

**Board of Directors Meeting - AGENDA**  
**ROLLING HILLS COMMUNITY SERVICES DISTRICT**

**Tuesday, June 20, 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 May 16, 2017 Regular meeting and June 6, 2017 Special meeting of the Board of Directors

b. Approval of Financial Reports prepared by the County Auditor's office for:  
Month ending May, 2017

c. Correspondence receive/file:

- Bank Statements for period ended June 14, 2017
- El Dorado Auditor-Controller Memo dated May 15, 2017 re: Communication #1 Regarding Change to New Property Tax Administration System
- EDD Notice dated May 17, 2017 regarding new requirements for submission of tax returns, wage reports, and payroll tax deposits to EDD electronically
- SDRMA 2017 Board of Directors Election ballot and materials
- CSDA 2017 Board of Directors Election ballot and materials
- iStorage Rental Rate Increase Notice
- SDRMA letter dated May 16, 2017 regarding FY18 Property/Liability Package Program

**5. Old Business**

- a. **Folsom Heights Development Project** – Staff to provide update regarding the Project including revisions to project plan implemented by the City of Folsom and updated project timeline (Informational/Discussion Item)

- b. **Berkshire Park Tree Work; Consideration of Further Authorization of Expenditure of Funds** – Continued from May meeting: 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/Possible Action Item)
- c. **4<sup>th</sup> of July Event in Stonebriar Park 2017** – Following authorization of funds to defray District's contribution toward costs for this event approved in May, staff seeking authorization for approval to increase the approved amount from \$850 to \$1,000 due to the increased cost of rentals from vendor that carries required liability insurance (Discussion/Possible Action Item)
- d. **Preliminary Budget Fiscal Year 2018** – Consideration of draft preliminary budget for discussion and approval (Discussion/Possible Action Item)

## 6. New Business

- e. **Berkshire Irrigation** – Staff to present costs for modification of irrigation system to trees at Berkshire Park; seeking authorization for expenditure of funds from approved budget in an amount not-to-exceed \$700 for this work (Discussion/Possible Action Item)
- f. **Shadow Hills Bulletin Board** – Staff to present costs for installation of concrete path to bulletin board mounted on wall; seeking authorization for expenditure of funds from approved budget in an amount not-to-exceed \$385 for costs associated with this (Discussion/Action Item)
- g. **Storage Unit Rental** – Staff seeking authorization for expenditure of funds from approved budget in the amount of \$1,716 for rental of the District storage unit for FY18

## 7. Adjournment

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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](mailto: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 MAY 16, 2017 MEETING OF THE BOARD OF DIRECTORS**

**1. Call to Order/Roll Call.**

The meeting of the Rolling Hills CSD held on May 16, 2017, 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, Brenda Collette, and Gordon Fawkes, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. Two members of the public were in attendance. Director Mark Magee was absent.

**2. Public Comment.** A resident commented that there is a street light out in Stonebriar. General Manager Chaney Hicks commented that can be reported through the PG&E website as it is PG&E that maintains the street lights in Stonebriar. The District maintains the poles and lights in Shadow Hills and Springfield Meadows.

The Chair asked if there was any objection to taking some items out of order which may require a vote to ensure a quorum is present; hearing none the meeting proceeded.

**Taken out of order:**

**4. Consent Items**

The consent items consisting of the draft Minutes of April 18, 2017 Regular meeting of the Board of Directors; Financial Reports prepared by the County Auditor's office for month ending April 30, 2017; and bank statement for period ended May 14, 2017 were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Director Tim Halverson; **motion** carried.

AYES: Sites, Halverson, Fawkes

NOES: None

ABSENT: Magee

ABSTAIN: Collette

**6. New Business**

**c. District Open Space Perimeter Fire Breaks.** General Manager Chaney Hicks briefed the Board about the annual fire scraping. Director Tim Halverson made a motion for expenditure of funds from approved budget in an amount not-to-exceed \$2,200.00 for costs associated with annual scraping of 10' fire breaks around the perimeter of the District open space property; second by President Matt Sites; motion carried.

AYES: Sites, Halverson, Fawkes, Collette

NOES: None

ABSENT: Magee

ABSTAIN: None

**d. El Dorado Hills Fire Department Unimproved Property Hazard Reduction Standard (weed abatement program) 2017.** Chaney discussed that it is again time to cut the weeds and maintain clearance from fences and structures. Chaney has worked to be proactive to mitigate fire danger. She noted at the time of the fire on the hill which damaged some homes and property, a 30' clearance requirement was in place. That requirement is now increased. After discussion, President Tim Halverson made a motion for expenditure of funds from the approved budget in an amount not-to-exceed \$3,800.00 for costs to cut 100' clearance from fences and structures and as required by the unimproved property hazard reduction standard; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes, Collette

NOES: None

ABSENT: Magee

ABSTAIN: None

**e. Emergency Irrigation Controller Replacement.** General Manager Chaney Hicks updated the Board about the controller in Stonebriar Park that shorted out two weeks ago and mentioned that it was one of the original controllers installed when the park was built. Given the temperatures and the fact that pre-emergent had recently been applied to the park she was concerned about losing the turf and trees in the park if it went without water. Replacement of the controller on an emergency basis also saved on the costs to hand water the park in the interim. Chaney also noted that the replacement controller has a water sensor built-in so it automatically will adjust if it has rained. After discussion, President Matt Sites made a motion to ratify the emergency authorization made by a Board Member approving the purchase and replacement of the irrigation controller in the amount of \$1,950.00 to preserve and protect landscaping; second by Director Tim Halverson; motion carried.

AYES: Sites, Halverson, Fawkes, Collette

NOES: None

ABSENT: Magee

ABSTAIN: None

## **5. Old Business**

**a. Folsom Heights Development Project.** President Sites provided an update about the project as a result of the Folsom Planning Commission meeting held on May 3 which he, Director Halverson, and GM Chaney Hicks attended. At that meeting, the Folsom Planning Commission considered the Folsom Heights project for approval of maps, design guidelines, and a Development Agreement amendment. At that meeting they were surprised to learn new information about the phasing of the project and the fact that during phase one there is only one point of ingress/egress planned and that an emergency access is to be put in at Winterfield. In addition, they learned that there is no park space planned until phases 3 or 4 and no park space planned in Folsom Heights whatsoever. It is Folsom's contention that small pocket parks do not work so they are planning based on larger more regionalized parks. This means not only will the project have a huge impact on the District's roads but on its parks also. President Matt Sites provided comment at the meeting. The project was not recommended for approval on a 4-3 vote against but they could not make the necessary findings. The project was sent back to Folsom City staff.

The Board continues its investigation into the ability of the Folsom developers to utilize the easements apparently granted by the prior Board in 2000 to a landowner in Folsom. Based on an opinion that the easements are valid, the Board is working to mitigate the negative impacts it believes will fall on the District. Based on the mitigation work recently completed with CalAtlantic, the Board will look at what it might realize in the way of traffic and parks mitigation for this project. A further meeting with Clay Loomis, representative of the project owner, will be scheduled to discuss. The Folsom Planning Commission has a meeting on June 7 and the agenda will be monitored. In addition, further consultation with District legal counsel is needed.

Director Matt Sites left the meeting.

## **3. Monthly Reports**

**a. General Manager Report.** Chaney Hicks presented an oral and written report covering landscaping issues. The pre-emergent was put on park turf because the clover was attracting bees and out of control. Although the park looks dead, it should come back now that the controller issue is fixed. She also requested that the Springfield Meadows entrance planter be cleaned up. She is working with Rachel Corona of CalAtlantic project to coordinate the road re-slurry work on Stonebriar Drive. She reported vandalism to the Stonebriar sign and will have letters replaced. She commented about the ongoing issue with San Marino Court skate ramps in the street and noted another basketball hoop and two boats were tagged with warning stickers and removed.

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

## **Final Item of Old Business**

- a. **Berkshire Park Tree Work Necessary as Result of Extreme Weather; Consideration of Further Authorization of Expenditure of Funds.** This item was continued from the April meeting. At its February meeting, the Board approved not-to-exceed \$750 for trimming and removal of tree branches as deemed necessary. At that time there was discussion and Director Fawkes posed the question of whether the District intends to provide irrigation for the remaining trees, probably deep root irrigation needed. At that time the Board noted that an arborist should be able to provide an opinion on this question and that this issue should be looked at in conjunction with the long term master plan for the District.

The issue has been brought up that possibly a tree needs to be removed and that trimming work may not accomplish issues of overhanging branches. Director Fawkes is not in favor of cutting down the tree. He said the trunk is curved and branches go to the left but in his opinion it is not necessary to take it out. He offered to work with General Manager Chaney Hicks to review the situation further before action is taken.

## **6. New Business Continued**

- f. **4<sup>th</sup> of July Event in Stonebriar Park 2017.** After discussion, Director Tim Halverson made a motion to approve expenditure of not-to-exceed \$850.00 from the approved budget for expenses and event insurance related to the 4<sup>th</sup> of July community event for 2017; second by Director Brenda Collette; motion carried.

AYES: Halverson, Fawkes, Collette

NOES: None

ABSENT: Magee and Sites

ABSTAIN: None

- g. **Fiscal year 2018 Budget.** Work on the proposed budget for FY18 is underway with the goal being approval of a budget that is best for the community as a whole. It was noted that the Board had previously approved a Master Plan in concept which will serve to aid in budget development. It was the unanimous direction of those Board members present that a budget workshop special meeting be scheduled prior to the regular meeting in June to fully discuss budget items prior to approval of the preliminary budget for FY18.

- 7. Adjournment.** The meeting was adjourned at 9:38 p.m. upon a motion by Director Tim Halverson, second by Director Brenda Collette; motion carried.

Submitted by:

Linda Stone, Board Secretary

Approved by Board:

**628-001 CSD: ROLLING HILLS**Printed  
6/7/2017  
4:13:49 PM**General Ledger****Summary Accounting Period ended May 31, 2017**

	Debit	Credit	Balance
<b>628-001 CSD: ROLLING HILLS</b>			
<b>ASSETS</b>			
100 Equity In Pooled Cash	699,976.69	242,213.60	457,763.09
102 Imprest (PETTY) Cash	5,000.00	0.00	5,000.00
<b>ASSETS</b>	<b>704,976.69</b>	<b>242,213.60</b>	<b>462,763.09</b>
<b>LIABILITIES</b>			
201 Vouchers Payable	196,524.67	204,330.74	-7,806.07
<b>LIABILITIES</b>	<b>196,524.67</b>	<b>204,330.74</b>	<b>-7,806.07</b>
<b>FUND BALANCE</b>			
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	45,520.69	408,653.67	-363,132.98
423 Transfers: CAO	0.00	200,915.00	-200,915.00
431 Expenditures	124,569.42	900.00	123,669.42
<b>FUND BALANCE</b>	<b>571,920.11</b>	<b>1,026,877.13</b>	<b>-454,957.02</b>
<b>628-001 CSD: ROLLING HILLS</b>	<b>1,473,421.47</b>	<b>1,473,421.47</b>	<b>0.00</b>

**628-001 CSD: ROLLING HILLS**Printed  
6/7/2017  
4:13:49 PM**General Ledger****Summary Accounting Period ended May 31, 2017**

		Debit	Credit	Balance
<b>Report Total</b>	Total Debits and Credits	1,473,421.47	1,473,421.47	0.00

**628-001 CSD: ROLLING HILLS**Printed  
6/7/2017  
4:13:48 PM**General Ledger****Details for the Accounting Period Ended: May 31, 2017**

