

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

June 2, 2009

MINUTES

Call to Order

President Tony Rogozinski brought the special meeting to order on Tuesday, June 2, 2009, at 6:00 p.m. Directors Guy Gertsch, Justin Masters, Noelle Mattock, and Billy Vandegrift were in attendance. Also present were and Assistant General Manager Sandi Kukkola, General Manager Wayne Lowery. Bob Thurbon was present as legal counsel.

President Rogozinski announced that the board was about to enter closed session under the California Government Code §54957.6(a) for collective bargaining and requested comments from members of the public. No public comments were received.

Closed Session

Closed session under California Government Code §54957.6(a), conference with labor negotiator regarding the salaries, salary schedules or compensation paid in the form of fringe benefits of its employees represented by the El Dorado Hills Community Services District Employees Association Local No. 1 and/or all unrepresented employees.

General Business

President Tony Rogozinski re-opened the meeting at 7:20 p.m. Directors Guy Gertsch, Justin Masters, Noelle Mattock, and Billy Vandegrift were in attendance. Also present were Executive Assistant Charlene Ambrose, General Manager Wayne Lowery; Finance Director, Allison Hamaker; Planning Director Dianna Hillyer; Parks Director Kent Oakley; Recreation Director Marni Francisco Cady and Assistant General Manager Sandi Kukkola. Also present was one member of the public and 17 staff members.

President Rogozinski asked General Manager Lowery to announce the action taken in closed session. Lowery stated that no action was taken and general guidance was given to staff.

Motion #1 Director Masters moved and Director Gertsch seconded the motion to approve the agenda. Motion carried 5-0-0.

- 1. Study session on District Budgets for fiscal year 2009-2010.**

General Manager Lowery facilitated the study session. He gave background to the budget process in that at the May 14, 2009 Regular Board Meeting a preliminary budget was presented. In that meeting direction was given to modify a re-packaged preliminary budget which is what is being reviewed at this meeting. By June 30, 2009 a budget has to be in place even if it is a temporary budget. Lowery recommends the budget as presented be adopted. A high level PowerPoint™ presentation of budget was reviewed with highlights given by each department Director. Lowery stated that 54% of the last fiscal budget was wages and benefits. 59% of this preliminary fiscal year budget is wages and benefits. Comparing other agencies recently it was revealed that only one compared agency was below our ratio of services and supplies to salaries and benefits.

A question and answer session ensued.

After review of a second PowerPoint™ presentation listing 19 budget reduction options presented from the Department Directors although not recommended, a decision was made.

Motion #2 **Director Vandegrift moved and Director Gertsch seconded the motion to accept 13 of 19 of the preliminary budget reduction options, removing them from the preliminary budget. Motion failed.**

Director Masters requested a second look be taken at keeping the Bocce Ball Shade structure in the budget. He also asked that Bertelsen Park asphalt overlay not be postponed. It was a consensus that it is easier to make a repair this year than hold off and it becomes a larger, more expensive project by delaying it.

Planning Director Dianna Hillyer requested a second look be taken at keeping the Energy Efficiency Improvements proposed in the PG&E Audit. Lowery concurred. Parks Director Kent Oakley was asked if parts of the audit can be done rather than all at once; he answered yes. Adjustments can also be made to the budget.

Motion #3 **Director Vandegrift moved and Director Gertsch seconded the motion to accept 12 of 19 of the draft budget reduction options, removing them from the budget. The items to be removed are 1, 2, 2, 3, 4, 5, 6, 7, 8, 11, 15 and 17. (See list below) Motion carried 5-0-0.**

- | | |
|-----------|---|
| 1. 55,000 | LED Sign |
| 2. 20,000 | Professional services (Administration) |
| 2. 7,280 | Skate Park (Reduced hours) |
| 3. 20,000 | Document Management (Software) |
| 12,000 | Document Scanning (Offsite service) |
| 4. 28,500 | Staff Training (Administration staff & Board; Recreation; Planning) |
| 5. 25,000 | Professional Services (Planning) |

6. 10,447	Bocce Ball Shade (Proposed in FY 09 but removed FY10)
7. 4,372	Halloween Carnival (Canceled)
8. 18,205	CC&R Subsidy
11.21,000	ActiveNet Convenience Fee
15.98,281	Energy Efficiency Improvements (PG&E Audit)
17.50,000	Lake Forest Park (Road repair)

Finance Director Allison Hamaker stated that removing these 12 items from the budget yields an approximate total savings of \$370,000. The Board members agreed that they would adopt the budget at the June 11, 2009 meeting with these items removed.

2. Approve El Dorado Hills Community Park Aquatics Center repair and expansion plan and authorize staff to prepare construction drawings and specifications.

Planning Director Dianna Hillyer provided the background and overviewed the project. She stated that the Parks and Planning Committee members have worked hard on this.

President Rogozinski suggested considering reduction of some of the funds on the pool expansion project be used for the Administration trailer move proposal.

Community Comment was received by Brett Jones, President of the Taz Swim Team.

