happens to a dormant account?" is deleted and replaced with the following:

What happens to a dormant account?

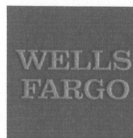
We put safeguards in place to protect a dormant account which may include restricting the following:

- Transfers between your Wells Fargo accounts using your ATM/debit card
- Transfers by phone using our automated banking service
- Transfers or payments through online, mobile, and text banking (including Bill Pay)
- Wire transfers (incoming and outgoing)

Normal monthly service and other fees continue to apply (except where prohibited by law).

If you do not initiate an account-related activity on the account within the time period as specified by state unclaimed property laws, your account funds may be transferred to the appropriate state. This transfer is known as "escheat." If your account becomes escheatable, account statements will not be available. Your account will be closed. To recover your account funds, you must file a claim with the state.

All other aspects of the Agreement remain the same. If there is a conflict between the updated response above and the Agreement, the updated response will control.



Thank you for being a Wells Fargo customer. As a valued Wells Fargo customer we hope you find this information helpful. Again, if you have questions or concerns about these changes, please contact your local banker or call the number listed on your statement.

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

550 Main Street Suite E • Placerville, CA 95667
(530) 295-2707 • lafco@edlafco.us • www.edlafco.us

M E M O

DATE: March 21, 2017

TO: Special District Selection Committee

FROM: José C. Henríquez, Executive Officer 

SUBJECT: **Instant Runoff Election of Regular Special District Representative to El Dorado LAFCO**

Election of Special District Representative to LAFCO

Thank you for submitting nominations for the Special District Representatives election.

At the time a minimum number of ballots are received to establish a quorum, in order to be selected as a LAFCO Representative, a nominee must receive more than fifty-percent (50%) of the submitted votes. If none of the candidates receive the necessary majority of votes, LAFCO will conduct an "instant runoff election" in the interest of avoiding the additional costs of a runoff election. An informational explanation describing this election process is included for your convenience.

Also enclosed with this memo you will find a ballot and a copy of each candidate's Statement of Qualifications received as of the date of this memo.

Please note that there is one seat that is up for election. Whomever receives the highest number of votes in this election will serve as the regular member for a new four-year term. If the current sitting Alternate Member, Holly Morrison, receives the highest number of votes, the second top vote getter will serve as the Alternate Member for a two-year term.

Please take the opportunity to fill out the ballot, ranking each nominee in the order of preference using "1" for your first preference, "2" for second, and so on. It is okay to vote for only one person; however, ranking additional candidates will not help defeat your first-choice candidate. Please do not mark the same number beside more than one candidate and do not skip numbers.

S:\Elections\2017 Special District Election\2017 Special District Election Runoff Memo.docx

COMMISSIONERS

Public Member: Dyana Anderly • Alternate Public Member: Michael Powell
City Members: Mark Acuna, Brooke Laine • Alternate City Member: John Clerici
County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: Michael Ranalli
Special District Members: Dale Coco, MD, Ken Humphreys • Alternate Special District Member: Holly Morrison

STAFF

José C. Henríquez, Executive Officer • Erica Sanchez, Policy Analyst
Denise Tebaldi, Interim Commission Clerk • Kara K. Ueda, Commission Counsel

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

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ELECTION BALLOT

ROLLING HILLS CSD

Special District Representative to LAFCO

The election ends on May 8, 2017 at 5:00 p.m. or until a quorum of Special District ballots is received, whichever occurs later.

Rank the nominees in preferential order, "1" being the first preference, "2" being the second, and so on.

Name; District	1	2	3	4	5	6
Dale Coco, MD; El Dorado Irrigation District	1	2	3	4	5	6
Noelle Mattock; El Dorado Hills Community Services District	1	2	3	4	5	6
Holly Morrison; Cameron Park Community Services District	1	2	3	4	5	6
Tim Palmer; Georgetown Divide Resource Conservation District	1	2	3	4	5	6
District has decided not to vote in this election (please circle →)	NO VOTE					

For purposes of establishing quorums in future LAFCO special district representative elections, should the independent special districts in El Dorado County adopt a local policy that states, "A quorum of ballots is based on 50% plus 1 of the total number of independent special districts that have participated in at least one of the last two elections. If a District that has not participated in one of the prior two elections does participate, its ballot would be counted as part of the quorum and its vote would be valid."?

