

Board of Directors Meeting – AGENDA
ROLLING HILLS COMMUNITY SERVICES DISTRICT

Tuesday, October 20, 2020 - 7:00 p.m.

Teleconference Meeting Only

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Act, Governor Gavin Newsom's Emergency Declaration related to COVID-19, and Governor Newsom's Executive Order N-29-20 issued March 17, 2020 that allows attendance by Board Members, staff, and the public to participate and conduct public meetings by teleconference.

You may participate in the meeting via teleconference by:

Dial: 1-669-900-9128

Meeting ID: 991 4451 6305

Participant ID: 130298

Hosted through Zoom

Or Join by Computer:

<https://zoom.us/j/99144516305?pwd=aE9pdENUZXR0TjRKVEMwRnNUMjNHZz09>

The Board may act 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, a discussion item, or an information item.

NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED: In compliance with the Americans with Disabilities Act, a person with a disability who requires a modification or accommodation in order to participate in the public meeting may contact the General Manager at (916) 235-8671 or GenMgr@RollingHillsCSD.org. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

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

4. Consent Items

All items on the Consent Calendar are considered routine and will be approved without discussion by a single roll call vote. Any Board Member or member of the public may remove any item from the Consent Calendar. If an item is removed, it will be discussed separately following approval of the remainder of the Consent Calendar. Any Board Member may abstain from one or more items on the Consent Calendar.

- a. Approve and file Minutes of the September 15, 2020 regular meeting of the Board of Directors
- b. Correspondence accept and file:
 - 1) Umpqua Bank statement for period ending September 30, 2020
 - 2) Financial Reports prepared by the Auditor-Controller's office period ending September 30, 2020
 - 3) County of El Dorado Auditor-controller Memo re Property Tax Revenue Estimates for FY21 Lien Date Tax Rolls
 - 4) CalPERS Actuarial Circular Letter dated September 21, 2020, re Pension Outlook 2019 Valuation Data Now Available

Consent Items Pulled for Discussion: _____

5. Old Business

- a. **Folsom Heights Development Project – Prima Road Emergency Vehicle Access (EVA)** – Staff to provide oral update – no new information received by the District on this issue. (Informational Item)
- b. **Planning for Long Range Funding for Road Maintenance and Repairs and other Infrastructure Expenses** – Discussion of funding deficit and potential division of deficit amount and new funding levels by zone. Further, staff seeks approval of expenditure of \$1,960.00 from approved budget to update the existing Reserve Study for the upcoming fiscal year including an updated Component List based on a series of interviews and discussions. The updated Reserve Study Report does not include a photographic inventory. (Discussion/Possible Action Item)
- c. **El Dorado County Planning Department Variance for Berkshire Park Development Plan** Discussion regarding possible changes to Park plan design in light of information received from Planning Department regarding size of shed structure to be allowed (Discussion/Possible Action Item)
- d. **Summerfield Open Space/Belhaven Property Fire Mitigation Work** – Consideration of expenditure of not to exceed \$2,850 for work to remove 10 feet of brush from the Summerfield open space Belhaven property area to reduce the risk of fire; or consideration of performing this work as a volunteer project. (Discussion/Possible Action Item)

6. New Business

- a. **Yahoo Groups Ending** – Notification that Yahoo Groups will be eliminated; discussion of Board's means for communication and distribution of news electronically. (Discussion/Possible Action Item)

- b. Proposed Stop Sign at Stonebriar Drive and Stonebriar Court** - Consideration of request from resident for installation of Stop Sign at Stonebriar Drive at Stonebriar Court (Discussion/Possible Action Item)
- c. Fencing Around El Dorado Hills Monument Sign** – Staff seeking authorization of expenditure of not to exceed \$800.00 for the rental and placement of heavy-duty construction fencing around the El Dorado Hills Monument sign to prevent further damage to the monument and reduce risks. (Discussion/Possible Action Item)

7. Adjournment

October 20 2020

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Requested to turn off sprinklers in Berkshire Park due to upcoming tree work.
- Asked them to clear back sidewalk encroachment along CSD property

White Rock Drilling: Repair work Completed

Shadow Hills: Road Sealing Work Completed.

Tree Work:

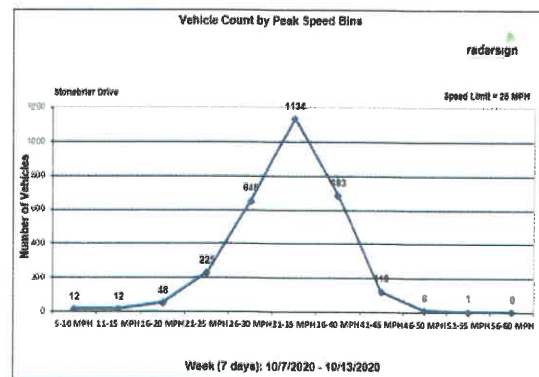
A Park Closed sign put on bus stop in Berkshire to let people know that Oct 20-22 park will be closed due to tree work.



Radar Sign:

Ongoing speeds retrieved from park sign show over 80% of the vehicles are exceeding the posted speed limit.

Radar Sign bushes cut back near park sign and Stonebriar Ct sign completed.



Umpqua Account: Ongoing.

Encroachment: Resident had landscape materials dumped in street (removed after conversation).

Warnings/Citations: One RV tagged. One Citation paid since last reporting.

Aging Report by Citations - Parking
10/19/2020

		Rolling Hills All Departments							
Citation	Cite Date	0-30 Days	31-60 Days	61-90 Days	91 Days-1 Yr	1Yr, 1Day	2Yr, 1Day	3Years	>3Yr, 1Day
RHCSD0136	7/24/2011 12:10:00 PM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00
RHCSD0136	2/22/2013 9:37:00 AM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00
RHCSD0136	4/10/2013 11:10:00 AM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00
RHCSD0136	4/22/2013 8:58:00 AM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00
RHCSD0136	11/22/2013 10:13:00 AM	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$2.00
RHCSD0136	4/4/2020 2:54:00 PM	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals:		\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$0.00	\$400.00	\$100.00

Resident Concerns: Bailey Circle resident called regarding large groups of women using park and excess cars parked there. I explained it's a public park and permits are required for organized sports events or events where activities could pose liability to District. (Thursdays). Request from resident regarding park use for party. No formal park use reservation submitted to date.

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF SEPTEMBER 15, 2020 MEETING OF THE BOARD OF DIRECTORS
AND ADJOURNMENT TO SEPTEMBER 22, 2020**

1. Call to Order/Roll Call.

The teleconference meeting of the Rolling Hills CSD held on September 15, 2020, was called to order at 7:17 p.m. by Acting Chair Brenda Collette in accordance with the Brown Act as currently in effect under the State Emergency Act, Governor Gavin Newson's Emergency Declaration related to COVID-19, and Governor Newson's Executive Order N-29-20 issued March 17, 2020 that allows attendance by Board Members, staff, and the public by teleconference. In addition to Chair Collette, Directors Gordon Fawkes, Matt Sites, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present. Also present were six members of the public.

2. Public Comment (Items not on the agenda).

A resident commented that some Stonebriar properties need maintenance. The Board advised that the CSD does not have jurisdiction over maintenance issues. The Stonebriar Architectural Control Committee (ACC) was disbanded several years ago. The only existing ACC is in Springfield Meadows.

3. Monthly Reports

a. General Manager Report. General Manager Chaney Hicks discussed her September 15, 2020, report detailing district business, copy attached.

4. Consent Items.

The consent items consisting of the Minutes of the August 18, 2020 regular meeting, as edited by Gordon Fawkes, correspondence including Umpqua bank statement for period ending August 30, 2020, CalPERS Circular letter dated August 18, 2020 re June 20, 2019 Actuarial Valuation reports, and solicitation letter from Sundown Land to Purchase property were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Brenda Collette. There was no further discussion. A roll call vote was taken, as follows; motion carried.

AYES: Collette, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: Sites

Old Business

5. a. Folsom Heights Development Project – Emergency Vehicle Access (EVA) at Prima Drive and Stonebriar, including update regarding any new information available on this issue.

General Manager Chaney Hicks reported that the District has not received any new or updated information from the City of Folsom or otherwise about the Folsom Heights Development project or the EVA access road at Prima Drive.

Ellen Post reported digging activity of substantial size holes on the ridge. She will send photos to the GM and asked that the District inquire about the purpose of the digging. Matt Sites commented that no permit is needed for soil testing.

Resident Stephanie Haley said she doesn't think it is soil testing but possibly drilling for water, mentioning concerns about drilling on days when temperatures were over 100 degrees. She said she wants everyone to be aware of the road as she does not want it paved and is watching closely. She reiterated her complaint that she was not properly informed years back that a road was going to appear in our backyards. After a lengthy comment period, Director Sites reiterated that the District has no new information and we need to move on to rest of the agenda. Stephanie said that Folsom doesn't tell the truth and she just wants it out there.

5.b. Vacancy on RHCS D Board of Directors. The Clerk explained the procedural process in light of the resignation of Tim Halverson tendered on June 22, 2020, which created a vacancy on the Board of Directors. The Board solicited Statements of Interest by posting a Notice of Vacancy with the intention to make an appointment to fill the vacancy at its meeting on August 18 per the Government Code requirements. No appointment was made by August 27, 2020. The vacancy will be addressed through the election/nomination/appointment process and will take effect in December 2020.

5.c. November 3, 2020 Election – Director Appointment(s) Due to Insufficient Nominees for Election. As a result of insufficient nominees filing candidate papers to serve as a Director on the Board, the District has an opportunity to recommend to the Board of Supervisors nominees for appointment to fill the Director seats to be elected at the November 3, 2020 election and the one vacant Board seat created as a result of resignation. After discussion, Director Brenda Collette made a motion to nominate for appointment Gordon Fawkes, Mark Magee, herself, and Ed McGowan; second by Mark Magee. There was no further discussion. A roll call vote was taken, as follows; motion carried.

AYES: Collette, Fawkes, Magee and Sites

NOES: None

ABSENT: None

ABSTAIN: None

5.d. Planning for Long Range Funding for Road Maintenance and Repairs and other Infrastructure Expenses. In light of the findings contained in the Reserve Study previously commissioned by the Board to provide information about the District’s aging infrastructure, amenities, and estimated expenses for maintenance moving forward and the actual bid costs for performing needed work, the Board began discussion regarding a plan to address these costs and other increasing expenses moving forward. General Manager Chaney Hicks said also that she had received a message from a resident who strongly questioned what the District was planning to do to address the shortfall, and made critical comments that this issue has not been addressed for years. Lengthy discussion was had about residents who do not want any increase in fees, residents who favor an increase, ideas that costs could be looked at in light of zones, or categorically as to needs. A resident commented that she would be happy to help with community outreach, noting that we need to be ten years ahead instead of ten years behind. Ed McGowan said he thinks we need better education for residents about the issues, giving specific examples. Matt Sites made a motion to establish an ad hoc committee to study long range funding including Board members Gordon Fawkes and Mark Magee, who indicated their willingness to serve on the Committee with the General Manager. Gordon Fawkes seconded the motion. A roll call vote was taken, as follows; motion carried.

AYES: Collette, Fawkes, Magee and Sites

NOES: None

ABSENT: None

ABSTAIN: None

5.e. Tree Issues at Berkshire Park. Director Gordon Fawkes said he was quite impressed with the updated Arborist Report prepared by Bailey Tree Company. He said before a vote is taken about the various trees discussed in the report, he would like to mark each of the trees with different colored ribbon so Board members can have a visual of what trees are proposed for removal or trimming. He would like the trees to be considered one by one, instead of collectively. The GM clarified that the update from Bailey Tree Company is an updated formal arborist report which she commissioned and which cost \$495.00. She also confirmed that in addition to the Bailey bid, she received two other bids regarding tree trimming/removal at \$19,000 and \$28,800, respectively. The Board acknowledged that with the updated arborist report, it now has formal information about possible hazards due to some of the trees. Some members liked Gordon’s idea about marking the trees. The GM commented that we are being told to take care of the liability issues so thinks we should follow the arborist report’s recommendations. Director Gordon Fawkes made a motion to table the issue to the next meeting; second by Director Mark Magee. A roll call vote was taken, as follows:

AYES: Fawkes and Magee
NOES: Collette and Sites
ABSENT: None
ABSTAIN: None

With this split decision, Director Brenda Collette made a motion to expend \$13,450 to carry out the work suggested by the Bailey Tree Company proposal; second by Director Matt Sites. Further discussion was had. Mark Magee asked when Gordon could have the trees marked. He said by the end of the week. Matt Sites offered a substitute motion that the matter be continued for one week to September 22, 2020, to allow Gordon Fawkes time to mark the trees and the Board members time to individually visit the site for a visual assessment; second by Brenda Collette. A roll call vote was taken, as follows; motion carried.

