

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

**April 8, 2010**

**MINUTES**

**CLOSED SESSION**

President Noelle Mattock brought the closed session to order on Thursday, April 8, 2010 at 6:00 p.m. Directors Guy Gertsch, Justin Masters, and Tony Rogozinski were in attendance. Also present was General Manager Wayne Lowery, Assistant General Manager Sandi Kukkola and HR Manager Tracey Lynn Lowry.

**CALL TO ORDER**

President Noelle Mattock brought the regular meeting to order on Thursday, April 8, 2010 at 7:05 p.m. She announced the board had just completed closed session and noted they discussed issues pursuant to California Government Codes §54957, §54956.8, and §54987.6(a) regarding a CC&R issue, real estate, labor negotiations, and performance of an employee. Directors Guy Gertsch, Justin Masters, and Tony Rogozinski were in attendance. Director Wm. F. Vandegrift was absent. Also present were Administrative Assistant Kristie Downey and General Manager Wayne Lowery, Assistant General Manager Sandi Kukkola, HR Manager Tracey Lynn Lowry and approximately ten members of the public. Director Masters led the Pledge of Allegiance.

**ADOPTION OF AGENDA**

**Motion No. 1. Director Rogozinski moved and Director Gertsch seconded the motion to approve the agenda. Motion carried 4-0-1 (Vandegrift absent).**

**PRESENTATIONS & ANNOUNCEMENTS**

**None**

**COMMUNITY COMMENT**

**None**

**REVIEW OF WRITTEN COMMUNICATION**

Received and filed:

1. Keith Mahr, email received February 25, 2010: Concern with unleashed dog use of Ridgeview Park.

### **CONSENT CALENDAR**

**Motion No. 2.** Director Masters moved and Director Gertsch seconded the motion to remove Agenda Item No. 10 for further discussion and approve the consent calendar as follows:

**Receive & File: 2) April/May, 2010 Calendar of District Events and Activities; 3) Report on Renewing Parks volunteer project for 5/8/10; 4) Report on FY 2009-10 Capital Projects; Approve: 5) Minutes of March 11, 2010 Board of Directors meeting; 6) Cash Disbursements through March 31, 2010; 7) February 28, 2010 Finance Report; 8) Upcoming board member meetings and/or reports of recent board committees including upcoming schedule of meetings and training programs; 9) Parks and Planning Committee recommendation to approve & accept EID's Offer to Purchase a permanent waterline easement and temporary construction easement at Lake Forest Village Park and authorize GM to execute necessary paperwork to facilitate the sale; 11) The Board CC&R Committee recommendation that no action be taken at this time regarding the Jeffery Leonard Appeal of the Design Review Committee (DRC) decision to deny application to install a driveway extension and gate. Instead the Board CC&R Committee is recommending staff work with all property owners covered by the Green Valley Hills CC&R's that have an unapproved extended driveway in an attempt to amend their CC&Rs, with DRC oversight and approval, to allow parking, with proper screening behind a suitable fence; 12) CC&R Citizens Advisory Committee and the Board CC&R Oversight Committee recommendation to authorize staff to direct Legal Counsel to send Third/Final Notice of non-compliance to: Stacy Gentry, 1666 Headland Place, Stonegate Village, Unit 3, Lot 236, APN: 125-440-081, Failure to store jet ski so that it is not visible from the street. Motion carried 4-0-1 (Vandegrift absent).**

It was noted that one meeting was added to item #8 as a CSDA board meeting attended by Director Mattock. The motion was later rescinded and restated by Director Masters with item #11 pulled from the Consent Calendar to discuss with Mr. Leonard under item 16.

### **GENERAL BUSINESS**

**13. Design Review Committee and Board CC&R Committee (Gertsch/Mattock) recommending Board of Directors deny appeal regarding DRC denial of application for property improvements and require removal of violation within 60 days.**

**Owner:** Patricia McPeak  
**Site:** 773 Lakecrest Drive  
**Village:** Marina, Unit 3, Lot 228/227, APN: 110-110-181  
**Mailing:** 100 Rock Lane, El Dorado Hills, CA 95762  
**Violation:** RV Pad, Driveway Extension, and Additional Driveway in Front Yard.

