

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF MARCH 20, 2018 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on March 20, 2018, was called to order at 7:02 p.m. by Vice President Tim Halverson in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to Vice President Halverson, Directors Gordon Fawkes and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call along with five members of the public. Director Brenda Collette arrived at 7:23 p.m. at the conclusion of the GM report. President Matt Sites was absent.

2. Public Comment.

A resident inquired if the Board had any new information about the construction activities in Folsom, west of the District. No information has been received. A resident commented about the pot holes on White Road. It was noted that jurisdiction for White Rock Road is with El Dorado County up to the county line. A resident inquired when the orange plastic fencing will be removed from the new construction area. The General Manager commented that she has not yet had a reply as to when that temporary barrier fencing will be removed. A new resident on Dunnwood drive inquired about moving fencing on his property and related building matters. As a courtesy, the Board suggested that he contact the El Dorado County Building Department as it does not have jurisdiction over building matters.

3. Monthly Reports

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

4. Consent Items

The consent items consisting of the minutes of the February 20, 2018, regular meeting of the Board of Directors; financial reports prepared by the County Auditor's office for the month ending February 28, 2018; correspondence including California State Controller letter dated February 5, 2018, regarding 2017 Government Compensation in California Report due date for filing by April 30, 2018; SDRMA letter of February 16, 2018, regarding 2018-2019 Property/Liability Program rate information; CSDA memo dated February 16, 2018, Board of Directors Call for Nominations Seat A; California Department of Tax and Fee Administration filing due date April 15, 2018, reminder notice; El Dorado County Auditor memo dated March 5, 2018, regarding Communication #2 re Change to New Property Tax Administration System; and current Certificate of Insurance for CalAtlantic Group, Inc. re automobile coverage, were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items as presented; second by Director Brenda Collette; motion carried.

AYES: Halverson, Fawkes, Magee, Collette,

NOES: None

ABSENT: Sites

ABSTAIN: None

5. Old Business

a. Community Volunteer Day April 21, 2018; Authorization for Expenditure of Funds to Purchase Materials for Volunteer Projects. Following last month's discussion, the Board discussed the specific projects to be undertaken at the upcoming annual Community Volunteer Day on April 21st. After discussion, Vice President Tim Halverson made a motion to approve expenditure of not-to-exceed \$3,000 from the approved FY18 budget to purchase materials and supplies for the projects planned for Community Service Day including playground fiber, shredded cedar, and painting buckets and brushes; second by Director Brenda Collette; motion carried.

AYES: Halverson, Fawkes, Magee, Collette,

NOES: None

ABSENT: Sites

ABSTAIN: None

6. New Business

a. **Community Garage Sale.** After discussion, it was the unanimous consensus of the Board members present that the Community Garage Sale date will be May 5, the first weekend in May.

b. **Event Signage.** After discussion, President Tim Halverson made a motion to approve expenditure of not-to-exceed \$900 from the approved FY18 budget to purchase signage to promote recurring District events and the additional sandwich sign needed for Sierramonte, the fourth neighborhood in the District; second by Director Mark Magee; motion carried.

AYES: Halverson, Fawkes, Magee, Collette,

NOES: None

ABSENT: Sites

ABSTAIN: None

c. **Resident Request to Install Free Library in the District.** This item was placed on the agenda by the General Manager at the request of a resident. The resident was not present at the meeting so the item was continued to a future meeting of the Board.

d. **County Request for Easement to Provide Emergency Vehicle Access at Montrose Way.** The General Manager clarified that no formal request has been received from El Dorado County or anyone regarding an emergency vehicle access at Montrose Way. She said she had heard mention that the issue came up during a conversation between the fire department and Brian Holloway, the representative for Town Center West. She said the District is not aware of any existing easement for this location.

e. **District Open Space Perimeter Fire Breaks.** After discussion, Director Mark Magee made a motion to approve expenditure of not-to-exceed \$3,200 from the approved FY18 budget for annual scraping of 10' fire breaks around the perimeter of the District's open space property; second by Vice President Halverson; motion carried.

AYES: Halverson, Fawkes, Magee, Collette,

NOES: None

ABSENT: Sites

ABSTAIN: None

f. **Measures to Prevent Off-Road Vehicles from Accessing Open Space from Dunnwood Drive.** This item was tabled at the present time.

g. **Condition of Roads in Shadow Hills.** The General Manager discussed with the Board the condition of the roads in Shadow Hills and reviewed when the roads were last repaired and sealed. It was the unanimous consensus of the Board members present that the General Manager shall move forward with the formal RFP process to obtain bids for the project to repair and reseal the roadways in Shadow Hills.

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7. Adjournment. The meeting was adjourned at 8:33 p.m. upon a motion by Director Gordon Fawkes; motion carried.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: April 17, 2018