AYES: Collette, Fawkes, Magee and Sites
NOES: None
ABSENT: None
ABSTAIN: None

Given the late hour, Director Matt Sites made a motion to adjourn the meeting and continue the teleconference meeting to November 22, 2020, at 7:00 p.m. via a Zoom call, to be posted in accordance with the Brown Act; second by Director Gordon Fawkes. A roll call vote was taken, as follows; motion carried.

AYES: Collette, Fawkes, Magee and Sites
NOES: None
ABSENT: None
ABSTAIN: None

The meeting was adjourned at 9:06 p.m. on September 15, 2020.

The meeting was reconvened on September 22, 2020, at 7:05 p.m. by Acting Chair Brenda Collette in accordance with the Brown Act as currently in effect under the State Emergency Act, Governor Gavin Newsom's Emergency Declaration related to COVID-19, and Governor Newsom's Executive Order N-29-20 issued March 17, 2020 that allows attendance by Board Members, staff, and the public by teleconference. In addition to Chair Collette, Directors Gordon Fawkes, Matt Sites, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present. Also present were members of the public.

5.e. Tree Issues at Berkshire Park.

Gordon Fawkes completed his project to mark each of the trees with colored ribbon tape depending on whether the arborist report suggested removal, trimming, or no action. Gordon also gave his recommendations as to each tree. Director Mark Magee said Gordon gave this 110% and thanked him for his great efforts. Extensive discussion ensued including a suggestion to obtain quotes for tree work based on Gordon's recommendations, obtain a second opinion formal arborist report, obtain further bids based on a specific scope of work, risks and liabilities involved with various decision options, and considerations involving development of Berkshire Park and costs to deal with tree issues once the park is developed. Gordon Fawkes commented that any alternative proposal should come back to the Board for consideration; Brenda Collette agreed. Director Sites commented that it may have been semi-fortuitous that the variance issue delayed the development of the Park, giving the Board an opportunity to develop the park a bit differently, make up for past deferred maintenance, and further mitigate risks with the playground and picnic areas.

Director Mark Magee made a motion to follow the arborist report recommendations and approve an expenditure of \$13,450 for tree removal, trimming, pruning, and grinding as per the Bailey Tree proposal; second by Director Brenda

Collette. After further discussion, Brenda Collette offered a friendly amendment to the motion to add amendment of the District's FY21 budget to authorize this project work with payment to come from the funds received from the new Sierramonte development. Matt Sites commented that he believes we can find trees better suited for the Park area and its current planned use and he would like the Board to work with Gordon Fawkes to determine the type of trees suitable for the Park. Gordon Fawkes said this sounds reasonable. A roll call vote was taken on the amended motion, as follows; motion carried (comments "with a heavy heart").

AYES: Collette, Magee and Sites

NOES: Fawkes

ABSENT: None

ABSTAIN: None

5.f. El Dorado County Planning Department Variance for Berkshire Park Development Plan

Staff provided an update regarding information received from Planning Department recommending that the shed size be reduced to 10'x12' or no larger than 120 square feet so that approval of a variance would be easier to obtain at the planned location. The shed was originally slated for a 16'x20' size. The Board briefly discussed a cable box, power, setbacks, and alternatives for the plan. Director Matt Sites said he is revising the park plan and will present a new plan for consideration at an upcoming meeting.

6. New Business

6.a. Amendment to New Generation Agreement for Landscape Maintenance Services. After discussion, Director Matt Sites made a motion approving the First Notice and Election Amending the New Generation Maintenance Services agreement extending the original agreement term for one-year effective June 1, 2020 through May 31, 2021, with an increase in the base monthly cost of \$390 per month effective October 1, 2020; second by Director Gordon Fawkes. A roll call vote was taken, as follows; motion carried.

AYES: Collette, Fawkes, Magee and Sites

NOES: None

ABSENT: None

ABSTAIN: None

6.b. Amendment to Agreement with Chaney Hicks for General Manager Services. The Board was surprised there were instances where the GM was not paid within thirty days of her invoice billing date. All members of the Board agreed it is of the highest priority for the GM to be paid on time. Director Matt Sites made a motion approving the amendment to the agreement with Chaney Hicks for General Manager services as presented; second by Director Mark Magee. A roll call vote was taken, as follows; motion carried.

AYES: Collette, Fawkes, Magee and Sites

NOES: None

ABSENT: None

ABSTAIN: None

6.c. Summerfield Open Space/Belhaven Property Fire Mitigation Work. General Manager Chaney Hicks briefed the Board about the overgrown brush along the open space area between Summerfield Drive and Belhaven. She confirmed the area is about 10 feet in width and extends along the entire length of the space, covering about four or five homes. The GM obtained bids for the work and said it could be performed by the landscape providers at a cost of \$35 per hour, plus dump fees at a cost of not to exceed \$2,850.00. Director Matt Sites made a motion to authorize removal of brush 10' in width extending down the open space area between Summerfield and Belhaven to reduce the risk of fire; second by Director Gordon Fawkes. After discussion, where it was noted this work would be a worthwhile volunteer project,

Matt Sites rescinded his motion. Gordon Fawkes reluctantly agreed to the rescinding of the motion. The matter will be tabled for further discussion at the next monthly meeting of the Board.

6.d. Replacement of Three Trees at Stonebriar Entrance near Prima. The Board discussed replacement of the trees at the Stonebriar entrance near Prima Drive and entertained input from resident Ed McGowan. After discussion, Director Brenda Collette made a motion to approve expenditure of not to exceed \$1,000 to replace the three trees removed at the Stonebriar entrance near Prima with 15-gallon size trees; second by Director Gordon Fawkes. The Board had further discussion. Ed did research about compatible trees for the area and suggested Western Red Cedar which are evergreen, drought hardy, and disease and insect resistant. He said he would have preferred a larger size tree, but due to the costs of planting larger trees and the fact that they grow 3-5 feet per year, the Board stayed with the 15-gallon size. A roll call vote was taken, as follows; motion carried.

AYES: Collette, Fawkes, Magee and Sites

NOES: None

ABSENT: None

ABSTAIN: None

6.e. Discussion of Board Officers as a Result of Resignation of President. Since the resignation of Board President, Vice President Brenda Collette has been acting as Chair of the Board meetings. The Board discussed its slate of Officers. After discussion, Director Matt Sites made a motion offering to serve as President for the remaining calendar year term with Brenda Collette continuing to serve as Vice President; second by Director Mark Magee. A roll call vote was taken; as follows; motion carried.

AYES: Collette, Fawkes, Magee and Sites

NOES: None

ABSENT: None

ABSTAIN: None

7. Adjournment. Upon motion by Director Gordon Fawkes, the meeting was adjourned at 9:28 p.m.

Submitted by:

Linda Stone, Board Secretary

Approved by Board:

Attachment to Minutes

September 15 2020

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Summerfield Way Open Space clean up near resident/Belhaven property fences (Ongoing)
- Having landscapers clear out leaves from storm drain inlets due to leaves falling early.
- Asked them to clear back sidewalk encroachment along CSD property

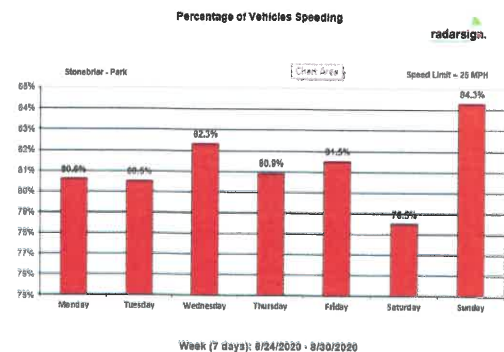
White Rock Drilling: Contractor doing drilling work for underground utilities crushed landscape concrete curbing. Contractor came out on Monday to look at scope of work.



Radar Sign:

Ongoing speeds retrieved from park sign show over 80% of the vehicles are exceeding the posted speed limit.

Radar Sign bushes cut back near park sign, Stonebriar Ct sign not done by resident yet.



Umpqua Account:

Working through paperwork required to get additional card issued to Brenda.

Encroachment:

Notices sent out to 17 properties regarding clearing of leaf debris from sidewalks and overhead clearance with trees. Annual letters sent to residents that have a storm drain inlet in front of their homes for clearing of leaf/landscape debris to prevent clogging of storm drains.

Warnings/Citations:

Discussion with resident who moved hoop into driveway. One boat cited.

Citation Status Report

Date Range: 06/01/2016-06/30/2020

Rolling Hills

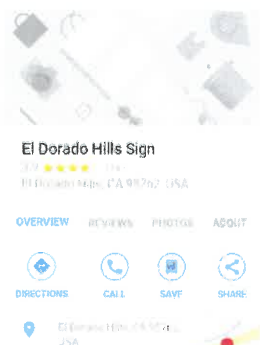
258 Department

Agency	Citation	Cite Date	Time	Plate/VIN	State	Make	Location	Status	# Notices RO	Appealed?	DMV Hold?	FTB?	Original	Charges/Fees	Payments	Owing
Rolling Hills	RHCSD0204	06/03/2018	08:18	4FV5800	CA	DHME	43555 DUNWOOD	Hold	0 New	No	No	No	\$100.00			\$100.00
Rolling Hills	RHCSD0254	06/01/2020	12:29	4L05637	CA	DHME	4419 DUNWOOD DR	Diam	0 Hit	No	No	No	\$100.00	(\$100.00)		\$0.00
Rolling Hills	RHCSD0256	06/04/2020	14:54	48F2637	CA	TRLR	700 SAN MARINO CT	Hold	0 New	No	No	No	\$100.00			\$100.00
Rolling Hills	RHCSD0258	06/15/2020	10:24	1P09554	CA	DARGO	7981 BELHAVEN WY	Closed	1 Hit	No	No	No	\$100.00		\$100.00	\$0.00
Rolling Hills DELINQUENT	RHCSD0203	04/19/2018	11:10	4GL1942	CA	PAGE	700 SAN MARINO	Open	1 Hit	No	No	No	\$200.00			\$200.00
Rolling Hills DELINQUENT	RHCSD0202	02/21/2018	09:57	4GL1942	CA	PAGE	700 SAN MARINO CT	Open	1 Hit	No	No	No	\$100.00			\$100.00
Rolling Hills DELINQUENT	RHCSD0252	11/23/2019	10:33	8L0Y474	CA	FORER	200 MONTROSE COURT	Open	2 Hit	By	Yes	No	\$100.00			\$100.00
Totals:									3				\$600.00	(\$100.00)	\$100.00	\$600.00

7 records overlaid your report criteria (including: Current and Delinquent Citations, Sorted By: # Notices)

Resident Concerns: Belhaven resident called regarding street light and bushes growing against her fence from Summerfield wetlands. I checked and part of the issue is regrowth of weeds due to their landscape irrigation running onto CSD property.

Monument: Trespassing/Climbing ongoing. No Trespass Signs installed and construction fencing reattached. Large amounts of litter was picked up (two garbage bags full). I was informed by a resident that the monument has been tagged on Google as a scenic spot, he requested it be removed and I also submitted a request informing them that future tags are unauthorized and law enforcement will be enforcing no trespass via citation/arrest.



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UMPQUA BANK

September 30, 2020 Page: 1 of 2

Customer Service:
1-866-486-7782

ROLLING HILLS COMMUNITY SERVICES DIST
CSD REVOLVING ACCOUNT
PO BOX 5266
EL DORADO HILLS CA 95762-0005

Last statement: August 31, 2020
This statement: September 30, 2020

Umpqua Bank Rules & Regulations updates go into effect 7-1-2020. This update mainly includes changes to Umpqua Bank's Funds Availability Policy. Next business day funds availability has increased to \$225, if there is a hold on a check. For more info, and to review other changes, you may request a copy by calling us at 1-866-486-7782 or visiting umpquabank.com/disclosures.

