

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF JUNE 20, 2017 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on June 20, 2017, was called to order at 7:08 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, Mark Magee, and Gordon Fawkes, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. Five members of the public were in attendance. Director Brenda Collette was absent.

2. Public Comment. None.

3. Monthly Reports

a. General Manager Report. Chaney Hicks presented an oral and written report covering landscaping issues. Work on the interior fire breaks is expected to be completed by June 22. A tree next to the Prima gate fell over and will be removed. Bushes along Stonebriar entrance are on schedule to be cut back from overhanging the sidewalk and overhead to comply with 8' clearance over sidewalk required. Trees along entrance corridor will be trimmed up to meet 12' overhang clearance requirement over streets. The slurry seal work is scheduled by CalAtlantic between Prima Drive and White Rock Road on June 23 between 7:00 a.m. and 5:00 p.m. The contractor will do one-half of the street at a time to allow for ingress and egress. Work continues to seek reduced zoning setbacks from County in Berkshire Park. This month three letters regarding landscape encroachments and 38 postcards regarding tree limbs to be trimmed were dispatched to residents. Encroachment issues were addressed. Resident concerns included questions about when fire breaks will be cut and request for CC&R enforcement. The resident was advised the District does not have authority for CC&R enforcement.

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

4. Consent Items

Approval of the draft meeting minutes for the June 6, 2017 special meeting were removed from the Consent calendar for consideration next month. The consent items consisting of the draft Minutes of May 16, 2017 Regular meeting of the Board of Directors, Financial Reports prepared by the County Auditor's office for month ending May, 2017, correspondence including Bank Statements for period ended June 14, 2017, El Dorado Auditor-Controller Memo dated May 15, 2017 re: Communication #1 Regarding Change to New Property Tax Administration System, EDD Notice dated May 17, 2017 regarding new requirements for submission of tax returns, wage reports, and payroll tax deposits to EDD electronically, SDRMA 2017 Board of Directors Election ballot and materials, CSDA 2017 Board of Directors Election ballot and materials, iStorage Rental Rate Increase Notice, and SDRMA letter dated May 16, 2017 regarding FY18 Property/Liability Package Program were considered. Director Tim Halverson moved to approve the consent items and accept and file the items; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

5. Old Business

a. Folsom Heights Development Project. An update was given advising that at its June 7 meeting, the Folsom Planning Commission voted to change the main ingress/egress for this project. It removed the main access from utilization of the District's roadway easement to instead provide access from the Folsom side. However, the access per the easement would be maintained as temporary Emergency Vehicle Access (EVA) while the Project is being built out. That recommendation will go to the Folsom City Council. The Board expressed appreciation for the

community's interest and involvement in this matter. Discussion was had about issues still to be resolved including maintenance of the roadway easement utilized for EVA. It confirmed CalAtlantic will maintain the Prima Drive sections pursuant to the agreement reached with the District. District concerns also include the question of maintenance of the bike trail included in Folsom's plan and corresponding drainage and requirement for bike lane questions. It was reported by the project's representative, Clay Loomis, that EID would take care of road issues if no one else does. The Board noted it wants to confirm that road maintenance is covered before any EID access is had. Information from Clay Loomis is that the easement will be abandoned with exception of EVA access. A resident asked for clarity about the roadway easement granted. The Board advised that in 2000 the District's Board executed Easement Grant Deeds in favor of Russell and Marjorie Knauer granting roadway rights from property in El Dorado Hills west to Sacramento County. The easements have been reviewed by the District's legal counsel. A resident asked if the District could obtain compensation due to expected increased crime from the bike trails. The Board advised that originally Folsom sought to have its bike trails come into the District at three different locations and have a trail run north/south all along the county line. That trail was removed and relocated to Empire Ranch Road due to the Board's input into the process with the result that the Plan now includes only one bike trail coming into the District in the area of Prima Drive near White Rock Road. The Board will be in contact with representatives for the Project to further its concerns for the District and will continue to monitor the project which is expected to go to the Folsom City Council for approval in July.

b. Berkshire Park Tree Work. Staff provided an update following the authorization of funds for work approved in February. The original contractor selected for the work could not perform and estimates for work came in higher than the approved amount of \$750. The landscapers did trimming of the tree but did so without clear authorization and direction from the General Manager. Branches still remain over a resident's property which need to be removed. However, the Board made it clear that cutting down the tree is not an option at this point in time. The trimming work is to be completed with two more branches being removed to complete the original scope of work. No additional funds were authorized. The tree will be monitored.

c. 4th of July Event in Stonebriar Park 2017. Following authorization of funds to defray District's contribution toward costs for this event approved in May, staff learned that the vendor expected to provide the rentals does not carry the required liability insurance. Bids for rentals have been obtained from four additional suppliers. The increased cost for rentals to obtain them from a vendor who carries the required liability insurance and naming the District as an additional insured is \$150. Director Tim Halverson moved to approve increase of the approved amount from \$850 to \$1,000 for the 4th of July event due to the increased cost of rentals from vendor that carries required liability insurance; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

Tim confirmed he will be available on 4th of July to attend the event.

d. Preliminary Budget Fiscal Year 2018. The Board considered the draft preliminary budget developed at the Budget Workshop. President Matt Sites made a motion to approve the preliminary budget for RHCS D for fiscal year 2017-18 in the total amount of \$418,975 (including \$167,475 for operations & maintenance and \$251,500 for projects); second by Director Tim Halverson; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

6. New Business

e. Berkshire Irrigation. Staff briefed the Board regarding the trees at Berkshire Park which are getting water only from the water table since the above-ground irrigation was abandoned many years ago. After discussion, Director Mark Magee made a motion authorizing expenditure of not-to-exceed \$700 from the approved budget for modification of irrigation system to provide water to the trees at Berkshire Park; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

f. Shadow Hills Bulletin Board. Staff presented costs for installation of a concrete path to bulletin board mounted on wall at the Shadow Hills entrance. Director Tim Halverson made a motion authorizing expenditure of not-to-exceed \$385 from the approved budget for costs associated with this work; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

g. Storage Unit Rental FY18. Staff presented costs for rental of the District storage unit for FY18. Director Mark Magee made a motion authorizing expenditure of \$1,716 from approved budget for rental of the District storage unit for FY18; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Halverson, Fawkes and Magee

NOES: None

ABSENT: Collette

ABSTAIN: None

7. Adjournment. The meeting was adjourned at 9:24 p.m. upon a motion by Director Tim Halverson, second by Director Gordon Fawkes; motion carried.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: July 18, 2017