Motion #4 Director Masters moved and Director Vandegrift seconded the motion to approve the El Dorado Hills Community Park Aquatics Center repair and expansion plan and authorize staff to prepare construction drawings and specifications. Motion carried 5-0-0.

3. Approve District's Five-Year Capital Improvement Program.

Planning Director Dianna Hillyer provided the background and overviewed the item. She stated that the Parks and Planning Committee members have worked hard on this and reviewed the Committee recommended funding request changes from what were presented in May, 2009.

Motion #5 Director Masters moved and Director Vandegrift seconded the motion to approve the District's Five-Year Capital Improvement Program. Motion carried 5-0-0.

4. Adopt Resolution 2009-09 Finding a Severe Fiscal Hardship Will Exist if Additional Local Property Tax Revenues are Seized and Additional Unfunded Mandates are Adopted by the State of California.

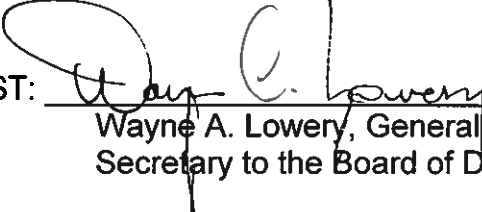
General Manager Lowery recommended adoption of the resolution.

Motion #6 **Director Gertsch moved and Director Vandegrift seconded the motion to Adopt Resolution 2009-09 Finding a Severe Fiscal Hardship Will Exist if Additional Local Property Tax Revenues are Seized and Additional Unfunded Mandates are Adopted by the State of California. Motion carried 5-0-0.**

Adjournment

President Rogozinski adjourned the meeting at approximately 10:20 p.m.

APPROVED:  DATE: 8/13/09
Tony Rogozinski, President
EDHCSD Board of Directors

ATTEST:  DATE: 8.13.2009
Wayne A. Lowery, General Manager
Secretary to the Board of Directors

FY 2009-10 Preliminary Budget

BUDGET REDUCTION OPTIONS

Budget Reduction Options - Pg 1

- 1 55,000 LED Sign
- 2 20,000 Professional Services - Administration
- 2 7,280 Skate Park - Reduce Hours
- 3 20,000 Document Management - Software
- 3 12,000 Document Scanning - Offsite service
- 4 28,500 Staff Training -
Administration staff and Board,
Recreation
Planning
- 5 25,000 Professional Services - Planning
- 6 10,447 Bocce Ball Shade - proposed in FY 2009 but removed for FY 2010
- 7 4,372 Halloween Carnival - Cancel event
- 8 18,205 CC&R Subsidy

Budget Reduction Options - Pg2

- 9 12,000 **Office Hours** – reduce hours of front counter service
- 10 15,000 **Activity Guide** – Reduction in print quality
- 11 21,000 **ActiveNet Convenience Fee**
- 12 8,760 **Summer Concerts** – Cut from 5 to 3
- 13 27,925 **ABM Security** – Reduce hours of service
- 14 12,000 **Youth Sports Field Prep**
 - . Soccer
 - . Baseball
- 15 98,281 **Energy Efficiency Improvements** - PG&E Audit
- 16 45,723 **Bertelsen Park** - asphalt overlay postponed
- 17 50,000 **Lake Forest Park** - road repair postponed
- 18 24,000 **Board Stipends**

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

June 23, 2009

MINUTES

Call to Order

President Tony Rogozinski brought the special meeting to order on Tuesday, June 23, 2009, at 6:08 p.m. Directors Guy Gertsch, Justin Masters, Noelle Mattock, and Billy Vandegrift were in attendance. Also present were General Manager Wayne Lowery and Human Resources Analyst Tracey Lynn Lowry. Bob Thurbon was present as legal counsel.

Motion #1 Director Masters moved and Director Gertsch seconded the motion to approve the agenda. Motion carried 5-0-0.

President Rogozinski announced that the board was about to enter closed session requested comments from members of the public. No public comments were received.

Closed Session

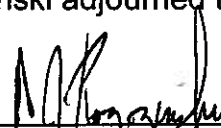
- A. **Closed session under California Government Code §54957.6(a), conference with labor negotiator regarding the salaries, salary schedules or compensation paid in the form of fringe benefits of its employees represented by the El Dorado Hills Community Services District Employees Association Local No. 1 and/or all unrepresented employees.**
- B. **Closed session under California Government Code §54957, regarding the annual performance review of an employee: General Manager.**

Upon returning to open session, President Rogozinski reported that direction was given to staff on issues of collective bargaining and the board had completed meeting with the General Manager for his annual performance review.

Adjournment

President Rogozinski adjourned the meeting at approximately 9:20 p.m.

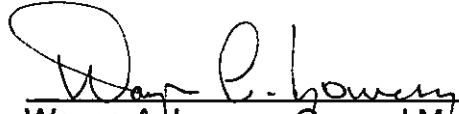
APPROVED: _____


Tony Rogozinski, President
EDHCSD Board of Directors

DATE: _____

8/13/09

ATTEST:



Wayne A. Lowery, General Manager
Secretary to the Board of Directors

DATE:

6.13.2009

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

June 29, 2009

MINUTES

Call to Order

President Tony Rogozinski brought the special meeting to order on Monday, June 29, 2009, at 6:07 p.m. Directors Guy Gertsch, Justin Masters, Noelle Mattock, and Billy Vandegrift were in attendance. Also present were General Manager Wayne Lowery, Assistant General Manager Sandi Kukkola, and Director of Finance Allison Hamaker.