			Debit	Credit	Balance
<b>628-001 CSD: ROLLING HILLS</b>					
<b>ASSETS</b>					
<b>100 Equity In Pooled Cash</b>					
5/1/2017		Beginning Balance	697,077.94	232,546.39	464,531.55
5/3/2017	JE201702222 01	Cxl Rhcs20170182 Ck Never Rcvd Reiss	900.00	0.00	465,431.55
5/5/2017	CK2017056230 01	03 Pu Rhcs20170182 Rhcsd Gen Man Svcs Feb 2017	0.00	900.00	464,531.55
5/8/2017	CK2017056608 01	Rhcsd Water No. 118388-001	0.00	90.11	464,441.44
5/8/2017	CK2017056609 01	Rhcsd Water No. 118386-001	0.00	77.99	464,363.45
5/8/2017	CK2017056610 01	Rhcsd Water No. 84490-002	0.00	118.48	464,244.97
5/8/2017	CK2017056611 01	Rhcsd Water No. 126932-002	0.00	99.47	464,145.50
5/8/2017	CK2017056612 01	Rhcsd Water No. 126908-002	0.00	198.79	463,946.71
5/8/2017	CK2017056613 01	Rhcsd Water No. 083214-001	0.00	83.43	463,863.28
5/8/2017	CK2017056614 01	Rhcsd Power No. 4570858285-8	0.00	314.82	463,548.46
5/8/2017	CK2017056615 01	Rhcsd Power No. 4570858285-8	0.00	315.37	463,233.09
5/8/2017	CK2017056616 01	Rhcsd Legal Services Rendered March 2017	0.00	840.00	462,393.09
5/8/2017	CK2017056617 01	Rhcsd Legal Services Rendered Feb. 2017	0.00	525.00	461,868.09
5/8/2017	CK2017056618 01	Rhcsd Reimb Water Purchase	0.00	21.56	461,846.53
5/8/2017	CK2017056619 01	Rhcsd Clerk Services 3/22/17-4/22/17	0.00	1,215.00	460,631.53
5/8/2017	CK2017056620 01	Rhcsd Director Stipend 4-18-17 Mtg.	0.00	75.00	460,556.53
5/8/2017	CK2017056621 01	Rhcsd General Manager Services March 2017	0.00	887.50	459,669.03
5/8/2017	CK2017056622 01	Rhcsd Director Stipend 4-18-17 Mtg.	0.00	75.00	459,594.03
5/8/2017	CK2017056623 01	Rhcsd Website Security Updates March 2017	0.00	65.00	459,529.03
5/8/2017	CK2017056624 01	Rhcsd Website Security Updates April 2017	0.00	65.00	459,464.03
5/8/2017	CK2017056625 01	Rhcsd Director Stipend 4-18-17 Mtg.	0.00	75.00	459,389.03
5/8/2017	CK2017056626 01	Rhcsd Director Stipend 4-18-17 Mtg.	0.00	75.00	459,314.03
5/8/2017	CK2017056627 01	Rhcsd Parks Maintenance March17 Inv.102047	0.00	3,325.00	455,989.03
5/8/2017	CK2017056628 01	Rhcsd Meeting Room Rental 4-18-17	0.00	140.00	455,849.03
5/8/2017	CK2017056629 01	Rhcsd Director Stipend 4-18-17 Mtg.	0.00	75.00	455,774.03
5/10/2017	JI2017034049 01	Allocr 279securd Cy 12/16-4/17 1% Gen Tax Rda Chng	0.00	0.06	455,773.97
5/10/2017	JI2017034050 01	Allocr 280securd Py 12/16-4/17 1% Gen Tax Rda Chng	0.00	1.91	455,772.06
5/10/2017	JI2017034051 01	Allocr 273redemptn Apr 2017 1% General Tax	0.00	0.32	455,771.74
5/10/2017	JI2017034690 01	Allocr 275 Secured 4/30/2017 1% General Tax	638.50	0.00	456,410.24
5/10/2017	JI2017034691 01	Allocr 271dlq Unsec Apr 2017 Cy 1% General Tax	8.91	0.00	456,419.15
5/10/2017	JI2017034692 01	Allocr 276securd Py 4/30/2017 Escaped 1% Gen Tax	0.04	0.00	456,419.19
5/10/2017	JI2017034693 01	Allocr 276securd Py 4/30/2017 Escaped Unitary 1%	0.52	0.00	456,419.71
5/10/2017	JI2017034694 01	Allocr 272dlq Unsec Apr 2017 Py 1% General Tax	4.67	0.00	456,424.38
5/10/2017	JI2017034695 01	Allocr 277supplmntl Apr 2017 Cy 1% General Tax	213.16	0.00	456,637.54
5/10/2017	JI2017034696 01	Allocr 274redemptn Apr 2017 Supp 1% General Tax	3.28	0.00	456,640.82
5/10/2017	JI2017034697 01	Allocr 278supplmntl Apr 2017 Py 1% General Tax	65.73	0.00	456,706.55
5/10/2017	JI2017034698 01	Allocr 272dlq Unsec Apr 2017 Supp 1% General Tax	0.05	0.00	456,706.60
5/10/2017	JI2017034699 01	Allocr 274redemptn Apr 2017 Supp Penity+interst	1.03	0.00	456,707.63
5/10/2017	JI2017034700 01	Allocr 275 Secured 4/30/2017 Direct Charge 20515	500.00	0.00	457,207.63
5/15/2017	JI2017035718 01	Allocr 282securd Cy May 2017 Rfnd323-354 1% Tax	0.00	2.44	457,205.19
5/15/2017	JI2017035719 01	Allocr 284unsec Cy May 2017 Rfnd323-354 1% Tax	0.00	0.06	457,205.13
5/15/2017	JI2017035720 01	Allocr 283securd Py May 2017 Rfnd323-354 1% Tax	0.00	4.90	457,200.23
5/22/2017	JI2017036068 01	Allocr 281 Hoptr Q3 2016/17 Apportion 35%	267.78	0.00	457,468.01
6/5/2017	IN2017000292 08	Interest On Investment Pool 1 For 05/2017 (MAY )	295.08	0.00	457,763.09
		<b>100 Equity In Pooled Cash</b>	<b>699,976.69</b>	<b>242,213.60</b>	<b>457,763.09</b>
<b>102 Imprest (PETTY) Cash</b>					
5/1/2017		Beginning Balance	5,000.00	0.00	5,000.00
		<b>102 Imprest (PETTY) Cash</b>	<b>5,000.00</b>	<b>0.00</b>	<b>5,000.00</b>
		<b>ASSETS</b>	<b>704,976.69</b>	<b>242,213.60</b>	<b>462,763.09</b>
<b>LIABILITIES</b>					



## 628-001 CSD: ROLLING HILLS

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## General Ledger

Details for the Accounting Period Ended: May 31, 2017

			Debit	Credit	Balance
<b>201 Vouchers Payable</b>					
5/1/2017	Beginning Balance		186,867.15	186,867.15	0.00
5/31/2017	MT802800201711	Month Total	9,657.52	17,463.59	-7,806.07
		201 Vouchers Payable	196,524.67	204,330.74	-7,806.07
		LIABILITIES	196,524.67	204,330.74	-7,806.07
<b>FUND BALANCE</b>					
<b>310 Fund Balance Reserved: General</b>					
5/1/2017	Beginning Balance		0.00	53,834.00	-53,834.00
		310 Fund Balance Reserved: General	0.00	53,834.00	-53,834.00
<b>313 Fund Balance Reserved: Imprest Cash</b>					
5/1/2017	Beginning Balance		0.00	5,000.00	-5,000.00
		313 Fund Balance Reserved: Imprest Cash	0.00	5,000.00	-5,000.00
<b>350 Fund Balance Unreserved Undesignated</b>					
5/1/2017	Beginning Balance		0.00	156,659.46	-156,659.46
		350 Fund Balance Unreserved Undesignated	0.00	156,659.46	-156,659.46
<b>400 Budget Clearing Account</b>					
5/1/2017	Beginning Balance		200,915.00	200,915.00	0.00
		400 Budget Clearing Account	200,915.00	200,915.00	0.00
<b>402 Legislative Revision</b>					
5/1/2017	Beginning Balance		200,915.00	0.00	200,915.00
		402 Legislative Revision	200,915.00	0.00	200,915.00
<b>411 Actual Revenues</b>					
5/1/2017	Beginning Balance		45,511.00	406,654.92	-361,143.92
5/10/2017	JI2017034049 01	Allocr 279securd Cy 12/16-4/17 1% Gen Tax Rda Chng	0.06	0.00	-361,143.86
5/10/2017	JI2017034050 01	Allocr 280securd Py 12/16-4/17 1% Gen Tax Rda Chng	1.91	0.00	-361,141.95
5/10/2017	JI2017034051 01	Allocr 273redemptn Apr 2017 1% General Tax	0.32	0.00	-361,141.63
5/10/2017	JI2017034690 01	Allocr 275 Secured 4/30/2017 1% General Tax	0.00	638.50	-361,780.13
5/10/2017	JI2017034691 01	Allocr 271dlq Unsec Apr 2017 Cy 1% General Tax	0.00	8.91	-361,789.04
5/10/2017	JI2017034692 01	Allocr 276securd Py 4/30/2017 Escaped 1% Gen Tax	0.00	0.04	-361,789.08
5/10/2017	JI2017034693 01	Allocr 276securd Py 4/30/2017 Escaped Unitary 1%	0.00	0.52	-361,789.60
5/10/2017	JI2017034694 01	Allocr 272dlq Unsec Apr 2017 Py 1% General Tax	0.00	4.67	-361,794.27
5/10/2017	JI2017034695 01	Allocr 277supplmntl Apr 2017 Cy 1% General Tax	0.00	213.16	-362,007.43
5/10/2017	JI2017034696 01	Allocr 274redemptn Apr 2017 Supp 1% General Tax	0.00	3.28	-362,010.71
5/10/2017	JI2017034697 01	Allocr 278supplmntl Apr 2017 Py 1% General Tax	0.00	65.73	-362,076.44
5/10/2017	JI2017034698 01	Allocr 272dlq Unsec Apr 2017 Supp 1% General Tax	0.00	0.05	-362,076.49
5/10/2017	JI2017034699 01	Allocr 274redemptn Apr 2017 Supp Penity+interst	0.00	1.03	-362,077.52
5/10/2017	JI2017034700 01	Allocr 275 Secured 4/30/2017 Direct Charge 20515	0.00	500.00	-362,577.52
5/15/2017	JI2017035718 01	Allocr 282securd Cy May 2017 Rfnd323-354 1% Tax	2.44	0.00	-362,575.08
5/15/2017	JI2017035719 01	Allocr 284unsec Cy May 2017 Rfnd323-354 1% Tax	0.06	0.00	-362,575.02
5/15/2017	JI2017035720 01	Allocr 283securd Py May 2017 Rfnd323-354 1% Tax	4.90	0.00	-362,570.12
5/22/2017	JI2017036068 01	Allocr 281 Hoptr Q3 2016/17 Apportion 35%	0.00	267.78	-362,837.90
6/5/2017	IN2017000292 08	Interest On Investment Pool 1 For 05/2017 (MAY )	0.00	295.08	-363,132.98
		411 Actual Revenues	45,520.69	408,653.67	-363,132.98
<b>423 Transfers: CAO</b>					
5/1/2017	Beginning Balance		0.00	200,915.00	-200,915.00
		423 Transfers: CAO	0.00	200,915.00	-200,915.00
<b>431 Expenditures</b>					
5/1/2017	Beginning Balance		107,105.83	0.00	107,105.83
5/3/2017	CV201704866 01	03 Pu Rrhcs20170182 Rhcsd Gen Man Svcs Feb 2017	900.00	0.00	108,005.83
5/3/2017	JE201702222 01	Cxl Rhcs20170182 Ck Never Rcvd Reiss	0.00	900.00	107,105.83

**628-001 CSD: ROLLING HILLS**Printed  
6/7/2017  
4:13:48 PM**General Ledger****Details for the Accounting Period Ended: May 31, 2017**

