

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF JUNE 19, 2018 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on June 19, 2018, 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, Brenda Collette, Gordon Fawkes, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present. A resident of the District was also present.

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

A resident sought information about responsibility for maintenance of sidewalks and gutters.

3. Monthly Reports

a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing district business, copy attached. The Clerk was instructed to list on next month's meeting agenda the tree encroachment issue on Dunnwood Drive. President Sites departed the meeting during presentation of this report.

4. Consent Items

The consent items consisting of the draft Minutes of the May 15, 2018, regular meeting of the Board of Directors; financial reports prepared by the County Auditor's office for the month ending May 31, 2018; correspondence including May 14, 2018 El Dorado Hills Fire Department Second Notices regarding weed abatement requirements for three parcels of district property; May 26, 2018 Umpqua Bank notifications regarding correction of District mailing address for accounts; June 15, 2018 notification from Auditor's office regarding Government Codes and Community Services Districts; and June 15, 2018 notification from Auditor's office regarding fiscal year end deadlines were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Director Brenda Collette; motion carried.

AYES: Fawkes, Magee, Collette, Halverson

NOES: None

ABSENT: Sites

ABSTAIN: None

Old Business

5.a. 4th of July Event in Stonebriar Park 2018. After discussion, Director Tim Halverson made a motion to approve expenditure of not-to-exceed \$1,300.00 from the approved budget for expenses and event insurance related to the annual 4th of July community event for 2018; seconded by Director Mark Magee; motion carried.

AYES: Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: Sites

ABSTAIN: None

5.b. Budget for FY18-19. Staff presented a draft fiscal year 2019 working document for consideration by the Board and discussion. The Board and staff went through a line-by-line discussion of the budget operating and maintenance costs and discussed special project costs. It was noted that the funds for the Berkshire Park development projects approved in the FY18 budget were not expended in that year as the timeline was pushed back. In discussion of possible drainage expenditures, Director Gordon Fawkes commented that the District in this winter season survived 100-year flood like rainfall. He expressed the opinion that any drainage efforts should be focused primarily on the inlets and outlets as opposed to work on the entire drainage areas. After discussion, Director Tim Halverson made a motion to approve the preliminary budget for RHCSD for fiscal year 2018-2019 in the total amount of \$447,625, including \$196,125 for operations and maintenance and \$251,500 for special projects; second by Director Mark Magee, motion carried.

AYES: Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: Sites
ABSTAIN: None

New Business

6.a. Storage Unit Rental. The Board members discussed the timeline for the Berkshire development project and specifically building of the proposed shed to replace the need for rental of a storage unit. In light of the upcoming expiration of the storage rental agreement and expected timing for work on the proposed development project, the Board agreed that continued rental of a storage unit is necessary. After discussion, Director Tim Halverson made a motion to approve six months rental cost of not-to-exceed \$900.00 for July through December; second by Director Mark Magee; motion carried.

AYES: Halverson, Fawkes, Magee, and Collette
NOES: None
ABSENT: Sites
ABSTAIN: None

6.b. Reserve Study. The proposals received in response to the District's request for bids to conduct a Reserve Study were reviewed and discussed. Director Tim Halverson made a motion expressing the intent to award the contract to Association Reserves at a cost of \$4,400, provided the vendor delivers the needed insurance documentation and is willing to sign the District's agreement, and authorize the General Manager to execute the agreement on behalf of the District; motion was seconded by Director Mark Magee; motion carried.

AYES: Halverson, Fawkes, Magee, and Collette
NOES: None
ABSENT: Sites
ABSTAIN: None

6.c. Public Hearing regarding Authorizing the Continued Collection of the Direct Charge Assessment Fiscal Year 2019. Director 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 18-05 authorizing continued collection of the Direct Charge Assessment of \$200 in FY19 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, Magee, and Collette
NOES: None
ABSENT: Sites
ABSTAIN: None

6.d. Public Hearing regarding Establishing the Appropriation Limits for Fiscal Year 2019 for RHCS as described in Article XII B of the State Constitution. Director 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 from former General Counsel Dave McMurchie on this issue. There being no further discussion, Director Tim Halverson moved for adoption of Resolution 18-06 establishing the appropriation limits for fiscal year 2019 for the Rolling Hills Community Services District as described in Article XII B of the State Constitution in the amount of \$98,967.12; motion seconded by Director Mark Magee; motion carried.

AYES: Halverson, Fawkes, and Magee
NOES: None
ABSENT: Sites
ABSTAIN: Collette

6.e. LAFCO Notification Regarding Municipal Services Review for District. General Manager Chaney Hicks briefed the board about notification from LAFCO. The board secretary provided detail about past MSR's conducted and commented information needs to be provided to LAFCO about the new neighborhood in the District, Sierramonte. The draft MSR is expected to be available by the end of June for District review and comment prior to its finalization.

7. Adjournment. Upon motion by Director Mark Magee and seconded by Director Brenda Colette, the meeting was adjourned at 9:15 p.m.

Submitted by:

/s/
Linda Stone, Board Secretary

Approved by Board: July 17, 2019

June 19, 2018

General Manager Report:

Landscaping: Discussed issue/s with landscapers:

- Outstanding bid re: v-ditch and DI at Winterfield
- Firebreaks signed off by Fire Dept., but landscaper did not do full 100', out several times to let them know areas that need additional work.

Firescraping: Scheduled for June 18th. *20th*

Bulletin Board: Larger Bulletin Boards received and Shadow Hills one installed. Board Members still want to volunteer to install Springfield Meadows?



Springfield Meadows: Board member installed light bulb, light constantly on (photocell). Electrician coming out to look at repair/options for replacement lanterns. Responded with very modern light fixture. No update from Board Member sources

Encroachment: 20+ Letters sent to resident regarding unresponsive encroachment repairs (landscape trimming)

El Dorado Disposal
Baywood Ct (Summerfield Dr) – Dumpster (EID) on road, tagged. Called El Dorado Disposal Again Re: No Dumpsters On Street.

Resident from Montrose property that I requested get an encroachment permit insisted no need. They indicated that the City/County told him not required. I verified with both agencies that they are aware that we have jurisdiction over requiring encroachment over sidewalks (they confirmed). Property owner indicated it would be moved next day, three days later still there and no permit submitted. Letter sent regarding removal or fine levied.

Dunnwood Tree Encroachment: Spoke with resident regarding their tree planting on CSD property is in way of bulldozer access for fire scraping. Property Owner doesn't want to remove trees.



LAFCO: *on agenda* Municipal Service Review underway. Requested basic information and said she would be able to get most off of website. A draft will be sent to District for review prior to finalization.

Resident Concerns: Call from property owner requesting something be done by District regarding 2061 Stonebriar (landscaping overgrowth). I received more specific mailing records from Fire Marshal and sent out an additional letter regarding encroachment. Weeds cut down as of 6/12/2018 but trees still need to be trimmed. Sent another postcard indicating necessary trimming clearances.