

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of JANUARY 17, 2017 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on January 17, 2017, was called to order at 7:05 p.m. by President Matt Sites in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to President Sites, Directors Tim Halverson, Gordon Fawkes, Brenda Collette, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. Director Mark Magee was absent.

2. Public Comment. None.

3. Swearing In of Board Members and Oath of Office. Director Gordon Fawkes was sworn in to office and executed his Oath. Director Brenda Collette was sworn in on December 20, 2016.

4. Monthly Reports

a. General Manager Report. Chaney presented an oral and written report. Issues discussed with the landscapers this month include ongoing leaf cleanup to ensure storm drains stay clear and replacement plan for tree removed as required by PG&E. Chaney noted that the PG&E proposed agreement for the tree removal was modified by the District's General Counsel and added reimbursement to the District for \$250 for replacement foliage. She provided an update about the Ed Dorado Springs project work and ongoing drainage issues. She has discussed the grading issue with the Project Manager requesting they address the water pooling at the drain. She noted the regrade appears to be working. Director Halverson expressed concern about erosion of the District's roadway, noting EID requested the access road and given the slope it is an issue. The Storm Water Prevention Plan should have addressed this. The chain and both locks have been installed on Dunnwood Drive to address the access issue. A malfunction of one spotlight at the Stonebriar entrance was reported; an electrician will address the issue. The local LDS church is scheduling its annual Volunteer Day for April 22 or April 29. The church has offered to include District projects in the work to take place. Possible projects include the baseball field backstop, replacing fiber material in the playground, and sealing/painting split rail fences. The Board noted materials will need to be on site and ready for use that day. The District continues to monitor the water weeping out from cracks in the pavement on Stonebriar Drive due to excess groundwater and an aquifer. It appears several areas may require major patching and/or drainage work. Encroachment issues include one vehicle trailer which was tagged this month and removed. The Master Plan document will be edited further by President Sites and put on the agenda for discussion in March.

b. Master Plan Committee Report. The Committee did not meet.

5. Consent Items

The consent items consisting of the draft Minutes of November 16, 2016 Regular meeting of the Board of Directors; financial reports prepared by the County Auditor's office for the months ending November 30, 2016, and December 31, 2016; Wells Fargo statements for periods ending November 15, 2016, and December 15, 2016; and correspondence including EID Notice of Contribution Rates and Statement of UI Reserve Account for the period January 1, 2017 to December 31, 2017, SDRMA letter dated December 8, 2016, sending Annual Report and celebrating milestone of 30th anniversary, Fallen Leaf Tree Management advertising brochure, El Dorado Weed Control Introductory letter, and Certificate of Liability Insurance for Doug Veerkamp General Engineering, Inc. were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Director Tim Halverson; motion carried.

AYES: Sites, Halverson, Fawkes

NOES: None

ABSENT: Magee

ABSTAIN: Collette

6. Old Business.

- a. **Request for Placement of Directional Advertising Sign on District Property.** Following direction from the Board at its last meeting, General Manager Chaney Hicks negotiated with the representative of Lennar Corporation regarding its request to place a directional advertising sign on CSD property. The proposers increased the compensation amount from \$300 to \$600 per month for a two year period. In addition, if approved the District will be provided with some signs for the District's park at no cost. The Board reviewed possible placement locations with its primary concern for the least invasive site. After discussion, Director Halverson made a motion to approve placement of one directional folding sign in the size and configuration presented in the proposed schematic drawing and in conformance with County and local sign ordinances, to be placed along Highway 50 just after the hill, as discussed, and authorize the General Manager to enter into a Land Lease Agreement in the form and content to be approved by the District's General Counsel. President Sites made a friendly amendment to the motion adding that any moneys received by the District as compensation for placement of the sign be earmarked for Park Improvements and kept in a budget account line item separate from other sources of income. The motion as amended was seconded by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Collette

NOES: None

ABSENT: Magee

ABSTAIN: None

- b. **Hazardous Chemicals Portion of Hazard Mitigation Plan.** Following the Board's approval of the proposed Hazardous Mitigation Plan, it received comments from the El Dorado County Fire Department regarding addition of language to address hazardous chemicals. Upon advice of General Counsel, the language suggested by the Fire Department will not be included in the District's plan because the District does not have policing authority. Should hazardous chemical situations come to the District's attention, those concerns should be directed to specific County agencies for action. One such situation was noted within the District but outside of the District's jurisdiction. Potential ramifications could impact the District if a hazardous spill were to occur. The matter will be referred to the County Code Enforcement.

7. New Business.

- c. **Annual Organizational Meeting.** Discussion was had regarding the offices of President and Vice President for 2017. Tim Halverson made a motion to nominate Matt Sites to continue to serve as President for 2017 and himself to continue to serve as Vice President for 2017; that slate of officers was seconded by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Collette

NOES: None

ABSENT: Magee

ABSTAIN: None

- d. **Meeting Dates for Calendar Year 2017 and Approval of Expenditure of Funds and Authorization for Execution of Agreement with Holiday Inn Express.** The meeting dates for calendar year 2017 were presented in accordance with the District's policy. The meeting dates are scheduled for the third Tuesday of each month. It was noted that the cost of the meeting room rental has increased for 2017 from \$125 to \$140 per meeting date. Vice President Tim Halverson said he would like to have the Holiday Inn Express include in that cost the provision of water in the room and 10 cookies each meeting. Based thereon, Tim moved to approve the meeting dates as discussed, authorize execution of the Holiday Inn Express & Suites scheduling agreement at the increased monthly cost of \$140 per meeting date, and authorize expenditure of funds to defray the cost of the

meeting room rental from the approved FY17 budget and future approved budget; second by President Matt Sites; motion carried.

AYES: Sites, Halverson, Collette

NOES: Fawkes

ABSENT: None

ABSTAIN: None

8. Adjournment. The meeting was adjourned at 8:15 p.m. upon a motion by Gordon Fawkes, second by Matt Sites; motion carried.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: 2/21/2017