			Debit	Credit	Balance
5/4/2017	RHCS20170188 01	Rhcsd Water No. 118388-001	90.11	0.00	107,195.94
5/4/2017	RHCS20170189 01	Rhcsd Water No. 118386-001	77.99	0.00	107,273.93
5/4/2017	RHCS20170190 01	Rhcsd Water No. 84490-002	118.48	0.00	107,392.41
5/4/2017	RHCS20170191 01	Rhcsd Water No. 126932-002	99.47	0.00	107,491.88
5/4/2017	RHCS20170192 01	Rhcsd Water No. 126908-002	198.79	0.00	107,690.67
5/4/2017	RHCS20170193 01	Rhcsd Water No. 083214-001	83.43	0.00	107,774.10
5/4/2017	RHCS20170194 01	Rhcsd Power No. 4570858285-8	314.82	0.00	108,088.92
5/4/2017	RHCS20170195 01	Rhcsd Power No. 4570858285-8	315.37	0.00	108,404.29
5/4/2017	RHCS20170196 01	Rhcsd Legal Services Rendered March 2017	840.00	0.00	109,244.29
5/4/2017	RHCS20170197 01	Rhcsd Legal Services Rendered Feb. 2017	525.00	0.00	109,769.29
5/4/2017	RHCS20170198 01	Rhcsd Reimb Water Purchase	21.56	0.00	109,790.85
5/4/2017	RHCS20170199 01	Rhcsd Clerk Services 3/22/17-4/22/17	1,215.00	0.00	111,005.85
5/4/2017	RHCS20170200 01	Rhcsd Director Stipend 4-18-17 Mtg.	75.00	0.00	111,080.85
5/4/2017	RHCS20170201 01	Rhcsd General Manager Services March 2017	887.50	0.00	111,968.35
5/4/2017	RHCS20170202 01	Rhcsd Director Stipend 4-18-17 Mtg.	75.00	0.00	112,043.35
5/4/2017	RHCS20170203 01	Rhcsd Website Security Updates March 2017	65.00	0.00	112,108.35
5/4/2017	RHCS20170204 01	Rhcsd Website Security Updates April 2017	65.00	0.00	112,173.35
5/4/2017	RHCS20170205 01	Rhcsd Director Stipend 4-18-17 Mtg.	75.00	0.00	112,248.35
5/4/2017	RHCS20170206 01	Rhcsd Director Stipend 4-18-17 Mtg.	75.00	0.00	112,323.35
5/4/2017	RHCS20170207 01	Rhcsd Parks Maintenance March 17 Inv.102047	3,325.00	0.00	115,648.35
5/4/2017	RHCS20170208 01	Rhcsd Meeting Room Rental 4-18-17	140.00	0.00	115,788.35
5/4/2017	RHCS20170209 01	Rhcsd Director Stipend 4-18-17 Mtg.	75.00	0.00	115,863.35
5/31/2017	CV201705337 01	Rhcsd Parks Maint April 17 Inv 102083	3,325.00	0.00	119,188.35
5/31/2017	CV201705337 02	Rhcsd Parks Improve Material Svc Day	2,575.00	0.00	121,763.35
5/31/2017	RHCS20170210 01	Rhcsd Power No. 6085621545-8	43.06	0.00	121,806.41
5/31/2017	RHCS20170211 01	Rhcsd Power No. 1211321236-4	10.51	0.00	121,816.92
5/31/2017	RHCS20170212 01	Rhcsd Portables Rental Community Serv. Day	150.00	0.00	121,966.92
5/31/2017	RHCS20170213 01	Rhcsd Director Stipend 5-16-17 Mtg.	75.00	0.00	122,041.92
5/31/2017	RHCS20170214 01	Rhcsd Gm Services 4/1/17- 5/12/17	1,187.50	0.00	123,229.42
5/31/2017	RHCS20170215 01	Rhcsd Director Stipend 5-16-17 Mtg.	75.00	0.00	123,304.42
5/31/2017	RHCS20170216 01	Rhcsd Director Stipend 5-16-17 Mtg.	75.00	0.00	123,379.42
5/31/2017	RHCS20170217 01	Rhcsd Director Stipend 5-16-17 Mtg.	75.00	0.00	123,454.42
5/31/2017	RHCS20170218 01	Rhcsd Meeting Room Rental 5-16-17	140.00	0.00	123,594.42
5/31/2017	RHCS20170219 01	Rhcsd Director Stipend 5-16-17 Mtg.	75.00	0.00	123,669.42
		431 Expenditures	124,569.42	900.00	123,669.42
		FUND BALANCE	571,920.11	1,026,877.13	-454,957.02
		628-001 CSD: ROLLING HILLS	1,473,421.47	1,473,421.47	0.00

**628-001 CSD: ROLLING HILLS**Printed  
6/7/2017  
4:13:48 PM**General Ledger****Details for the Accounting Period Ended: May 31, 2017**

		Debit	Credit	Balance
<b>Report Total</b>	Total Debits and Credits	1,473,421.47	1,473,421.47	0.00

**802800 Rolling Hills - Community Service Districts**Printed  
6/7/2017  
4:13:51 PM**Revenues and  
Expenditures****Summary Accounting Period ended May 31, 2017**

	Estimated / Budget	Actual Amount	Balance
<b>802800 Rolling Hills - Community Service Districts</b>			
<b>Revenue</b>			
<b>1 Taxes</b>			
100 Prop Tax: Curr Secured	74,000.00	74,544.29	-544.29
110 Prop Tax: Curr Unsecured	0.00	1,443.01	-1,443.01
120 Prop Tax: Prior Secured	0.00	-58.02	58.02
130 Prop Tax: Prior Unsecured	0.00	7.49	-7.49
140 Prop Tax: Supp Current	0.00	794.36	-794.36
150 Prop Tax: Supp Prior	0.00	521.66	-521.66
1 Taxes	74,000.00	77,252.79	-3,252.79
<b>3 Fines, Forfeitures and Penalties</b>			
360 Penalty & Cost Delinquent Taxes	0.00	39.94	-39.94
3 Fines, Forfeitures and Penalties	0.00	39.94	-39.94
<b>4 Revenue from Use of Money and Property</b>			
400 Rev: Interest	1,000.00	1,752.35	-752.35
4 Revenue from Use of Money and Property	1,000.00	1,752.35	-752.35
<b>5 Intergovernmental Revenue - State</b>			
820 ST: Homeowner Prop Tax Relief	0.00	650.32	-650.32
5 Intergovernmental Revenue - State	0.00	650.32	-650.32
<b>13 Charges for Services</b>			
1310 Special Assessments	69,800.00	68,437.58	1,362.42
13 Charges for Services	69,800.00	68,437.58	1,362.42
<b>19 Miscellaneous Revenues</b>			
1940 Misc: Revenue	500.00	215,000.00	-214,500.00
19 Miscellaneous Revenues	500.00	215,000.00	-214,500.00
<b>22 Fund Balance</b>			
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	363,132.98	-162,217.98
<b>Expense</b>			
<b>30 Salaries and Employee Benefits</b>			
3000 Permanent Employees / Elected Officials	150.00	0.00	150.00
30 Salaries and Employee Benefits	150.00	0.00	150.00
<b>40 Services and Supplies</b>			
4040 Telephone Company Vendor Payments	150.00	133.00	17.00
4041 County Pass Thru Telephone Charges	800.00	305.87	494.13
4060 Food And Food Products	0.00	21.56	-21.56
4100 Insurance: Premium	3,300.00	2,882.63	417.37
4180 Maint: Building & Improvements	2,000.00	4,800.00	-2,800.00
4183 Maint: Grounds	8,000.00	15,140.93	-7,140.93
4185 Maint: Park	41,400.00	33,401.16	7,998.84
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

**802800 Rolling Hills - Community Service Districts**Printed  
6/7/2017  
4:13:51 PM**Revenues and  
Expenditures****Summary Accounting Period ended May 31, 2017**

	Estimated / Budget	Actual Amount	Balance
4192 Maintenance: Lighting	500.00	85.00	415.00
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	25,330.50	669.50
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	5,893.65	6,106.35
4345 Special District Director Services	5,250.00	3,975.00	1,275.00
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	3,173.00	-173.00
4501 Special Projects	41,500.00	712.55	40,787.45
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	24,294.19	705.81
40 Services and Supplies	200,765.00	123,669.42	77,095.58
Total Expense	200,915.00	123,669.42	77,245.58
802800 Rolling Hills - Community Service Districts	0.00	239,463.56	239,463.56

**802800 Rolling Hills - Community Service Districts**Printed  
6/7/2017  
4:13:51 PM**Revenues and  
Expenditures****Summary Accounting Period ended May 31, 2017**

		Estimated / Budget	Actual Amount	Balance
<b>Report Total</b>	Revenue	200,915.00	363,132.98	-162,217.98
	Expense	200,915.00	123,669.42	77,245.58
		0.00	239,463.56	239,463.56

## 802800 Rolling Hills - Community Service Districts

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Expenditures

Details For the Accounting Period ended: May 31, 2017

			Estimated / Budget	Actual Amount	Balance
<b>802800 Rolling Hills - Community Service Districts</b>					
<b>Revenue</b>					
<b>1 Taxes</b>					
<b>100 Prop Tax: Curr Secured</b>					
5/1/2017		Beginning Balance	74,000.00	73,908.29	
5/10/2017	JI2017034049 01	Allocr 279securd Cy 12/16-4/17 1% Gen Tax Rda Chng	0.00	-0.06	
5/10/2017	JI2017034690 01	Allocr 275 Secured 4/30/2017 1% General Tax	0.00	638.50	
5/15/2017	JI2017035718 01	Allocr 282securd Cy May 2017 Rfnd323-354 1% Tax	0.00	-2.44	
		<b>100 Prop Tax: Curr Secured</b>	<b>74,000.00</b>	<b>74,544.29</b>	<b>-544.29</b>
<b>110 Prop Tax: Curr Unsecured</b>					
5/1/2017		Beginning Balance	0.00	1,434.16	
5/10/2017	JI2017034691 01	Allocr 271dlq Unsec Apr 2017 Cy 1% General Tax	0.00	8.91	
5/15/2017	JI2017035719 01	Allocr 284unsec Cy May 2017 Rfnd323-354 1% Tax	0.00	-0.06	
		<b>110 Prop Tax: Curr Unsecured</b>	<b>0.00</b>	<b>1,443.01</b>	<b>-1,443.01</b>
<b>120 Prop Tax: Prior Secured</b>					
5/1/2017		Beginning Balance	0.00	-51.45	
5/10/2017	JI2017034050 01	Allocr 280securd Py 12/16-4/17 1% Gen Tax Rda Chng	0.00	-1.91	
5/10/2017	JI2017034051 01	Allocr 273redemptn Apr 2017 1% General Tax	0.00	-0.32	
5/10/2017	JI2017034692 01	Allocr 276securd Py 4/30/2017 Escaped 1% Gen Tax	0.00	0.04	
5/10/2017	JI2017034693 01	Allocr 276securd Py 4/30/2017 Escaped Unitary 1%	0.00	0.52	
5/15/2017	JI2017035720 01	Allocr 283securd Py May 2017 Rfnd323-354 1% Tax	0.00	-4.90	
		<b>120 Prop Tax: Prior Secured</b>	<b>0.00</b>	<b>-58.02</b>	<b>58.02</b>
<b>130 Prop Tax: Prior Unsecured</b>					
5/1/2017		Beginning Balance	0.00	2.82	
5/10/2017	JI2017034694 01	Allocr 272dlq Unsec Apr 2017 Py 1% General Tax	0.00	4.67	
		<b>130 Prop Tax: Prior Unsecured</b>	<b>0.00</b>	<b>7.49</b>	<b>-7.49</b>
<b>140 Prop Tax: Supp Current</b>					
5/1/2017		Beginning Balance	0.00	581.20	
5/10/2017	JI2017034695 01	Allocr 277supplmntl Apr 2017 Cy 1% General Tax	0.00	213.16	
		<b>140 Prop Tax: Supp Current</b>	<b>0.00</b>	<b>794.36</b>	<b>-794.36</b>
<b>150 Prop Tax: Supp Prior</b>					
5/1/2017		Beginning Balance	0.00	452.60	
5/10/2017	JI2017034696 01	Allocr 274redemptn Apr 2017 Supp 1% General Tax	0.00	3.28	
5/10/2017	JI2017034697 01	Allocr 278supplmntl Apr 2017 Py 1% General Tax	0.00	65.73	
5/10/2017	JI2017034698 01	Allocr 272dlq Unsec Apr 2017 Supp 1% General Tax	0.00	0.05	
		<b>150 Prop Tax: Supp Prior</b>	<b>0.00</b>	<b>521.66</b>	<b>-521.66</b>
		<b>1 Taxes</b>	<b>74,000.00</b>	<b>77,252.79</b>	<b>-3,252.79</b>
<b>3 Fines, Forfeitures and Penalties</b>					
<b>360 Penalty &amp; Cost Delinquent Taxes</b>					
5/1/2017		Beginning Balance	0.00	38.91	
5/10/2017	JI2017034699 01	Allocr 274redemptn Apr 2017 Supp Penlty+interst	0.00	1.03	
		<b>360 Penalty &amp; Cost Delinquent Taxes</b>	<b>0.00</b>	<b>39.94</b>	<b>-39.94</b>
		<b>3 Fines, Forfeitures and Penalties</b>	<b>0.00</b>	<b>39.94</b>	<b>-39.94</b>
<b>4 Revenue from Use of Money and Property</b>					
<b>400 Rev: Interest</b>					
5/1/2017		Beginning Balance	1,000.00	1,457.27	
6/5/2017	IN2017000292 08	Interest On Investment Pool 1 For 05/2017 (MAY )	0.00	295.08	

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Details For the Accounting Period ended: May 31, 2017

