

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF AUGUST 21, 2018 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on August 21, 2018, was called to order at 7:02 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. Two residents of the District were also present.

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

Speaking as a member of the public, Gordon Fawkes presented the General Manager with an article from the Mountain Democrat newspaper dated August 8, 2018, entitled "Helpful hooves to the rescue." As the Board had previously mentioned grazing goats as a possible alternative for keeping CSD property free from flammable brush and tall grass, he said the article might be helpful. He said also that he completed installation of the new bulletin board in Springfield Meadows.

3. Monthly Reports

a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing district business, copy attached. Landscaping issues were discussed as noted as well as mention of the size of the planned storage shed if the accommodation of landscape maintenance tools are also to be housed there. The issue of landscaping services will be agendized at a future meeting of the Board.

4. Consent Items

The consent items consisting of the draft Minutes of the July 17, 2018 special meeting and July 17, 2018 regular meeting of the Board of Directors and correspondence including Umpqua Bank monthly statements for period July 1-30, 2018; Bank of America monthly statements for monthly periods of February through July, 2018; County of El Dorado Auditor's office memo dated August 9, 2018 confirming 2018-19 Direct Charge Levy processed successfully; County of El Dorado Auditor's office memo dated July 17, 2018 transmitting Quarter 2, federal and state quarterly reports; and County of El Dorado Auditor's office memo dated July 25, 2018 regarding Communication #5 Change to New Property Tax System were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Director Tim Halverson; motion carried.

AYES: Sites, Fawkes, Halverson, Magee, and Collette

NOES: None

ABSENT: None

ABSTAIN: None

Old Business

5.a. 2018 Shadow Hills Road Resurfacing Project – Rejection of Bid. General Manager Chaney Hicks apprised the Board that upon review of the bids received for the project, the low bid was deemed non-responsive by reason of the fact that it did not include prevailing wage rates. Further, in light of information she learned when working with the Consultant hired for preparation of the Reserve Study, Chaney recommended that the remaining bid be rejected and that the project be reconsidered once the final Reserve Study is received. The study will include information about recommended methods of road maintenance and maintenance schedules. After discussion, Director Brenda Collette made a motion to reject the remaining bid and revisit the project at a future date; seconded by Director Tim Halverson; motion carried.

AYES: Sites, Fawkes, Halverson, Magee, and Collette

NOES: None

ABSENT: None

ABSTAIN: None

5.b. Reserve Study. Chaney reported that she met with the representative of Association Reserves on July 25th for the district's site visit. Just prior to tonight's Board meeting, she received the initial draft of the Reserve Study for review. A

copy of the draft was handed out to the Board members. Chaney noted it appears not to contain the level of detail for road maintenance she requested so will ask that it be revised to provide the information. The matter will be continued to the next regular meeting of the Board.

5.c. Illuminated Stop Sign at Stonebriar. This item was brought back for discussion. Director Mark Magee kicked off the discussion by noting there are various types of traffic calming methods available. President Sites added that narrowing roadways in certain areas is another way to slow traffic. A resident shared his views that the only thing that works to deter speeding is when a CHP or other law enforcement officer is called out to issue citations to offenders. Director Fawkes inquired and discussion was had in response about what specifically is needed for installation of an illuminated sign should that option be considered. The matter was tabled at this time.

5.d. DMV Requirements for Processing Citations. No additional information was able to be obtained from DMV. The matter will be continued to the next regular Board meeting.

New Business

6.a. Conflict of Interest Code Update for 2018. The District's General Counsel reviewed the current Conflict of Interest Code and recommended changes. The proposed revision was provided to the Board members for review. After discussion, Director Gordon Fawkes made a motion to approve Resolution 2018-09 approving the updated "Conflict of Interest Code for Rolling Hills Community Services District" for Board Members, employees, and consultants, as required by the Political Reform Act; second by Director Mark Magee; motion carried.

AYES: Sites, Fawkes, Halverson, Magee, and Collette

NOES: None

ABSENT: None

ABSTAIN: None

6.b. Stonebriar Park Water Pressure Issue. Beyond what the General Manager covered in her monthly report, the Board agreed that they would like to see the water line design to see what can be done with the existing water system. Chaney reminded the Board that the cost to hook up the second line in the park is estimated at 10,000. Discussion was had about available options, line sizes, and booster pumps. President Sites said he is going to check into the size of the EID main line and look at whether changing the size of the tap and re-routing the line makes sense. The matter was tabled until additional information is obtained.

6.c. LAFCO Municipal Services Review (MSR) regarding RHCS. Chaney has had discussions with the LAFCO representative and staff has reviewed the draft MSR and provided additional input. The MSR will be on the LAFCO August 22 agenda consent calendar for the purpose of opening a 30-day public comment period. The final MSR will be considered on LAFCO's September 26 agenda for discussion and adoption.

6.d. Removal of Two Diseased Trees at Prima and Stonebriar Drive. Chaney briefed the Board about two additional diseased trees of the popular variety near the Stonebriar entrance which are dying. Discussion among the Board centered on the hope that trees throughout the District will stop dying as a result of the drought years and agreed it does not want to lose trees. However, they agreed that when trees are diseased or dead, they may pose safety risks and then need to be removed. A resident offered complaints about how the popular trees at the entrance are maintained. He reiterated his opinion expressed at prior meetings that he does not like popular trees, that they sprout hundreds of volunteers if live trees are cut down, and threatened the Board that if the District cuts down one popular tree that is still alive, he will sue the District for all it has. President Sites asked him at what point he would feel comfortable with removing a popular tree when it is diseased and dying. He said that if the tree had been dead for one year it could be cut down and it would not then send volunteers. He said further that popular trees have solid trunks and roots which spread out so they should not pose a safety issue during the one year period of time. After having expressed those concerns, he also expressed concern for his backyard privacy with the removal of any trees. It was the unanimous consensus of all Board members present that no action would be taken at the present time to cut down the two diseased trees at Prima and Stonebriar Drive. The trees will continue to be monitored.

7. Adjournment. Upon motion by Director Tim Halverson and seconded by Director Gordon Fawkes, the meeting was adjourned at 8:40 p.m.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: September 18, 2018

August 21, 2018

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Outstanding bids re: v-ditch and DI at Winterfield, Staff Will forward estimates
- Checked several trees in distress (Prima/Stonebriar Park). Poplars at Prima are infected with bores and will need to be removed, awaiting price for removal. Tree at Stonebriar Park is leaning and roots are impacting utility boxes, awaiting price for removal.
- Berkshire Park has had several valve issues/broken heads/laterals (replaced with water efficient lower pressure required)
- Berkshire Park Valve Boxes submerged, awaiting cost estimate to relocate to a higher location so runoff won't flood.



SM Streetlight:

Update from Board Member.

Berkshire Park:

Awaiting language clarification prior to submittal to County (Board Member)

Body Camera Use:

Email sent to legal regarding advisability/recommendations. Expected to get response end of this week.

Bulletin Board:

Board Member Completed Installation.

Direct Assessment:

Completed (\$79,400/397).

Encroachment:

6 properties still not compliant after letters stating CSD would complete work and bill them. What is the mechanism for this recoument of District funds (policy?)



LAFCO MSR:

I suggested a few minor suggestions, Erica will amend and submit the draft at the end of this week.

Prima Road Weeds:

Resident call regarding weeds/stickers growing along Prima sidewalk (on CSD Open space side). Weeds removed.