

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF JUNE 18, 2019 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on June 18, 2019, was called to order at 7:04 p.m. by President Tim Halverson in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to President Halverson, Directors Gordon Fawkes and Mark Magee, General Manager Chaney Hicks, and Board Clerk Linda Stone were present. Directors Matt Sites and Brenda Collette were absent.

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

None.

3. Monthly Reports

a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing district business, copy attached.

Some discussion ensued regarding the layout and installation of the metal plates for the Winterfield drainage project. Director Fawkes envisioned the 2'x4' plates being installed laying with the four foot length at right angles to the run of the ditch. It was noted that method would require double the amount of material. President Halverson said he is inclined to leave it as originally approved. Further, in light of various calls from residents, the Board will reevaluate the Community Garage Sale next year.

4. Consent Items

The Consent items consisting of the draft minutes of the May 21, 2019 meeting, monthly bank statement from Umpqua Bank for May 2019, financial reports prepared by the Auditor-Controller's office for May 2019, correspondence from the El Dorado Auditor-Controller's office regarding Sales and Use Tax Reporting and FY18/19 year-end deadlines, and EID 'Notice of Preparations for PG&E Power Outages, Urges Customers to Prepare', were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by President Halverson; motion carried.

AYES: Halverson, Fawkes, and Magee

NOES: None

ABSENT: Sites and Collette

ABSTAIN: None

Old Business

5.a. DMV Requirements for Processing Citations. President Halverson reported progress but noted a question was received about the report produced by the vendor. Staff to locate and provide a sample document to DMV demonstrating it is simply an aging report containing no specific customer information. A final determination is still pending.

5.b. Reserve Study Review for Consideration of Proposed Assessment Increase. The Board members present agreed action is needed to start moving forward as maintenance costs have doubled when the payment of prevailing wage rates is required and various deferred maintenance require attention.

5.c. Consideration of Possible Annexation of District to El Dorado Hills CSD, Update regarding Department of Transportation Zone of Benefit for Road Maintenance, and Status of Review by El Dorado Hills CSD. Chaney Hicks reported EDHCS D General Manager Kevin Loewen requested financial and other information about the District. The source information for the requested items was provided.

New Business

6.a. 4th of July Event in Stonebriar Park 2019. After discussion, President Halverson made a motion to approve the expenditure of funds from the approved budget to defray the District’s contribution toward costs for this event in an amount not to exceed \$1,300; second by Director Mark Magee; motion carried.

AYES: Halverson, Fawkes, and Magee

NOES: None

ABSENT: Sites and Collette

ABSTAIN: None

6.b. Preliminary Budget for Fiscal Year 19-20. The Clerk presented a draft preliminary budget for FY20 with working documents outlining the costs expended under the FY19 budget to date and expected changes in cost categories going forward. After discussion of each budget line item, Director Gordon Fawkes made a motion to approve the preliminary budget as discussed during the meeting, which includes \$181,600 in routine operating and maintenance costs for services and supplies and \$48,300 for special projects including road maintenance and completion of the LED lighting project, for a total of \$229,900. President Halverson requested that the special project costs be presented in a separate section from the routine operating and maintenance costs. Director Mark Magee seconded the motion; motion carried.

AYES: Halverson, Fawkes, and Magee

NOES: None

ABSENT: Sites and Collette

ABSTAIN: None

6.c. Storage Unit Rental. After discussion, President Halverson made a motion to approve the expenditure of funds from the approved budget to defray the District’s storage cost in an amount not to exceed \$1,848 for FY20; Director Mark Magee second; motion carried.

AYES: Halverson, Fawkes, and Magee

NOES: None

ABSENT: Sites and Collette

ABSTAIN: None

6.d. Public Hearing regarding Authorizing the Continued Collection of the Direct Charge Assessment Fiscal Year 2020. President Tim Halverson opened the public hearing for this item. He asked if there was any public comment. There being none, he closed the hearing. There being no further discussion, Director Tim Halverson moved for adoption of Resolution 19-01 authorizing continued collection of the Direct Charge Assessment of \$200 in FY20 for the purpose of maintaining and improving community infrastructure and for other lawful purposes of the District; second by Director Mark Magee, motion carried.

AYES: Halverson, Fawkes, and Magee

NOES: None

ABSENT: Sites and Collette

ABSTAIN: None

6.e. Public Hearing regarding Establishing the Appropriation Limits for Fiscal Year 2020 for RHCS D as described in Article XII B of the State Constitution. President Tim Halverson opened the public hearing for this item. He asked if there was any public comment. There being none, he closed the hearing. The Board referenced the prior legal opinion of former General Counsel Dave McMurchie on this issue. There being no further discussion, Director Tim Halverson moved for adoption of Resolution 19-02 establishing the appropriation limits for fiscal year 2020 for the Rolling Hills Community Services District as described in Article XII B of the State Constitution in the amount of \$103,964.96; motion seconded by Director Mark Magee; motion carried.

AYES: Halverson, Fawkes, and Magee

NOES: None

ABSENT: Sites and Collette

ABSTAIN: None

7. Adjournment. Upon motion by Director Fawkes and seconded by Director Mark Magee, the meeting was adjourned at 8:52 p.m.

Submitted by:


Linda Stone, Board Secretary

Approved by Board: July 16, 2019

June 18, 2019

General Manager Report:

Landscaping: Discussed issue/s with landscapers:

- Review Fire Break Status
- Contract Awarded

Speed Survey: Deferred Speed Survey, checking speed signs for upgrade potential.

Livestock Grazing/

Fire Breaks: Attempting to get livestock.

Berkshire Park Plan: Awaiting language from Board Member regarding language to include in submittal to County for approval of plans.

Winterfield Drainage: Awaiting dry dirt before proceeding with procurement of plates. Ongoing.

Springfield Meadow/

Streetlights: Anticipated start date is July 8th to install lights due to lights not arriving yet and summer schedule is very impacted.

Resident Concerns: Several calls regarding Community Garage Sale, resident request to remove all parking from Berkshire Park due to cars parking after hours.

Warning Stickers: One trailer tagged on Montrose.