PUBLIC FUNDS CHECKING

Account number	4866853585	Beginning balance	\$1,867.16
Low balance	\$1,752.16	Deposits/Additions	\$1,628.27
Average balance	\$2,945.39	Withdrawals/Subtractions	\$141.50
Interest earned	\$0.00	Ending balance	\$3,353.93

Deposits/Additions

<u>Date</u>	<u>Description</u>	<u>Additions</u>
09-09	Deposit	1,628.27
Total Additions		\$1,628.27

Card Transactions/Withdrawals

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
09-02	POS Purchase Terminal 50039863 Terrabound Solutio Ns 877-85729 Tx XXXXXXXXXXXX1280	115.00
09-21	POS Purchase Terminal Vbase2 Logmein*gotomeetin G Logmein.C Ma XXXXXXXXXXXX1280	14.00
Total Card Transactions/Withdrawals		\$129.00

Other Withdrawals/Subtractions

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
09-30	Service Charge For Maintenance Fee	12.50
Total Other Withdrawals/Subtractions		\$12.50

Daily Balances

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
08-31	1,867.16	09-09	3,380.43	09-30	3,353.93
09-02	1,752.16	09-21	3,366.43		

Overdraft Fee Summary

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Checks

(* Skip in check sequence, R-Check has been returned, + Electronified check))

Total Checks paid: 0 for **-\$0.00**

8028280 - 8028280 GENERAL FUNDPrinted 10/7/2020
11:22:55 AM**General Ledger****Summary for the Accounting Period Ended: September 30, 2020**

	Debit	Credit	Balance
80280280 ROLLING HILLS			
ASSETS			
100 EQUITY IN POOLED CASH	511,758.39	79,543.89	432,214.50
102 IMPREST (PETTY) CASH	5,000.00	0.00	5,000.00
ASSETS	516,758.39	79,543.89	437,214.50
LIABILITIES			
201 VOUCHERS PAYABLE	79,412.78	79,412.78	0.00
LIABILITIES	79,412.78	79,412.78	0.00
FUND BALANCE			
310 FND BAL: RSVD GENERAL	0.00	53,834.00	-53,834.00
313 FND BAL: RSVD IMPREST CASH	0.00	5,000.00	-5,000.00
350 FND BAL: UNRSVD UNDESIGNATED	0.00	433,355.99	-433,355.99
401 ESTIMATED REVENUE	226,100.00	0.00	226,100.00
411 ACTUAL REVENUES	0.00	1,394.80	-1,394.80
420 ORIGINAL BUDGET (APPROPTNS.)	0.00	226,100.00	-226,100.00
431 EXPENDITURES	56,370.29	0.00	56,370.29
FUND BALANCE	282,470.29	719,684.79	-437,214.50
80280280 ROLLING HILLS	878,641.46	878,641.46	0.00

8028280 - 8028280 GENERAL FUNDPrinted 10/7/2020
11:22:57 AM**General Ledger****Details for the Accounting Period Ended: September 30, 2020**

	Debit	Credit	Balance
80280280 ROLLING HILLS			
ASSETS			
100 EQUITY IN POOLED CASH			
9/1/2020 BEGINNING BALANCE	511,002.11	40,598.29	470,403.82
9/2/2020 APP 202103 176	0.00	26,529.29	443,874.53
9/9/2020 GNI 202103 472	354.22	0.00	444,228.75
9/9/2020 GEN 202103 526	100.00	0.00	444,328.75
9/9/2020 APP 202103 592	0.00	2,976.16	441,352.59
9/10/2020 GNI 202103 696	4.07	0.00	441,356.66
9/15/2020 GNI 202103 958	8.85	0.00	441,365.51
9/15/2020 GNI 202103 960	153.57	0.00	441,519.08
9/17/2020 GNI 202103 1226	0.00	131.11	441,387.97
9/23/2020 GNI 202103 1700	135.57	0.00	441,523.54
9/30/2020 APP 202103 2298	0.00	9,309.04	432,214.50
100 EQUITY IN POOLED CASH	511,758.39	79,543.89	432,214.50
102 IMPREST (PETTY) CASH			
9/1/2020 BEGINNING BALANCE	5,000.00	0.00	5,000.00
102 IMPREST (PETTY) CASH	5,000.00	0.00	5,000.00
ASSETS	516,758.39	79,543.89	437,214.50
LIABILITIES			
201 VOUCHERS PAYABLE			
9/1/2020 BEGINNING BALANCE	40,598.29	40,598.29	0.00
9/1/2020 API 202103 158	0.00	26,529.29	-26,529.29
9/2/2020 APP 202103 176	26,529.29	0.00	0.00
9/9/2020 API 202103 578	0.00	2,976.16	-2,976.16
9/9/2020 APP 202103 592	2,976.16	0.00	0.00
9/28/2020 API 202103 2280	0.00	9,309.04	-9,309.04
9/30/2020 APP 202103 2298	9,309.04	0.00	0.00
201 VOUCHERS PAYABLE	79,412.78	79,412.78	0.00
LIABILITIES	79,412.78	79,412.78	0.00
FUND BALANCE			
310 FND BAL: RSVD GENERAL			
9/1/2020 BEGINNING BALANCE	0.00	53,834.00	-53,834.00
310 FND BAL: RSVD GENERAL	0.00	53,834.00	-53,834.00
313 FND BAL: RSVD IMPREST CASH			
9/1/2020 BEGINNING BALANCE	0.00	5,000.00	-5,000.00
313 FND BAL: RSVD IMPREST CASH	0.00	5,000.00	-5,000.00
350 FND BAL: UNRSVD UNDESIGNATED			
9/1/2020 BEGINNING BALANCE	0.00	433,355.99	-433,355.99
350 FND BAL: UNRSVD UNDESIGNATED	0.00	433,355.99	-433,355.99

8028280 - 8028280 GENERAL FUNDPrinted 10/7/2020
11:22:57 AM**General Ledger****Details for the Accounting Period Ended: September 30, 2020**

	Debit	Credit	Balance
401 ESTIMATED REVENUE			
9/1/2020 BEGINNING BALANCE	0.00	0.00	0.00
9/24/2020 BUA 202103 1845	226,100.00	0.00	226,100.00
401 ESTIMATED REVENUE	226,100.00	0.00	226,100.00
411 ACTUAL REVENUES			
9/1/2020 BEGINNING BALANCE	0.00	638.52	-638.52
9/9/2020 GNI 202103 472	0.00	354.22	-992.74
9/9/2020 GEN 202103 526	0.00	100.00	-1,092.74
9/10/2020 GNI 202103 696	0.00	4.07	-1,096.81
9/15/2020 GNI 202103 958	0.00	8.85	-1,105.66
9/15/2020 GNI 202103 960	0.00	153.57	-1,259.23
9/23/2020 GNI 202103 1700	0.00	135.57	-1,394.80
411 ACTUAL REVENUES	0.00	1,394.80	-1,394.80
420 ORIGINAL BUDGET (APPROPTNS.)			
9/1/2020 BEGINNING BALANCE	0.00	0.00	0.00
9/24/2020 BUA 202103 1845	0.00	226,100.00	-226,100.00
420 ORIGINAL BUDGET (APPROPTNS.)	0.00	226,100.00	-226,100.00
431 EXPENDITURES			
9/1/2020 BEGINNING BALANCE	17,424.69	0.00	17,424.69
9/1/2020 API 202103 158	26,529.29	0.00	43,953.98
9/9/2020 API 202103 578	2,976.16	0.00	46,930.14
9/17/2020 GNI 202103 1226	131.11	0.00	47,061.25
9/28/2020 API 202103 2280	9,309.04	0.00	56,370.29
431 EXPENDITURES	56,370.29	0.00	56,370.29
FUND BALANCE	282,470.29	719,684.79	-437,214.50
80280280 ROLLING HILLS	878,641.46	878,641.46	0.00

**Revenues and
Expenditures****8028280 CSD: ROLLING HILLS CSD**
Summary For the Month ended: September 30, 2020

	Estimated / Budget	Actual Amount	Balance
8028280 CSD: ROLLING HILLS CSD			
Revenue			
01 Taxes			
0100 PROP TAX: CURR SECURED	98,000.00	0.00	98,000.00
0130 PROP TAX: PRIOR UNSECURED	0.00	17.28	-17.28
0140 PROP TAX: SUPP CURRENT	0.00	342.74	-342.74
0150 PROP TAX: SUPP PRIOR	0.00	66.46	-66.46
01 Taxes	98,000.00	426.48	97,573.52
03 Fines & Penalties			
0360 PEN & COST DELINQUENT TAXES	0.00	23.26	-23.26
03 Fines & Penalties	0.00	23.26	-23.26
04 Rev Use Money/Prop			
0400 REV: INTEREST	7,500.00	745.06	6,754.94
04 Rev Use Money/Prop	7,500.00	745.06	6,754.94
13 Service Charges			
1310 SPECIAL ASSESSMENTS	79,800.00	100.00	79,700.00
13 Service Charges	79,800.00	100.00	79,700.00
19 Miscellaneous Rev			
1940 MISC: REVENUE	800.00	100.00	700.00
19 Miscellaneous Rev	800.00	100.00	700.00
22 Fund Balance			
0001 FUND BALANCE	40,000.00	0.00	40,000.00
22 Fund Balance	40,000.00	0.00	40,000.00
Total Revenue	226,100.00	1,394.80	224,705.20
Expense			
40 Services & Supplies			
4040 TELEPHONE VENDOR PAYMENTS	350.00	0.00	350.00
4041 COUNTY PASS THRU TELPHONE CHRG	150.00	0.00	150.00
4060 FOOD AND FOOD PRODUCTS	50.00	0.00	50.00
4100 INSURANCE: PREMIUM	4,850.00	5,332.54	-482.54
4183 MAINT: GROUNDS	11,000.00	8,100.00	2,900.00
4185 MAINT: PARK	73,000.00	18,665.00	54,335.00

8028280 CSD: ROLLING HILLS CSD
Summary For the Month ended: September 30, 2020

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**Revenues and
Expenditures**

	Estimated / Budget	Actual Amount	Balance
4189 MAINT: WATER SYSTEM	6,000.00	867.20	5,132.80
4190 MAINT: DRAINAGE	7,500.00	950.00	6,550.00
4191 MAINT: ROADS	200.00	0.00	200.00
4192 MAINT: LIGHTING	500.00	0.00	500.00
4197 MAINT: BUILDINGSUPPLIES	500.00	0.00	500.00
4220 MEMBERSHIPS	675.00	0.00	675.00
4240 MISC: EXPENSE	300.00	36.74	263.26
4260 OFFICE EXPENSE	200.00	0.00	200.00
4261 POSTAGE	450.00	5.50	444.50
4266 PRINTING SERVICES	500.00	309.95	190.05
4300 PROFESSIONAL & SPECIAL SRVS	25,000.00	8,247.50	16,752.50
4304 AGENCY ADMINISTRATION FEE	325.00	131.11	193.89
4305 AUDIT & ACCOUNTING SERVICES	9,000.00	0.00	9,000.00
4313 LEGAL SERVICES	5,000.00	341.25	4,658.75
4345 SPECIAL DISTRICT DIRECTOR SRVS	4,000.00	1,425.00	2,575.00
4400 PUBLICATION & LEGAL NOTICES	200.00	0.00	200.00
4420 RENT & LEASE: EQUIPMENT	800.00	154.00	646.00
4440 RENT & LEASE: BUILD & IMPRV	3,800.00	462.00	3,338.00
4501 SPECIAL PROJECTS	40,000.00	0.00	40,000.00
4505 SB924: TRANSPORTATION & TRAVEL	50.00	0.00	50.00
4602 MILGE: EMPLOY AUTO (NO OVERNT)	200.00	0.00	200.00
4700 UTILITIES	31,500.00	11,342.50	20,157.50
40 Services & Supplies	226,100.00	56,370.29	169,729.71
Total Expense	226,100.00	56,370.29	169,729.71
8028280 CSD: ROLLING HILLS CSD	0.00	-54,975.49	54,975.49
Report Total			
Total Revenue	226,100.00	1,394.80	224,705.20
Total Expense	226,100.00	56,370.29	169,729.71
	0.00	-54,975.49	54,975.49

