

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF OCTOBER 16, 2018 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on October 16, 2018, was called to order at 7:01 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 Gordon Fawkes, Brenda Colette, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present. Director Tim Halverson was 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.

4. Consent Items

The Umpqua Bank statement for September was removed from the consent items because it was not yet received. The Bank of America statement for September was also removed from the consent items because the account has a zero balance; no further statement will be generated. The consent items consisting of the draft minutes of the September 18, 2018 regular meeting of the Board of Directors, correspondence including County of El Dorado Office of Auditor-Controller; Memorandum dated September 27, 2018 re: Property Tax Revenue Estimates for FY18/19 Lien Date Tax Rolls, SDRMA letter dated September 13, 2018, re: President's Special Acknowledgment Award – Property/Liability Program, financial reports prepared by the Auditor-Controller's office for the periods ended June 30, 2018; July 31, 2018; August 31, 2018; and September 30, 2018 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, Magee and Collette

NOES: None

ABSENT: Halverson

ABSTAIN: None

Old Business

5.a. V-Ditch Issue Winterfield Drive. President Matt Sites briefed the Board on the work needed to clean out the V-ditch and bring it back to its original depth and condition. He explained that he had met with the homeowner and walked the property and adjoining areas. Based on the information and staff's bidding of the work, Director Mark Magee made a motion to approve expenditure of not-to-exceed \$3,000 from the approved budget to perform the needed work to the V-ditch; second by Director Gordon Fawkes; motion carried.

AYES: Sites, Fawkes, Magee and Collette

NOES: None

ABSENT: Halverson

ABSTAIN: None

5.b. DMV Requirements for Processing Citations. The matter was continued to the next regular meeting of the Board.

5.c. Reserve Study. President Sites began the discussion of this item noting that the Reserve Study found that the District is underfunded for future infrastructure maintenance, specifically for roads and drainage. The Board members discussed the study and went over various charts and information contained in the study to ensure everyone has a full

understanding of its findings. For further understanding and awareness, the Board requested the Clerk prepare summary information outlining the District's revenue, expenses, fund balances, and road repair costs for the past ten years. Also, a review of the inflation rates for the prior 10 year period as applied to the District's annual assessment would provide in additional insight. The matter will be discussed further at the next Board meeting. The Board agreed the community workshop(s) will be scheduled early next year.

New Business

6.a. Tree Root Issues. General Manager Chaney Hicks reported about tree root issues affecting the District's electrical boxes and encroaching and causing issues in a resident's yard. Her report included arborist findings and a recommendation to perform work to address the root issues. President Matt Sites made a motion for expenditure of not-to-exceed \$700.00 from the approved budget to perform work to remove invasive roots; seconded by Director Mark Magee; motion carried.

AYES: Sites, Fawkes, Magee and Collette

NOES: None

ABSENT: Halverson

ABSTAIN: None

7. Adjournment. Upon motion by President Matt Sites and seconded by Director Brenda Colette, the meeting was adjourned at 8:45 p.m.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: November 20, 2018

October 16, 2018

General Manager Report:

- Landscaping:** Discussed issue/s with landscapers:
- Broken/leaking sprinkler lines at Stonebriar park near soccer field back/near fences.
 - Irrigation repairs at White Rock along sound wall.
 - All three trees restaked.
 - Trimming completed at Springfield Meadows entrance.
 - CSD trees along Dunnwood Drive have been trimmed to meet clearances.
- SM Streetlight:** Update from Board Member.
- Berkshire Park Plan:** Awaiting language from Board Member regarding language to include in submittal to County for approval of plans.
- Sierramonte/EID:** Repairs made to irrigation, email sent to Rachel (CalAtlantic/Lennar) regarding reimbursement for repairs \$428
- 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.
- Storm Drains:** Sent 52 letters to residents regarding keeping storm drains free from landscaping debris.
- Casina Tree:** Two letters sent to residents above tree leaning over on Stonebriar and no response received/tree not removed to date.
- CSD Logo:** Need updated logo so that I can update business cards, get updated hats/uniform and magnetic car placard with District details.
- Email Address Issues:** Official .org email address not functioning. I do not receive forwarded emails. Have contacted Bob and unable to correct.
- Resident Concerns:**
- 406 Baily:** Tree roots in backyard will cost \$350 to remove. Called homeowner to convey details and haven't received response to date.