Yes _____ No _____

SIGNATURE OF PRESIDING OFFICER (Original Signature Required):

Note: Presiding Officer is the Chair/President. Any other signature invalidates this ballot.

PRINTED NAME OF PRESIDING OFFICER (Required):

**Mail to: LAFCO
550 Main Street, Suite E
Placerville, CA 95667**

IMPORTANT

**Please return this ballot with or without a vote.
If you choose not to vote, the presiding officer's signature is still required.**

S:\Elections\2017 Special District Election\2017 SDE Ballots\2017 SDE Ballots Emailed\2017 Election Ballot_Rolling Hills CSD.docx

COMMISSIONERS

Public Member: Dyana Anderly • Alternate Public Member: Michael Powell
City Members: Mark Acuna, Brooke Laine • Alternate City Member: John Clerici
County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: Michael Ranalli
Special District Members: Dale Coco, MD, Ken Humphreys • Alternate Special District Member: Holly Morrison

STAFF

José C. Henríquez, Executive Officer • Erica Sanchez, Policy Analyst
Denise Tebaldi, Interim Commission Clerk • Kara K. Ueda, Commission Counsel

STATEMENT OF QUALIFICATIONS
CANDIDATE FOR LAFCO SPECIAL DISTRICT REPRESENTATIVE

DALE COCO, M.D.

Dr. Dale Coco is a retired primary care physician with degrees in biology from Southern Methodist University and medicine from the University of Texas. Dr. Coco worked 15 years in private practice in South Lake Tahoe and Cameron Park. He retired from Kaiser Permanente in Folsom after over 17 years with the group. During his 35-year medical career, Dr. Coco served as chief of staff at Barton Memorial Hospital and on multiple committees at Marshall Hospital. He was a volunteer faculty member at University of California, San Francisco, providing externships for third-year medical students and a volunteer clinical instructor at UC Davis, supervising residents in a clinical setting. He was also a member of the nurse practitioner training program at UCD providing internships for nurse practitioners. During his tenure at Kaiser Permanente he participated in the primary care delivery system remodel. He is a past president of the Cameron Park Rotary Club, coached youth sports, and was the sideline physician for the Oak Ridge High School football teams. Since retirement, Dr. Coco has served on the board of the American River Conservancy, board of Snowline Hospice and Citizens Review Committee for the Integrated Water Resources Plan at EID. He is also currently on the Citizens for Water Committee, the Board of the Regional Water Authority, LAFCO, El Dorado County Water Agency and El Dorado Water and Power Authority. Dr. Coco has lived in Cameron Park for 34 years and El Dorado County for 43 years.



EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

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M E M O

DATE: March 21, 2017

TO: Governing Boards of the Independent Special Districts

FROM: José C. Henríquez, Executive Officer *JCH*

SUBJECT: Proposal for Establishing Quorums

Question on ballot:

For purposes of establishing quorums in future LAFCO special district representative elections, should the independent special districts in El Dorado County adopt a local policy that states, *"A quorum of ballots is based on 50% plus 1 of the total number of independent special districts that have participated in at least one of the last two elections. If a District that has not participated in one of the prior two elections does participate, its ballot would be counted as part of the quorum and its vote would be valid."*

Discussion:

As you are aware, the method for selecting the two regular and alternate special district representatives to LAFCO is via an election per the Cortese-Knox-Hertzberg Act (CKH). Only independent special districts (ISDs) may vote to elect these representatives. CKH provides that the election can be conducted in person or via certified mailed ballots. Since having an in-person meeting would be difficult to coordinate, schedule and plan, the ISD elections in this county are held via certified ballots.

There are 47 ISDs in El Dorado County that are eligible to vote in these types of elections. To establish a quorum, the ballots from 24 ISDs are needed to close an election. The challenge LAFCO staff has encountered is that not all districts choose to participate. The participation rate has never exceeded 60% of the ISDs.

