



Rolling Hills
Community Services District

PLEASE TAKE NOTICE that, pursuant to Government code section 54956, a special meeting of the Rolling Hills Community Services District is hereby called for Tuesday, July 18, 2017, at 6:30 p.m. to discuss those matters listed on the following Agenda. The meeting will be held at the Holiday Inn Express meeting room, 4360 Town Center Drive, El Dorado Hills, CA.

/s/ Matt Sites
Board President

AGENDA
Board of Directors SPECIAL Meeting
ROLLING HILLS COMMUNITY SERVICES DISTRICT
Tuesday, July 18, 2017 - 6:30 p.m.
Holiday Inn Express Meeting Room
4360 Town Center Drive, El Dorado Hills, CA

1. Call to Order

Pledge of Allegiance; Roll Call

2. Public Comment

3. Closed Session – Conference with Legal Counsel – Consider Initiation of litigation pursuant to Paragraph (4) of Subdivision (d) of Government Code section 54956.9 (1 case)

4. Adjournment

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

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

Board of Directors Meeting - AGENDA
ROLLING HILLS COMMUNITY SERVICES DISTRICT

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

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

1. Call to Order/Announcements

Pledge of Allegiance; Roll Call

2. Public Comment - Items Not on Agenda

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

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

3. Monthly Reports

a. General Manager Report

b. Master Plan Committee Report

4. Consent Items

a. Approval of draft Minutes of June 6, 2017 Special meeting, June 20, 2017 Special Meeting, and June 20, 2017 Regular meeting of the Board of Directors

b. Correspondence receive/file:

- Bank Statements for period ended July 14, 2017
- CSDA 2017 Board Elections Updated Mail Ballot Information
- SDRMA 2017/18 Property Liability Coverage Documents
- El Dorado County Community Development Services Planning and Building Department Notice of Availability of a Draft Environmental Impact Report for the El Dorado Hills Apartments Project; Note Public Workshop before the Planning Commission on August 10, 2017
- Letter from Resident regarding condition of yard at 2061 Stonebriar

Consent Items Pulled for Discussion: _____

5. Old Business

- a. **Folsom Heights Development Project** – Staff to provide update regarding action taken by Folsom City Council, update regarding project timeline and Prima Drive Easement; Next Steps (Informational/Discussion Item)

- b. **Master Plan for Berkshire Park; Setback Requirements** – Staff to present update regarding response from County Planning Department regarding zoning and setback requirements (Discussion/Possible Action Item)

6. New Business

- c. **Prima Drive Tree Trimming** – Staff to present costs for removal of dead trees at entrance to Stonebriar and Stonebriar Drive at Prima; seeking authorization for expenditure of funds from approved budget in an amount not-to-exceed \$2,000 for this work (Discussion/Possible Action Item)
- d. **Public Hearing – Open Public Hearing Regarding Authorizing the Continued Collection of the Direct Charge Assessment FY18**; Public Comment; Close Hearing. Proposed Action: Adoption of Resolution 17-02 Authorizing continued collection of the Direct Charge Assessment of \$200 in FY18 for the purpose of maintaining and improving community infrastructure and for other lawful purposes of the District.
- e. **Public Hearing – Open Public Hearing regarding Establishing the Appropriation Limits for Fiscal Year 2018 for RHCS D as described in Article XII B of the State Constitution**. The proposed appropriation limits are \$94,678.20; Public Comment; Close Hearing.
Proposed Action: Adoption of Resolution 17-03 Establishing the Appropriation Limits for Fiscal Year 2018 for the Rolling Hills Community Services District as described in Article XII B of the State Constitution in the amount of \$94,678.20.
- f. **Public Hearing – Open Public Hearing regarding Approval of the Final Budget for RHCS D for Fiscal Year 2018**; Public Comment; Close Hearing.
Proposed Action: Adoption of Resolution 17-04 Approving the Final Budget for Fiscal Year 2018 in the total amount of \$418,975 (including \$167,475 for operations & maintenance and \$251,500 for projects).

7. Adjournment

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

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ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF JUNE 6, 2017 SPECIAL MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The special meeting of the Rolling Hills CSD held on June 6, 2017, was called to order at 7:32 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, Mark Magee, Brenda Collette, and Gordon Fawkes, General Manager Chaney Hicks, Board Secretary Linda Stone, and Assistant General Counsel Ruthann Ziegler were present at roll call. Approximately 50 members of the public were in attendance.

2. Folsom Heights Development Project.

a. Project Update.

Clay Loomis, representative for Folsom Heights, LLC, for the Folsom Heights development project, together with Jim Ray of McKay & Soms, Civil Engineers hired to work on the project, gave an informational overview of the project since development in Folsom south of Highway 50 began in 2005 after approval by voters in 2004 of the Ballot Measure. Folsom's specific plan was approved in 2011 with a requirement for 30% open space and specific planning phases were approved in 2015-2016. Folsom's planning principle as to parks is to have fewer but larger parks which provide more activities. Also, notably, the Folsom Heights project was annexed into El Dorado EID for 530 home sites, the majority of which are single family homes. He said EID receives significant advantages for providing service in two counties (El Dorado and Sacramento).