8028280 CSD: ROLLING HILLS CSDPrinted 10/7/2020
11:22:59 AM**Revenues and
Expenditures**

Details For the Accounting Period ended: September 30, 2020

	Estimated / Budget	Actual Amount	Balance
8028280 CSD: ROLLING HILLS CSD			
Revenue			
01 Taxes			
0100 PROP TAX: CURR SECURED			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	98,000.00	0.00	
0100 PROP TAX: CURR SECURED	98,000.00	0.00	98,000.00
0130 PROP TAX: PRIOR UNSECURED			
9/1/2020 BEGINNING BALANCE	0.00	9.70	
9/15/2020 GNI 675 DU ROLL 14321 1% GENERAL TAX DU-K	0.00	3.55	
9/15/2020 GNI 675 DU ROLL 14321 1% GENERAL TAX DU-Y	0.00	4.03	
0130 PROP TAX: PRIOR UNSECURED	0.00	17.28	-17.28
0140 PROP TAX: SUPP CURRENT			
9/1/2020 BEGINNING BALANCE	0.00	203.10	
9/10/2020 GNI 673 SU ROLL 14321 1% GENERAL TAX SUPP SU-Q	0.00	4.07	
9/23/2020 GNI 672 SS ROLL 14321 1% GENERAL TAX SUPP SS-C	0.00	135.53	
9/23/2020 GNI 672 SS ROLL 14321 1% GENERAL TAX SUPP SS-M	0.00	0.04	
0140 PROP TAX: SUPP CURRENT	0.00	342.74	-342.74
0150 PROP TAX: SUPP PRIOR			
9/1/2020 BEGINNING BALANCE	0.00	30.94	
9/15/2020 GNI 674 DS ROLL 14321 1% GENERAL TAX SUPP DS-E	0.00	34.25	
9/15/2020 GNI 675 DU ROLL 14321 1% GENERAL TAX SUPP DU-G	0.00	0.14	
9/15/2020 GNI 675 DU ROLL 14321 1% GENERAL TAX SUPP DU-J	0.00	0.42	
9/15/2020 GNI 675 DU ROLL 14321 1% GENERAL TAX SUPP DU-X	0.00	0.71	
0150 PROP TAX: SUPP PRIOR	0.00	66.46	-66.46
01 Taxes	98,000.00	426.48	97,573.52
03 Fines & Penalties			
0360 PEN & COST DELINQUENT TAXES			
9/1/2020 BEGINNING BALANCE	0.00	3.94	
9/15/2020 GNI 674 DS ROLL 14321 PENALTIES SUPP DS-E	0.00	6.32	
9/15/2020 GNI 674 DS ROLL 64801 PENALTIES DS-I	0.00	13.00	
0360 PEN & COST DELINQUENT TAXES	0.00	23.26	-23.26
03 Fines & Penalties	0.00	23.26	-23.26
04 Rev Use Money/Prop			
0400 REV: INTEREST			
9/1/2020 BEGINNING BALANCE	0.00	390.84	
9/9/2020 GNI INT AUG 20	0.00	354.22	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	7,500.00	0.00	
0400 REV: INTEREST	7,500.00	745.06	6,754.94
04 Rev Use Money/Prop	7,500.00	745.06	6,754.94

8028280 CSD: ROLLING HILLS CSDPrinted 10/7/2020
11:22:59 AM**Revenues and
Expenditures****Details For the Accounting Period ended: September 30, 2020**

	Estimated / Budget	Actual Amount	Balance
13 Service Charges			
1310 SPECIAL ASSESSMENTS			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/15/2020 GNI 674 DS ROLL 64801 DIRECT CHARGE DS-I	0.00	100.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	79,800.00	0.00	
1310 SPECIAL ASSESSMENTS	79,800.00	100.00	79,700.00
13 Service Charges	79,800.00	100.00	79,700.00
19 Miscellaneous Rev			
1940 MISC: REVENUE			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/9/2020 GEN CK PERMIT HOWE- PREMIER POOLS	0.00	100.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	800.00	0.00	
1940 MISC: REVENUE	800.00	100.00	700.00
19 Miscellaneous Rev	800.00	100.00	700.00
22 Fund Balance			
0001 FUND BALANCE			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	40,000.00	0.00	
0001 FUND BALANCE	40,000.00	0.00	40,000.00
22 Fund Balance	40,000.00	0.00	40,000.00
Total Revenue	226,100.00	1,394.80	224,705.20
Expense			
40 Services & Supplies			
4040 TELEPHONE VENDOR PAYMENTS			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	350.00	0.00	
4040 TELEPHONE VENDOR PAYMENTS	350.00	0.00	350.00
4041 COUNTY PASS THRU TELPHONE CHR			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	150.00	0.00	
4041 COUNTY PASS THRU TELPHONE CHR	150.00	0.00	150.00
4060 FOOD AND FOOD PRODUCTS			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	50.00	0.00	
4060 FOOD AND FOOD PRODUCTS	50.00	0.00	50.00

8028280 CSD: ROLLING HILLS CSDPrinted 10/7/2020
11:22:59 AM**Revenues and
Expenditures****Details For the Accounting Period ended: September 30, 2020**

	Estimated / Budget	Actual Amount	Balance
4100 INSURANCE: PREMIUM			
9/1/2020 BEGINNING BALANCE	0.00	4,832.54	
9/9/2020 API 515331 RHCS D deductible claim invest	0.00	500.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	4,850.00	0.00	
4100 INSURANCE: PREMIUM	4,850.00	5,332.54	-482.54
4183 MAINT: GROUNDS			
9/1/2020 BEGINNING BALANCE	0.00	1,350.00	
9/1/2020 API 511461 RHCS D goat grazing weed abatem	0.00	6,750.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	11,000.00	0.00	
4183 MAINT: GROUNDS	11,000.00	8,100.00	2,900.00
4185 MAINT: PARK			
9/1/2020 BEGINNING BALANCE	0.00	6,555.00	
9/1/2020 API 511455 RHCS D landscape svcs Aug 2020	0.00	6,055.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	73,000.00	0.00	
9/28/2020 API 523213 RHCS D landscape services Sept.	0.00	6,055.00	
4185 MAINT: PARK	73,000.00	18,665.00	54,335.00
4189 MAINT: WATER SYSTEM			
9/1/2020 BEGINNING BALANCE	0.00	867.20	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	6,000.00	0.00	
4189 MAINT: WATER SYSTEM	6,000.00	867.20	5,132.80
4190 MAINT: DRAINAGE			
9/1/2020 BEGINNING BALANCE	0.00	950.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	7,500.00	0.00	
4190 MAINT: DRAINAGE	7,500.00	950.00	6,550.00
4191 MAINT: ROADS			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	200.00	0.00	
4191 MAINT: ROADS	200.00	0.00	200.00
4192 MAINT: LIGHTING			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	500.00	0.00	
4192 MAINT: LIGHTING	500.00	0.00	500.00
4197 MAINT: BUILDINGSUPPLIES			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	500.00	0.00	
4197 MAINT: BUILDINGSUPPLIES	500.00	0.00	500.00
4220 MEMBERSHIPS			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	675.00	0.00	
4220 MEMBERSHIPS	675.00	0.00	675.00
4240 MISC: EXPENSE			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	300.00	0.00	

8028280 CSD: ROLLING HILLS CSDPrinted 10/7/2020
11:22:59 AM**Revenues and
Expenditures****Details For the Accounting Period ended: September 30, 2020**

	Estimated / Budget	Actual Amount	Balance
9/28/2020 API 523217 RHCS D reimburse Use Tax return	0.00	36.74	
4240 MISC: EXPENSE	300.00	36.74	263.26
4260 OFFICE EXPENSE			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	200.00	0.00	
4260 OFFICE EXPENSE	200.00	0.00	200.00
4261 POSTAGE			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	450.00	0.00	
9/28/2020 API 523216 RHCS D reimburse postage expens	0.00	5.50	
4261 POSTAGE	450.00	5.50	444.50
4266 PRINTING SERVICES			
9/1/2020 BEGINNING BALANCE	0.00	309.95	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	500.00	0.00	
4266 PRINTING SERVICES	500.00	309.95	190.05
4300 PROFESSIONAL & SPECIAL SRVS			
9/1/2020 BEGINNING BALANCE	0.00	1,554.00	
9/1/2020 API 511445 RHCS D General Manager svcs 7/1	0.00	1,537.50	
9/1/2020 API 511456 RHCS D Clerk services 7/24/20-8	0.00	1,350.00	
9/9/2020 API 515328 RHCS D General Manager services	0.00	2,150.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	25,000.00	0.00	
9/28/2020 API 523215 RHCS D Clerk services 8/26/20-9	0.00	1,656.00	
4300 PROFESSIONAL & SPECIAL SRVS	25,000.00	8,247.50	16,752.50
4304 AGENCY ADMINISTRATION FEE			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/17/2020 GNI LAFCOBILLING FY 20/21 LAFCO BILL GC56381	0.00	131.11	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	325.00	0.00	
4304 AGENCY ADMINISTRATION FEE	325.00	131.11	193.89
4305 AUDIT & ACCOUNTING SERVICES			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	9,000.00	0.00	
4305 AUDIT & ACCOUNTING SERVICES	9,000.00	0.00	9,000.00
4313 LEGAL SERVICES			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	5,000.00	0.00	
9/28/2020 API 523214 RHCS D legal services July 2020	0.00	341.25	
4313 LEGAL SERVICES	5,000.00	341.25	4,658.75
4345 SPECIAL DISTRICT DIRECTOR SRVS			
9/1/2020 BEGINNING BALANCE	0.00	300.00	
9/1/2020 API 511457 RHCS D Spec. 8/4/2020 Director	0.00	75.00	
9/1/2020 API 511458 RHCS D Spec. 8/4/2020 Director	0.00	75.00	
9/1/2020 API 511459 RHCS D Spec. 8/4/2020 Director	0.00	75.00	
9/1/2020 API 511460 RHCS D Spec. 8/4/2020 Director	0.00	75.00	
9/1/2020 API 511462 RHCS D 8/18/2020 Director stipe	0.00	75.00	

8028280 CSD: ROLLING HILLS CSDPrinted 10/7/2020
11:22:59 AM**Revenues and
Expenditures****Details For the Accounting Period ended: September 30, 2020**

	Estimated / Budget	Actual Amount	Balance
9/1/2020 API 511463 RHCSD 8/18/2020 Director stipe	0.00	75.00	
9/1/2020 API 511464 RHCSD 8/18/2020 Director stipe	0.00	75.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	4,000.00	0.00	
9/28/2020 API 523218 RHCSD 9/15/2020 Director stipe	0.00	75.00	
9/28/2020 API 523219 RHCSD 9/15/2020 Director stipe	0.00	75.00	
9/28/2020 API 523220 RHCSD 9/15/2020 Director stipe	0.00	75.00	
9/28/2020 API 523221 RHCSD 9/15/2020 Director stipe	0.00	75.00	
9/28/2020 API 523222 RHCSD 9/22/2020 Director stipe	0.00	75.00	
9/28/2020 API 523223 RHCSD 9/22/2020 Director stipe	0.00	75.00	
9/28/2020 API 523224 RHCSD 9/22/2020 Director stipe	0.00	75.00	
9/28/2020 API 523225 RHCSD 9/22/2020 Director stipe	0.00	75.00	
4345 SPECIAL DISTRICT DIRECTOR SRVS	4,000.00	1,425.00	2,575.00
4400 PUBLICATION & LEGAL NOTICES			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	200.00	0.00	
4400 PUBLICATION & LEGAL NOTICES	200.00	0.00	200.00
4420 RENT & LEASE: EQUIPMENT			
9/1/2020 BEGINNING BALANCE	0.00	154.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	800.00	0.00	
4420 RENT & LEASE: EQUIPMENT	800.00	154.00	646.00
4440 RENT & LEASE: BUILD & IMPRV			
9/1/2020 BEGINNING BALANCE	0.00	154.00	
9/1/2020 API 511446 RHCSD Storage rental Sept 2020	0.00	154.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	3,800.00	0.00	
9/28/2020 API 523208 RHCSD Storage rental October 2	0.00	154.00	
4440 RENT & LEASE: BUILD & IMPRV	3,800.00	462.00	3,338.00
4501 SPECIAL PROJECTS			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	40,000.00	0.00	
4501 SPECIAL PROJECTS	40,000.00	0.00	40,000.00
4505 SB924: TRANSPORTATION & TRAVEL			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	50.00	0.00	
4505 SB924: TRANSPORTATION & TRAVEL	50.00	0.00	50.00
4602 MILGE: EMPLOY AUTO (NO OVERTN)			
9/1/2020 BEGINNING BALANCE	0.00	0.00	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	200.00	0.00	
4602 MILGE: EMPLOY AUTO (NO OVERTN)	200.00	0.00	200.00
4700 UTILITIES			
9/1/2020 BEGINNING BALANCE	0.00	398.00	
9/1/2020 API 511447 RHCSD power no. 6085621545-8	0.00	44.07	
9/1/2020 API 511448 RHCSD power no. 1211321236-4	0.00	11.45	
9/1/2020 API 511449 RHCSD water no. 118388-001	0.00	1,305.43	
9/1/2020 API 511450 RHCSD water no. 118386-001	0.00	242.38	
9/1/2020 API 511451 RHCSD water no. 084490-002	0.00	6,426.11	
9/1/2020 API 511452 RHCSD water no. 126908-002	0.00	1,548.75	

**Revenues and
Expenditures****8028280 CSD: ROLLING HILLS CSD**
Details For the Accounting Period ended: September 30, 2020