By way of illustration, in any given election approximately 12-15 ballots can be expected to be returned consistently and timely. These districts tend to be larger in size with regular monthly meetings. That leaves a deficit of approximately 9-12 ballots to establish a quorum. With the exception of one election in the past ten (10) years,

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COMMISSIONERS

Public Member: Dyana Anderly • Alternate Public Member: Michael Powell
City Members: Mark Acuna, Brooke Laine • Alternate City Member: John Clerici
County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: Michael Ranalli
Special District Members: Dale Coco, MD, Ken Humphreys • Alternate Special District Member: Holly Morrison

STAFF


José C. Henríquez, Executive Officer • Erica Sanchez, Policy Analyst
Denise Tebaldi, Interim Commission Clerk • Kara K. Ueda, Commission Counsel

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

550 Main Street Suite E • Placerville, CA 95667
(530) 295-2707 • lafco@edlafco.us • www.edlafco.us

M E M O

Date: April 3, 2017
To: Funding Agencies
CC: Kara K. Ueda, LAFCO Counsel
From: José C. Henríquez, Executive Officer 
Subject: LAFCO Budget for Fiscal Year 2017-18

On March 22, 2017, the Commission approved the Final LAFCO Budget for Fiscal Year 2017-18, a copy of which is enclosed with this letter and sent to your agency in accordance with Government Code §56381(a). Under State Law, LAFCO is partially funded by three categories of agencies, the County, cities and special districts, with each category contributing a third.

Your agency's share of that contribution is calculated and determined by the County Auditor-Controller in accordance with the provisions of Government Code §56381(b). Your agency will receive an official notice from him on your actual contribution amount on or about August, 2017.

Please contact me at 530-295-2707, if you have any questions or concerns.

Thank you.

Enclosure: Final LAFCO Budget FY2017-18

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COMMISSIONERS

Public Member: Dyana Anderly • Alternate Public Member: Michael Powell
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STAFF

José C. Henriquez, Executive Officer • Erica Sanchez, Policy Analyst
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**APPROVED
EL DORADO LAFCO**

PROPOSED BUDGET FY 2017-18					
	<i>Fund (or line item)</i>	<i>DESCRIPTION</i>	<i>Revised FY 2016-17 LAFCO Budget</i>	<i>Line Item</i>	<i>Proposed FY 2017-18 LAFCO Budget</i>
Revenues	4000	Fees	\$ 6,777	1	\$ 6,777
	4100	Fund Balance (carryover from prior year)	\$ 27,070	2	\$ 119,975
	4120	Revenue - Agency Payments	\$ 423,501	3	\$ 355,003
	4700	Revenue Interest	\$ 200	4	\$ 200
	(5)	Sub-Total - Revenues	\$ 457,548	5	\$ 481,955
Employee Expense	5200	Employee Wage - Regular	\$ 193,759	6	\$ 221,067
	5230	Employee Wage - Overtime	\$ 1,447	7	\$ 1,198
	5310	Flex Benefits	\$ 6,000	8	\$ 6,000
	5311	Employee Assistance	\$ 367	9	\$ 444
	5320	Health Insurance (Less In Lieu)	\$ 49,679	10	\$ 51,560
	5340	Retirement - CALPERS	\$ 33,865	11	\$ 34,732
	5400	Payroll Tax - Medicare (1.45% of Base)	\$ 2,810	13	\$ 3,205
	5420	Payroll Tax - SUI/ETT	\$ 1,300	14	\$ 1,300
	5440	Disability Insurance (.53% of Base)	\$ 1,027	15	\$ 1,172
	6800	Accrued Leave	\$ 28,466	15	\$ 30,743
	5100	Sub-Total Employee Expenses	\$ 318,719	16	\$ 351,421
Operating Expense	5450	Workers Comp Insurance	\$ 1,001	17	\$ 1,000
	5460	General Liability Insurance	\$ 15,183	18	\$ 15,333
	6000	Information Services	\$ 29,787	19	\$ 15,100
	6010	County Clerk Fee	\$ 250	20	\$ 250
	6020	Accounting Services	\$ 3,738	21	\$ 5,430
	6030	Annual Audit	\$ 8,209	22	\$ 8,374
	6040	Cell & Telephone Services	\$ 3,960	23	\$ 5,500
	6050	Copies	\$ 564	24	\$ 510
	6060	GIS Maps	\$ 360	25	\$ 360
	6070	Lease Payment - Building	\$ 21,574	26	\$ 22,222
	6080	Legal Notices	\$ 272	27	\$ 212
	6090	Legal Services	\$ 17,000	28	\$ 17,000
	6100	Memberships	\$ 1,572	29	\$ 1,680
	6105	Memberships - CALAFCO	\$ 2,548	30	\$ 2,726
	6210	Office Expense	\$ 2,000	31	\$ 2,000
	6400	Postage	\$ 1,000	32	\$ 1,000
	6501	Professional Services - MSR Outsourcing	\$ -	33	\$ -
	6560	Direct Deposit	\$ -	34	\$ -
	6600	Publications	\$ 477	35	\$ 410
	6700	Rental Vehicles	\$ 200	37	\$ 200
	6705	Rents/Lease - Equipment	\$ 2,585	36	\$ 2,250
	6750	Staff Development (incl. Commissioner Development)	\$ 7,590	37	\$ 9,172
	6770	Transportation	\$ 6,338	38	\$ 7,938
	(44)	Sub-Total Operating Expense	\$ 126,208	39	\$ 118,667
	6300	Operating Contingency (10% of operating expenses)	\$ 12,621	40	\$ 11,867
	(46)	BUDGET TOTAL	\$ 457,548	41	\$ 481,955