The developers have been working with the District's Board since late 2015 when the project's specific planning process began. The Board was surprised to learn of the three existing easements granted by a prior Board in 2000 for public access, including (1) a road and utility easement at Prima Drive; (2) a road and utility easement at Winterfield; and (3) a water and sewer easement off of Montrose. To mitigate the impacts on the District, through negotiations with District Board representatives, the developers have agreed in principal to: build the Prima drive access at 100% their cost; maintain it for one year; pay an impact fee to District for usage of Stonebriar Drive to White Rock Road for the trips generated as result of the new development; until the parks are built-out in the new development, pay to District upfront Phase 1 park impact fee for capital improvements; pay their fair share maintenance fee for parks; and utilize Montrose only for sewer connection and EVA access.

President Matt Sites gave an overview of the District's activities with the project dating back to February 2016 when the Folsom Heights plans for a roadway at Prima Drive was first on the agenda. Since that time the Board has investigated the granted easements with legal counsel and met with the developers to provide input and mitigate and control those things within ability to control. The Folsom Heights Development Project and/or neighboring development project updates have been on the District's meeting agenda for discussion 10 times over the past 16 months including updates about bike connectivity and trails, roadway, access, and noise concerns. The District has most recently been working to mitigate the impacts to its road use, parks use, EVA access, and elements affecting the CSD and its residents due to the roadway planned to run behind the resident's property; with the goal of mitigating potential issues affecting the CSD as a whole.

The status of the development project with the City of Folsom will be considered by its Planning Commission on June 7, 2017. At that meeting the developer is seeking approval of a Final Subdivision Map and Development Agreement Amendment for development of the 530-unit residential project, including use of the easements as discussed and a recommendation for City Council approval.

b. Public Comment.

Public comments were presented by residents of the District. Overwhelming dissent to the project and the roadway coming off of Prima Drive was expressed. Extreme frustration was voiced about not being aware of the project's primary access for Phase 1 coming from Prima Drive and why it is not coming from the Folsom side as well as expressed concerns about the safety of the intersections with the increased volume of traffic, running of stop signs, and inherent noise issues. Also many concerns were expressed about the easements granted in 2000 and their terms. Questions from residents also included whether a traffic study was prepared, the sufficiency of parking for parks use, how noise and view impediments would be mitigated, when Folsom Heights' parks will be built, where other possibilities for road access are located in Folsom, where the final access for the project is to be located, whether two set of school busses will travel the road, who will service the project's police, fire, and water needs, and when the over trail crossing plans reflected in resident purchase documents changed.

General Counsel Ruthann Ziegler focused the various concerns and questions and asked the developer representative to respond. Clay Loomis clarified that the developers have worked with EID regarding sewer issues and the money needed to upgrade the lift station to service the project. Due to the topography of the area, road access via Prima Drive for Phase 1 is necessary due to cost constraints, being an economic decision which makes most sense since Phase 1 of the project is so close to the District. He noted that EID wants to keep the Folsom Heights project within its service area for water and sewer because it receives a large tax benefit to do so, and El Dorado County Fire as well. As for when the Folsom parks will be built, that decision is up to the City of Folsom. No specified dates are included in the approval documents because the City trusts itself to build the parks as needed and as money is available. With respect to resident questions about trees and sound walls to mitigate noise issues, a new Traffic Noise analysis was presented by letter dated June 6, 2017 and addressed to Mr. Steve Banks of the City of Folsom conducted by Bollard Acoustical Consultants, Inc. The report concluded that the predicted future traffic noise levels would "satisfy the applicable City of Folsom exterior noise level standards by a wide margin." It is expected that the first school in the project area will be built in 2020. It is unknown how the school districts will handle transport of students to school. With respect to the timing for the Phases of the project, Mr. Loomis projected that construction of Phase 1 will start next year with a two year build-out time frame for those 136 lots. He estimated that Phase 2 construction would start in four-five years. As for the easements granted in 2000, he reiterated that the grant of easement is a right which allows for the building of the road. In response to the question about whether Prima Drive will be an access point to the development forever, Mr. Loomis said, "Yes", but expects that when the two other access roads open up traffic will decrease as the overall project design encourages the traffic flow to utilize the Folsom roadways.

Comments suggested that possibly for consideration would be the addition to a blinking red light at the intersection of Stonebriar and Prima as a mitigation measure since there is concern the stop sign will be run constantly.

c. Seeking Direction and Possible Approval.

President Matt Sites and Director Tim Halverson generally discussed term sheet points discussed between the District and the developer to address road maintenance for Prima Drive and Stonebriar Drive, park contribution and maintenance, CFD maintenance funding, enhanced landscaping, fire breaks, and cost reimbursement for negotiation of a Memorandum of Understanding on these points. Based on the mitigation agreement reached with CalAtlantic Homes for its project, Tim Halverson estimated revenue to the District of over \$500,000, plus annual contributions for maintenance. Working with legal counsel, the District was seeking authority to proceed with negotiated MOU conditions to be incorporated into Folsom project approvals.

The City of Folsom and project representatives have been working with the District on a Term Sheet for the Folsom Heights Rolling Hills CSD Maintenance Funding MOU. Public sentiment expressed at the meeting was that the Board take no further action until the community has an opportunity to appear before the Folsom Planning Commission to discuss the project and present its concerns.

Based thereon, President Matt Sites made a motion to continue items c. (i) and (ii) to the next meeting of the Board subject to action taken by the City of Folsom at its next Planning Commission meeting; second by Director Halverson; motion carried.

AYES: Sites, Halverson, Fawkes, Collette and Magee

NOES: None

ABSENT: None

ABSTAIN: None

3. Adjournment. The meeting was adjourned at 10:02 p.m. upon a motion by Director Tim Halverson, second by President Matt Sites; motion carried.