President Rogozinski announced that the board was about to enter closed session requested comments from members of the public. No public comments were received.

Closed Session

- A. **Closed session under California Government Code §54957.6(a), conference with labor negotiator regarding the salaries, salary schedules or compensation paid in the form of fringe benefits of its employees represented by the El Dorado Hills Community Services District Employees Association Local No. 1 and/or all unrepresented employees.**

General Business

President Tony Rogozinski re-opened the meeting and reported that the Board had given general direction on personnel issues was given to the District's labor negotiator during the previous closed session.

1. **Joint Use Agreement between the El Dorado Hills Community Services District and the El Dorado Union High School District regarding the use of vehicle parking areas and Agreement for Financial Contribution to the Construction of a Vehicle Parking Area. (continued June 11, 2009, Agenda Item No. 9)**

General Manager Lowery reviewed his recent conversations with the El Dorado Union High School District Director of Facilities. He reported that the district was financially strapped and facing further severe budget cuts by the State. They felt that their contribution of \$500,000 was substantial and regretted that they could not commit operational monies to maintaining the parking area on Harvard Way. They also committed to continue the cooperative relationship with the CSD enjoyed in the past and would help with general issues like picking up litter along Harvard Way and in the new parking lot. In the future they would be open to allowing discounted use of school

facilities on a case-by-case basis. Lowery stated that CSD use would be primarily for special event overflow at least until the swimming pool is expanded and the entrance relocated to the southeast corner of the Aquatics Center.

Director Vandegriff felt the school district would enjoy 90% of the parking lot use and, therefore, sharing 50% of the maintenance cost was not unreasonable.

Director Gertsch expressed disappointment in the school district's response but felt the parking lot needs to be completed. He wondered if the school district didn't pay maintenance if they would waive fees for use of school facilities.

Director Mattock stated that she had mixed feelings on the issue since the high school would have a disproportionate use of the parking area. She sought low end or routine maintenance assistance such as blowing out debris and replacement of damaged landscape.

President Rogozinski felt the board should move forward with the agreement but continue dialogue with the school district for shared facility use and operation costs.

Lowery encouraged the board to approve the agreement and said he would insist that the school district should be responsible for repairing damage resulting from high school use.

By general consent, the agenda item was continued to the July 9, 2009 regular board meeting.

2. **Receive and approve Final 2009-10 Budgets (*continued June 11, 2009, Agenda Item No. 2*)**
 - a. **Approve Final General Fund budget for fiscal year 2009-2010, including current year expenditures from the 2010-15 Capital Improvement Budget approved 6/2/09.**
 - b. **Approve CC&R Fund budget for fiscal year 2009-2010.**
 - c. **Approve Resolution 2009-13 Adopting the Fiscal Year 2009-10 General Fund and CC&R Budgets.**
 - d. **Approve Resolution 2009-14 Setting CC&R Assessment and Directing Auditor of El Dorado County to Levy and Collect Assessments for Fiscal Year 2009-2010.**

Lowery and Hamaker summarized the latest draft of the budget pointing out changes approved by the Board on June 11, 2009. Director Mattock suggested the board develop a policy on the Capital Deficiency Reserve so future boards would have a basis for making decisions on use. The policy should recognize the District's goal to balance our capital improvement program funded by new development with the need to meet deficiencies in our park master plan standards by existing residents.

The board discussed eliminating the cable casting reserve fund but elected to leave it as is since some of the funds had been set aside to support the Teen Center.

It was agreed by general consent to fund private security at the current operational level of approximately \$72,000.

The board was uncomfortable with the increase in overtime hours in the budget and directed the General Manager to monitor and carefully manage this area in the future.

Motion #3 Director Gertsch moved and Director Vandegrift seconded the motion to approve Resolution 2009-13 Adopting the Fiscal Year 2009-10 General Fund and CC&R Budgets. Motion carried: Ayes 5, Noes 0.

Motion #4 Director Gertsch moved and Director Vandegrift seconded the motion to approve Resolution 2009-14 Setting CC&R Assessment and Directing Auditor of El Dorado County to Levy and Collect Assessments for Fiscal Year 2009-2010. Motion carried: Ayes 5, Noes 0.

Adjournment

President Rogozinski adjourned the meeting at approximately 8:05 p.m.

APPROVED:

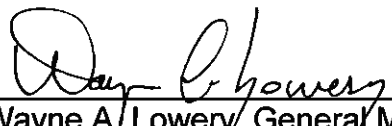


Tony Rogozinski, President
EDHCSD Board of Directors

DATE:



ATTEST:



Wayne A. Lowery, General Manager
Secretary to the Board of Directors

DATE: