

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of NOVEMBER 15, 2016 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on November 15, 2016, was called to order at 7:05 p.m. by Vice President Tim Halverson in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to Vice President Halverson, Directors Gordon Fawkes, Mark Magee, General Manager Chaney Hicks, Board Secretary Linda Stone, and a member of the public were present at roll call. Director John Kennedy was absent. President Matt Sites subsequently arrived.

2. Public Comment. None.

3. Monthly Reports

a. General Manager Report. Chaney presented an oral and written report. Issues discussed with the landscapers this month include being proactive with falling leaves to help prevent clogged drains and flooding, and removal of the tree at Prima which blew over in the strong winds. The light repair to one of the lanterns at the Stonebriar entrance is complete. She provided a brief update about the new development project after speaking with Gary Garakian, Project Manager. The tie in work to EID is complete and the barricades remain while they await gate installation. The County has required that the white wooden barricade be reinstalled to the right of the new gate. When that is accomplished they will address resealing of the roads when the weather permits. Chaney confirmed with the Fire Marshal that the developer will be responsible to provide the lock for the gate. The San Marino skate ramp encroachment continues to occur. Concerns from residents this month included a call advising that a collision had occurred at the entrance of Springfield Meadows resulting in car parts and debris left in the roadway. Chaney cleaned up the debris and hauled it away along with a bumper.

b. Master Plan Committee Report. This item will be discussed under Old Business, Item 5.b.

4. Consent Items

The consent items consisting of the draft Minutes of October 18, 2016 Regular meeting of the Board of Directors; financial reports prepared by the County Auditor's office for the month ending October 31, 2016; Wells Fargo statement October 15, 2016; and correspondence including County of El Dorado transmittal and third quarter Form 941 tax filing, and County of El Dorado Memo dated October 20, 2016 re: new requirements for Local Agencies due to AB 2476 effective January 1, 2017 which require notification to property owners residing outside of district boundaries of certain information regarding the parcel tax, were considered. Vice President Tim Halverson moved to approve the consent items and accept and file the items; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Kennedy

ABSTAIN: None

5. Old Business.

- a. **Electrical Power at Berkshire Park.** Chaney Hicks provided an update regarding the electrical and related work approved for Berkshire Park at the October meeting for not to exceed \$5,450. The project was completed on time and under budget at a final total cost of \$2,879.84. Both the District's landscaping company and the electrician came in under budget which was good news.

- b. **Master Plan Status.** Due to the press of other business, President Sites continues work on the final draft of the Master Plan. He noted the District now has the updated map to insert in the plan.

- c. **El Dorado County Sheriff's Office of Emergency Services Update of County's Local Hazard Mitigation Plan; Adoption of Hazardous Mitigation Plan for RHCSO.** The Board reviewed the draft plan prepared by staff. General Manager Chaney Hicks noted that the draft has been forwarded to the El Dorado Fire Department for review and comment. The deadline for adoption of the plan without penalty is December 31, 2016. After discussion, Vice President Tim Halverson made a motion to approve the plan as presented, with any non-substantial changes as may be recommended and/or approved by the District's General Counsel; second by Director Gordon Fawkes; motion carried.
AYES: Sites, Halverson, Fawkes and Magee
NOES: None
ABSENT: Kennedy
ABSTAIN: None

6. New Business.

- d. **Action Plan for Safety Work Near PG&E Gas Pipeline; Authorize Removal of Tree Located on CSD Property.** General Manager Chaney Hicks discussed the letter agreement received from PG&E which includes the Action Plan for proposed safety work near a gas pipeline located on Stonebriar Drive. The proposed plan includes removal of one pear tree which is located near a PG&E gas pipeline. The purpose of the work is to ensure the continued safe operation of the gas pipeline and that first responders and PG&E crews can safely and quickly access the line in the event of an emergency or for maintenance work. Vice President Tim Halverson made a motion to approve proceeding with the work, authorize PG&E to remove the specified pear tree, authorize the General Manager to execute the agreement on behalf of the District subject to legal approval of the agreement, and authorize expenditure of a sum of not to exceed \$250 for replacement of the tree in a nearby location; second by Director Mark Magee. Gordon Fawkes noted that the replacement tree must be placed far enough away from the gas pipeline so as not to cause future problems with PG&E access for maintenance of the line. Upon call of the vote; motion carried.
AYES: Sites, Halverson, Fawkes and Magee
NOES: None
ABSENT: Kennedy
ABSTAIN: None

- e. **Request for Placement of Directional Advertising Sign on District Property.** The Board was presented with the proposal from Meridian Media Group, Inc. on behalf of Lennar Homes to place directional signage on CSD property near Highway 50 along the section of Dunnwood Drive. The sign requested is a folding sign on wood posts 12'x24' in size. The requester submitted a Land Lease Agreement for consideration and is offering to pay the District \$300 per month over a two year term and includes a termination clause by the giving of 30 days' written notice by either party. The Board discussed various issues including how this request is different from a prior request because there would be no vehicular access to CSD property to either install or maintain the signage, it is a folding sign and would only be open on the weekends, it would provide the District with an income stream which could be earmarked for a project or fund, size of the sign and potential visibility to residents, and the location. Director Mark Magee suggested that a mock sign be erected or demonstrated in some way to show the impact of visibility to the neighborhood. It was the consensus of those Board members present that if the signage was to be entertained, the monthly amount of \$300 was insufficient for advertising of that size, location and visibility to the freeway. There was concern expressed about approval of one sign setting a precedent for future requests. The question was posed whether El Dorado Hills CSD has any regulations for signage. The Board noted that criteria for signage should first be determined by the District. Director Fawkes

commented that criteria could include size and height restrictions, signage be non-illuminated, no vehicular access to the sign location, and the requirement for a termination clause in the agreement. It was also noted that the Lessee should have adequate insurance coverage naming the District as an additional insured. It was the consensus of the Board members present that they are open to the idea, however it must not be an eye sore to the community and the income derived from the signage must be large enough to make it worthwhile for the District. The Board viewed this as a potential opportunity for additional income. Chaney will contact EDHCS and have further discussions with the proposer.

7. Adjournment.

The meeting was adjourned at 8:31 p.m. upon a motion by Mark Magee, second by Gordon Fawkes; motion carried.

Submitted by:

/s/
Linda Stone, Board Secretary

Approved by Board: January 17, 2017