LAFCO staff has had to send multiple requests to the ISDs that had not yet voted to encourage them to return a ballot in order to get a quorum.

Because CKH says that the ballots must be distributed via certified mail, mailing them can be expensive, even taking into account the 15 or so ISDs that have requested to receive their election materials electronically. The attachment to this memo has a tally of the voting pattern for all of the ISDs in the past 10 years. Please note that prior to 2011 there were 49 ISDs in El Dorado County. One district was dissolved in 2011 and a second was dissolved in 2014.

In San Luis Obispo County, the ISDs have adopted a local policy for themselves whereby the number needed to establish a quorum is adjusted based on the participation rate. In essence, the quorum is established based on the number of ISDs that participated in prior elections. The question before you is whether the ISDs in El Dorado County will adopt a similar rule.

By way of illustrating how this proposal would work, if this LAFCO had a similar rule already in place for this election, the quorum would be adjusted based on the following table:

Scenario	Number of districts counted	Quorum needed
Currently	47 ISDs	24
Voted in at least one of the last six elections	42 ISDs	21
Voted in at least one of the last four elections	39 ISDs	20
Voted in at least one of the last three elections	38 ISDs	20
Voted in at least one of the last two elections	32 ISDs	17

As you go farther down that chart, the quorum needed starts to become more achievable based on the number of districts that regularly cast timely ballots. The logic of the policy is similar to how a regular popular election is decided. The winner is the candidate that garners (at the very least) a majority of those who cast a ballot, not a majority of the absolute number of registered voters.

It should be emphasized that this proposal **does not** strip any district's vote away. This proposal will only impact how a quorum is established. **All ISDs will continue** to receive certified mailed (or electronic) ballots in every LAFCO special district representative election and are encouraged to participate. In addition, should a heretofore-non-voting ISD choose to vote, the vote **will still be counted** even if the district was not counted for purposes of determining the quorum.

Attachment: Quorum Matrix

Matrix of Past Election Participation

AGENCY	2006 (ALT)	2007 (REG/ALT)	2009 (REG)	2011 (REG/ALT)	2012-13 (REG)	2015 (REG)	6 TOTAL ELECTIONS
1 Fallen Leaf Lake CSD	0	0	0	0	0	0	0
2 Hillwood CSD	0	0	0	0	0	0	0
3 Mortara Circle CSD	0	0	0	0	0	0	0
4 Nashville Trail CSD	0	0	0	0	0	0	0
5 Tahoe Paradise RID	0	0	0	0	0	0	0
6 Arroyo Vista CSD	0	1	0	0	0	0	1
7 Connie Lane CSD	1	0	0	0	0	0	1
8 Cosumnes River CSD	0	0	0	0	0	1	1
9 East China Hill CSD	0	0	0	0	0	1	1
10 Cameron Park Airport District	0	0	0	1	0	1	2
11 Garden Valley Ranch Estates CSD	1	1	0	0	0	0	2
12 Georgetown Divide Rec District	0	0	1	1	0	0	2
13 Grassy Run CSD	0	0	0	0	N/A	N/A	0
14 Knolls Property Owners CSD	1	0	0	1	0	0	2
15 Lake Valley FPD	0	0	1	0	0	1	2
16 Lakeview CSD	1	0	1	0	0	0	2
17 Happy Homestead Cemetery District	0	1	1	0	0	1	3
18 Hickok Road CSD	0	0	1	0	1	1	3
19 Kelsey Cemetery District	1	0	0	1	1	0	3
20 Latrobe FPD	1	0	0	0	1	N/A	0
21 Meeks Bay FPD	1	0	1	0	1	0	3
22 Pioneer FPD	1	0	1	1	0	0	3
23 Rolling Hills CSD	1	1	0	0	1	0	3
24 Tahoe RCD	1	1	0	0	0	1	3
25 Audubon Hills CSD	1	1	1	1	0	0	4
26 El Dorado County FPD	0	1	1	1	1	0	4
27 El Dorado Hills CSD	1	1	1	1	0	0	4
28 Garden Valley FPD	1	1	1	1	0	0	4
29 Golden West CSD	1	0	1	0	1	1	4
30 Holiday Lake CSD	1	1	0	1	0	1	4
31 Marble Mountain Homeowners CSD	1	1	1	0	1	0	4
32 Mosquito FPD	1	1	1	0	1	0	4
33 Rising Hill Road CSD	0	1	1	1	1	0	4
34 Showcase Ranches CSD	1	1	1	0	1	0	4
35 Sierra Oaks CSD	1	0	0	1	1	1	4
36 West El Largo CSD	0	1	1	1	0	1	4