Submitted by:

Linda Stone, Board Secretary

Approved by Board:

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of JUNE 20, 2017 SPECIAL MEETING OF THE BOARD OF DIRECTORS – BUDGET WORKSHOP

1. Call to Order/Roll Call.

The special meeting of the Rolling Hills CSD held on June 20, 2017 was called to order at 6:14 p.m. by President Matt Sites at the Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to President Sites, Directors Tim Halverson, Gordon Fawkes, and Mark Magee, General Manager Chaney Hicks, Board Secretary Linda Stone, and a member of the public were present at roll call. Director Brenda Collette was absent.

2. Public Comment. None.

3. FY18 Budget Workshop.

Chaney Hicks discussed with the Board cost information gathered for the various projects about which the Board has expressed interest with focus on projects for Berkshire Park. In addition the Board went over each of the Revenue cost categories and Expenditure categories looking at expenditures to date for FY17, historical expenditure information, and discussing the expected needs for FY18. A draft preliminary budget document was prepared reflecting the results of the discussions.

Adjournment.

The meeting was adjourned at 7:05 p.m. upon a motion by Tim Halverson, second by Mark Magee; motion carried.

Submitted by:

Linda Stone, Board Secretary

Approved by Board:

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF JUNE 20, 2017 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on June 20, 2017, was called to order at 7:08 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, Mark Magee, and Gordon Fawkes, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. Five members of the public were in attendance. Director Brenda Collette was absent.

2. Public Comment. None.

3. Monthly Reports

a. General Manager Report. Chaney Hicks presented an oral and written report covering landscaping issues. Work on the interior fire breaks is expected to be completed by June 22. A tree next to the Prima gate fell over and will be removed. Bushes along Stonebriar entrance are on schedule to be cut back from overhanging the sidewalk and overhead to comply with 8' clearance over sidewalk required. Trees along entrance corridor will be trimmed up to meet 12' overhang clearance requirement over streets. The slurry seal work is scheduled by CalAtlantic between Prima Drive and White Rock Road on June 23 between 7:00 a.m. and 5:00 p.m. The contractor will do one-half of the street at a time to allow for ingress and egress. Work continues to seek reduced zoning setbacks from County in Berkshire Park. This month three letters regarding landscape encroachments and 38 postcards regarding tree limbs to be trimmed were dispatched to residents. Encroachment issues were addressed. Resident concerns included questions about when fire breaks will be cut and request for CC&R enforcement. The resident was advised the District does not have authority for CC&R enforcement.

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

4. Consent Items

Approval of the draft meeting minutes for the June 6, 2017 special meeting were removed from the Consent calendar for consideration next month. The consent items consisting of the draft Minutes of May 16, 2017 Regular meeting of the Board of Directors, Financial Reports prepared by the County Auditor's office for month ending May, 2017, correspondence including 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, and SDRMA letter dated May 16, 2017 regarding FY18 Property/Liability Package Program were considered. Director Tim Halverson moved to approve the consent items and accept and file the items; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

5. Old Business

a. **Folsom Heights Development Project.** An update was given advising that at its June 7 meeting, the Folsom Planning Commission voted to change the main ingress/egress for this project. It removed the main access from utilization of the District's roadway easement to instead provide access from the Folsom side. However, the access per the easement would be maintained as temporary Emergency Vehicle Access (EVA) while the Project is being built out. That recommendation will go to the Folsom City Council. The Board expressed appreciation for the

community's interest and involvement in this matter. Discussion was had about issues still to be resolved including maintenance of the roadway easement utilized for EVA. It confirmed CalAtlantic will maintain the Prima Drive sections pursuant to the agreement reached with the District. District concerns also include the question of maintenance of the bike trail included in Folsom's plan and corresponding drainage and requirement for bike lane questions. It was reported by the project's representative, Clay Loomis, that EID would take care of road issues if no one else does. The Board noted it wants to confirm that road maintenance is covered before any EID access is had. Information from Clay Loomis is that the easement will be abandoned with exception of EVA access. A resident asked for clarity about the roadway easement granted. The Board advised that in 2000 the District's Board executed Easement Grant Deeds in favor of Russell and Marjorie Knauer granting roadway rights from property in El Dorado Hills west to Sacramento County. The easements have been reviewed by the District's legal counsel. A resident asked if the District could obtain compensation due to expected increased crime from the bike trails. The Board advised that originally Folsom sought to have its bike trails come into the District at three different locations and have a trail run north/south all along the county line. That trail was removed and relocated to Empire Ranch Road due to the Board's input into the process with the result that the Plan now includes only one bike trail coming into the District in the area of Prima Drive near White Rock Road. The Board will be in contact with representatives for the Project to further its concerns for the District and will continue to monitor the project which is expected to go to the Folsom City Council for approval in July.

b. Berkshire Park Tree Work. Staff provided an update following the authorization of funds for work approved in February. The original contractor selected for the work could not perform and estimates for work came in higher than the approved amount of \$750. The landscapers did trimming of the tree but did so without clear authorization and direction from the General Manager. Branches still remain over a resident's property which need to be removed. However, the Board made it clear that cutting down the tree is not an option at this point in time. The trimming work is to be completed with two more branches being removed to complete the original scope of work. No additional funds were authorized. The tree will be monitored.