		Estimated / Budget	Actual Amount	Balance
	400 Rev: Interest	1,000.00	1,752.35	-752.35
	4 Revenue from Use of Money and Property	1,000.00	1,752.35	-752.35
<b>5 Intergovernmental Revenue - State</b>				
<b>820 ST: Homeowner Prop Tax Relief</b>				
5/1/2017	Beginning Balance	0.00	382.54	
5/22/2017	JI2017036068 01 Allocr 281 Hoptr Q3 2016/17 Apportion 35%	0.00	267.78	
	820 ST: Homeowner Prop Tax Relief	0.00	650.32	-650.32
	5 Intergovernmental Revenue - State	0.00	650.32	-650.32
<b>13 Charges for Services</b>				
<b>1310 Special Assessments</b>				
5/1/2017	Beginning Balance	69,800.00	67,937.58	
5/10/2017	JI2017034700 01 Allocr 275 Secured 4/30/2017 Direct Charge 20515	0.00	500.00	
	1310 Special Assessments	69,800.00	68,437.58	1,362.42
	13 Charges for Services	69,800.00	68,437.58	1,362.42
<b>19 Miscellaneous Revenues</b>				
<b>1940 Misc: Revenue</b>				
5/1/2017	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
<b>22 Fund Balance</b>				
<b>1 Fund Balance</b>				
5/1/2017	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	363,132.98	-162,217.98
<b>Expense</b>				
<b>30 Salaries and Employee Benefits</b>				
<b>3000 Permanent Employees / Elected Officials</b>				
5/1/2017	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
<b>40 Services and Supplies</b>				
<b>4040 Telephone Company Vendor Payments</b>				
5/1/2017	Beginning Balance	150.00	133.00	
	4040 Telephone Company Vendor Payments	150.00	133.00	17.00
<b>4041 County Pass Thru Telephone Charges</b>				
5/1/2017	Beginning Balance	800.00	305.87	
	4041 County Pass Thru Telephone Charges	800.00	305.87	494.13
<b>4060 Food And Food Products</b>				
5/4/2017	RHCS20170198 01 Rhcsd Reimb Water Purchase Linda A Stone 5/4/2017	0.00	21.56	
	4060 Food And Food Products	0.00	21.56	-21.56
<b>4100 Insurance: Premium</b>				
5/1/2017	Beginning Balance	3,300.00	2,882.63	
	4100 Insurance: Premium	3,300.00	2,882.63	417.37



## 802800 Rolling Hills - Community Service Districts

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Details For the Accounting Period ended: May 31, 2017

			Estimated / Budget	Actual Amount	Balance
<b>4180 Maint: Building &amp; Improvements</b>					
5/1/2017		Beginning Balance	2,000.00	2,225.00	
5/31/2017	CV201705337 02	Rhcsd Parks Improve Material Svc Day Eloisa R. Castro 5/31/2017	0.00	2,575.00	
		<b>4180 Maint: Building &amp; Improvements</b>	<b>2,000.00</b>	<b>4,800.00</b>	<b>-2,800.00</b>
<b>4183 Maint: Grounds</b>					
5/1/2017		Beginning Balance	8,000.00	15,140.93	
		<b>4183 Maint: Grounds</b>	<b>8,000.00</b>	<b>15,140.93</b>	<b>-7,140.93</b>
<b>4185 Maint: Park</b>					
5/1/2017		Beginning Balance	41,400.00	26,751.16	
5/4/2017	RHCS20170207 01	Rhcsd Parks Maintenance March17 Inv.102047 Eloisa R. Castro 5/4/2017	0.00	3,325.00	
5/31/2017	CV201705337 01	Rhcsd Parks Maint April 17 Inv 102083 Eloisa R. Castro 5/31/2017	0.00	3,325.00	
		<b>4185 Maint: Park</b>	<b>41,400.00</b>	<b>33,401.16</b>	<b>7,998.84</b>
<b>4189 Maint: Water System</b>					
5/1/2017		Beginning Balance	4,000.00	1,259.73	
		<b>4189 Maint: Water System</b>	<b>4,000.00</b>	<b>1,259.73</b>	<b>2,740.27</b>
<b>4190 Maint: Drainage</b>					
5/1/2017		Beginning Balance	7,500.00	0.00	
		<b>4190 Maint: Drainage</b>	<b>7,500.00</b>	<b>0.00</b>	<b>7,500.00</b>
<b>4191 Maintenance: Roads</b>					
5/1/2017		Beginning Balance	7,000.00	0.00	
		<b>4191 Maintenance: Roads</b>	<b>7,000.00</b>	<b>0.00</b>	<b>7,000.00</b>
<b>4192 Maintenance: Lighting</b>					
5/1/2017		Beginning Balance	500.00	85.00	
		<b>4192 Maintenance: Lighting</b>	<b>500.00</b>	<b>85.00</b>	<b>415.00</b>
<b>4197 Maintenance Building: Supplies</b>					
5/1/2017		Beginning Balance	300.00	0.00	
		<b>4197 Maintenance Building: Supplies</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>
<b>4220 Memberships</b>					
5/1/2017		Beginning Balance	450.00	556.00	
		<b>4220 Memberships</b>	<b>450.00</b>	<b>556.00</b>	<b>-106.00</b>
<b>4240 Misc: Expense</b>					
5/1/2017		Beginning Balance	500.00	99.22	
		<b>4240 Misc: Expense</b>	<b>500.00</b>	<b>99.22</b>	<b>400.78</b>
<b>4260 Office Expense</b>					
5/1/2017		Beginning Balance	800.00	292.81	
		<b>4260 Office Expense</b>	<b>800.00</b>	<b>292.81</b>	<b>507.19</b>
<b>4300 Professional &amp; Specialized Services</b>					
5/1/2017		Beginning Balance	26,000.00	21,910.50	
5/3/2017	CV201704866 01	03 Pu Rhcsd20170182 Rhcsd Gen Man Svcs Feb 2017 Chaney Lynn Hicks 5/4/2017	0.00	900.00	
5/3/2017	JE201702222 01	Cxl Rhcsd20170182 Ck Never Rcvd Reiss Chaney Lynn Hicks	0.00	-900.00	
5/4/2017	RHCS20170199 01	Rhcsd Clerk Services 3/22/17-4/22/17 Linda A Stone 5/4/2017	0.00	1,215.00	
5/4/2017	RHCS20170201 01	Rhcsd General Manager Services March 2017 Chaney Lynn Hicks 5/4/2017	0.00	887.50	
5/4/2017	RHCS20170203 01	Rhcsd Website Security Updates March 2017 The Mobius Network, Llc 5/4/2017	0.00	65.00	
5/4/2017	RHCS20170204 01	Rhcsd Website Security Updates April 2017 The Mobius Network, Llc 5/4/2017	0.00	65.00	

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Details For the Accounting Period ended: May 31, 2017

		Estimated / Budget	Actual Amount	Balance
5/31/2017	RHCS20170214 01 Rhcsd Gm Services 4/1/17- 5/12/17 Chaney Lynn Hicks 5/31/2017	0.00	1,187.50	
	4300 Professional & Specialized Services	26,000.00	25,330.50	669.50
<b>4304 Agency Administration Fee</b>				
5/1/2017	Beginning Balance	115.00	120.04	
	4304 Agency Administration Fee	115.00	120.04	-5.04
<b>4305 Audit &amp; Accounting Services</b>				
5/1/2017	Beginning Balance	9,000.00	0.00	
	4305 Audit & Accounting Services	9,000.00	0.00	9,000.00
<b>4313 Legal Services</b>				
5/1/2017	Beginning Balance	12,000.00	4,528.65	
5/4/2017	RHCS20170196 01 Rhcsd Legal Services Rendered March 2017 Meyers, Nave, Riback, Silver & Wilson 5/4/2017	0.00	840.00	
5/4/2017	RHCS20170197 01 Rhcsd Legal Services Rendered Feb. 2017 Meyers, Nave, Riback, Silver & Wilson 5/4/2017	0.00	525.00	
	4313 Legal Services	12,000.00	5,893.65	6,106.35
<b>4345 Special District Director Services</b>				
5/1/2017	Beginning Balance	5,250.00	3,225.00	
5/4/2017	RHCS20170200 01 Rhcsd Director Stipend 4-18-17 Mtg. Tim Halverson 5/4/2017	0.00	75.00	
5/4/2017	RHCS20170202 01 Rhcsd Director Stipend 4-18-17 Mtg. Donald Mark Magee 5/4/2017	0.00	75.00	
5/4/2017	RHCS20170205 01 Rhcsd Director Stipend 4-18-17 Mtg. Gordon A Fawkes 5/4/2017	0.00	75.00	
5/4/2017	RHCS20170206 01 Rhcsd Director Stipend 4-18-17 Mtg. Matthew Sites 5/4/2017	0.00	75.00	
5/4/2017	RHCS20170209 01 Rhcsd Director Stipend 4-18-17 Mtg. Brenda Collette 5/4/2017	0.00	75.00	
5/31/2017	RHCS20170213 01 Rhcsd Director Stipend 5-16-17 Mtg. Tim Halverson 5/31/2017	0.00	75.00	
5/31/2017	RHCS20170215 01 Rhcsd Director Stipend 5-16-17 Mtg. Donald Mark Magee 5/31/2017	0.00	75.00	
5/31/2017	RHCS20170216 01 Rhcsd Director Stipend 5-16-17 Mtg. Gordon A Fawkes 5/31/2017	0.00	75.00	
5/31/2017	RHCS20170217 01 Rhcsd Director Stipend 5-16-17 Mtg. Matthew Sites 5/31/2017	0.00	75.00	
5/31/2017	RHCS20170219 01 Rhcsd Director Stipend 5-16-17 Mtg. Brenda Collette 5/31/2017	0.00	75.00	
	4345 Special District Director Services	5,250.00	3,975.00	1,275.00
<b>4400 Publication &amp; Legal Notices</b>				
5/1/2017	Beginning Balance	500.00	392.16	
	4400 Publication & Legal Notices	500.00	392.16	107.84
<b>4420 Rent &amp; Lease: Equipment</b>				
5/1/2017	Beginning Balance	600.00	588.00	
	4420 Rent & Lease: Equipment	600.00	588.00	12.00
<b>4440 Rent &amp; Lease: Building &amp; Improvements</b>				
5/1/2017	Beginning Balance	3,000.00	2,893.00	
5/4/2017	RHCS20170208 01 Rhcsd Meeting Room Rental 4-18-17 El Dorado Hotel Llc 5/4/2017	0.00	140.00	
5/31/2017	RHCS20170218 01 Rhcsd Meeting Room Rental 5-16-17 El Dorado Hotel Llc 5/31/2017	0.00	140.00	
	4440 Rent & Lease: Building & Improvements	3,000.00	3,173.00	-173.00
<b>4501 Special Projects</b>				
5/1/2017	Beginning Balance	41,500.00	562.55	
5/31/2017	RHCS20170212 01 Rhcsd Portables Rental Community Serv. Day Wilkinson Portables Inc 5/31/2017	0.00	150.00	
	4501 Special Projects	41,500.00	712.55	40,787.45
<b>4505 SB924: Transportation &amp; Travel</b>				
5/1/2017	Beginning Balance	500.00	150.00	
	4505 SB924: Transportation & Travel	500.00	150.00	350.00
<b>4600 Transportation &amp; Travel</b>				
5/1/2017	Beginning Balance	200.00	0.00	
	4600 Transportation & Travel	200.00	0.00	200.00

**802800 Rolling Hills - Community Service Districts**Printed  
6/7/2017  
4:13:54 PM**Revenues and  
Expenditures****Details For the Accounting Period ended: May 31, 2017**

