

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES of FEBRUARY 21, 2017 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on February 21, 2017, was called to order at 7:04 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, Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call.

2. Public Comment. A resident new to the District who lives on Belhaven in Stonebriar addressed the Board and inquired generally about who maintains the open space, parks, wetlands, and drainage. The Board advised that maintenance of those areas are within the District's purview, noted that a permit is required for maintenance work to the wetland areas, and advised regarding the various Ordinances which have been adopted, including the Sidewalk ordinance whereby residents are responsible for maintaining the sidewalks.

3. Swearing In of Board Members and Oath of Office. Director Mark Magee was sworn into office and executed his Oath. Directors Brenda Collette and Gordon Fawkes were previously sworn in.

4. Monthly Reports

a. General Manager Report. Chaney presented an oral and written report. Issues discussed with the landscapers this month include the plan for replacement of the tree removed as required by PG&E. Chaney had PG&E out a second time to grind the stump because originally the tree had been cut off at the base, making replacement difficult. Due to the ongoing rain, she advised that the Springfield Meadows light will be replaced by an electrician when the rains stops. Regarding the El Dorado Springs new development, she discussed her concerns about ongoing maintenance of the catch basin to meet the standards of the Storm Water Prevention Plan. She noted that a filter has been placed over the large storm drain grate and will work to develop a maintenance plan. She discussed ongoing concerns about asphalt failures in the roads. As things dry out, she will continue gathering estimated costs for repair work. Future issues to be considered are at what level the roads become unusable and what level of repairs does the Board want to undertake to address road issues. She asked that articles for the next newsletter be developed. The Board wants to hold the annual garage sale on the same date as that of Four Seasons.

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

5. Consent Items

The consent items consisting of the draft Minutes of the January 17, 2017 regular meeting of the Board of Directors; approval of Financial Reports prepared by the County Auditor's office for the month ending January 31, 2017; correspondence including Bank Statement for period ended January 15, 2017, Auditor Controller Quarterly Payroll Tax Report, 4th Quarter 2016, Notification from DIR regarding registration change for Public Works Projects, Notification from El Dorado LAFCO re: new filing requirements established under SB 1266 effective January 1, 2017, and Notification from EID regarding adoption of Emergency Declaration to address damaged District facilities 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, Magee, and Collette

NOES: None

ABSENT: None

ABSTAIN: None

6. Old Business.

- a. **Request for Placement of Directional Advertising Sign on District Property.** The company who requested permission to place directional signage on District property said its client who was previously had interest dropped out but they believe others will be interested. They continue to express interest and will contact the District when a client is ready to sign. In the meantime the District will work review the El Dorado County advertising policy and work on development of a District policy as well.
- b. **Folsom Heights Development Project.** It was reported that review of the City of Folsom's Park and Recreation recent report shows that there are no bike paths dumping into CSD open space lands in the development plan but that the one path utilizes existing road structures and indicates access at Prima Drive.

7. New Business.

- c. **Volunteer Day 2017; Authorization for Expenditure of Funds to Purchase Materials for Volunteer Projects –** Staff and the Board had a good discussion about various projects and estimated costs of materials for the work planned for April 22. Chaney has had conversations with the volunteer coordinator for the church who is organizing this day of service. The Board unanimously agreed to call the event "Community Service Day". Some materials needed include fiber materials for the play area, water-based clear sealer stain, lumber and paint for replacement of the baseball backstop, and paint brushes. Items hoped to be donated for the day's use include wheelbarrows and bark shovels. The event will require rental of a porta-potty, water on hand, water cups, and staff noted that when the landscape material is dumped the cones will need to be put out. The Board discussed that the cost for the fiber should come out of the new development funds earmarked for xxx . Chaney will continue to look for better pricing for the fiber material. This agenda item will be brought back at the next meeting for approval of expenditure of funds for this project when the costs for purchase of materials are better known.
- d. **Berkshire Park Tree Work Necessary As Result of Extreme Weather; Authorization for Expenditure of Funds.** A resident near Berkshire Park brought to the General Manager's attention issues with trees located in the park she believes were caused by the extreme weather including dead branches with heavy limbs, split trunks, and risk to her home. This is the same group of trees where there were issues which resulted in tree removal and work done previously. After discussion, Director Halverson made a motion to approve not-to-exceed \$750 for trimming and removal of tree branches as deemed necessary; second by Director Magee. Further discussion included comments that the trees were not maintained properly to begin with and there may be similar risks at another location which should be reviewed. Director Fawkes posed the question of whether the District intends to provide irrigation for the remaining trees, probably deep root irrigation needed. The Board noted that an arborist should be able to provide an opinion on this question and that this issue should be looked at in conjunction with the long term master plan for the District. Motion carried by the following vote on roll call:
AYES: Sites, Halverson, Magee
NOES: None
ABSENT: None
ABSTAIN: Fawkes, Collette
- e. **Consider Amending Policy No. 5010 entitled Board Meetings and Adoption of Resolution 17-01.** The Clerk noted that a revision to Policy No. 5010 is necessary to correctly address the day of the week monthly Board meetings are held and to provide clarification regarding the holding of the annual organizational meeting. It was agreed that the policy should properly reflect that board meetings are held on the third Tuesday of the month (not Thursday) and that should a December monthly meeting not be held, the annual organizational meeting

items will be addressed at the next scheduled meeting. Director Halverson made a motion to approve proposed Resolution 17-01; second by Director Magee; motion carried.

AYES: Sites, Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: None

ABSTAIN: None

8. Adjournment. The meeting was adjourned at 8:37 p.m. upon a motion by Director Tim Halverson, second by Matt Sites; motion carried.

Submitted by:

/s/ Linda Stone

Linda Stone, Board Secretary

Approved by Board: March 21, 2017