

**ROLLING HILLS COMMUNITY SERVICES DISTRICT  
MINUTES OF SEPTEMBER 18, 2018 MEETING OF THE BOARD OF DIRECTORS**

**1. Call to Order/Roll Call.**

The meeting of the Rolling Hills CSD held on September 18, 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, Gordon Fawkes, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. Two residents of the District were also present. Board member Brenda Collette joined the meeting during the General Manager report.

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

A new resident to the District commented that the speeding in the District is alarming and noted occasions when vehicles have been observed running stop signs.

**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 draft Minutes of the August 21, 2018 regular meeting of the Board of Directors and correspondence including Umpqua Bank monthly statements for period August 1-31, 2018; Bank of America monthly statement for monthly period of August 1-31, 2018; Certificate of Insurance for insured CalAtlantic Group, Inc.; SDRMA letter dated August 1, 2018 regarding required Labor poster information; and El Dorado County Treasurer & Tax Collector Notice to Taking Agency of Sale of Tax-Defaulted Parcels and Opportunity for sale at Public Auction were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Director Mark Magee; motion carried.

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

NOES: None

ABSENT: None

ABSTAIN: None

**Old Business**

**5.a. Reserve Study.** President Sites introduced this item and invited comments from Board members about the report's findings. Director Fawkes said he was impressed with the data contained in the report but not certain how that information will be used. He also said he thinks the \$1 million target is a bit impractical, but educational. Director Collette was unsure about the report. An immediate issue in need of discussion is the District's reserves and what alternatives are available to build a more robust reserve fund. The Reserve Study was commissioned for use as a planning tool to anticipate and prepare for the District's future major common area repair and replacement expenses. The Board agreed the study provides much needed updated cost information for maintenance and repairs from which a baseline may be created. The Board discussed scheduling a workshop(s) with the community starting in November so the report contents can be fully discussed and understood. Discussion of the Reserve Study will also be on the next regular meeting agenda to prepare for the upcoming workshop(s). The clerk noted that the Reserve Study is posted to the District's website under the Business information tab.

**5.b. DMV Requirements for Processing Citations.** Director Halverson said after several telephone conversations with DMV staff, he has no further information to report at this time. The matter will be continued to the next regular meeting of the Board.

**New Business**

**6.a. Fencing Issue Bailey Property.** General Manager Chaney Hicks discussed a resident's request that damaged fencing between his property and that of the CSD at Berkshire Park be replaced with a taller fence to address the resident's concerns regarding privacy. The Board noted that the CC&Rs for both Shadow Hills and Springfield Meadows provide that fences cannot exceed 6' feet in height. Gordon Fawkes said he walked the property and noted that there are two broken posts in that location. The Board confirmed that maintenance is done in accordance with the CC&Rs and in a manner which maintains what had existed before. The General Manager will discuss these matters with the resident in order to formulate a plan for maintenance of the existing fence which is in a state of disrepair.

**6.b. Director Appointment due to Insufficient Nominees for Election.** The Board considered appointment of a nominee for recommendation to the Board of Supervisors since the District received an insufficient number of nominees for the number of Director seats to be elected at the November 6, 2018 Consolidated General Election. The Board welcomed the new resident to the community who joined the meeting and expressed some interest in serving on the Board. After discussion, President Sites made a motion to recommend Tim Halverson to the Board of Supervisors to fill the final seat which will be available in November 2018, commenting that Tim is a great resource and provides a historical perspective with his prior years of service. Director Mark Magee seconded the motion. The Board had a healthy discussion and asked if Tim would accept the nomination of extended. Tim said he would. President Sites called for a vote, the motion carried.

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

NOES: None

ABSENT: None

ABSTAIN: None

The Board unanimously encouraged the District's new resident to attend the board meetings and seek a position on the Board in the future.