				Estimated / Budget	Actual Amount	Balance
<b>4602 Mileage: Employee Private Auto</b>						
5/1/2017		Beginning Balance		400.00	62.42	
	4602 Mileage: Employee	Private Auto		400.00	62.42	337.58
<b>4620 Utilities</b>						
5/1/2017		Beginning Balance		25,000.00	22,942.16	
5/4/2017	RHCS20170188 01	Rhcsd Water No. 118388-001 El Dorado Irrigation District	5/4/2017	0.00	90.11	
5/4/2017	RHCS20170189 01	Rhcsd Water No. 118386-001 El Dorado Irrigation District	5/4/2017	0.00	77.99	
5/4/2017	RHCS20170190 01	Rhcsd Water No. 84490-002 El Dorado Irrigation District	5/4/2017	0.00	118.48	
5/4/2017	RHCS20170191 01	Rhcsd Water No. 126932-002 El Dorado Irrigation District	5/4/2017	0.00	99.47	
5/4/2017	RHCS20170192 01	Rhcsd Water No. 126908-002 El Dorado Irrigation District	5/4/2017	0.00	198.79	
5/4/2017	RHCS20170193 01	Rhcsd Water No. 083214-001 El Dorado Irrigation District	5/4/2017	0.00	83.43	
5/4/2017	RHCS20170194 01	Rhcsd Power No. 4570858285-8 Pacific Gas & Electric, Inc.	5/4/2017	0.00	314.82	
5/4/2017	RHCS20170195 01	Rhcsd Power No. 4570858285-8 Pacific Gas & Electric, Inc.	5/4/2017	0.00	315.37	
5/31/2017	RHCS20170210 01	Rhcsd Power No. 6085621545-8 Pacific Gas & Electric, Inc.	5/31/2017	0.00	43.06	
5/31/2017	RHCS20170211 01	Rhcsd Power No. 1211321236-4 Pacific Gas & Electric, Inc.	5/31/2017	0.00	10.51	
		<b>4620 Utilities</b>		<b>25,000.00</b>	<b>24,294.19</b>	<b>705.81</b>
		<b>40 Services and Supplies</b>		<b>200,765.00</b>	<b>123,669.42</b>	<b>77,095.58</b>
		<b>Total Expense</b>		<b>200,915.00</b>	<b>123,669.42</b>	<b>77,245.58</b>
		<b>802800 Rolling Hills - Community Service Districts</b>		<b>0.00</b>	<b>239,463.56</b>	<b>239,463.56</b>

**802800 Rolling Hills - Community Service Districts**Printed  
6/7/2017  
4:13:54 PM**Revenues and  
Expenditures****Details For the Accounting Period ended: May 31, 2017**

		Estimated / Budget	Actual Amount	Balance
<b>Report Total</b>	Revenue	200,915.00	363,132.98	-162,217.98
	Expense	200,915.00	123,669.42	77,245.58
		<u>0.00</u>	<u>239,463.56</u>	<u>239,463.56</u>

# Wells Fargo Simple Business Checking

Account number: **2017655164** ■ May 13, 2017 - June 14, 2017 ■ Page 1 of 4

**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](http://wellsfargo.com/biz)

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

## Your Business and Wells Fargo

Cash flow is a key indicator of the financial health of your business. Find tips and strategies for effective cash flow management at [wellsfargoworks.com](http://wellsfargoworks.com).

## Account options

A check mark in the box indicates you have these convenient services with your account(s). Go to [wellsfargo.com/biz](http://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 5/13	\$3,255.32
Deposits/Credits	0.00
Withdrawals/Debits	- 77.79
<b>Ending balance on 6/14</b>	<b>\$3,177.53</b>
Average ledger balance this period	\$3,193.13

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
5/16		Purchase authorized on 05/14 Ringcentral, Inc 650-4724100 CA S307134452834510 Card 8086		27.29	3,228.03
5/19		Purchase authorized on 05/17 Vcneldoradoc*Servi Placerville CA S467137565634206 Card 7555		2.50	
5/19		Purchase authorized on 05/17 Vcn*El Dorado CO C Placerville CA S467137565635009 Card 7555		22.00	3,203.53
5/24		Recurring Payment authorized on 05/23 Smk*Surveymonkey.C 971-2445555 CA S307143540691934 Card 7555		26.00	3,177.53
<b>Ending balance on 6/14</b>					<b>3,177.53</b>
<b>Totals</b>			<b>\$0.00</b>	<b>\$77.79</b>	

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](http://wellsfargo.com/feefaq) to find answers to common questions about the monthly service fee on your account.

Fee period 05/13/2017 - 06/14/2017	Standard monthly service fee \$10.00	You paid \$0.00
<b>How to avoid the monthly service fee</b>	Minimum required	This fee period
Have any <b>ONE</b> of the following account requirements		
• Average ledger balance	\$500.00	\$3,193.00 <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	0	50	0	0.50	0.00
<b>Total service charges</b>					<b>\$0.00</b>

**IMPORTANT ACCOUNT INFORMATION****Revised Agreement for Online Access**

We're updating our Online Access Agreement effective September 15, 2017.

To see what is changing, please visit [wellsfargo.com/onlineupdates](http://wellsfargo.com/onlineupdates).

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.



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We are updating the Account Agreement ("Agreement") dated April 24, 2017. Effective August 15, 2017, in the section titled "Rights and Responsibilities", the subsections "When can you close your account?" and "If you request to close your account, we may allow you to keep funds in your account to cover outstanding Items to be paid" are deleted and replaced with the following:

**When can you close your account?**

You can request to close your account at any time if the account is in good standing (e.g., does not have a negative balance or restrictions such as legal order holds or court blocks on the account). At the time of your request, we will assist you in withdrawing or transferring any remaining funds, bringing your account balance to zero.

- All outstanding Items need to be processed and posted to your account before your request to close. Once the account is closed Items will be returned unpaid.
- Any recurring payments or withdrawals from your account need to be cancelled before your request to close (examples include bill payments, debit card payments, and direct deposits) otherwise, they may be returned unpaid.

We will not be liable for any loss or damage that may result from not honoring Items or recurring payments or withdrawals that are presented or received after your account is closed.

At the time of your request to close:

- For interest-earning accounts, it stops earning interest from the date you request to close your account.
- Overdraft Protection and/or Debit Card Overdraft Service will be removed on the date you request to close your account.
- The Agreement continues to apply.
- If you have requested to close your account and a positive balance remains, we may send you a check for the remaining balance. Even after your account is closed, you will remain responsible for any negative balance.

In California branches you can request to close your account at any time if the account does not have any restrictions such as legal order holds or court blocks. Even after your account is closed, you will remain responsible for any negative balance.

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.

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.



# County of El Dorado

OFFICE OF AUDITOR-CONTROLLER

360 FAIR LANE  
PLACERVILLE, CALIFORNIA 95667  
Phone: (530) 621-5487 FAX: (530) 295-2535

JOE HARN, CPA  
Auditor-Controller

BOB TOSCANO  
Assistant Auditor-Controller

Date: May 15, 2017

To: All Districts/Agencies Placing Their Direct Charges on the 2018/19 Secured Tax Roll

From: Sally Zutter, Accounting Division Manager

RE: Communication #1 Regarding Change to New Property Tax Administration System

El Dorado County's current in-house property tax administration system (Model 204) from the late-1980's is in the early stages of being replaced. The new system is a vendor-supported system from Megabyte. Megabyte is a well-established system, obtaining its first client in 1984. It is currently used by 26 of the 58 counties across the State with 4 more counties (including El Dorado) scheduled to go live in the next 24 months. El Dorado's "go live" date for Megabyte is 7/1/2018 commencing with the 2018/19 tax year.

The intent of this letter is to advise your district of this upcoming change to a new property tax administration system and to outline a few known changes regarding direct charge processing in Megabyte. Presuming your district plans to place direct charges on the 2018/19 tax roll, please prepare for these changes.

## Direct charge "code number" changes

Every direct charge code number will change. Currently, your direct charge number is either 10362 or in the range of 20328 - 20976. Your new number (AKA 'Tax Code' in Megabyte) will be assigned well before this same time next year. It will be in the range of 50000 - 99999. A "crosswalk" document showing the old and new number will be sent to your district as soon as it is available.

## Assessor's Parcel Number (APN) changes

All Assessor's parcel Numbers (APNs) will change. APNs (AKA 'Assessment Number' in Megabyte) will be converted from an 11 digit format of xxx-xxx-xx-x00 to a 12 digit format of xxx-xxx-xxx-xxx. No further details regarding the specifics of the new format are available at this time.

ParcelQuest's DVD and online search engines of the assessor's Model 204 assessment roll have historically been used by many districts to extract their APNs for direct charge levy preparation. ParcelQuest has been preparing the same type of DVD and online search engines for Megabyte counties for many years. We do not anticipate El Dorado County's switch to Megabyte to be an issue for ParcelQuest's DVD and online search engines.

## Format of upload file changes

The format for the upload file will change. Districts will welcome this change to a modern-day file format. The upload file will be .txt file that is 'tab delimited' (a tab separates each of the three fields). The order of the items is the same: Direct Charge Code Number, APN (Assessment Number) without dashes, and Dollar Amount with decimal places. A single 'Tab' character (as in the 'Tab' key on your keyboard) is imbedded between each of the three fields to separate them. No padding of leading zeros is necessary on the dollar amount. An example is shown below.

51000	038032036000	984.00
51000	038051008000	984.00
51000	038051010000	984.00
51000	038051011000	984.00

Further communication will be sent to your district as pertinent information becomes available. If you have any questions, please contact me via email at [sally.zutter@edcgov.us](mailto:sally.zutter@edcgov.us) or phone (530) 621-5480.

*Reid Blinn*



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

Letter ID: L1531954464  
Issued Date: May 17, 2017  
Account ID: 499-0918-7  
1051922432\_P2185\_E2185

Dear Taxpayer,

State law requires employers to electronically submit employment tax returns, wage reports, and payroll tax deposits to the Employment Development Department (EDD). Depending on the number of employees you report, this e-file and e-pay mandate is phased in as follows:

- Effective January 1, 2017, employers with 10 or more employees are required to electronically file and pay.
- Effective January 1, 2018, all remaining employers are required to electronically file and pay.

You must electronically file and pay as soon as you report 10 or more employees or beginning with your 2018 payroll, whichever comes first. If you are currently filing and paying electronically, you are already meeting this requirement.

If you have an employer representative/payroll agent who files your returns, wage reports, or submits your payments, it is your responsibility to notify them of your mandatory e-file and e-pay status.

To help you meet the e-file and e-pay mandate, the EDD offers e-Services for Business, a no-cost online service that is available 24 hours a day, 7 days a week. It's a fast, easy, and secure way to file, pay, and manage your employer payroll tax account online! Enroll now at **[www.edd.ca.gov/e-Services\\_for\\_Business](http://www.edd.ca.gov/e-Services_for_Business)**.

If you cannot file and pay electronically, an *E-file and E-pay Mandate Waiver Request*, DE 1245W, must be submitted to the EDD by mail or fax. If you do not have an approved waiver, you may be subject to penalties. The payment coupon booklet, tax returns, and wage reports will no longer be mailed to you automatically without an approved waiver.

Please refer to the enclosed *Information Sheet: E-file and E-pay Mandate for Employers*, DE 231EM, for additional information. You may also visit **[www.edd.ca.gov/EfileMandate](http://www.edd.ca.gov/EfileMandate)** or contact the Taxpayer Assistance Center at 888-745-3886.

Enclosure

## E-FILE AND E-PAY MANDATE FOR EMPLOYERS

In August 2015, California passed Assembly Bill (AB) 1245 requiring all employers to electronically submit employment tax returns, wage reports, and payroll tax deposits to the Employment Development Department (EDD).

Beginning January 1, 2017, employers with 10 or more employees are required to electronically submit returns, reports, and payments. All remaining employers are required to electronically submit returns, reports, and payments beginning January 1, 2018.

Employers required under existing law to electronically submit wage reports and/or electronic funds transfer to the EDD remain subject to those requirements in addition to this new mandate.

### REQUIRED FORMS

The following forms must be submitted electronically under the e-file and e-pay mandate:

- *Quarterly Contribution Return and Report of Wages* (DE 9).
- *Quarterly Contribution Return and Report of Wages (Continuation)* (DE 9C)
- *Employer of Household Worker(s) Quarterly Report of Wages and Withholdings* (DE 3BHW)
- *Employer of Household Worker(s) Annual Payroll Tax Return* (DE 3HW)
- *Quarterly Contribution Return* (DE 3D)
- *Payroll Tax Deposit* (DE 88)

NOTE: The e-file and e-pay mandate does not apply to employment tax returns, wage reports, or payroll tax deposits submitted for periods prior to the effective date of the mandate.

Penalties for Non-Compliance		
Tax Returns	DE 9 DE 3D DE 3HW	<b>\$50</b> per return
Wage Reports	DE 9C DE 3BHW	<b>\$20</b> per wage item
Payments	DE 88	<b>15%</b> of amount due
<b>Note: These penalties are in addition to any other penalties that may apply.</b>		

### BENEFITS OF E-FILE AND E-PAY

- Increases data accuracy.
- Protects data through encryption, which is safer and more secure than paper forms.
- Reduces paper and mailing costs.
- Eliminates lost mail.
- Facilitates faster processing of returns and payments.