c. 4th 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 learned that the vendor expected to provide the rentals does not carry the required liability insurance. Bids for rentals have been obtained from four additional suppliers. The increased cost for rentals to obtain them from a vendor who carries the required liability insurance and naming the District as an additional insured is \$150. Director Tim Halverson moved to approve increase of the approved amount from \$850 to \$1,000 for the 4th of July event due to the increased cost of rentals from vendor that carries required liability insurance; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

Tim confirmed he will be available on 4th of July to attend the event.

d. Preliminary Budget Fiscal Year 2018. The Board considered the draft preliminary budget developed at the Budget Workshop. President Matt Sites made a motion to approve the preliminary budget for RHCS D for fiscal year 2017-18 in the total amount of \$418,975 (including \$167,475 for operations & maintenance and \$251,500 for projects); second by Director Tim Halverson; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

6. New Business

e. Berkshire Irrigation. Staff briefed the Board regarding the trees at Berkshire Park which are getting water only from the water table since the above-ground irrigation was abandoned many years ago. After discussion, Director Mark Magee made a motion authorizing expenditure of not-to-exceed \$700 from the approved budget for modification of irrigation system to provide water to the trees at Berkshire Park; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

f. Shadow Hills Bulletin Board. Staff presented costs for installation of a concrete path to bulletin board mounted on wall at the Shadow Hills entrance. Director Tim Halverson made a motion authorizing expenditure of not-to-exceed \$385 from the approved budget for costs associated with this work; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

g. Storage Unit Rental FY18. Staff presented costs for rental of the District storage unit for FY18. Director Mark Magee made a motion authorizing expenditure of \$1,716 from approved budget for rental of the District storage unit for FY18; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

7. Adjournment. The meeting was adjourned at 9:24 p.m. upon a motion by Director Tim Halverson, second by Director Gordon Fawkes; motion carried.

Submitted by:

Linda Stone, Board Secretary

Approved by Board:

CSDA BOARD OF DIRECTORS 2017 ELECTION

OFFICIAL BALLOT



**SIERRA
NETWORK**

SEAT C
term ends 2020

Please vote for only one.

UPDATED BALLOT

- ☐ **Peter J. Kampa***
Saddle Creek Community Services District
- ☐ **Orlando Fuentes**
Cosumnes Community Services District
- ☐ **Scott R. Holbrook**
Auburn Area Recreation & Park District

All fields must be completed for ballot to be counted.

*incumbent running for re-election

SIGNATURE:

DATE:

MEMBER DISTRICT:

Must be received by **5pm, August 4, 2017**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814



**California Special
Districts Association**
Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2017 BOARD ELECTIONS

UPDATED MAIL BALLOT INFORMATION

Dear Member:

An **updated 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. **Please discard the original ballot you received, as it did not include all 3 nominees.** If you have already sent in your original ballot, it will not be counted. Please review the enclosed information for all three nominees and send in the new ballot.

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 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: ORLANDO FUENTES
District/Company: Cosumnes CSD
Title: DIRECTOR, (member of Board)
Elected/Appointed/Staff: ELECTED
Length of Service with District: 5 months

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

No

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.):

No

4. List civic organization involvement:

CITY OF ELK GROVE MULTICULTURAL COMMITTEE
RESTORATIVE SCHOOLS Vision Project on RESTORATIVE
LULAC - LEAGUE of UNITED LATIN AMERICAN CITIZENS JUSTICE

****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.**

**ORLANDO FUENTES, BOARD MEMBER
COSUMNES CSD**

I am in my first elected position on the Cosumnes CSD, elected November 8, 2016. This was preceded by seven solid years of political organizing experience. I have gotten to know my elected officials and they know me by name: my councilpersons, the Mayor, my Senator, my Assemblyman, other board members such as school board, SMUD and water district. I like to know those who are representing our citizens and advocating for them.

I strive to develop my skills and abilities for the betterment of all lives in my community , my state and beyond. Involvement with the California Special Districts Association will allow me the opportunity to expand my knowledge, and will allow me to draw from years of both my professional and civic experience serving in several non-partisan organizations to advance the CSDA's mission of legislative advocacy, trainings and conferences for professional development and technical assistance. A few of those organizations include:

- El Hogar Mental Health Agency: Board Member, 4 years
- City of Elk Grove Multicultural Committee: Founding Member and Founding Chairperson, 5 years
- Restorative Schools Vision Project: Dedicated to reducing the use of suspensions and expulsions through restorative justice practices. Statewide Coalition. Legislative advocacy. Trainer and practitioner.
- LULAC – League of United Latin American Citizens – A nonpartisan organization dedicated to increase civic engagement of Latinos through voter education and registration, student scholarships and improving high school graduation rates.

My professional career involves 26 years of California State government, in program development and implementation, policy development and implementation, operations oversight, training and middle management.

As a CSDA Board Member I will endeavor to promote the District' vision, educate others about its mission, advocate for the education and training of its members, and offer a fresh perspective that only a new member can offer.



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 Holbeck
District/Company: Arroyo 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 A&D I, City of Arroyo Recreation
Oversight Comm Hce, Nueces County advisory committees.

4. List civic organization involvement:

Arroyo Exclage 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'.

