

**Board of Directors Meeting – AGENDA**  
**ROLLING HILLS COMMUNITY SERVICES DISTRICT**

Tuesday, July 17, 2018 - 7:00 p.m.  
Holiday Inn Express Meeting Room  
4360 Town Center Drive, El Dorado Hills, CA

**1. Call to Order/Announcements**

Pledge of Allegiance; Roll Call

**2. Public Comment - Items Not on Agenda**

*At this time, members of the public may address the Board of Directors regarding any item within the subject matter jurisdiction of the Board, not set forth as an agenda item. No action may be taken on items raised during Public Comment as they are not on the agenda. Issues presented in Public comments may be referred to staff or scheduled on a future board agenda. Please limit your comments to three minutes or less. The public comment portion of the meeting will not exceed 15 minutes.*

*In addition, members of the public may address the Board of Directors regarding an agenda item after that item has been called but before the Board entertains its discussion of the item. Please limit your comments to three minutes or less.*

**3. Monthly Reports**

a. General Manager Report

**4. Consent Items**

a. Approve/file draft Minutes of June 19, 2018, regular meeting of the Board of Directors

b. Correspondence receive/file:

- 1) Umpqua Bank monthly statements for periods April 16-30, 2018; April 31-May 31, 2018; and June 1-30, 2018
- 2) May 10, 2018, letter from El Dorado Irrigation District; Notice of Compliance Backflow Prevention Assembly Dunnwood Drive Lot 63, El Dorado Hills
- 3) June 18, 2018, letter from El Dorado County Elections Department regarding scheduling of appointment during filing period for candidates seeking to run for office
- 4) June 22, 2018, Memorandum from Recorder-Clerk-Registrar of Voters re Conflict of Interest Code Review for Year 2018 (this item will be action item on August meeting agenda)
- 5) June 28, 2018, Letter from SDRMA regarding 2018-19 Property/Liability Coverage Documents
- 6) Social Security Administrator/Cal PERS letter regarding online profile information

Consent Items Pulled for Discussion: \_\_\_\_\_

**5. Old Business**

a. **4<sup>th</sup> of July Event in Stonebriar Park 2018** – Staff to present post event report; discussion of possible future need for additional signage for event for Sierramonte neighborhood of the District; cost within General Manager authority (Discussion/Possible Action Item)

b. **3115 Montrose Way Encroachment Permit** – Staff to provide update on status of Encroachment Permit for new owners of the property (Discussion Item)

- c. **Reserve Study** – Staff to provide update on status of project (Discussion Item)
- d. **Public Hearing – Approval of Final Budget for FY18-19** – Public Comment; Close Hearing.  
Proposed Action: Adoption of final budget for fiscal year 2018-2019 in amount of \$447,625.00 (including operating expenses of \$196,125.00 and projects \$251,500) (Discussion/Action Item)
- e. **Berkshire Park Development Project** – Staff seeking approval of Berkshire Park development plan, map dated 05-10-2018 for reference, including covered BBQ area, new bus stop shelter, play structure and swings, paved sports court, new CSD storage shed, accessible parking space, and accessible path of travel (Discussion/Action Item)

## 6. New Business

- a. **Illuminated Stop Sign at Stonebriar** – Staff to present information about continued vehicle running of stop sign at Stonebriar; consider authorization for expenditure of funds from approved budget for purchase and installation of illuminated stop sign in amount of not-to-exceed \$950 for this project (Discussion/Possible Action Item)
- b. **Trees Planted on CSD Property Adjacent to Dunnwood Drive Utility Access Road** – Staff to provide information about trees illegally planted on CSD property and Fire Marshall request for removal of the trees to allow for access; discussion of status of notification to resident who planted the trees and direction for next steps (Discussion/Possible Action Item)
- c. **Illegal Dumping of Landscape Debris on CSD Property Adjacent to Stonebriar Drive Private Road** – Staff to provide status of clean-up and seek direction for next steps (Discussion/Possible Action Item)
- d. **DMV Requirements for Processing Citations** - Staff to present information about DMV requirements for continued processing of District issued citations including reactivation of Requestor Code and need for secure transmission of information; consider possible expenditure of funds from the approved budget to satisfy these requirements (Discussion/Possible Action Item)

## 7. Adjournment

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The Board may take action on any of the items listed on this Agenda regardless of whether the matter appears on the Consent Calendar or is described as an action item, a report, a discussion item, or an information item.

**NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED:** In compliance with the Americans with Disabilities Act, Rolling Hills CSD will provide special assistance for disabled citizens. A request for disability related modification or accommodation, including auxiliary aids or services, made be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting by contacting the General Manager at (916) 235-8671 or GenMgr@RollingHillsCSD.org . Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.