### E-FILE AND E-PAY WITH E-SERVICES FOR BUSINESS

Employers are encouraged to use e-Services for Business to comply with the e-file and e-pay mandate. e-Services for Business is a fast, easy, and secure way to manage employer payroll tax accounts online.

With e-Services for Business, you can:

- Submit employment tax returns and wage reports using the Direct Entry or "Attach a Return File" option.
- Make payroll tax deposits using the Direct Entry or "Attach a Bulk Payment File" option, and make other liability payments.
- Register for an employer payroll tax account number.
- View, adjust, and print returns and reports previously submitted online.
- View and update account information.
- Close or reopen an employer payroll tax account.

For additional information, to view tutorials, and get answers to frequently asked questions, visit [www.edd.ca.gov/e-Services\\_for\\_Business](http://www.edd.ca.gov/e-Services_for_Business).

### E-FILE AND E-PAY MANDATE WAIVER

Employers may request a waiver from the mandate due to lack of automation, severe economic hardship, current exemption from the federal government, or other good cause. To obtain an *E-file and E-pay Mandate Waiver Request* (DE 1245W):

- Download the DE 1245W from the EDD website. Visit [www.edd.ca.gov/EfileMandate](http://www.edd.ca.gov/EfileMandate) for more information.
- Visit the nearest Employment Tax Office listed in the *California Employer's Guide* (DE 44) or on the EDD website at [www.edd.ca.gov/Office\\_Locator/](http://www.edd.ca.gov/Office_Locator/).
- Contact the Taxpayer Assistance Center at 888-745-3886.



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

## 2017 BOARD OF DIRECTORS ELECTION

### OFFICIAL ELECTION RESOLUTION AND BALLOT ENCLOSED

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This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to four (4) candidates to the SDRMA Board of Directors.

#### ELECTION PACKET ENCLOSURES

- ☐ Election Ballot Instructions
- ☐ Official Resolution and Ballot (Action Required)
- ☐ Candidate's Statements of Qualifications (7)
- ☐ Self-addressed, Stamped Envelope



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

1112 I Street, Suite 300  
Sacramento, California 95814-2865  
T 916.231.4141 or 800.537.7790 \* F 916.231.4111

**Maximizing Protection. Minimizing Risk. \* [www.sdrma.org](http://www.sdrma.org)**

## SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for four (4) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in February 2017.

On May 11, 2017, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-03 Establishing Guidelines for Director Elections. The Election Committee confirmed that seven (7) candidates met the qualification requirements and those names are included on the Official Election Resolution Ballot.

Enclosed is the Official Election Resolution Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed combined Official Election Resolution Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to four (4) candidates, your agency's governing body must approve the enclosed Official Election Resolution Ballot. **Ballots containing more than four (4) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Resolution Ballot **MUST** be sealed and received **by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Tuesday, August 29, 2017 to the address below.** Faxes or electronic transmissions are NOT acceptable. A self-addressed, stamped envelope is enclosed.

Special District Risk Management Authority  
Election Committee  
1112 "I" Street, Suite 300  
Sacramento, California 95814

5. The four-year terms for newly elected Directors will begin on January 1, 2018 and terminate on December 31, 2021.
6. Important balloting and election dates are:

**August 29, 2017 - Deadline for members to return the signed Official Election Resolution Ballot**

August 30, 2017 - Ballots are opened and counted

August 31, 2017 - Election results are announced and candidates notified

September 27, 2017 - Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Monterey at the CSDA Annual Conference

November 1-2, 2017 - Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)

January 2018 - Newly elected Directors are seated and Board officer elections are held

Please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790 if you have any questions regarding the election and balloting process.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Nominee/Candidate Timothy Unruh  
District/Agency Kern County Cemetery District No.1  
Work Address 18662 Santa Fe Way, PO Box 354, Shafter, CA 93263  
Work Phone 661-746-3921 Home Phone 661-746-6725

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

The work of SDRMA is critical to the everyday operations of a Special District. Knowing that the district and the board is protected gives a 'Peace of Mind' to our daily operations. Sitting on this Board will give me an opportunity to give back to SDRMA and its membership. As a manager of a moderate sized Special District, I am especially interested in maintaining an involvement from that small district perspective. It is imperative that SDRMA maintains cost effective service to the Special District community and it's important that smaller districts have a voice in their insurance needs.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

I spent three years as a Director for CSDA including one year as Legislation Committee Chairman. I currently sit on the CSDA Legislation Committee and am a Special District Administrator (SDA). Our District is in its fourth term as a District of Distinction which now includes the Transparency Certification. I currently sit as a Director with a city appointment on Kern Mosquito and Vector board. I have been a Director of the California Association of Public Cemeteries for 15 years and currently am Chairman of the Legislation Committee. I have been involved with the Kern County Special Districts Association since 1995 from when we worked to obtain LAFCo representation for Special Districts.

Most importantly, I have been a manager for the Kern County Cemetery District for 30 years and work daily to keep our cemetery district strong and effective in our community. To that end, I have the SDRMA General Safety Specialist Certification and with that training I work for a compliant, safe and healthy working relationship with our staff.



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

I feel that community history is very important and am a volunteer with the local Historical Society. I also have sat on the local school board and have been involved with our youth through our church as well as our community through sports and especially by giving our young people a safe and entertaining place to visit after our home football games.

This being said, I feel that I am a committed and thorough person who knows that to get things done you must be involved and be able to think out of the box in difficult situations. You must listen to those around you and sometimes that means keeping one's mouth shut.

I have worked as a Manager for many years and understand the needs of special districts. What SDRMA offers is an integral part of special district operations and I feel that I can bring a passion for the practical needs of Special Districts.

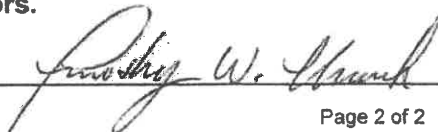
**What is your overall vision for SDRMA? (Response Required)**

SDRMA has shown great concern for the Special Districts in California as is seen in their commitment to meeting our insurance needs. This is done by listening to the membership and continuing to work on being a better and complete insurance stop. I feel that the Health Insurance part of their programs will be the next large growth area. As we deal with PERB's and the needs of our work force, this area will help to meet the needs of our agencies.

Their education is excellent and they have defined their role in local government very well. It will be necessary to maintain this role and work to educate the membership. SDRMA's commitment to be a cost-effective insurance provider has work well in the past and will continue to do so as long as the Board and staff work together to fulfill their mission statement.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date: April 24, 2017

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Nominee/Candidate James M. Hamlin (Jim)  
District/Agency Burney Water & Sewer District  
Work Address 20541 Burney Court, Burney, Ca. 96013  
Work Phone (530) 335-2040 Home Phone (530) 335-2040

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

Able to look at actuarial evidence. Being able to set adequate rates for both  
Insurance program and districts. SDRMA needs to operate as a business.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

Served on hospital district for 24 1/2 years, California Hospital District board  
for 8 years, Burney water Sewer board for three years. I had my own insurance  
brokerage for 43 years. I did not have an E & O Claim.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

see previous question

**What is your overall vision for SDRMA? (Response Required)**

SDRMA must operate as a viable business. Many district carriers and board members are reluctant to raise rates. When I served on Ca. Hospital Board, many of the board members were not willing to operate as a business because it would affect their hospitals bottom line.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature

*James M. Hamlin* Date *4-1-2017*



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Nominee/Candidate **MIKE SCHEAFER**  
District/Agency **COSTA MESA SANITARY DISTRICT**  
Work Address **1551-B BAKER ST, COSTA MESA, CA 92626**  
Work Phone **714-435-0300** Home Phone **714-552-9858**

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

As an incumbent on the SDRMA Board I wish to continue providing the service and knowledge that I have been consistent with during my current term. As an insurance professional for over 44 years I bring the experience needed to manage the risks Districts are faced with. Over my term I have consistently made decisions to provide the protections necessary at the most affordable cost. Districts continue to encounter new challenges to their risk management programs. My years of experience, my continued involvement in insurance education and my desire to protect make me a sound choice to continue on the Board of SDRMA.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

Current SDRMA Board Member. President Costa Mesa Sanitary District Board of Directors. Former City Councilmember for the City of Costa Mesa. Former Parks and Recreation Commissioner for the City of Costa Mesa.

Leadership positions, including Board President for the following: Little League Baseball, Boys and Girls Club of the Harbor Area, Costa Mesa Senior Center, The Albert Dixon Memorial Foundation (non profit providing funds for other non-profit agencies).

Over 30 years experience with Lions Clubs International. Served as District Governor, Club President several times. Chaired the California Convention Committee several times. Membership in the organization continues.

My leadership role in all these organizations gave, and give, me experience in the risks that face each. My insurance experience helps me make prudent decisions when challenged with those risks.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

Many of the organizations that I have either been elected to or volunteered for quickly put me in a leadership role. They recognized my ability to handle the risks and challenges the organizations meet. I was able to steer those organizations in a clear path to minimize the risk.

I continue to hold a teaching credential in Insurance Education with the local community college District. Additionally I was a professor of Insurance Continuing Education for many years. I have a passion for passing on the knowledge I have acquired over my career.

I have always faced the risk management challenges of any organization with the confidence that the desired outcomes would be realized.

**What is your overall vision for SDRMA? (Response Required)**

My vision is to continue providing the protection and service to the Special Districts that make them strong in their risk management efforts. I will continue to work for those ends while keeping strong my conviction that rates need to be adequate yet affordable for the Districts.

New technologies, changes in legislation, make it extremely difficult for Districts to keep up with the factors posing new challenges to risk management, insurance, etc. My experience in those areas, my position as an elected official, make me keenly aware of how to protect the Districts.

I will continue to be committed to making SDRMA the leader in protecting the risk management needs of our Special Districts.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature \_\_\_\_\_



Date \_\_\_\_\_

4/25/17

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Nominee/Candidate Michael J. Karen  
District/Agency Apple Valley Fire Board  
Work Address N/A  
Work Phone N/A Home Phone 760-713-3273

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

I would be honored to serve on the SDRMA Board of Directors because I am interested in not only risk management, but insurance as well. I have run my own company and have seen first hand how accidents can affect the bottom line.

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**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

I was appointed to the Apple Valley Fire Board in February of 2016. I was re-elected the same year. During my time on the board, I have already been a part of many great things. The board and I helped to pass Measure A which funds our district in perpetuity. We also passed and have streamlined the budget. I have also been a part of evaluations as well.

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<b>Special District Risk Management Authority</b> <b>Board of Directors</b> <b>Candidate's Statement of Qualifications</b>
--

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

I have been a business owner, and I am a Veteran of Desert Strike/Desert Storm. I am a member of the Apple Valley Chamber of Commerce, Victor Valley Republican, and the Community Emergency Response Team (CERT). I am an elected member of the Republican Central Committee as well as a Director for the Apple Valley Fire District. I have donated my time to seniors, the needy, and Salvation Army. I was also a Man About Town nominee for the High Desert Phoenix Foundation.

**What is your overall vision for SDRMA? (Response Required)**

*(The page contains faint horizontal lines, suggesting it was part of a lined notebook or document.)*

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Page 2 of 2

4-20-17

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate David Aranda  
District/Agency Mountain Meadows Community Services District  
Work Address 17780 Highline Rd - Tehachapi CA 93561  
Work Phone 661-822-7616 Home Phone 661-300-1231

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

Working with six other board members and the staff, as a team is challenging and rewarding.

Over the years of my service on the SDRMA Board I hope the members have found my input to be beneficial and it is my desire to continue to look after the members receiving the best service at a fair cost.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

Service on SDRMA

Service on SOWCA - I was part of the group that consolidate two entities into one entity which was very cost effective.

Service on SDLF

Past Service on CSDA - current Education Committee member

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

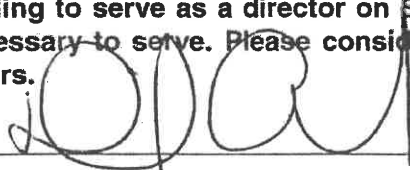
Serving as a General Manager over the past twenty plus years and serving as a Board Member assists me in understanding the proper process that benefits the operation of SDRMA. Eighteen years of experience with SDRMA provides a good knowledge base to benefit the members.

**What is your overall vision for SDRMA? (Response Required)**

- 1) Continue to provide excellent service
- 2) Continue the balance of a financially strong pool that provides great policy coverage at the best pricing possible.
- 3) Serve the members with cutting edge software customer service oriented employees and a Board that remembers who we are serving!