June 29, 2017

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

Re: 2017-18 Property/Liability Coverage Documents

Dear Ms. Stone,

On behalf of the Special District Risk Management Authority (SDRMA) Board of Directors and our entire risk management team, it is my pleasure to extend our sincere appreciation for your participation in our Property/Liability Program. The new program year begins July 1 and complete coverage documents will be available by August 1 in the SDRMA MemberPlus Online™ web-based portal. The following coverage documents will be available July 1 in MemberPlus Online™:

Property/Liability Program

- Member's Certificate of Coverage (copy attached)
- California Vehicle Identification Cards (available in MemberPlus Online™ to print out and place in vehicles)

To access MemberPlus Online™, visit www.sdrma.org, click on Member Login at the top right hand corner of any webpage. The Certificate of Coverage will be available in the left navigation window under 'Quick Links'. Your 2016-17 coverage documents will be archived as in past years and will be available under 'Reports/Forms/Archives'.

New This Year

There are several important changes coming to the Renewal Questionnaire (RQ) process in early 2018. First, the RQ process will begin on February 1 instead of February 15. Second, the amount of general questions has been greatly reduced and scheduled item maintenance will no longer be part of the process as your agency should be managing your list of scheduled items throughout the year to ensure proper coverage. Hopefully, these changes will greatly reduce the amount of time your agency spends during the RQ process each year!

Reminder

SDRMA provides an Employer "Hotline" for questions related to Employment Law. Best Best & Krieger is providing this service to SDRMA members and is one of the most experienced and largest public agency law firms with eight offices in California. The "Hotline" provides upper level management access to complimentary Employment Law related legal services on behalf of your agency **after** initial screening and referral by Dennis Timoney, SDRMA Chief Risk Officer. The goal is to reduce the frequency and severity of employment related claims which will have a direct impact on our pool's claim liabilities and expenses.

If you have any questions please contact our office at 800.537.7790 or 916.231.4141.

Sincerely,
Special District Risk Management Authority



Gregory S. Hall, ARM
Chief Executive Officer

MEMBER'S CERTIFICATE OF COVERAGE

Issue Date
7/1/2017

Provider Special District Risk Management Authority
1112 'I' Street, Suite 300
Sacramento, California 95814
800.537.7790 www.sdrma.org



Member Rolling Hills Community Services District
Post Office Box 5266
El Dorado Hills California, 95762

Member Number: 7171

This is to certify that coverages listed below have been issued to the Member named above for the period indicated. This certificate is not an insurance policy or an agreement of coverage and does not amend, extend or alter the coverage afforded by the agreements listed herein. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage described herein is subject to all the terms, exclusions, and conditions of the specific coverage document. This certificate of coverage evidences the limits of liability in effect at the inception of the agreements shown; limits shown may have been reduced by paid claims. This certificate is issued as a matter of information only and confers no rights upon the certificate holder.

Type of Coverage	Policy Number	Effective Date	Expiration Date	Limits
Property	See Coverage Docs	7/1/2017	7/1/2018	Per Occurrence
Property				\$ 1,000,000,000
Boiler & Machinery				\$ 100,000,000
Pollution	PPC-SDRMA-201718			\$ 1,000,000
Cyber	See Coverage Docs			Limits on File
				Replacement cost for Scheduled Property
General Liability	LCA-SDRMA-201718	7/1/2017	7/1/2018	Per Occurrence
Bodily Injury				\$ 2,500,000
Property Damage				\$ 2,500,000
Public Officials Personal				\$ 500,000
Employment Benefits				\$ 2,500,000
Employee/Public Officials E & O				\$ 2,500,000
Employment Practices Liability				\$ 2,500,000
Employee/Public Officials Dishonesty	EDC-SDRMA-201718			\$ 1,000,000
Auto Liability	LCA-SDRMA-201718	7/1/2017	7/1/2018	Per Occurrence
Auto Bodily Injury				\$ 2,500,000
Auto Property Damage				\$ 2,500,000
Uninsured Motorist	UMI-SDRMA-201718			Limits on File

Description: All listed coverage is in effect only for the time period specified.

Gregory S. Hall - Chief Executive Officer



COMMUNITY DEVELOPMENT SERVICES PLANNING AND BUILDING DEPARTMENT

2850 Fairlane Court, Placerville, CA 95667
Phone (530) 621-4650, Fax (530) 642-0508

NOTICE OF AVAILABILITY OF A DRAFT ENVIRONMENTAL IMPACT REPORT FOR THE EL DORADO HILLS APARTMENTS PROJECT (State Clearinghouse No. 2017042017)

Date: June 30, 2017
To: Interested Agencies and Individuals
From: Community Development Services Planning and Building Department

The Community Development Services Planning and Building Department, as the Lead Agency, has prepared a Draft Environmental Impact Report (DEIR) for the proposed El Dorado Hills Apartments Project. The DEIR has been prepared in accordance with the California Environmental Quality Act (CEQA) (Public Resources Code [PRC] Sections 2100 et seq. and the CEQA Guidelines (14 California Code of Regulations [CCR] Sections 1500 et seq.).

DOCUMENT AVAILABILITY AND REVIEW PERIOD: This DEIR is available for public and agency review for a 46-day period **beginning Friday, June 30, 2017 and ending Monday, August 14, 2017**. The purpose of this comment period is to consider the content of the DEIR and the potential environmental impacts that may result from project implementation, not the positive or negative attributes of the Project itself. Comments pertaining to the impact analysis, criteria and thresholds, mitigation measures, and alternatives presented in the DEIR will be considered by the County during preparation of the Final EIR (FEIR). The FEIR will include copies of comments and the County's responses to comments pertaining to the environmental analysis provided in the DEIR.