	Estimated / Budget	Actual Amount	Balance
9/1/2020 API 511453 RHCSD water no. 083214-001	0.00	464.47	
9/1/2020 API 511454 RHCSD water no. 126932-002	0.00	115.13	
9/9/2020 API 515329 RHCSD power no. 4570858285-8	0.00	324.73	
9/9/2020 API 515330 RHCSD power no. 1857646705-6	0.00	1.43	
9/24/2020 BUA T T FY20/21 ADOPTED BUDGET	31,500.00	0.00	
9/28/2020 API 523209 RHCSD power no. 6085621545-8	0.00	49.99	
9/28/2020 API 523210 RHCSD power no. 1211321236-4	0.00	12.54	
9/28/2020 API 523211 RHCSD power no. 4570858285-8	0.00	324.74	
9/28/2020 API 523212 RHCSD power no. 1857646705-6	0.00	73.28	
4700 UTILITIES	31,500.00	11,342.50	20,157.50
40 Services & Supplies	226,100.00	56,370.29	169,729.71
Total Expense	226,100.00	56,370.29	169,729.71
8028280 CSD: ROLLING HILLS CSD	0.00	-54,975.49	54,975.49
Report Total			
Total Revenue	226,100.00	1,394.80	224,705.20
Total Expense	226,100.00	56,370.29	169,729.71
	0.00	-54,975.49	54,975.49



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: September 30, 2020
TO: **ROLLING HILLS COMMUNITY SERVICE DISTRICT**
Via: Posting to Auditor's Website; Emailing to known Email Addresses
FROM: Sally Zutter, Accounting Division Manager
SUBJECT: Property Tax Revenue Estimates for the FY20/21 Lien Date Tax Rolls

As a courtesy, the Auditor/Controller is providing the enclosed revenue estimates of the 1% general property tax revenues for the fiscal year 2020/21 lien date tax rolls. These revenue estimates are categorized by revenue source. A multi-year history of revenue estimates may be located at:

https://www.edcgov.us/Government/Auditor-Controller/PropTax/Pages/distribution_of_proposition_13_s_1_general_property_tax.aspx

These revenue estimates are based on the Assessor's assessment roll delivered to the Auditor in July for the January 1, 2020 statewide lien date. Pursuant to various State laws, the Auditor annually reports each local agency's current year assessed value via a multi-year history of assessed values by local agency located at:

http://www.edcgov.us/Government/Auditor-Controller/PropTax/Pages/Assessed_Valuation_by_Agency_District.aspx

The Assessor will begin processing certain changes to current year and prior year assessed values in August 2020 and continue through June 2021. These additions, deletions, and/or changes will cause the net billed amount to change throughout the fiscal year, thereby creating permanent variances from the enclosed revenue estimates.

The enclosed revenue estimates for the current year lien date tax rolls do not include the following items, which are processed throughout the fiscal year:

- Increases to taxes receivable/collections, due to Escaped taxes on increases in assessed value, which are billed for current/prior year tax rolls. These are posted to the district's general ledger fund (G/L) as objects 0100-0120 throughout the fiscal year.
- Refunds on current/prior year tax rolls due to reduced assessed values on paid tax bills. These items are posted to the G/L as objects 0100-0130 and 0360 throughout the fiscal year.
- Decreases to taxes receivable due to reduced assessed values on unpaid tax bills for current/prior year tax rolls. If secured (Teetered), these are posted to the G/L as objects 0100 and 0120. If unsecured (not Teetered), these aren't posted to the local Agency's G/L (since no revenue was previously posted), but the estimate enclosed is affected.
- Net collection of Supplemental taxes (pursuant to R&T§75 et seq.). The actual revenues are posted to the G/L as objects 0140 and 0150 throughout the fiscal year.
- Collection of current/prior year Aircraft revenue. Aircraft revenue is allocated based on situs (TRA) only to the County, City, and School Districts pursuant to State law. To calculate a revenue estimate for your agency, please review R&T§5451-5456 for allocation rules.
- Collection of current/prior miscellaneous taxes & subvention revenue such as Racehorse Tax, Timber Tax, U.S. Forest Reserve in Lieu, Open Space Subvention, Fish and Game in Lieu of Taxes, Federal Grazing Land Fees, and Highway Property Tax Rental. To calculate a revenue estimate for your agency, please see the local agency's prior year actual revenues plus applicable allocation laws.
- RDA Successor Agency Pass-through agreement amounts (applicable only to districts whose boundaries overlap with the former South Tahoe Redevelopment Agency Project #1) posted to the G/L as object 1200.
- VLF Swap revenues (applicable only to County/Cities) posted to the G/L as object 0179.

The local agency's actual amount of Property Tax Administrative Cost (R&T §95.3) will be deducted from the local agency's current secured tax revenue (G/L object 0100) in December 2020.

Pursuant to Government Code §53901, every local agency (except school districts) is required to file a copy of its 2020/21 annual budget with this office (**Attn: Bob Toscano**) by **August 30** unless applicable statutes allow for a different filing deadline (e.g. HS Code §13895). The City of South Lake Tahoe's deadline to file is November 29 due to its September 30 fiscal year end.

FY20/21 Current Year Property Tax Roll – Revenue Estimates

For: ROLLING HILLS COMMUNITY SERVICE DISTRICT, Tax Code: 14321, G/L Organization Code: 8028280

<u>Current Year Tax Roll Type</u>	<u>G/L Object</u>	<u>Estimated Revenue</u>	<u>Special Notes</u>
Secured – Local	0100	102,035	Net of 92/93 ERAF (AKA ERAF I) and 93/94 ERAF (AKA ERAF II). On Teeter Plan which guarantees 100% of net billed amount by end of FY regardless of delinquencies.
Secured - Unitary/SBE (State Assessed Property)	0100	784	On Teeter Plan (see above). Billed/collected on local secured roll, but has its own set of distribution factors.
RDA Tax Increment, if applicable	0100		On Teeter Plan, see above.
Total Estimate for Object	0100	102,819	
Unsecured	0110	1,863	Net of ERAF I and ERAF II.
Homeowner's Exemption	0820	809	State Reimbursement per California Constitution. Net of ERAF I & ERAF II.
Total Estimated Property Tax Revenue		105,491	
Property Tax Administrative Cost	0100	(2,336)	Estimated using last year's actual cost + 15% estimated increase. For the County General fund <u>only</u> , State law requires the County General Fund to additionally pay the share calculated for K-12 Schools, Community Colleges, and ERAF (shown below).
Net Estimated Revenue		<u>103,155</u>	From current year January 1 lien date tax rolls.

FYI: local agency's ERAF I amount for the FY is:

FYI: local agency's ERAF II amount for the FY is:

FYI: Unreimbursed Schools' Property Tax Administrative Cost

(47,205)
0

{
 Negatives amounts = reductions to local agency's revenues, while
 Positive amounts = additions to local agency's revenues.
 }

- The County is required by State statute to calculate the school's share of Property Tax Administrative Cost, but is prohibited from reimbursement.



California Public Employees' Retirement System
P.O. Box 942715 | Sacramento, CA 94229-2715
888 CalPERS (or 888-225-7377) | TTY: (877) 249-7442
www.calpers.ca.gov

Actuarial Circular Letter

September 21, 2020

Circular Letter: 200-048-20

Distribution: IV, V, VI, X, XII, XVI

To: All CalPERS Employers
Subject: Pension Outlook 2019 Valuation Data Now Available

Purpose

The purpose of this Circular Letter is to inform you that the 2019 actuarial valuation data for state, school, and public agency employers with non-pooled plans is now available in the Pension Outlook tool.

Background

The Pension Outlook tool is a new informational tool for employers to plan and budget pension costs into the future. The tool provides an opportunity to see pension plan cost drivers by using various financial and investment scenarios.

The new June 30, 2019 valuation data that is now available in Pension Outlook for non-pooled plans is the most recent data released that sets the public agency employer contribution rates for fiscal year (FY) 2021-22 and the rates for state and school employers for FY 2020-21.

It is anticipated that data for public agency pooled plans will be available in the Pension Outlook tool by October.

More Information

Access [Pension Outlook](#) and follow the instructions about how to register and log in. You can also view the [Pension Outlook User Manual](#) to learn more.

10/20/2020
Item 5.b.

Serving Northern California
1278 Indiana Street, Suite 400
San Francisco, CA 94107

Tel: (415) 694-8931
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www.reservestudy.com



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RESERVES™**

Planning For The Inevitable™

Regional Offices

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San Jose
Walnut Creek

October 5, 2020

35000 - 1a

Rolling Hills CSD

c/o Chaney Hicks

PO Box 5266
El Dorado Hills CA 95762

Subject: Bid Options for 400 units in El Dorado Hills , CA

Dear Ms. Hicks,



Thank you for requesting a Capital Funding Plan proposal from Association Reserves. We recognize that you have a choice of Capital Funding Plan providers and want to make sure you understand the many benefits of working with our company:

- Your Capital Funding Plan will be prepared by a credentialed Reserve Specialist™
- Your report will cover a one-year period and includes a 30-year cash flow forecast
- Your Report (and other files) will be posted online for easy, anytime access
- Your free Funding Analysis Software will allow you to compare various "what-if" scenarios

When you're ready for the next step, simply sign and return the Agreement along with a 50% deposit. Our office will then contact you regarding the next steps in the process, such as scheduling the site inspection and collecting any documents needed. Please don't hesitate to contact us if you have any questions, or would like any additional information. We hope to hear from you soon!

Sincerely,

Derek Eckert, RS, PRA
President, San Francisco Office
Serving Northern California

Frequently Asked Questions

What is a Capital Funding Plan?

A Capital Funding Plan is best described as a document used by organizations to help plan financially for major repair or replacement projects over a long period of time. There are two main sections in our Capital Funding Plan: the **Physical Analysis** and the **Financial Analysis**.

Is a Capital Funding Plan really that important?

Absolutely. A Capital Funding Plan reveals the true cost of properly maintaining the physical assets of an organization. Proper maintenance and well-timed replacement of building components & infrastructure systems all play an important role in revealing a facility's true cost of ownership.

What components are included in a Capital Funding Plan?

Our Capital Funding Plan includes components that meet the following criteria:

- (1) Must be the client's maintenance responsibility
- (2) Must have a limited Useful Life
- (3) Must have a predictable Remaining Useful Life
- (4) Must be above a certain threshold cost

Who can benefit from a Capital Funding Plan?

- (1) Building Owners/Stakeholders
- (2) Property Managers & Maintenance Supervisors
- (3) Building Occupants & Visitors

Why should we choose Association Reserves?

Association Reserves was established in 1986. Each Capital Funding Plan we provide is conducted with special consideration for the unique characteristics of the property, especially age, regional weather patterns, local pricing factors, and input from the owners/managers. We pride ourselves on delivering a first-rate product, because we know you're putting your trust in our hands.

Qualifications and Key Staff Members



Robert M. Nordlund, PE, RS / Founder/Owner/CEO

Robert is a Professional Engineer, Reserve Specialist, and former board president of his own homeowners association. In addition, he is a past Chairman of CAI's Reserve Professionals Committee, past Chairman of the Association of Professional Reserve Analysts, past President of CAI's Greater Los Angeles Chapter, and a frequent speaker in industry-sponsored seminars and presentations throughout the United States. He obtained his Bachelor's degree from the University of Washington in Mechanical Engineering, and is a member of the prestigious engineering honors society Tau Beta Pi.



Derek Eckert, RS, PRA / President

Derek joined Association Reserves in 2004 with a degree in Business Management from California State University, Northridge. During his tenure with our firm, Derek has traveled extensively to serve residential, resort, and business clients throughout the United States. Derek comes with a valuable background in theme park operations and management. This combination of physical, financial, and staffing expertise has honed Derek's ability to work with teams of decision-makers, within budget limitations, to accomplish significant repair & replacement projects. Derek enjoys traveling, each off-season he picks and travels to a new remote destination.



Lorena Valladares / Client Relations Manager

Lorena joined the San Francisco team in 2017, but she is no stranger to Reserve Studies. She worked at our corporate office in Los Angeles for 7 years before transitioning into Community Association Management. Her prior work experience in Property Management further developed her customer service skill set and is essential in developing strategic recommendations while keeping the clients' needs a number one priority. Lorena is able to assist current and prospective clients in making well-informed decisions. She serves as the initial contact for our office and focuses on creating ongoing relationships with our clientele to ensure a successful experience throughout the Reserve Study/Capital Funding Plan process. Lorena married her high school sweetheart, Ivan, and spends her free time traveling the world with him.

What can I expect to see in my Capital Funding Plan?

A simple, concise summary of recommendations.

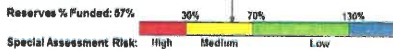
A clear, organized listing of components.

