

**EL DORADO HILLS COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING**

January 19, 2006

MINUTES

CALL TO ORDER

President Justin Masters brought the special meeting to order on Thursday, January 19, 2006, at 4:52 p.m. Directors Larry Brilliant, and Joe Chinn were in attendance. Directors Trapani and Wyatt were absent. Also present were General Manager Wayne Lowery, Assistant General Manager Sandi Kukkola, Planning Director Dianna Hillyer, Parks Director Kent Oakley, Recreation Director Marni Francisco-Cady, Interim Finance Director Gene Albaugh and Executive Assistant Charlene Ambrose.

Adoption of Agenda

Motion No. 1. Director Chinn moved and Director Brilliant seconded the motion to approve the agenda. Motion carried 3-0 (Trapani and Wyatt absent).

Strategic Planning

1. Review Fiscal Year 2005-06 Strategic Plan including draft Objectives.

General Manager Lowery reviewed the two agenda items. Director Chinn questioned the time period and term, specifically which fiscal year, the current or the next fiscal year, we are working on in our strategic planning process. Director Brilliant presented the balanced scorecard concept used at SMUD and recommends utilizing this process at the District. He indicated that world-renowned Performance Management expert Paul Niven is available to personally work with the District to implement this process. Director Brilliant recommends starting with the four-hour introductory meeting with all the Board members as well as all levels of staff within the District from top to bottom in March.

President Masters asked for a round-table input from each attendee and their initial comments are as follows:

Kent Oakley – we need some input, something different. He would like some time to give it more thought but admits what we currently do does not work.

Gene Albaugh – has been through many of these processes. He feels the District is quite progressive and he has seen improvements during his 1 ½ years tenure and stated a good job is being done. He would like to learn more about the costs associated before making a decision. The process used in January 2005 produced less than he had seen at other organizations and less than what he had expected.

Marni Francisco-Cady – would like to try something new that is concise, simplified and easy to understand. She suggests a review of at least the past three years for input and tailor the program to this organization, as what works at one organization may not work at the District. She questioned whether the initial meeting would involve all staff.

Director Chinn would like everyone to be included.

Charlene Ambrose – will give it some thought and report back.

Dianna Hillyer – Dianna asked whether the four hours would complete the process, or if not, how many hours after the initial presentation would need to be dedicated. She is overwhelmed, stating she is the cynical one in the group, feels overworked, overwhelmed and does not have enough time to allot to this strategic planning.

Wayne submitted the Rotary Club did this type of strategic planning with clearly defined measurable indicators. Unfortunately, six months later old patterns continued and the expected results were not produced. He encourages the team to at least open the door to this option.

Sandi Kukkola – her opinion meshes with Dianna's in that she is responsible for several employees all their projects and their issues. Time to spend on this process is a problem and timing is also not good. She wanted to go on the record saying the District staff feels a sense of accomplishment and takes a lot of pride in what they do. Marni is very creative; Dianna is doing wonderful things with waste management, cable tv. She asked that the Board understand that we do take pride in our work and not to perceive these open discussions as negative.

Lowery questioned timing, asked when would be best to hold the initial four-hour meeting. His recommendations are to hold this during the week on District office hours and that everyone commit to the four hours.

Director Brilliant will call Mr. Niven, obtain pricing share staff concerns and obtain a sense of how long the process will take.

Lowery suggested we go with the four hour initial meeting, and asked staff to provide 2-3 dates and times that would best fit schedules in March, 2006, with Friday as the target weekday.

2. Initiate process for updating Strategic Plan for Fiscal Years 2006-07.

Director Chinn again asked for clarification on the fiscal year 06/07 or 05/06 process.

Director Brilliant suggested the Admin and Finance Committee take more consideration in its next meeting January 23, 2006 to define the process. It was agreed.

Adjournment

President Chinn adjourned the meeting at approximately 6:15 p.m., to reconvene at 7:00 p.m. for the second half of the meeting with the Parks & Recreation Master Plan Citizen's Advisory Committee.

Parks & Recreation Master Plan Citizen's Advisory Committee Joint Meeting

President Chinn re-opened the meeting at approximately 7:00 p.m.

INTRODUCTION

The El Dorado Hills Community Services District is creating a five-year Park and Facilities Master Plan, and as a part of the planning process, District staff and MIG, the project consultant, have met periodically with the Board of Directors to discuss the Plan's progress. District staff, the Board of Directors, and the Community Advisory Committee (CAC) are meeting jointly this evening to evaluate

proposed strategies, capital, and non-capital projects contained in the Plan. The meeting began with a welcome from Justin Masters, President of the Board of Directors.

STRATEGY COMMENTS

After a brief review of the planning process led by Sally McIntyre of MIG, the meeting was opened for comment on the strategy section of the Plan.

- Utilize various communication methods, including a lit signboard at corner of EDH Blvd. and Harvard.
- Does the public really have easy access to HOA property and facilities? Can we really count HOA facilities/parks in the Plan?
- How do we assess need we're not counting now (i.e. with respect to basketball courts?)
- 5 ac/1000 standard should be a minimum for parkland.
- Strengthen Arts & Cultural activities as a program area and list it in the strategies.
- Reconsider the school field use assumption because we don't have control over them.
- Use volunteers and donations to build things, like a memorial basketball court.
- Establish a donation fund account and create a donation policy.
- Does the District have a moral obligation to build undeveloped parks in developed areas before acquiring new sites for new population?
- District should serve the active recreation needs and build facilities CSD is lacking. Small parks should be consolidated/sold.
- Use more proactive language, for example "increase," "expand," etc.
- Use private organizations and community members to help with funding, development, planning – to enlarge the CSD "body".

COMMENTS ON CAPITAL PROJECTS

Subsequently, the meeting turned to a discussion of capital and non-capital improvements and their priorities. Following are comments received during the course of the discussion.

Parks

- Move Bass Lake Hills Neighborhood Park to phase I and II.
- Move Marina/Lake Forest Village Park to phase I and II (since there are few parks in that area and the area is unserved in terms of village parks).
- Need large parks – priority should be placed on sports fields (these are also more cost effective?).
- Dilemma: to consider sitting parcels as high priority or bang-for-buck as high priority?
- Need for neighborhood parks demonstrated in Community Survey.

- Extend Bass Lake Active Sports Park development over two phases (I and II).
- Reduce Promontory development to two phases (I and II).
- Extend Serrano Village J over two phases (I and II).
- Move Valley View Community Park to phase I and II (since it's so large and the CSD could put many facilities there).
- Take Bass Lake Hills Active Sports Park off the list?? Is this a regional park/County project??
- Make a dog park first priority and find a location.
- Use volunteers to help mitigate park costs if Windsor Point could get moved up in priority. The park is undeveloped for last 15 (?) years.

Open Space, Natural Areas and Trails

- Eliminate County projects from the list.

Recreation Facilities

- Move development of community center #1 into phases I and II (and use Valley View as location?).
- Build proper office space for staff; include office space in future community centers as Priority I.

CLOSE

At the end of the meeting, several large questions remained:

- Should HOA open space be counted in the CSD's total inventory?
- Should school facilities be counted in the inventory, especially in terms of sports fields and gymnasiums? These facilities are not always readily accessible, nor are they always properly maintained.

Adjournment

President Chinn adjourned the meeting at approximately 8:30 p.m.

APPROVED: _____
Justin Masters, President
EDHCSD Board of Directors

DATE: _____

ATTEST: _____
Wayne A. Lowery, General Manager
Secretary to the Board Of Directors

DATE: _____