Assistant General Manager Sandi Kukkola introduced the issue to the Board and noted it was a CC&R violation and a DRC compliance issue in Marina Village. DRC members Jeff Haberman, Jack Davidson, and Lou Rain were in attendance to answer questions from the Board. Ms. McPeak's representative was present and presented the homeowner's viewpoint to the Board. Director Rogozinski wanted to hear from the DRC and Mr. Haberman gave a brief history of the review process of the many improvements requiring approval that were started prior to an application submittal. Mr. Haberman noted that the two issues Ms. McPeak challenges are regarding the parking pad in the front yard and the driveway storage area with retaining wall in the backyard. The Board requested a site visit be arranged when Ms. McPeak is available in order to have a clear visual understanding of the situation prior to making a decision.

**11. The Board CC&R Committee recommendation that no action be taken at this time regarding the Jeffery Leonard Appeal of the Design Review Committee (DRC) decision to deny application to install a driveway extension and gate. Instead the Board CC&R Committee is recommending staff work with all property owners covered by the Green Valley Hills CC&R's that have an unapproved extended driveway in an attempt to amend their CC&Rs, with DRC oversight and approval, to allow parking, with proper screening, behind a suitable fence.**

**Owner:** Jeffery Leonard  
**Site:** 4081 Bancroft Drive  
**Village:** Green Valley Hills, Unit 1, Lot 121, APN: 110-262-041  
**Violation:** Driveway Extension and Gate

President Mattock noted that the Board had received a speaker request form from Mr. Leonard, Agenda Item No. 11, but it was not brought to the Board's attention until after action on Consent Calendar at which time Director Masters rescinded his original motion to approve the Consent Calendar and restated the motion to remove Item 10 and 11 (this item) from the Consent Calendar in order to discuss the issue with the homeowner. Mr. Leonard stated that he knew of four (4) properties in Green Valley Hills [subdivision] that were approved for driveway extensions, therefore, believed precedence had been set for this type of improvement and declined to be the point for amending the CC&Rs to address additional parking areas. DRC member Jeff

Haberman stated his belief that only two (2) properties in the subdivision were approved for extended driveways.

**Motion No. 3. Director Masters moved and Director Rogozinski seconded the motion to approve the Leonard appeal as a variance. Motion died.**

Lowery suggested the Board rescind its earlier action on the Consent Calendar in order to discuss and further consider Mr. Leonard's appeal.

**Motion No. 4. Director Masters moved and Director Gertsch seconded the motion to rescind Motion No. 2 approving the Consent Calendar. Motion carried 4-0-1 (Vandegrift absent).**

**Motion No. 5. Director Masters moved and Director Gertsch seconded the motion to approve the Consent Calendar with the exception of Items No. 10 and 11. Motion carried 4-0-1 (Vandegrift absent).**

It was mentioned that in order to grant a variance, the Board needs to have "findings" that address and give credence to the reasons for granting the variance. Findings are discovered and discussed in a hearing process.

**Motion No. 6. Director Masters moved and Director Rogozinski seconded the motion to set a hearing at the next regular board meeting to consider Mr. Leonard's Design Review Committee appeal and direct staff to notice hearing per policy No. 7010.40. Motion carried 4-0-1 (Vandegrift absent).**

**14. Receive Anova Presentation of two proposals: (1) joint Community Services Center with Buckeye School District and (2) a Community Services Center without joint use. (S. Kukkola)**

The Board was introduced to Charlie Downs and Shannon Bullock from ANOVA. Mr. Downs presented the feasibility study to the Board in a slide presentation showing a preliminary design of a two-story building that could accommodate separate areas for both agencies with a common lobby for separate public counters, stairs and an elevator, a training/meeting room, restrooms, break room, custodian, etc. It was noted the joint use plan would accommodate the current CSD staffing level, however, an area of approximately 1200 square feet was also shown on the second floor for future expansion of facilities. The second study showed the preliminary design of a one-story structure which could house the CSD staff and public rooms. The single use design incorporated the idea of having space in the design to accommodate the CSD's current staff and a larger staff in the future. With 16 offices and 23 cubicles in the staff areas, additional space includes two smaller conference rooms, break room, storage, custodial, etc. Public areas included a large public meeting room, lobby with access to public counters for inquiry and registration, conference rooms and restrooms.

The budget summary for the joint use scenario recommends a project budget of \$6,051,856 which includes a 10% (\$463,300) contingency and 18.75% (\$955,556) for soft costs. Since this would be a joint use facility, the building costs would most likely be split in half. The single use facility project budget totals \$3,833,481 with the 10% contingency allowance of \$297,300 and an allowance of \$613,181 for soft costs. When asked about construction costs, Mr. Downs noted that although no one has a crystal ball, the current economic climate is favorable for bidding.

Director Rogozinski stated he was excited to have a plan to digest and thought it was a good "high-level" overview. He would like to take the plans to the Park & Planning Committee for additional discussion.