3- Minute Executive Summary

Association: Sample Condo # 99991-0
Location: Anywhere, US # of Units: 142
Report Period: January 1, 2015 through December 31, 2015

Findings/Recommendations as of 1/1/2015:

Projected Starting Reserve Balance: \$750,000
Current Fully Funded Reserve Balance: \$1,306,267
Average Reserve Deficit (Surplus) Per Unit: \$9,917
Recommended 2015 Monthly "Full Funding" Contributions: \$19,000
Alternate minimum contribs to keep Reserves above \$0: \$14,175
Recommended 2015 Special Assessment for Reserves: \$0
Most Recent Budgeted Reserve Contribution Rate: \$10,000



Economic Assumptions:

Net Annual "After Tax" Interest Earnings Accruing to Reserves: 1.00%
Annual Inflation Rate: 3.00%

- This is a "Full" Reserve Study (original, created "from scratch"), and is based on our site inspection on September 1, 2014. It was prepared by a credentialed Reserve Specialist (RS).
- Because your Reserve Fund is between 30% and 70% at 57% Funded, this means the association's special assessment & deferred maintenance risk is currently "medium." The objective of your multi-year Funding Plan is to Fully Fund your Reserves, where associations enjoy a low risk of such Reserve cash flow problems.
- Based on this starting point, your anticipated future expenses, and your historical Reserve contribution rate, our recommendation is to increase your Reserve contributions in the upcoming fiscal year.
- No assets appropriate for Reserve designation were excluded.

*officially called "Baseline Funding"

Association Reserves

9/30/2014

Here's a sample of our Inventory Appendix. We devote a half-page summary to every single component included in your Capital Funding Plan.

#	Component	Useful Life (yrs)	Rem. Useful Life (yrs)	Current Cost Estimate
Site and Grounds				
2110	Driveway Pavement - Replace	40	33	\$24,350
2145	Garage Gates - Replace	20	15	\$8,800
2140	Entry Area Fountains - Maintain	12	8	\$4,000
2148	Sundeck Fountain - Maintain	12	8	\$3,000
2177	Bollard Lights - Replace	20	13	\$7,500
Building Exterior				
2303	Brick Parking Area Lights - Replace	10	8	\$3,000
2321	Balcony Deck Rails - Replace	24	18	\$614,700
2325	Sundeck - Resurface/Restore	24	18	\$18,400
2335	Planters - Vegetation/Re-plant	24	18	\$180,800
2341	Building Exterior - Restoration	24	18	\$284,000
2345	Building Exterior - Seal/Paint	1	0	\$215,000
2363	Common Area Windows - Replace	30	23	\$312,800
2377	Low Slope Roof - Replace	20	13	\$87,500
Mechanical/Electrical/Plumbing				
2505	Automatic Entry Doors - Replace	20	13	\$16,000
2509	Garage Gate Operators - Replace	10	8	\$8,500
2511	Barrier Arm Operator - Replace	10	8	\$8,500
2516	Traction Elevators - Modernize	25	19	\$628,000
2517	Elevator Cabs - Remodel	25	19	\$38,000
2519	Air Handler - Lobby/IDC - Replace	15	8	\$10,000
2519	Air Handler - Social Room - Replace	15	8	\$6,000
2519	HVAC - Elevator Room - Replace	15	8	\$7,500
2519	HVAC - Hallways - Replace	15	8	\$86,000
2523	Large Exhaust Fans - Replace	15	8	\$14,750
2533	Cooling Tower - Replace	20	13	\$185,000
2535	Cooling Tower Pumps - Replace	15	8	\$27,600
2537	Variable Frequency Drive - Replace	15	8	\$5,500
2543	Security System - Modernize	12	8	\$15,800
2549	Generator - Replace	40	33	\$62,000
2557	Fire Alarm System - Modernize	15	8	\$68,000
2569	Pipe Sprinkler Pump/Controls - Repl	40	33	\$105,000
2569	Heat Exchanger (Hot Water) - Repl	18	8	\$4,000
2569	Heat Exchanger (HVAC) - Repl	15	8	\$18,000
2571	Boilers - Replace	20	13	\$40,000
2576	Dom. Water Pump/Controls - Replace	20	13	\$40,000
2595	Boiler Room Equipment - Replace	1	0	\$13,300
Interior & Amenities				
2703	Vinyl Coverings - Replace	20	13	\$96,250
2705	Garage Ceiling Lights - Replace	25	18	\$24,750
2705	Walkway Lights - Replace	20	13	\$17,850
2709	Theatrical Lighting - Replace	20	13	\$24,500
2731	Marble Carving - Replace	10	8	\$25,000

Association Reserves

9/30/2014

Association Reserves

Client: 99991B Sample Condo - Building Exterior

Comp #: 2343 Building Exterior - Seal/Paint
Quantity: Approx 105,200 OSF
Location: Building exterior

Evaluation: Generally fair condition noted. Building has not been painted since original construction, but the association has obtained some bids for painting in the near future according to manager. Project may be postponed or done in stages due to ongoing construction at an adjacent site. We were provided with copy of exterior painting specifications prepared by Shrewin-Williams which calls for an 8-year warranty. All door and window frame penetrators are to be caulked with a urethane sealant. An routine maintenance, inspect regularly (including sealants) repair locally and touch-up paint as needed. Typical paint cycles can vary greatly depending upon many factors including type of material painted, surface preparations, quality of material, application methods, weather conditions during application, moisture/ventilator paint, and exposure to weather conditions. Proper sealant/caulking is critical to preventing water intrusion and resulting damage to the building structure. Incorrect installations of sealant are common, and can greatly decrease its useful life. Inspect sealant more frequently as it ages to determine if it is failing. Typical sealant problems include failure of sealant to adhere to adjacent materials and tearing/bubbling of the sealant itself. As sealants age and are exposed to ultra-violet sunlight they will dry out, harden, and lose their elastic ability. Remove and replace sealant as signs of failure begin to appear. Proper cleaning, prep work and proper installation are critical for a long lasting sealant/building. Repair areas as needed prior to project.

Useful Life
8 years

Remaining Life
0 years

Easy-to-find details

Hard Costs: \$150,000.00
1 price estimate to subcontractor



Hard Costs: \$250,000.00
Higher estimate

Cost Source: Estimate Provided by Client

Inventory Appendix

Descriptive, thorough observations

Full Color Photographs

April 16 2014

Page 8 of 10

Deliverables

Upon completion of the Capital Funding Plan, you will receive the following:

- **Scope of Work:** Our Capital Funding Plan generally consists of component inventory, condition assessment, life/valuation estimates, financial analysis, report preparation and delivery.
- **Electronic copy:** A digital version of the entire Capital Funding Plan document is delivered by email in PDF form. We also post the completed study to a password-protected location on our website, where you can view and download the entire report and Executive Summary section.
- **“What-if” Scenario software called uPlanIt:** Upon completion of the report, uPlanIt will be included complimentary for the first initial year; it provides you with input-ready data fields for adding, removing or adjusting component data, such as useful life, remaining useful life and replacement cost estimates. *Note: having this program does NOT enable you to create your own Capital Funding Plan and is not intended to be used for the creation of new Capital Funding Plan documents.* Rather, we provide this program so that our clients can test “what- if” scenarios, see how their funding plan might change given different interest or inflation rates, and review the “raw” data that went into preparing their report. uPlanIt can be renewed for a fee of \$500 for future years.
- **Complimentary revisions:** We will gladly revise the report once at no charge for a period of up to 60 days following delivery of the completed Capital Funding Plan (in the event that there is a material error or discrepancy identified within the study). Any additional revisions or revisions outside the 60 day period will be billed our consulting rate of \$100 per 30 minutes.
- **Printed copies, upon request:** Printed and bound color copies are available upon request and are billed at \$50 each. Black and white copies are available for \$25 each.
- **Additional services:** Association Reserves can also provide additional consulting work, attend meetings, re-visit the property for follow-up inspections, etc. Additional labor charges will be billed at a rate of \$200.00/hour, with a one hour minimum. Travel to and from the property will be billed at the rate of \$50.00/hour. Please contact us directly for more specific information and requests for additional services.

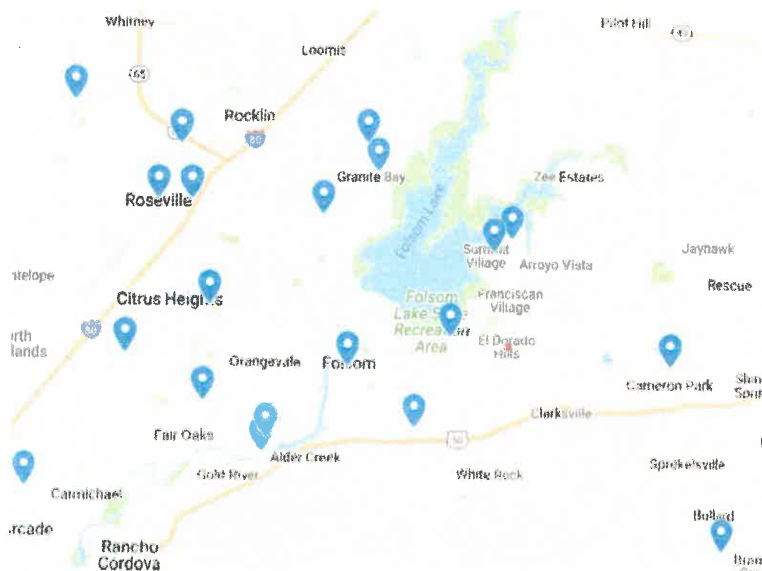


References and Testimonials

You don't get to be in business for 30 years and counting without building a great reputation. Here's what some of our clients have had to say about us recently:

- *"Office & project manager were very responsive. Jackie really took the time to customize the report to better match our common practices for scheduling work."* – Alexander Klaiber, Sierra Vista Estates Homeowners Association
- *"Very simple process, very good approach to understanding reserve needs."* – Erik Gilberg, Board Member
- *"The AR Reserve Study is easy to read and easy to understand. Jackie was professional, efficient, effective, communicative and helped us immensely. Thank you, Jackie!"* – Barbara Johnson, Montsalas Owners Association
- *"None of us have enough words to adequately describe our regard for Charles' professionalism, knowledge, ability, and kindness. We all think that the way he seems to care about his clients is unique. We all appreciate how he is able to explain things and come up with options that everyone can understand. I have been doing this work a long time and have never had the same confidence for any other Analyst."* – Christine Johnson, Normandy HOA
- *"What a pleasure it is to work with you and Association Reserves. You have been very efficient and provided us with excellent service. We were able to prepare our year-end disclosures and get them to the owners in timely manner with no additional stress."* – Vickie Boehm, I&I
- *"Derek is timely, professional, and very helpful! Thank you!"* – Ariel Wright, Terra Vista Management
- *"Derek and Carlos have made this process very pleasant and productive. This is an excellent learning experience as we work as a board to make the best of the future for the homeowners."* - Dennis Reker, Heritage Grove at Los Gatos HOA

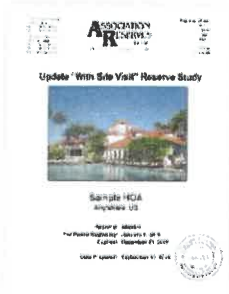
Capital Funding Plan/Reserve Studies we've completed in your area recently:



Please review the descriptions and fees for each option, and make your selection on the next page.

Option A: Update, With Site-Visit

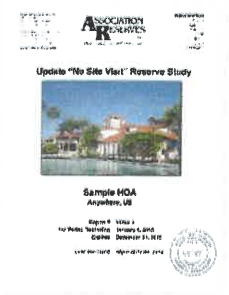
Fee: \$3,920



- One Reserve Study update, performed for your upcoming fiscal year
- Component list from a prior professional Reserve Study is updated, based on visual observations, but no re-measuring
- Report includes full-color photographic inventory

Option B: Update, No Site-Visit

Fee: \$1,960



- One Reserve Study update, performed for your upcoming fiscal year
- Component list from a prior professional Reserve Study is updated, based on a series of interviews/discussions
- Report does not include a photographic inventory
- **May only be chosen if a professional site-visit Reserve Study has been performed in the last three years**

Option C: "Loyalty Update Plan" (3-year Agreement)

**Fee: \$2,610/year,
for 3 years**



- This option is a three-year plan, consisting of **one With Site-Visit** and **two No Site-Visit Updates** performed over the next three consecutive fiscal years. Three years of great Reserve Studies at a low "flat-fee" price to make budgeting for the annual cost very easy!