The DEIR and supporting information may be reviewed and/or obtained at the following locations:

Planning and Building Department 2850 Fairlane Court, Building C Placerville, CA 95667	El Dorado County Library 345 Fair Lane Placerville, California 95667	El Dorado County Library 7455 Silva Valley Pkwy. El Dorado Hills, CA 95762	Cameron Park Library 2500 Country Club Drive Cameron Park, CA 95682
Community Development Services Planning and Building Department Website http://edcapps.edcgov.us/Planning/ProjectInquiryDisplay.asp?ProjectID=20754			

All written public and agency comments on the DEIR must be received by 5:00 PM on **Monday, August 14, 2017** and should be directed to: Community Development Services Planning and building Department, **Attention: Rommel (Mel) Pabalinas, 2850 Fairlane Court, Placerville, CA 95667**. Please include the name of the contact person of your agency, if applicable. Comments may be submitted via email to **rommel.pabalinas@edcgov.us**. Comments submitted via email must either be included in the body text of the message or as an attachment in Microsoft® Word or Adobe® PDF format. Comments may also be submitted via fax to (530) 642-0508.

PUBLIC WORKSHOP: The DEIR is anticipated to be scheduled for a public workshop before the Planning Commission on August 10, 2017. The purpose of this workshop is to present information on the DEIR and receive public input. For more information on the schedule and/or subscribe for email notification on this workshop, please visit **http://www.edcgov.us/Government/Planning/Planning_Commission.aspx**

PROJECT INFORMATION

PROJECT TITLE/	El Dorado Hills Apartments Project
PROJECT APPLICANT:	The Spanos Corporation 10100 Trinity Parkway, Suite 500 Stockton, CA 95219
SITE DESCRIPTION:	The proposed El Dorado Hills Apartments Project (project) is located in El Dorado Hills, California, an unincorporated area of El Dorado County. The approximately 4.56 acre project site is comprised of three parcels which include APNs: 121-290-60, 121-290-61, and 121-290-62 and is located east of Latrobe Road approximately 1,300 feet east of its intersection with Town Center Boulevard in the El Dorado Hills Town Center East Development Plan.
PROJECT DESCRIPTION:	<p>The proposed project is a 4-story, 214-unit apartment complex, comprised of two apartment buildings, a parking structure, outdoor recreation areas, and an informal open space area. The apartment units would range from 576 square feet to 1,195 square feet in size, with a mix of 114 studio/1-bedroom units and 100 2-bedroom units. A 5-level parking structure located in the middle of the complex would provide approximately 409 vehicle parking spaces and 22 motorcycle parking spaces for residents and visitors, with an additional five spaces of surface parking provided elsewhere on the project site. The residential buildings would be between 42 and 52 feet in height, with some architectural elements reaching 60 feet. The parking structure would be 60 feet in height.</p> <p>To implement the proposed development, the applicant is requesting an amendment to the El Dorado County General Plan (File No. A16-0001), an amendment to the existing El Dorado Hills Specific Plan (File No. SP86-0002-R3), a rezone of the project site (File No. Z16-0004), and a revision of the approved Town Center East Development Plan (File No. PD94-0004-R3).</p>
ENVIRONMENTAL IMPACTS:	The proposed project would have no significant but unavoidable impacts on the environment. The project site is also not included on any lists compiled pursuant to Government Code Section 65962.5.

COMMUNITY DEVELOPMENT SERVICES - PLANNING AND BUILDING DEPARTMENT
ROGER TROUT, Interim Director
Date: June 30, 2017

There is a yard at 2061 Stonebriar
EL Dorado Hills, It is deplorable.
What is being done about it,

Thank you,

Jan Wilson

NOTICE OF PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that the Rolling Hills Community Services District will hold a public hearing on Tuesday, July 18, 2017, at 7:00 p.m., or as soon thereafter as the matter described herein may be heard, at the regular meeting of the Board of Directors of Rolling Hills Community Services District, held at Holiday Inn Express Hotel, Meeting Room, 4360 Town Center Blvd., El Dorado Hills, California, concerning:

1. Authorizing by Resolution the continued collection of the Direct Charge Assessment of \$200 for the purpose of maintaining and improving community infrastructure and for other lawful purposes of the District;
2. Establishing by Resolution the appropriation limits for the 2017-18 fiscal year for the Rolling Hills Community Services District (RHCS D) as described in article XIII B of the State Constitution. The proposed appropriation limits are \$94,678.20; and
3. Approving by Resolution the final operating budget for RHCS D for fiscal year 2017-18. The RHCS D has adopted a preliminary budget for fiscal year 2017-18 in the total amount of \$418,975 (including \$167,475 for operations & maintenance and \$251,500 for projects). The preliminary budget will be available for inspection at the public hearing and on the District website.

Information on these matters is available from the District. The Board will consider all comments by interested persons submitted on these matters. The Board, thereafter, shall take whatever final action it determines necessary and appropriate on these matters.

Date: July 1, 2017

/s/ Linda Stone
RHCS D Board Secretary/Clerk

ROLLING HILLS CSD		FY18 APPROVED PRELIMINARY BUDGET
Revenues		
Property Taxes	\$	80,000.00
Interest	\$	2,000.00
Special Assessment	\$	75,000.00
Miscellaneous Income	\$	500.00
Subtotal	\$	157,500.00
Quimby Act Fees	\$	45,520.69
Revenue Income	\$	203,020.69
Transfer From Development Fees	\$	215,954.31
Transfer From Fund Balance	\$	-
Total Revenue	\$	418,975.00
Expenditures - Operations & Maintenance		
Services/Supplies		
3000 Payroll Expenses	\$	150.00
4040 Telephone	\$	200.00
4041 Communications	\$	800.00
4100 Insurance	\$	3,300.00
4180 Maint. Improv. Projects	\$	2,000.00
4183 Maint. Grounds	\$	8,000.00
4185 Maint. Parks	\$	41,400.00
4189 Maint. Water System	\$	2,000.00
4190 Maint. Drainage	\$	15,000.00
4191 Maint. Roads	\$	10,500.00
4192 Maint. Lighting	\$	250.00
4197 Bldg. Supplies	\$	300.00
4220 Memberships	\$	550.00
4240 Misc. Expense	\$	250.00
4260 Office Expense	\$	500.00
4300 Prof. Services	\$	26,000.00
4304 Admin Fee Agency	\$	125.00
4305 Accounting serv.	\$	-
4313 Legal Services	\$	8,000.00
4345 Director Services	\$	5,250.00
4400 Publication Not.	\$	500.00
4420 Rent/Lease Eqp.	\$	600.00
4440 Rent Bldgs.	\$	3,700.00
4501 sub: Project Master Plan	\$	5,000.00
4501 sub: Reserve Study	\$	5,000.00
4501 sub: Project Events	\$	1,500.00
4505 Educa. Training	\$	300.00
4600 Trans./Travel	\$	100.00
4602 Private Auto	\$	200.00
4620 Utilities	\$	26,000.00
Fixed Assets		
6020 Bldg. Improvements	\$	-
Total Expenditures - O&M	\$	167,475.00

Projects			Detail:
Berkshire Park Development	\$	160,000.00	1/2 basketball court; playground area; BBQ area; storage
Stonebriar Park Lawn renovation	\$	55,000.00	new lawn 2 acres, topsoil and rotor repair
Irrigation water access tap	\$	5,000.00	
Road maintenance	\$	31,500.00	
Total Projects	\$	251,500.00	
TOTAL FY18 BUDGET	\$	418,975.00	
Preliminary Budget Approved 6/20/2017			

RESOLUTION NO. 17-02

Rolling Hills Community Services District

Authorizing Continued Collection of Direct Charge Assessment of \$200

WHEREAS, the Board of Directors of the Rolling Hills Community Services District, hereinafter referred to as "RHCS D" or "District", conducted a hearing concerning the Direct Charge assessment for the District;

WHEREAS, it is the intent of the Board of Directors of the RHCS D to authorize the continued collection of the Direct Charge Assessment of \$200 for the purposes of maintaining and improving community infrastructure and for other lawful purposes of the District;

WHEREAS, in accordance with California state law, RHCS D may provide for the collection of special taxes or assessments in the same manner and subject to the same penalty as or with, other charges and taxes fixed and collected by the local agency, or by the county via the secured tax roll on behalf of the local agency. If such special taxes or assessments are collected by the county on behalf of the local agency, the county may deduct its reasonable costs incurred for such service before remittal of the balance to the local agency;

WHEREAS, pursuant to Government Code section 26911, whenever a special district has elected to have its assessments collected by the county on the property tax roll, the district shall transmit to the County Auditor, no later than August 10 of each year, a statement of the rates fixed for assessments;

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the RHCS D that the District will direct the Auditor-Controller of the County of El Dorado to place on the Secured Property Tax Roll for fiscal year 2017-2018, the special assessment for the purposes of maintenance per the standing agreement between the RHCS D and the County of El Dorado based on the information delivered to the Auditor-Controller by the RHCS D by the statutory deadline.

PASSED AND ADOPTED by the Board of Directors of Rolling Hills Community Services District on July 18, 2017 at a regular meeting, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Matthew Sites, President
Rolling Hills Community Services District

ATTEST: _____
Linda Stone, District Clerk



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.edc.gov.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 6/5/17

- **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
- 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/mailling 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.

RESOLUTION NO. 17-03

Rolling Hills Community Services District

2017-2018 Proposition 4 – Appropriation Limitation

WHEREAS, Article XIII B of the California Constitution (Proposition 4) provides for an annual appropriations limit for state and local governmental entities, as adjusted for the changes in the cost of living or per capita personal income, population and other specified factors; and

WHEREAS, Notice of the public hearing was advertised and posted as required by law; and

WHEREAS, the Board of Directors of the Rolling Hills Community Services District, hereinafter referred to as "RHCS D", conducted a public hearing on the appropriation limitation for the District on July 18, 2017, at which time interested persons desiring to be heard were given such opportunity in accordance with law; and

WHEREAS, the Board received evidence regarding the appropriation limitation to be established for the RHCS D;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Rolling Hills Community Services District that the appropriation limit for the 2017-2018 fiscal year, as described in Article XIII B of the State Constitution and implemented by Chapter 1205, Statutes of 1980 is the sum of \$94,678.20, computed as follows: \$ 90,896.89 [2016-17 Appropriation Limit] x 1.0416 [Change] = \$94,678.20 [2017-18 Appropriation Limit].

