

**ROLLING HILLS COMMUNITY SERVICES DISTRICT  
MINUTES OF OCTOBER 17, 2017 MEETING OF THE BOARD OF DIRECTORS**

**1. Call to Order/Roll Call.**

The meeting of the Rolling Hills CSD held on October 17, 2017, was called to order at 7:06 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, Brenda Collette, Gordon Fawkes, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present. There were five residents of the District present.

**2. Public Comment (Items not on the agenda).**

Adam Smith commented that he was present for himself and Butch Arietta to find out about plans for Berkshire Park as they have been hearing things about possible plans. The Board confirmed that discussions about a plan for Berkshire Park were had at the September meeting and based on the feedback received and size limitations, there will not be a basketball court included in the plan for the park. A revised Berkshire Park development plan map is being prepared and will be posted to the CSD website. The Board encouraged everyone to review the plan and attend the next meeting where it will be considered. The issue of CC&Rs was also mentioned and the Board confirmed it does not have oversight of CC&Rs in any of the neighborhoods. The CC&Rs are being restored to the CSD website for resident information only.

Gordon Fawkes, speaking in his status as a resident only, commented about the banks of mail boxes and fact that there is no means for delivery of larger packages. The Board confirmed that is an issue to be discussed with the United States Post Office.

**3. Monthly Reports**

a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing the landscaping, electrical, and encroachment issues for the past month. Three rotors were replaced for the irrigation system and the dead trees discussed last month were removed. Annual letters were sent to residents about keeping storm drains free and clear of leaves and debris to reduce the likelihood of flooding. Chaney reported that Wells Fargo Bank as part of its periodic review of accounts changed the District's petty cash checking account from a regular checking to a Public Funds type of account, and with that, the debit cards associated with the existing account were non-operational. After discussion with the Bank, it is going to reopen a regular checking account so the District can continue to conduct its business through the use of debit cards for appropriate authorized expenses. In addition, fraud was detected on the October statement, reported, and confirmed by the bank. Chaney brought up the District's website and commented that she would like to see some data storage system. The Clerk said that she had not devoted the time to make updates to the website as authorized by the Board previously but that she would make the changes and the website will then be reviewed for adequacy. Discussion of the website will be included on the next regular meeting agenda.

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

**4. Consent Items**

The consent items consisting of the draft Minutes of the September 19, 2017 regular meeting of the Board of Directors and financial reports prepared by the County Auditor's office for the month ending September 30, 2017, were considered. President Sites moved to approve the consent items and accept and file the items; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Fawkes, Magee, Collette

NOES: None

ABSENT: None

ABSTAIN: Halverson

## Old Business

**5. a. Folsom Heights Development Project-Prima Drive EVA.** President Matt Sites opened the discussion with comments that it is the desire of the Board to work with the community to present a unified position at the upcoming Folsom City Council meeting on the subject of Prima Drive connectivity with the Folsom Heights development project. The District's goal is that Folsom approve Prima Drive as an emergency vehicle access (EVA) road only, not a full access road as it has approved thus far. Matt confirmed that he will be attending the Folsom meeting to formally reiterate the District's request for an EVA only. Discussion was had about issues previously encountered, anticipated arguments from councilmembers, and the District's presentation at the meeting together with a mass of unified residents. Resident Ellen Post discussed her personal inquiries and findings about what has occurred throughout the process. Given Folsom staff's position in favor of a full access road without recognition of the various issues raised by the District and its residents, it will be critically important to make the concerns clear to the Councilmembers in order to be successful.

**b. Replacement Bulletin Boards in Shadow Hills and Springfield Meadows.** General Manager Chaney Hicks discussed costs for replacing the Shadow Hills and Springfield Meadows bulletin boards with larger size boards in light of the concern for adequate space for required postings. Discussion was also had about notifications to the Sierramonte neighborhood and its desire not to have a dedicated bulletin board within its gated area. Board members volunteered to do the installation of the replacement bulletin boards. Director Tim Halverson moved to approve the additional sum of not to exceed \$500.00 for bulletin boards and installation materials; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Fawkes, Magee, Collette

NOES: None

ABSENT: None

ABSTAIN: None

**c. District's General Counsel.** The Board discussed the interviews conducted with (1) its current legal firm, Meyers Nave, and the new designated General Counsel, Katherine Cook, in light of Nick Norvell relocating to San Diego and joining another firm; and (2) the Sacramento associate of Nick's new firm, Best, Best & Krieger, who would be available in his stead. After discussion, it was the unanimous agreement of all Board members present that the District continue its legal services agreement with the firm of Meyers Nave and Kate Cook as the District's General Counsel, with Ruthann Ziegler to continue as Assistant General Counsel. It is the hope that Kate Cook will be able to attend the next regular meeting to meet all of the members of the Board.

**d. Rolling Hills Ordinance No. 2009-03 regarding Park Rules.** The existing Ordinance was discussed and it was the unanimous consensus of all Board members present that it continues to be adequate for the District's needs.

**e. Landscape Maintenance Services.** General Manager Chaney Hicks will continue to follow up with the landscape provider to ensure that their workers perform all of the needed tasks on a regular basis.

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

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: November 21, 2017