Matrix of Past Election Participation

	AGENCY	2006 (ALT)	2007 (REG/ALT)	2009 (REG)	2011 (REG/ALT)	2012-13 (REG)	2015 (REG)	6 TOTAL ELECTIONS
37	Cameron Park CSD	1	1	0	1	1	1	5
38	El Dorado County RCD	1	1	0	1	1	1	5
39	El Dorado Irrigation District	0	1	1	1	1	1	5
40	Georgetown Divide PUD	0	1	1	1	1	1	5
41	South Tahoe PUD	1	1	1	0	1	1	5
42	Cameron Estates	1	1	1	1	1	1	6
43	Diamond Springs/El Dorado FPD	1	1	1	1	1	1	6
44	El Dorado Hills County Water	1	1	1	1	1	1	6
45	Georgetown FPD	1	1	1	1	1	1	6
46	Georgetown Divide RCD	1	1	1	1	1	1	6
47	Greenstone Country	1	1	1	1	1	1	6
48	Grizzly Flats	1	1	1	1	1	1	6
49	Rescue FPD	1	1	1	1	1	1	6
TOTAL NON-VOTING AGENCIES		19	21	21	24	23	23	
TOTAL OF AGENCIES VOTING		30	28	28	25	25	24	
TOTAL NUMBER OF AGENCIES		49	49		49	48		
DISCREPANCY		0	0	0	0	0	0	
Participation rate		61%	57%	57%	51%	52%	51%	
Non-participation rate		39%	43%	43%	49%	48%	49%	

The nominees, in alphabetical order, are:

- 1) Dale Coco, MD
- 2) Noelle Mattock
- 3) Holly Morrison
- 4) Tim Palmer

Election Deadline

The voting period will be 47 days from March 21, 2017; all votes are due in writing on or before **5:00 pm on May 8, 2017**. Voting will cease on this date or whenever a quorum of special districts is reached, whichever occurs later. Please do not forget to have the presiding officer (Board President or Chair) of the board meeting in which you made your selection sign the returned ballot.

If the presiding officer is unable to vote, the legislative body of the district may designate another board member to cast the ballot in place of the presiding officer. Board members designated by their district board to vote in place of the presiding officer should provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast. District managers or other staff members may not substitute their signature for the presiding officer's signature.

Additionally, if the presiding officer has changed since the last Special District Representative Election, please provide supporting documentation to LAFCO about the change so that LAFCO staff can update its records.

If any of these requirements are not met, the ballot will be considered invalid.

Thank you for your time and please feel free to contact me or any member of my staff at (530) 295-2707, if you have any questions.

4/18/17
Item b.d.

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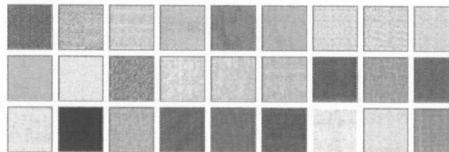
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 - Inside Depth: 3"
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 - 34" x 18" unit, window is 28"H x 9-1/2"W
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