PASSED AND ADOPTED by the Board of Directors of Rolling Hills Community Services District on July 18, 2017 at a regular noticed meeting, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Matthew Sites, President
Rolling Hills Community Services District

ATTEST:_____
Linda Stone, District Clerk



County of El Dorado

OFFICE OF AUDITOR-CONTROLLER


360 FAIR LANE
PLACERVILLE, CALIFORNIA 95667-4193
Phone: (530) 621-5487 Fax: (530) 295-2535

JOE HARN, CPA
Auditor-Controller

BOB TOSCANO
Assistant Auditor-Controller

May 8, 2017

To: All Special Districts

From:  **Bob Toscano, Assistant Auditor-Controller**

Subject: 2017-2018 Proposition 4 - Appropriation Limitation

Your district needs to calculate and adopt the new tax spending limit for FY 2017-18 in accordance with the provisions of the spending limitation legislation implementing Proposition 4 (the 1979 Gann Spending Limit Initiative). Government Code Section 7910 requires that: "... the governing body of each local jurisdiction to establish appropriation limits by resolution for the following fiscal year at a regular or special meeting."

The district's new limit for the 2017-2018 year will be calculated on the basis of the prior year's limit increased by a growth factor. The growth factor results from combining the change in Per Capita Personal Income and the change in population for your district (as certified by the State's Department of Finance) or the change reported for "unincorporated areas" for our County.

The change in the "cost of living" factor (Per Capita Personal Income) has been reported to be 3.69% and reported increase in population in the County's unincorporated areas to be 0.45%. Therefore, the ratio of change to be applied to last year's limit is:

$$1.0369 \quad (X) \quad 1.0045 \quad = \quad 1.0416$$

Attached is a sample format for the required "NOTICE OF PUBLIC HEARING" and a sample resolution (which includes the calculation formula).

RESOLUTION NO. 17-04

Rolling Hills Community Services District

Approval of Final Operating Budget for Fiscal Year 2017-2018

WHEREAS, the Rolling Hills Community Services District staff has submitted estimates of budget requirements for Fiscal Year 2017-2018 and those estimates have been reviewed by the Board of Directors of the Rolling Hills Community Services District, hereinafter referred to as "District"; and

WHEREAS, the Preliminary Budget was approved by the Board of Directors for the Rolling Hills Community Services District at a regular meeting held on June 20, 2017. Copies of the proposed final budget have been posted and are available for inspection by the public; and

WHEREAS, Notice of the public hearing was advertised and posted as required by law; a public hearing was held regarding adoption of the proposed final Budget on July 20, 2017, at which time interested persons desiring to be heard were given such opportunity in accordance with law; and

WHEREAS, after the conclusion of the public hearing, the Board further considered the proposed operating Budget to be adopted for fiscal year 2017-2018 for the District;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Rolling Hills Community Services District that the document entitled "Rolling Hills CSD – FY18 Proposed Final Budget" in the amount of \$418,975, (including \$167,475 for operations and maintenance and \$251,500 for projects), which document is incorporated herein by reference, is hereby approved, adopted and ordered filed with the Office of the Auditor Controller of the County of El Dorado in accordance with law.

PASSED AND ADOPTED by the Board of Directors of Rolling Hills Community Services District on July 20, 2017 at a regular noticed meeting, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Matthew Sites, President

ATTEST: _____
Linda Stone, District Clerk

ROLLING HILLS CSD**FY18 PROPOSED
FINAL BUDGET****Revenues**

0100 Property Taxes	\$	80,000.00
0400 Interest	\$	2,000.00
1310 Special Assessment	\$	75,000.00
1940 Miscellaneous Income	\$	500.00
Subtotal	\$	157,500.00
1405 Quimby Act Fees	\$	45,520.69
Revenue Income	\$	203,020.69

1403 Transfer From Development Fees	\$	215,954.31
0001 Transfer From Fund Balance	\$	-
Total Revenue	\$	418,975.00

Expenditures - Operations & Maintenance**Services/Supplies**

3000 Payroll Expenses	\$	150.00
4040 Telephone	\$	200.00
4041 Communications	\$	800.00
4100 Insurance	\$	3,300.00
4180 Maint. Improv. Projects	\$	2,000.00
4183 Maint. Grounds	\$	8,000.00
4185 Maint. Parks	\$	41,400.00
4189 Maint. Water System	\$	2,000.00
4190 Maint. Drainage	\$	15,000.00
4191 Maint. Roads	\$	10,500.00
4192 Maint. Lighting	\$	250.00
4197 Bldg. Supplies	\$	300.00
4220 Memberships	\$	550.00
4240 Misc. Expense	\$	250.00
4260 Office Expense	\$	500.00
4300 Prof. Services	\$	26,000.00
4304 Admin Fee Agency	\$	125.00
4305 Accounting serv.	\$	-
4313 Legal Services	\$	8,000.00
4345 Director Services	\$	5,250.00
4400 Publication Not.	\$	500.00
4420 Rent/Lease Eqp.	\$	600.00
4440 Rent Bldgs.	\$	3,700.00
4501 sub: Project Master Plan	\$	5,000.00
4501 sub: Reserve Study	\$	5,000.00
4501 sub: Project Events	\$	1,500.00
4505 Educa. Training	\$	300.00
4600 Trans./Travel	\$	100.00
4602 Private Auto	\$	200.00
4620 Utilities	\$	26,000.00
Subtotal - O&M	\$	167,475.00

Fixed Assets

6020 Bldg.& Improvements

Specific Projects

Berkshire Park Development	\$	160,000.00
Stonebriar Park Lawn renovation	\$	55,000.00
Irrigation water access tap	\$	5,000.00
Road maintenance	\$	31,500.00
Total Buildings & Improvements	\$	<hr/> 251,500.00

TOTAL FY18 BUDGET	\$	418,975.00
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Preliminary Budget Approved 6/20/2017