Schedule, Terms & Fees

Proposal Date: October 5, 2020

Association Name: Rolling Hills CSD

Proposal Number: #35000-1

Option Selected:

- ☐ A) Update, With Site-Visit \$3,920*
- ☐ B) Update, No Site-Visit \$1,960*
- ☐ C) Loyalty Update Plan (3-year Agreement) \$2,610/year*

Loyalty Update Plan Terms & Conditions (applicable if Option C is chosen above):

Term: The term of this agreement is one year. However, this agreement shall automatically renew for consecutive one year terms, up to a maximum of three (3) years, unless and until the Client gives AR written notice of non-renewal at least thirty (30) days prior to the expiration of any given one-year term.

Non-Renewal Fee: Client understands and agrees that the annual fee for this agreement is based on the expectation that this agreement shall be renewed for three (3) consecutive one-year terms. Although the Client is entitled not to renew this agreement after any given one-year term, if the Client chooses to do so, the Client agrees to pay AR a nonrenewal fee of **\$2,610**, payable concurrently with the giving of the notice of non-renewal as described above.

Modification & Waiver: This agreement cannot be modified or waived except by a writing signed by both parties.

Assignment: This agreement shall not be assignable by either party, without the written consent of the other.

Indemnity: Client agrees to indemnify AR and to hold AR harmless from and against any and all liability, loss, damage, claim and expense, including reasonable attorneys' fees and expenses, that may be incurred by AR arising out of or related to Client's breach of this agreement, Client's violation of any law or regulation, and/or Client's intentional misconduct or gross negligence.

Execution: By signing below, Client is indicating Client's agreement to all of the terms & conditions of this agreement. Client has the full right, power, and authority to enter into and be bound by the terms and conditions of this agreement and to perform Client's obligations under this agreement, without the approval or consent of any other party. The person signing this agreement on behalf of Client represents and warrants that he/she has the authority to do so.

*Completed report will be delivered within **6-weeks** from the site-visit date or **4-weeks** for non-sites. We also offer accelerated turnaround times for an additional cost. Please contact our office for a revised proposal if you need your Reserve Study on an accelerated schedule.

We, the undersigned, understand that the Reserve Study being prepared will identify and address the normal deterioration of properly built and installed components with predictable life expectancies. Inspecting for construction defects, performing destructive testing to search for hidden issues (such as plumbing or electrical problems), environmental hazards (asbestos, radon, lead, etc.), or accounting for unpredictable acts of nature are all outside our scope of work. We understand that the above Fee is based on the accuracy of how the Association was described to Association Reserves in our Request for Proposal. If this is not found to be a true representation of our common area maintenance responsibilities, Association Reserves reserves the right to negotiate an adjusted fee for our services. Association Reserves liability in any matter involving this Reserve Study is limited to our Fee for services rendered.

Please select one option above, sign and date below, and submit to our office with your 50% deposit.

Name: _____ Title: _____

Signature: _____ Date: _____

Secondary Contact (Name & Email/Phone: _____)

Capital Funding Plan Checklist and Information Form

Please provide copies of the following to start production on your Capital Funding Plan:

- Signed proposal with 50% deposit
- Most recent Budget
- Most recent Balance Sheet
- Component List (if available)
- Date completed report is needed: _____
- Vendors we may contact for research: _____

Recent Projects, Projects in Progress or Planned Future Projects:

Brief Description	Date (Mo/Yr)	Cost/Estimate

Would you like to be present for the Site-Inspection?

Check one: ☐ Yes ☐ No

If No, please provide gate code or lock box location & combo: _____

If Yes, please provide 3 available dates/times for scheduling site-visit (M-F 9am-4pm):

Date/Time 1: _____

Date/Time 2: _____

Date/Time 3: _____

Linda Stone

To: ITEM 5.B. EXPLANATORY INFORMATION FOR BOARD MEMBERS
Subject: Reserve Study Background Information
Attachments: bottom.letterhead; Component Significance.pdf; 2020_oct_update_reserve_zones.xls

From: <gm@rollinghillscsd.org>
Date: Wed, Oct 7, 2020, 12:56 PM
Subject: [FWD: Re: Fwd: Reserve Study Questions]

Hi all,

I tried to take the updated document that Rep from Assoc. Reserves gave regarding categories for funding.

I've included an Excel Workbook that breakdown each subdivision into its own zone to try and come up with an accurate percentage of assessment increase. My goal was to try and get it to match up with Reserve Study document to 100% but I'm over. I think that when I was dividing categories up into different zones, my math got a bit skewed (currently at 101.7%) and will need a few tweaks.

First line item 200 is either a credit or debit for road use to access parks (Berkshire and Stonebriar from beginning of White Rock) and I used google maps to try and calculate so it may not be exact but an estimate. I combined categories 201-204 for Stonebriar deterioration costs (90,917), found the price per dividing total listed as 623828 and got 6.86. I multiplied this factor by the estimated 3650 feet for park access and arrived at 25,044. Each subdivision was broken down by homes and then a percentage derived and multiplied by the 25044 to get debit for each zone (subdivision) and a credit of those 3 totals given back to Stonebriar spreadsheet. Let me know if you have feedback on whether this is a reasonable method to distribute equally.

I added 103.1 because I could match up the listed concrete pathway amount to the one in the reserve study (my google maps). I actually looked at all District sidewalks/curbs within subdivisions and that was close to the figure stated but there would be no amount leftover for the White Rock pathways so I added it as a line item to look at later.

For the playground categories I split 4 ways since all subdivisions can access them (some more direct than others). So I carried over the costs equally amount the subdivisions. If you think necessary, we could adjust similar to percentage of home math I used for calculating use of roads.

I broke down specifics of which subdivision had which signs and carried math accordingly. Category 1001 backflow, I still need to verify which backflows are assigned to each subdivision (not so clear since 1 on White Rock serves Shadow Hills and Springfield Meadows) but that adjustment can be made later.

This was just a first attempt to try and assemble the information in some manner to discuss and determine whether any adjustments need to be made.

Our Reserve Study is outdated (cost wise) and I am awaiting a proposal to update and revise into the preferred zone method with an accelerator so we can have the most up to date information in order to proceed with this assessment increase process.

Let me know what feedback you have and if you see other ways to address these issues. Thanks

Chaney Hicks, General Manager
Rolling Hills Community Services District
PO Box 5266, El Dorado Hills, CA 95762
(916) 235-8671 cel. (916) 220-2737

----- Original Message -----

Subject: Re: Fwd: Reserve Study Questions
From: Derek Eckert <deckert@reservestudy.com>
Date: Tue, October 06, 2020 12:17 pm
To: gm@rollinghillscsd.org

Chaney,

Great talking to you. Attached is the significance chart. Please note that the % of each component is not static, meaning they will change slightly from year to year. However, at this time I believe it is the best-referenced document to determine splits per the 4 entities Reserve Assessments. Especially considering that 1 of the entities, the HOA, pays for their own asphalt roadways, and the asphalt components are the most significant assets in the CSDs Reserve Study.

Please have the board use it to make their best estimates for how much each of the 4 entities should pay towards Reserves. Once you have a % breakdown, share it with me and we can help you by documenting it in the Reserve Study.

Derek Eckert, RS, PRA
President
Serving Northern California



ASSOCIATION
RESERVES™

1278 Indiana St, Suite 400
San Francisco, CA 94107
415-694-8931
www.reservestudy.com

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Component Significance

Client: 35000-0

#	Component	Useful Life (yrs)	Current Cost Estimate	Deterioration Cost/Yr	Deterioration Significance
Asphalt - Stonebriar					
201	Asphalt - Remove & Replace (25%)	21	\$605,000	\$28,810	14.9%
202	Asphalt - Remove & Replace (10%)	14	\$242,500	\$17,321	9.0%
203	Asphalt - Seal/Repair	7	\$187,500	\$26,786	13.8%
204	Asphalt - Crack Seal	1	\$18,000	\$18,000	9.3%
Asphalt - Springfield Meadows					
201	Asphalt - Remove & Replace (25%)	21	\$198,000	\$9,429	4.9%
202	Asphalt - Remove & Replace (10%)	14	\$80,000	\$5,714	3.0%
203	Asphalt - Seal/Repair	7	\$45,000	\$6,429	3.3%
204	Asphalt - Crack Seal	1	\$5,950	\$5,950	3.1%
Asphalt - Shadow Hills					
201	Asphalt - Remove & Replace (25%)	21	\$69,500	\$3,310	1.7%
202	Asphalt - Remove & Replace (10%)	14	\$28,000	\$2,000	1.0%
203	Asphalt - Seal/Repair	7	\$15,950	\$2,279	1.2%
204	Asphalt - Crack Seal	1	\$2,050	\$2,050	1.1%
Pathways					
220	Asphalt Paths - Overlay & Repair	24	\$14,050	\$585	0.3%
Concrete					
103	Concrete - Repairs	4	\$20,000	\$5,000	2.6%
Landscaping, Irrigation & Fire Prevention					
1001	Backflow Devices - Replace	30	\$11,900	\$397	0.2%
1003	Irrigation Controller - Replace	12	\$7,250	\$604	0.3%
1008	Trees - Trim/Remove	3	\$5,000	\$1,667	0.9%
1010	Landscape - Renovations	25	\$300,000	\$12,000	6.2%
1011	Open Space - Maintenance	3	\$25,000	\$8,333	4.3%
1012	Fire Break - Maintenance	1	\$10,000	\$10,000	5.2%
Parks					
390	Berkshire Park - Renovations	24	\$225,000	\$9,375	4.8%
405	Play Equipment - Replace	24	\$100,000	\$4,167	2.2%
406	Play Surface - Replenish	6	\$7,150	\$1,192	0.6%
408	Park Furnishings - Replace	20	\$8,900	\$445	0.2%
1609	Baseball Backstop - Replace	30	\$7,050	\$235	0.1%
Fences, Walls & Gates					
501	Block Walls - Repair/Replace	10	\$40,500	\$4,050	2.1%
505	Wood Fence - Repair/Replace	5	\$7,950	\$1,590	0.8%
512	Split Rail Fence - Repair/Replace	5	\$9,250	\$1,850	1.0%
709	Fire Access Road Gates - Replace	30	\$22,000	\$733	0.4%
Signage					
1402	Directional/Street Signs - Replace	12	\$15,500	\$1,292	0.7%
1403	Monument Signs - Repair/Replace	20	\$15,500	\$775	0.4%
1404	Radar Speed Signs - Replace	12	\$8,100	\$675	0.3%
Ground Lighting					
320	Ground Lighting - Replace	20	\$9,250	\$463	0.2%
33	Total Funded Components			\$193,503	100%

Initial Draft + Prepared
By Chaney Hicks

Stonebriar - 259 (65%)

	Asphalt - 623828 feet	Useful Life	Rem. Useful Life	Current Average Cost	Deterioration Cost Per Year	Deterioration Significance
Road Credit/Debit from Other						
200 Zones (Park Access)	3650 feet	21	17	\$605,000	\$28,810	-16.4%
201 Remove and Replace (25%)		14	10	\$242,500	\$17,321	14.9%
202 Remove and Replace (10%)		7	3	\$187,500	\$26,786	9.0%
203 Seal/Repair		1	0	\$18,000	\$18,000	13.8%
204 Crack Seal						9.3%
Pathways						
103 Concrete Repairs (Sidewalks/Curbs)		4		\$20,000	\$5,000	2.6%
103.1 White Rock Road (SoundWall)	7575	4		\$10,946	\$2,737	
120 Gravel Pathways (Dunnwood)	640 sf		Ongoing			
Block Walls - Repair/Replace (split by 3)						
501		10		\$13,500	\$1,350	0.7%
Wood Fence (Updated Qty Not Current Cost)						
505	60 LF	5		\$7,950	\$1,590	0.8%
512 Split Rail Fence - Repair/Replace		5		\$9,250	\$1,850	1.0%
709 Fire Access Road Gates - Replace		30		\$22,000	\$733	0.4%
Percentage of Use						
1001 Backflow Devices 6						0.2%
1003 Irrigation Controller (1)		12	6	\$2,416		0.1%
1006 Irrigation System						
1008 Trees - Trim/Remove (75%)		3		\$3,750	\$1,250	0.6%
1009 Landscaping - Replenish						
1010 Landscaping - Reno (Stonebriar)		25		\$300,000	\$12,000	6.2%
1011 Open Space - Maintenance		3		\$25,000	\$8,333	4.3%
1012 Fire Break - Maintenance		1		\$10,000	\$10,000	5.2%

Stonebriar - 259 (65%)

[illegible]

103.1 White Rock Road (SoundWall)

	% Share of Stonebriar Roads Road Credit/Debit from Other	Asphalt - 200300 feet	Useful Life	Rem. Useful Life	Current Average Cost	Deterioration Cost Per Year	Deterioration Significance
200	Zones (Park Access)	3650 feet					
201	Remove and Replace (25%)		21	14	\$198,000	\$3,005	5.6%
202	Remove and Replace (10%)		14	0	\$80,000		
203	Seal/Repair		7	0	\$45,000		
204	Crack Seal		1	0	\$5,960		
103.1	White Rock Road (SoundWall)	7575	4		\$10,946	\$2,737	
220	Asphalt and Overlay (Along White Rock)		24	9	\$14,050		0.30%
390	Berkshire Park- Renovations		24		\$56,250	\$2,344	1.2%
405	Play Equipment (split by 4)	4 pieces	24	8	\$25,000	\$1,042	0.6%
406	Play Surface - Replenish	4360	6	3	\$1,787	\$298	0.1%
407	Play Area - Retaining Wall						
408	Park Furnishings - Replace		20		\$2,225	\$111	0.0%
1609	Baseball Backstop - Replace		30		\$1,763	\$59	0.0%
						TOTAL PERCENT %	1.9%

103.1 White Rock Road (SoundWall) in original reserve study that I can see so new line item necessary.

FAWKES COMMENTARY ON COMPONENT ALLOCATIONS FROM ASSOCIATION RESERVES

Generally, the allocation breakdown seems very helpful. The deterioration cost per year would be very useful in building up a new proposed annual assessment for each home.