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4-20-17

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.**

Nominee/Candidate	Cindi Beaudet
District/Agency	Temecula Public Cemetery District
Work Address	41911 C Street, Temecula CA 92592
Work Phone	(951)699-1630
Home Phone	(951)541-8736

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

As a member of SDRMA, I've learned first hand the risk and challenges that comes with my type of Special District. I think it is important to have an active and knowledgeable voice representing our industry and districts and that understands the role special districts play and their importance. I will bring sound policy principles to the table and work with my fellow board members in the spirit of collaboration to ensure SDRMA continues to be a cost effective, high quality risk management service.

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

I have played an active role in the cemetery industry in both the private sector and with special districts for almost two decades and was elected in 2006 to the Board of California Association of Public Cemeteries (CAPC). While on the Board for CAPC one of my roles was Education Committee Chair, working with executive staff to identify learning and certification opportunities for our members. This experience has provided me with the skills and knowledge of board development, procedures, protocol and policy development.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

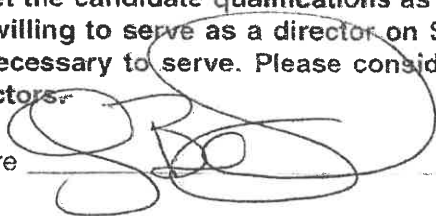
Since 2004 I have served as General Manager to the Temecula Public Cemetery District. I consider myself to be well versed in cemetery leadership, risk mitigation, best management practices and risk reduction. I hold a life insurance license from the State of California. I am an advocate for the cemetery profession, serving as a formal mentor for CAPC. I am engaged and involved heavily in my community and understand first hand the challenges and risk associated with cemetery operations and management.

**What is your overall vision for SDRMA? (Response Required)**

My overall vision for SDRMA is that it appropriately and accurately addresses the risk and mitigation needs of all its members in a thoughtful and deliberate manner, considering the size, scope and nuances of each type of public agency. This thoughtful consideration will provide better service to our members while maintaining the cost effective quality programs SDRMA continues to offer.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/27/17



# Special District Risk Management Authority

## Board of Directors

### Candidate's Statement of Qualifications

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Jean Bracy, SDA  
District/Agency Mojave Desert Air Quality Management District  
Work Address 14306 Park Ave., Victorville, CA 92392  
Work Phone 760-245-1661

#### Why do you want to serve on the SDRMA Board of Directors?

I have served on the SDRMA Board of Directors since 2010. In 2017 I was elected by the Board to be the **Board President**. The Board strives to provide a variety of avenues for members to be successful and has adopted many important programs and policies aimed to provide members **cost effective coverage**. Each year, the Board **carefully considered** rates for services and from 2009 to 2016 voted to hold rates flat for the property/liability program. Through strategic planning SDRMA has a **strong financial base**. SDRMA has included **Cyber Coverage**; provided a **FREE Law Legal Hotline**; established a **multiple-policy discount** (5%) for each member who belongs to both the property/liability and the workers compensation programs; shares investment earnings with members through a **longevity distribution**; established the **loss prevention allowance funds** which reimburses members for safety-related costs up to \$1,000; launched and enhanced the SDRMA **interactive website**; provided **FREE online training** through Target Solutions; launched a **Safety Specialist Certificate** program; and contracted with Company Nurse to provide **FREE screening services** for work-related injury cases. I have worked closely with **SDRMA for 17 years**. I am attracted to its member-focused, pro-active, and positive mission. I would like to see – and be a part of – SDRMA continue this member-centric approach.

#### What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I am serving my eighth year on the **SDRMA Board of Directors** and in 2017 I am the Board President. I am serving my fifth year on the Board of Directors for the **Special District Leadership Foundation (SDLF)** and I am the Board Secretary. On this Board I have been part of the continuing expansion of the SDLF programs, including the premier program, **District of Distinction**, also the Special District Administrator Certificate, the Recognition of Special District Governance, and the District Transparency Certificate of Excellence.

My career experience with special districts has helped me to understand the issues specific to smaller organizations. I have learned what it really means for an organization to do more with less. I have also learned that political realities for special districts are distinct from other forms of governments. As the Deputy Director – Administration for the Mojave Desert Air Quality Management District, I am the staff representative to the Governing Board Committees for Budget and Personnel. I am a member of and have chaired the California Air Pollution Control Officers Association (CAPCOA), statewide committees for Fiscal and Human Resource officers. I organized and have chaired the Alternate Fuel Task Force for the Mojave Desert air basin; I have represented the District in the Antelope Valley Clean Cities Coalition.

My working opportunities have crossed several public service types. I served as the Victorville city representative to the Technical Advisory Committee for the Victor Valley Transit Authority and as the City representative and officer on the Executive Committee of the Regional Economic Development Authority. I volunteered four years on the Board of Directors of the Victor Valley Federal Credit Union. For six years, I worked as an adjunct professor at Victor Valley Community College teaching Public Works Administration.

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?**

As professional and as a volunteer, I have a wide range of experiences with organizational structures, long term and vision planning, development of staff and volunteers, and resource and program management. My experience of leading organizational activities and implementing change for growth includes bringing together intergenerational and multicultural groups to achieve common goals.

I am an effective manager with expertise in efficient and productive management implementing process improvements in finance, human resources, risk management, and a wide variety of related administrative and organizational functions. I have led highly skilled teams to support the achievement of overall agency goals and objectives.

I earned a Master's Degree in Public Administration from California State University, San Bernardino

I earned the Special District Administrator Certification from the Special Districts Leadership Foundation

I earned the Recognition of Special District Governance from the Special Districts Leadership Foundation

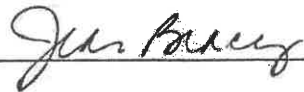
I earned the Masters Certification in Labor Relations from the California Public Employers Labor Relations Association (CALPELRA)

**What is your overall vision for SDRMA?**

I want to continue contributing my experience and expertise to SDRMA's overall function to further strengthen and enhance the lines of services provided by SDRMA. I want to see members educated to be wise in their management to reduce costs and deliver their very important missions to their communities. I want to be part of the mission to enhance the member's experience through claims management and education that leads to loss prevention.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

2-27-17



**California Special  
Districts Association**  
*Districts Stronger Together*

## **CALIFORNIA SPECIAL DISTRICTS ASSOCIATION**

### **2017 BOARD ELECTIONS**

#### **MAIL BALLOT INFORMATION**

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat C.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) person to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat C, **unless otherwise noted on the actual ballot**, and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 4, 2017**.

If you do not use the enclosed envelope, please mail in your ballot to:

**California Special Districts Association  
Attn: 2017 Board Elections  
1112 I Street, Suite 200  
Sacramento, CA 95814**

Please contact Beth Hummel at 877.924.2732 or [bethh@csda.net](mailto:bethh@csda.net) with any questions.



California Special  
Districts Association  
*Districts Stronger Together*

## 2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Peter J Kampa

District/Company: Saddle Creek Community Services District

Title: General Manager

Elected/Appointed/Staff: Staff

Length of Service with District: 3 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Pete has served on the CSDA Board since 1998 and on each of its committees. He currently serves on the finance and professional development committees. He is an instructor for the CSDA Leadership Academy, present regularly at the GM Leadership Conference and Annual Conference, and attends other CSDA training continuously. He also serves on the Public Works Task force for CSDA.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

He has served on the ACWA and Mountain Counties Water Resources Association Legislative Committee and Delta Plan task forces.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Tuolumne County Chamber of Commerce

4. List civic organization involvement:

None at this time as he is 100% dedicated to special districts at this time.

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

Candidate's Statement  
CSDA Board of Directors

I have proudly served on the Board of Directors for the California Special Districts Association (CSDA) since 1998, and I respectfully request your vote as I seek re-election for Region 2, Seat C this year. Since 1994 and while serving on the CSDA Board of Directors, I have also served as General Manager for community services districts throughout California providing diverse services including water, wastewater, park and recreation, fire protection, road maintenance, solid waste, ambulance, library, street lighting and snow removal. In addition to providing special district management consulting services throughout the state, I currently manage three community services districts, two of which are located in Region 2.

Each of the districts I have managed are located in rural areas with their associated infrastructure, funding, and staffing challenges which are a part of life with special districts. I believe my background and experience provides an excellent tool kit from which to draw as a Board member of CSDA.

As your CSDA Board representative, I feel I have contributed greatly to the successes of the CSDA organization, through solid support for CSDA management and by informing Board decisions with decades of experience on the Board and within the industry. I believe strongly in the CSDA staff and will ensure that they have the direction and resources to provide the highest level of services to special districts of all sizes and types.

I have been active in the expansion of "affiliated" CSDA Chapters; spearheaded and assisted in the creation of the Gold Country CSDA Chapter. I understand the budgetary and operational needs of small districts and intend to dedicate significant effort to maintain solid small district representation by CSDA.

The Saddle Creek Community Services District Board of Directors unanimously supports and directs my active involvement in CSDA.



California Special  
Districts Association  
Districts Stronger Together

## 2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name:

Scott Holbrook

District/Company:

Aspen Area Recreation: Park District

Title:

Director

(A&D)

Elected/Appointed/Staff:

Length of Service with District:

19 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Have attended numerous events, classes!  
otherwise

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

NO

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

In addition to Aid I, City of Aspen Recreation  
Oversight Comm. Hec, Niwamas County advisory Committees.

4. List civic organization involvement:

Aspen Exchange Club, Chamber of Commerce -

**\*\*Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

**Candidate Statement from Scott Holbrook, Board Member with the Auburn Area Recreation and Park District (19 years)**

I wanted to give a little glimpse as to my record and passions. I am a husband, father, small business owner and long-time member of the Auburn Area Recreation and Park District (ARD). I am passionate about making my community the best possible place to live and raise a family.

I am proud of my tenure at ARD, be it the overcoming of a corrupt and ugly situation that involved board, staff, the Placer County Grand Jury and District Attorney, the fiscal and other policies that have allowed us to remain fiscally strong throughout some very tough times (and setting us up for the future), or my work developing some of the biggest and most enjoyed community events in the area.

I believe in the Special District concept, and have worked hard to fight for it and represent it well. I have continually worked to increase my knowledge, be it with CSDA activities or other venues. I look forward to the opportunity of keeping the CSDA strong and pertinent, working to be a valuable member of the board, supporting advocacy for individual districts, and maintaining a strong voice in legislative matters, be they locally, state-wide or nationally.

Feel free to reach out - I would be happy to address any questions or concerns. In the meantime, I thank you for your consideration and support of my candidacy. And as always, keep smilin'.

iStorage El Dorado Hills  
5110 Hillsdale Circle  
El Dorado Hills CA 95762  
916-933-9933

iStorage

## **Rental Rate Increase Notice**

**Notice Date** MAY 24, 2017  
**Unit Number** H213

1.1.118 1 AB 0.400 42303S21.p01 803361 1-1



LINDA STONE  
P.O. BOX 5266  
EL DORADO HILLS CA 95762-0005

Dear Linda Stone:

Thank you for your business. We truly appreciate you choosing iStorage El Dorado Hills for your storage needs.

As a leader in the self storage industry, iStorage El Dorado Hills, is working hard to ensure that we continue to provide excellent service in a secure, convenient, and professionally managed facility.

Although we strive to give you the best storage rental value for your money, it has become necessary to change the rental rates on certain units.

This letter is to serve as your thirty (30) day notice for a rental rate change on your unit noted above. Your monthly rent for the space will change from \$110.00 to \$129.00 per month.

Your Premium Protection Guarantee and Warranty ("PPGW") monthly premium will still be due with your new monthly rent and is not part of this rental rate change.

**Your new monthly payment will be \$143.00.**

**If you have questions, comments, or concerns please call 844-332-0011.**

The new rate will be in effect starting with your payment due on or after July 1, 2017.

We value your business and look forward to serving you in the months ahead.

Sincerely,

iStorage Management

*Rec'd 6/5/17*





# County of El Dorado

OFFICE OF AUDITOR-CONTROLLER

360 FAIR LANE  
PLACERVILLE, CALIFORNIA 95667  
Phone: (530) 621-5487 FAX: (530) 295-2535

JOE HARN, CPA  
Auditor-Controller

BOB TOSCANO  
Assistant Auditor-Controller

Date: May 15, 2017

To: All Districts Placing Their Direct Charges on the 2017/18 Secured Tax Roll

From: Sally Zutter, Accounting Division Manager

RE: 2017/18 Direct Charge Information/Instructions/Checklist

## **\*\*\* AUGUST 10 DEADLINE \*\*\***

The Assessor is expected to deliver his 2017/18 assessment roll on July 5, 2017, thereby opening the timeframe for direct charge levies to be added to the 2017/18 tax bills. This timeframe closes on **August 10, 2017** at 5pm (GOV §26911). The district may make subsequent additions/changes/deletions beginning in late August (after the secured tax roll is created and bills are available to the public), but these will incur a much higher cost recovery amount charged to the district. Your district may submit the direct charge levy package as early as July 1.