**7. Adjournment.** Upon motion by President Matt Sites and seconded by Director Gordon Fawkes, the meeting was adjourned at 8:29 p.m.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: October 16, 2018

September 18, 2018

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Vditch behind Winterfield – I cleared out for better water flow where the resident had filled in the vditch with landscaping soil.
- Tree at Stonebriar Park is leaning and roots are impacting utility boxes, awaiting feedback from Board Member and pricing from Tree Removal.
- Broken sprinkler head at Stonebriar park.
- Berkshire Park Valve Boxes submerged, awaiting cost estimate to relocate to a higher location so runoff won't flood.
- Crepe Myrtle at left Stonebriar entrance needs to be restaked.
- Tree down in wetland area near backflow preventer at Stonebriar Park/cleared out and removed.
- Summerfield Dr brush cleared back from sidewalk.
- Landscape Bed at Prima and Stonebriar has no irrigation running to it. Looks like when the EID work was done, the line was cut, repaired.

SM Streetlight:

Update from Board Member.

Body Camera Use:

Received feedback from legal counsel that suggests too many hoops to jump through in order to comply with all recording laws to make this feasible.

Encroachment:

3 properties still not compliant after letters stating CSD would complete work and bill them. Awaiting response from Linda regarding process to recoup District funds.

Resident Concerns:

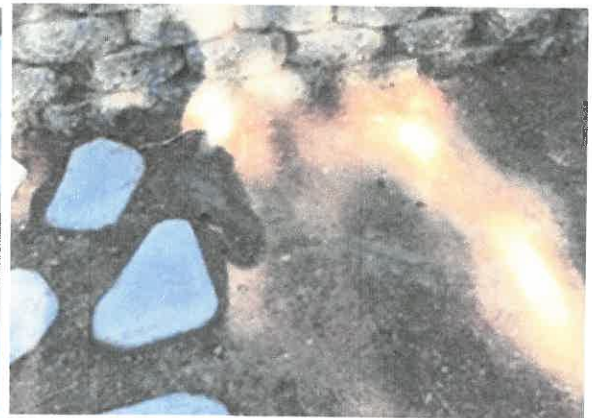
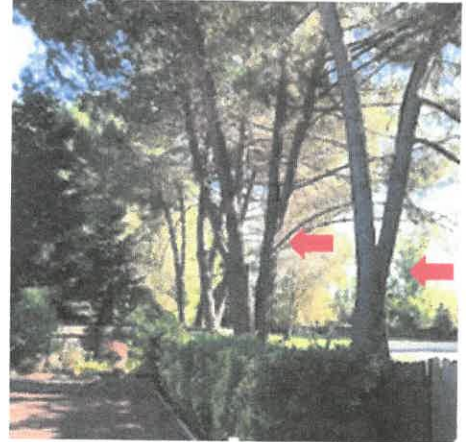
Casina Pl: Email received from concerned resident regarding fire danger on Stonebriar lot. Resident's property slopes down to Stonebriar and has dry weeds and a resident asked for assistance in getting cleared out. Suggested the resident contact Fire Dept.

Cascara Ct: Resident email regarding shed being installed that sits way above fence. Referred them to County Code Enforcement for assistance since it's not CSD matter.

406 Baily:

New resident brought up various concerns:

- Due to people using park after dark, would like gate installed at park (I told him that would not be possible due to lack of District staffing). I indicated that there is a County code that addresses park hours and that he should call the non-emergency Sheriff's Dept. to report it since there is a County standard for park hours that they can enforce.
- Concerned about rodents/insects/litter and doesn't want bbq installed in park. I assured him that trash service is taken care of by landscapers.
- Concerned that the bbq would cause fire hazard to his property. I conveyed that the bbq area was going to be paved and meet all codes.
- Berkshire Park trees dumping pine needles in back yard (want to install pool and it would be mess in pool).
- Root in backyard from park tree impacting where they want concrete installed.



- Wants to replace old fence but wants a much taller one for privacy from the park. I indicated that the fence is a good neighbor fence but that the Board would usually only pay to replace style/



specifications of existing fence. (This is the fence he wants which is about 6' slats with the 18" lattice on top. Shadow Hills and Springfield Meadows CC&R's note that no fence shall exceed 6' in height.