Pathways, line 220 needs a zone allocation. I am guessing it pertains primarily to Stonebriar but a portion might apply to the walkway outside the sound wall along White Rock Road.

Concrete, line 103 needs a zone allocation. Same comment as above, line 220.

Landscaping, Irrigation & Fire Prevention needs a zone allocation. I believe Sierra Monte should be exempt from lines 1001 thru 1010. Open Space Maintenance and Fire Break Maintenance should be lumped together. I don't know if the Sierra Monte HOH pays for any fire break work around its development. We have no cost history for that.

Parks, needs a zone allocation based on where amenities are and perhaps based on results of a new survey of residents of all four communities asking how many times each resident has used each park in the last year.

Fences, Walls & Gates, needs a zone allocation based on where line items 501, 505, 512 & 709 are located and how many of them there are.

Signage, needs zone allocation based on how many there are (easy to count) in each zone. Sierra Monte should be exempt from Monument Signs because they have their own. The El Dorado Hills Monument could be allocated to Springfield Meadows, Stonebriar & Shadow Hills based on home counts in each zone.

Ground Lighting, if P, G & E is responsible for all street lighting except for Springfield meadows, then this item should be allocated to Springfield Meadows. That could include entrance lighting at the two entrances off White Rock Road

10/20/2026

Prepared By Gordon Fawkes

MARKETING STRATEGIES FOR INCREASING ASSESSMENTS

Review and plot a five-year history (10 years for road maintenance) of major line items of actual expenditures to provide visual evidence of trend lines (inflation / cost increases due to deterioration).

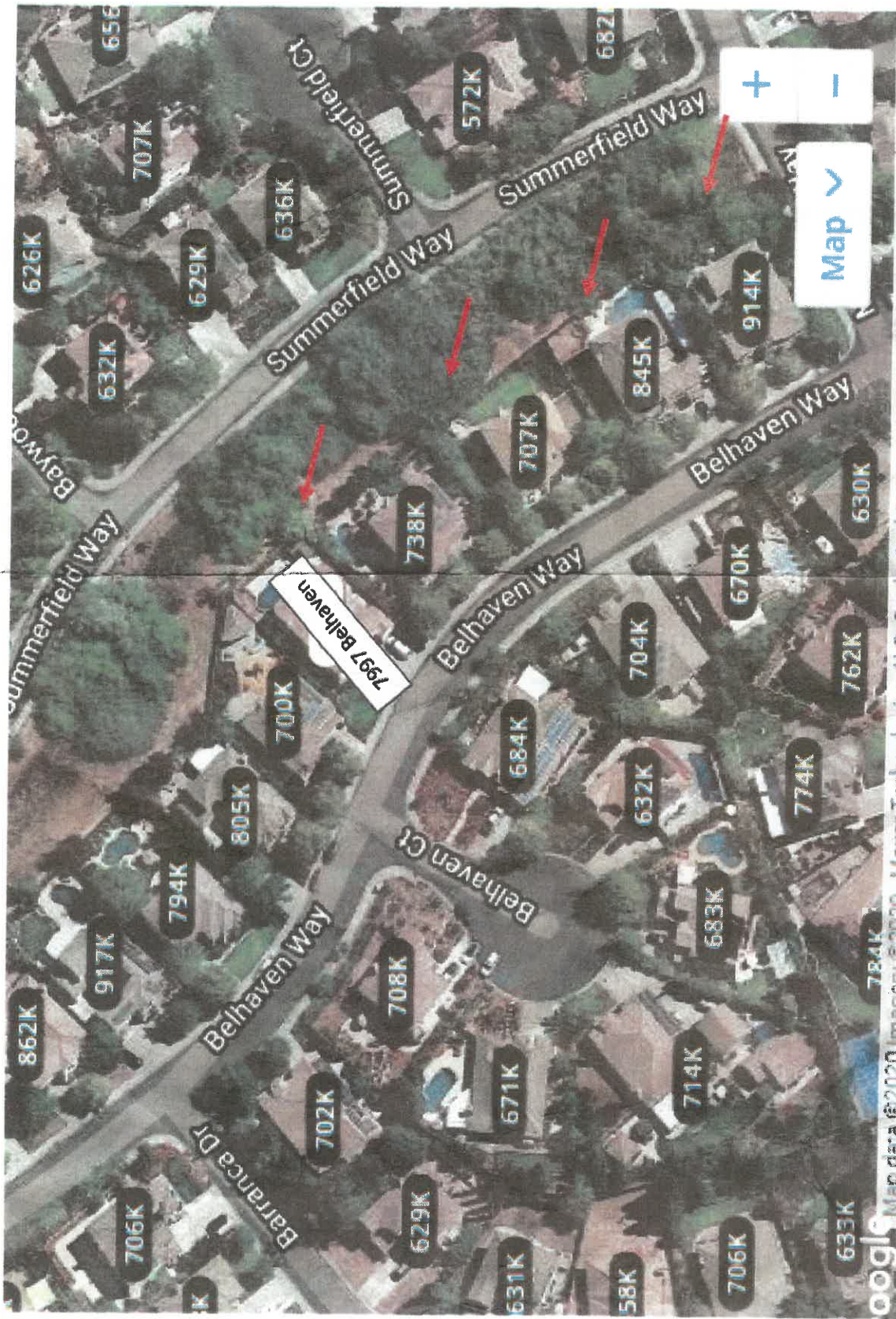
Suggested items for this analysis would be:

Acct. 4183	Maintenance, Grounds
Acct. 4185	Maintenance, Parks
Acct. 4191	Roads
Acct. 4300	Professional Services
Acct. 4620	Utilities

Based on Zone Allocations, create the fair value assessments for each of the four communities.

Develop the communications plan to inform residents of the way proposed assessment allocations were developed and what the new assessment would be for their residence

10/20/2020
Item 5.d.



Trim bushes away from fences of properties. Homeowners are indicating that their insurance is saying the brush is fire danger.

10/20/2020
Jkm b.a.

Linda Stone

Subject: FW: Yahoo groups...

----- Forwarded message -----

From: **Matthew Sites** <2mattsites@gmail.com>

Date: Mon, Oct 12, 2020 at 11:47 AM

Subject: Yahoo groups...

To: CSD <gm@rollinghillscsd.org>, csd clerk <csdclerk@gmail.com>

Just received this from Yahoo. It appears groups will be closing on December 15th. I think we need to place this on this month's agenda as a discussion which would need to include alternates with how the district updates residences. Let me know your thoughts...

Matt

Dear Yahoo Group Moderators and Members,

We launched Yahoo Groups 20 years ago to connect people around their shared interests. We helped our users navigate new towns, keep in touch with college friends, learn new skills, and most importantly, build connections they may have lost or never had in the first place. While we could not have been more proud of what we accomplished together, we are reaching out today with heavy hearts to let you know that we have decided to shut down Yahoo Groups on December 15, 2020.

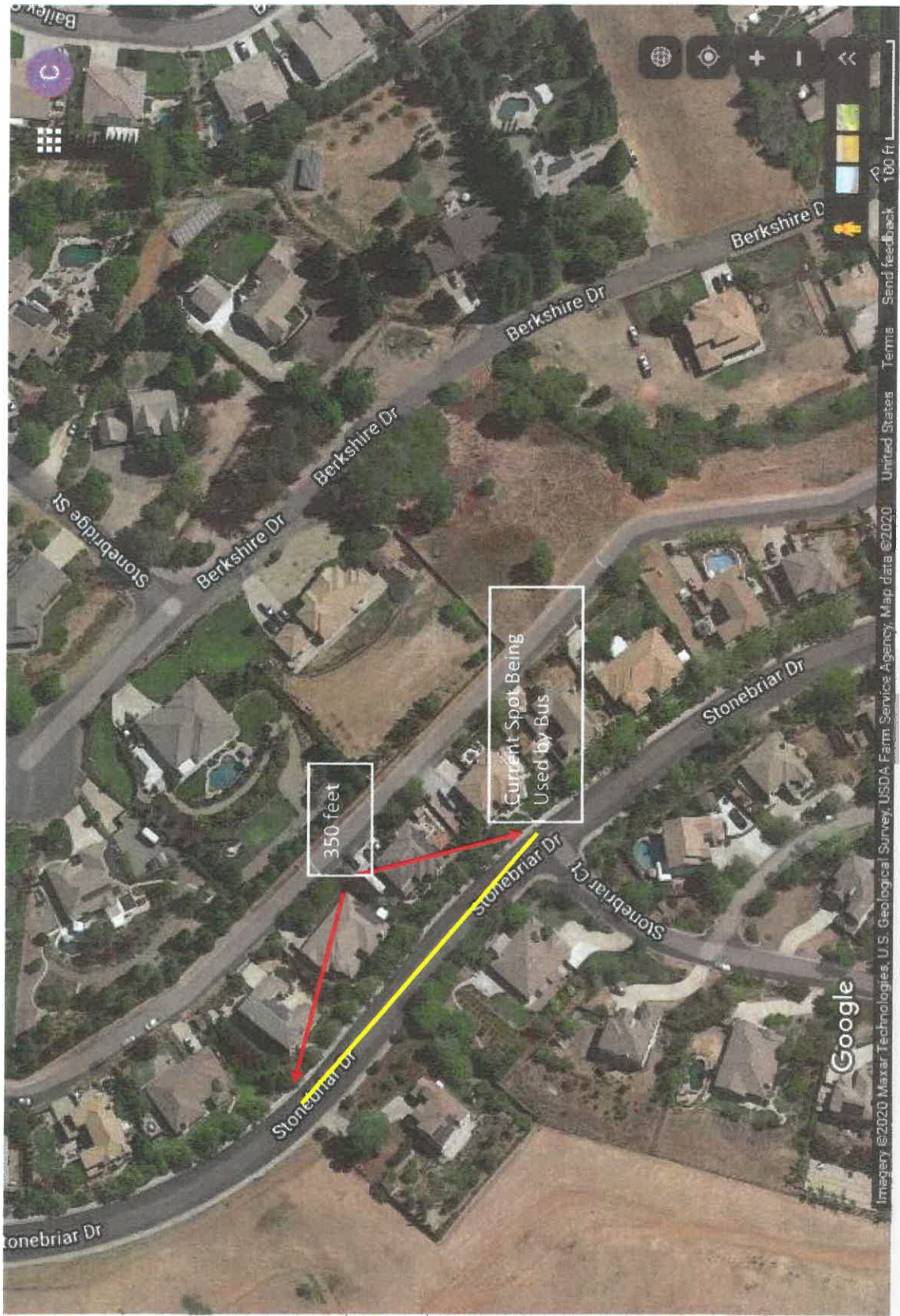
Yahoo Groups has seen a steady decline in usage over the last several years. Over that same period we've witnessed unprecedented levels of engagement across our properties as customers seek out premium, trustworthy content. To that end, we must sometimes make difficult decisions regarding products that no longer fit our long-term strategy as we hone our focus on other areas of the business.

Beginning December 15, 2020 the Yahoo Groups website will shut down and members will no longer be able to send or receive emails from Yahoo Groups. We've compiled a [comprehensive FAQ here](#) that includes alternative providers and information on how this will impact your group content.

Thank you for helping us build one of the earliest digital communities — we're proud and honored to have forged countless connections over the last 20 years and played a small part in helping build your communities.

Sincerely,
The Yahoo Groups team

10/20/2020
ITM b.b.



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12:35 PM 10/16/2020

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