This courtesy letter provides a checklist of items required from the district to submit direct charge levies to the Auditor for placement on the 2017/18 tax bills. Forms and information pertaining to this process are posted on the Auditor's website [http://www.edcgov.us/Government/Auditor-Controller/PropTax/Direct\\_Charge\\_Information\\_for\\_Districts.aspx](http://www.edcgov.us/Government/Auditor-Controller/PropTax/Direct_Charge_Information_for_Districts.aspx). It is the District's responsibility to access the website for: this letter (if necessary), any updates to the Policy & Procedures Manual (last revised November 2016), any updated forms or exhibits. It is also the District's responsibility to create and deliver a data upload file to this office.

The district must deliver the following items (via your choice of mail/fax/email/hand delivered), in their entirety, to the Auditor's Office by the **August 10, 2017** deadline. If a District submits invalid additions, changes, and/or deletions on August 10, please be advised that no additional time will be allotted prior to the creation of the secured tax roll. Instead, they may be processed via a "Direct Charge Correction Form" along with a \$15 per item cost recovery amount to make the change (see Policy & Procedures Manual).

### **Checklist of items to be prepared and delivered to the Auditor's office:**

- **Governing Authorization Certification** form (completed and signed). See the Policy & Procedures Manual section *Authority for Levy and Compliance with Law*.
- **Proposition 218 Certification** form (completed and signed). See the Policy & Procedures Manual section *Authority for Levy and Compliance with Law*.
- **Local Agency Special Tax and Bond Accountability Act – Response** form (completed and signed). See the Policy & Procedures Manual section *Authority for Levy and Compliance with Law and Legal Accountability Measures for Special Taxes and Bonds*.
- **Secured/Unsecured Tax Roll Certification** form (completed and signed). See the Policy & Procedures Manual section *Authority for Levy and Compliance with Law*.

Turn Over

Rec'd 6/15/17

- **Direct Charge Information Sheet** form (updated and signed). Print only your District's page(s) and clearly notate any changes to the existing information. See the Policy & Procedures Manual section *Direct Charge Information Sheet*.
- **Consultant Authorization Form** (only if the District uses a consultant as a proxy administrator). See the Policy & Procedures Manual section *Use of Consultant as a Proxy Administrator*.
- An **ELECTRONIC FILE** in the required format, of the District's direct charge levies to be placed on the secured tax roll. This may NOT be faxed or delivered on paper – it must be an electronic file in the format shown on the "Direct Charge Data Format" Exhibit 1 (available online). See the Policy & Procedures Manual section *Submission of Data Records by All Districts Except CSAs or Submission of Data Records by CSAs*.

***Important Note: the Auditor's office will not begin processing until the entire package of information/documents/data is received.***

Early receipt (following July 1) is suggested to provide adequate processing time for both the County and the District. Please write the applicable direct charge number on all correspondence and send the information directly to the staff member assigned to the District's direct charge (see the Direct Charge Information Sheet available online). Clearly identifying all of your District's correspondence and documents will help ensure that your District's levies are appropriately placed on the roll (a staff of 4 people work with over 60 different Districts with approximately 250 different types of direct charges comprising over 670,000 line items which are added to tax bills in a matter of a few weeks).

For Districts using ParcelQuest's DVD software to determine which Assessor's Parcel Numbers (APNs) to charge:

- A sample set of instructions is available on the Auditor's website:  
[http://www.edcgov.us/Government/Auditor-Controller/PropTax/Direct\\_Charge\\_Information\\_for\\_Districts.aspx](http://www.edcgov.us/Government/Auditor-Controller/PropTax/Direct_Charge_Information_for_Districts.aspx)
- Since individual District procedures vary, the Auditor's office is unavailable to assist your district with this process.
- Districts may make an appointment to use the Auditor's purchased copy of ParcelQuest by calling (530) 621-5470. **You must bring your own laptop that has a DVD reader. Please note that the Auditor no longer has a PC available for district use.** The ParcelQuest DVD may not be removed from this office.
- An additional copy of the ParcelQuest DVD may be available for use at the library's reference desk (Please note: DVD may not be checked out; be sure to ask for the "lien date roll" DVD).

The Auditor's office will upload your direct charge levies to the mainframe property tax system. The property tax system will generate PDF reports showing the outcome (accepted or rejected). To provide quick turn-around time and reduce printing/handling/mailing costs (thus keeping the cost low to the Districts), these PDFs and written correspondence are emailed to the Districts.

There is a cost recovery amount for placing the Direct Charges levies on the secured tax roll. Information regarding the cost recovery can be located online at the URL noted above and in the Policy & Procedures Manual section *Cost Recovery Amounts*. The amount will be deducted from the District's general ledger account after the December 10 posting of property tax collections to ensure that the District's fund doesn't earn negative interest.

Please contact your assigned "contact person" in our office, via email or phone as noted on your Direct Charge Information Sheet, with any questions regarding the above requirements. Please note that your assigned contact person may have changed effective for the 2017/18 tax year.



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

1112 I Street, Suite 300  
Sacramento, California 95814-2865  
T 916.231.4141 or 800.537.7790 \* F 916.231.4111

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May 16, 2017

Ms. Linda Stone  
Board Secretary/Clerk  
Rolling Hills Community Services District  
Post Office Box 5266  
El Dorado Hills, California 95762-5266

Dear Ms. Stone,

Enclosed is your agency's invoice for the 2017-18 Property/Liability Program. As previously noted in our letter dated February 13, 2017, the Special District Risk Management Authority (SDRMA) Board of Directors took action approving a 10% rate increase as well as a small increase in the minimum annual general liability contribution amount from \$1,348 to \$1,400 and non-owned auto coverage from \$45 to \$50 per member.

Your invoice includes the total annual contribution amount for the Property/Liability Package Program and any optional coverages selected by your agency. The current Limit of Liability selected by your agency is also indicated on the invoice. Optional higher or lower liability limits are offered again this year – base coverage limit options are \$2.5 million, \$5 million or \$10 million. Additional outside excess liability limits above \$10 million are available upon request.

**If your agency would like a quote to increase or decrease its Limit of Liability, you must notify SDRMA in writing no later than June 15, 2017 for such change to take effect at the start of the program year July 1, 2017. Requested changes received after June 15, 2017 will not be able to be processed due to our excess carrier requirements and deadlines. Please email [memberplus\\_accounts@sdrrma.org](mailto:memberplus_accounts@sdrrma.org) for limit options.**

For members belonging to both SDRMA Property/Liability and Workers' Compensation programs, a 5% *Multi-Program Discount* has been deducted from the invoice total and is noted in the line above *Total Contribution Amount*. In addition, a \$150 credit has been applied if your agency used MemberPlus Online™ to complete and submit your 2017-18 Renewal Questionnaire by the March 15 deadline. If you belong to both Property/Liability and Workers' Compensation Programs, you will receive a separate \$75 credit on each program invoice.

To ensure accurate and timely processing of your coverages, **please return the green remittance copy along with your payment by July 15, 2017 for the total contribution amount shown on the invoice.** If your agency needs to make special payment arrangements due to cash flow constraints, please contact Heather Thomson, Chief Financial Officer, at 800.537.7790 or [hthomson@sdrrma.org](mailto:hthomson@sdrrma.org). However, any payments received after August 15, 2017 will accrue interest charges of 1% per month regardless of payment arrangements.

Thank you for your continued participation in making SDRMA the premier risk management program in California!

Sincerely,  
Special District Risk Management Authority

Gregory S. Hall, ARM  
Chief Executive Officer

Enclosures: 2017-18 SDRMA Property/Liability Package Program Invoice, 2016-17 Credit Incentive Program (CIP) Points Earned and 2017-18 CIP Criteria

## Property/Liability Package Program Invoice



Program Year 2017-18

### Rolling Hills Community Services District

Post Office Box 5266  
El Dorado Hills, California 95762

Invoice Date: 05/15/2017  
Invoice Number: 60720  
Member Number: 7171

Property, Boiler/Machinery, Pollution, Cyber	\$309.57
Coverage for 5 reported item(s) valued at (including contents): \$181,100	
Mobile/Contractors Equipment	0.00
Coverage for 0 reported item(s) valued at: \$0	
General Liability*, Errors & Omissions, Employee & Public Officials Dishonesty	3,102.31
Certificates: 1 Non-Member Certificate(s)	
Auto Liability (includes \$50 charge for non-owned auto coverage)	50.00
Coverage for 0 reported item(s) valued at: \$0	
Auto Comp / Collision	0.00
Coverage for 0 reported item(s) valued at: \$0	
Trailers	0.00
Coverage for 0 reported item(s) valued at: \$0	

Gross Package Contribution	\$3,461.88
Earned CIP Credits (5)	-152.62
Longevity Distribution Credit	-48.00
MemberPlus Online RQ Bonus	-150.00
Other Discounts	0.00
<b>Subtotal</b>	<b>\$3,111.26</b>
<b>5% Multi-Program Discount</b>	<b>\$0.00</b>

**Total Contribution Amount Due by July 15** **\$3,111.26**

\*Current Limit of Liability is \$2.5M for G/L, A/L and E&O (excluding outside excess liability limits)

Please pay in full by the due date. If not, a late charge of one percent (1%) per month, twelve percent (12%) per annum, will be assessed on all sums past due. Imposition of this charge does not extend the due date for payment.

Please return GREEN COPY with your payment. For invoice questions call the SDRMA Finance Department.



ItM5a

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From the Sacramento Business Journal:

<http://www.bizjournals.com/sacramento/news/2017/06/12/developers-of-folsom-project-alter-access-after.html>

## Developers of Folsom project alter access after concerns from El Dorado Hills residents

🔒 SUBSCRIBER CONTENT: Jun 12, 2017, 1:15pm PDT

Developers of a project in the Folsom Plan Area look to have headed off concerns from a nearby El Dorado Hills neighborhood.

On July 11, the Folsom City Council will consider final approval for Folsom Heights, a 530-home project south of Highway 50 and just west of the El Dorado County line. Clay Loomis, project manager for Folsom Heights LLC, said if approval is granted, groundbreaking is set for next spring.

But construction access will come solely from the west, after Folsom Heights heard strong resistance from homeowners in the Stonebriar neighborhood of El Dorado Hills.

Under longstanding plans for Folsom Heights, construction crews would have also accessed it from an extension of Prima Drive in Stonebriar. The Rolling Hills Community Services District, which pays for maintenance on parks and roads with homeowner assessments, includes Stonebriar.

Because those assessments aren't indexed to inflation, Loomis said, revenues haven't kept pace with costs. For the last two years, he's worked with Rolling Hills CSD's board on an agreement for the developers to pay for additional upkeep and improvements to mitigate impacts from construction traffic on Prima.

But at a district board meeting last Tuesday, about 50 Stonebriar residents told the district they hadn't been kept in the loop and didn't like the plan.

"The bottom line is, we were trying to be a good neighbor," Loomis said. After the meeting, Folsom Heights LLC worked with the city to introduce a plan amendment dropping Prima Drive access. The city's planning commission unanimously recommended approval for Folsom Heights, including that condition, last Wednesday.

"We were shocked," said Ellen Post, whose Stonebriar home is along where the Prima extension would've been. Though there are still some concerns about the open space between the existing and new neighborhoods and overall transparency, she said, the situation is much better.



JEFFREY DEMURE + ASSOCIATES  
A rendering of the development planned in the Folsom Plan Area

Loomis said the Prima extension won't be entirely unused, as the area will still be needed for utility easements and a temporary emergency vehicle access route. A pedestrian/bike trail linked to the rest of the Folsom Plan Area will also use the right of way, he said.

Removing access from Prima won't affect the project much, he said. But in the long run, that access would've benefited Stonebriar residents, who could've used it to access a planned neighborhood retail center in Folsom Heights and other amenities.

"Absolute crap," Post said of that idea, pointing out residents can easily access what they need in El Dorado Hills now. "There was no benefit to us at all."

**Ben van der Meer**  
Staff Writer  
*Sacramento Business Journal*