Director Masters asked about the average square foot cost for modular vs. "stick-built" construction. And Rogozinski asked about the advantages vs. disadvantages of modular vs. construction. Mr. Downs offered the explanation that modular buildings have quite a range in costs, depending on the "bells and whistles" chosen, and can be just as, or more expensive than a building constructed on site.

Mr. Lowery asked the Board for direction with this item. Director Mattock indicated she was still willing to move the project forward and directed it to go before the Parks & Planning Committee. Director Rogozinski believes the funding of this project, should it end up a joint use facility, will not be a 50/50 split with Buckeye Union School District (BUSD), but that it should be "something different" given it will be on CSD property.

**15. Administration and Finance Committee (Mattock/Gertsch) recommending Board of Directors Review Efficiency Reporting and Provide Suggestions on Content. (S. Kukkola)**

The Board received with comment from Director Rogozinski that the report looked good, but he would like to see a way to track and measure efficiencies. He suggested using a red, yellow, green system and setting goals. Each department should identify efficiency gains, and report on a quarterly basis. HR Manager Tracey Lynn Lowery suggested folding this into staff's annual reviews.

**16. Review items pulled from Consent Calendar for action. (President Mattock)**

10) Sale of temporary construction easement to El Dorado County Department of Transportation (DOT) for offsite improvements project #76108 – Silver Springs Parkway at Bass Lake Road and authorize General Manager to execute necessary paperwork to facilitate the sale.

**Motion No. 7. Director Gertsch moved and Director Rogozinski seconded the motion to approve the recommendation that the General Manager execute the necessary paperwork to facilitate the sale of the temporary construction easement to EDCo DOT for**

**offsite improvements to project #76108 Silver Springs Parkway  
at Bass Lake Road. Motion carried 4-0-1 (Vandegrift absent).**

**GENERAL MANAGER COMMENTS**

- 1: ATSDR sent report and is available at CSD for asbestos. Comments due by 6/30/10
- 2: Board had visit to pool site today. On track to be completed by 4/30
- 3: Construction on Lake Forest Park is starting soon – need leverage w/EDCo. Contact John Knight
- 4: Harris/TC Park; permanent restroom was delivered 4/8/10
- 5: Budget – revenues reduction for district estimated at -1%; actually will be -4% this year and an additional -4% in 2011
- 6: Egg Hunt on 4/3 had over 1000 adult/children and 9,000 eggs were hidden; large increase over last couple years
- 7: CSD is hosting EDCo Pk & Recreation on Thursday w/tour of CSD facilities & parks. (10am)
- 8: 4/20 hosting Sheriff Candidate night w/Kathy Lishman as moderator. (7pm)
- 9: Veteran Memorial plan is done. Sending to next P&P committee and will be on the May agenda. Expect to be complete for Memorial Day 2011.

**BOARD OF DIRECTORS COMMENTS AND FUTURE AGENDA ITEMS**

**Masters:** sent email on volunteer services to Tony & Ken; wants response – Staff to take ownership

**Rogozinski:** Proposed an ORHS Girls Basketball – State Champs in El Dorado Hills recognition sign on the boulevard

**Gertsch:** Extravaganza in Town center for ORHS Girls Basketball. Promontory bathroom installed this year. Same as the facility at Lake Forest Village Park in time for spring ground breaking.

**Mattock:** Staff is scheduling special meeting to finish closed session from this meeting.

**CLOSED SESSION**

**16.** Pursuant to California Government Code §54957, meet w/legal counsel regarding litigation in the case of EDH CSD vs. Tom Brown

Pursuant to CA Government Code §54956.8, conference w/real estate negotiator prior to the purchase, sale, exchange or lease of real property in EDH: Former EDH Golf Course, owned by Parker Dev Co.

Pursuant to Ca Government Code §54957.6(a), conference w/labor negotiator re the salaries, salary schedules or compensation paid in the form of fringe benefits of its employees represented by the EDH CSD Employees Association Local No. 1 and/or all unrepresented employees.

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Closed session under CA Government Code §54957, re the performance of an employee: General Manager

The Board directed staff to schedule a special meeting to finish the closed session items.

**ADJOURNMENT**

President Mattock adjourned the meeting at 11:00 p.m.

APPROVED: Noelle C. Mattock DATE: 5/20/10  
Noelle C. Mattock, President  
EDHCSD Board of Directors

ATTEST: Wayne A. Lowery DATE: 5-20-2010  
Wayne A. Lowery, General Manager  
Secretary to the Board of Directors