

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

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on November 20, 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 Tim Halverson, Brenda Colette, and Mark Magee, General Manager Chaney Hicks, Board Secretary Linda Stone, and one member of the public were present. Director Gordon Fawkes was absent.

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

None.

President Sites moved to take agenda item 6.a out of order because a member of the public was present and requested to speak on the subject. There were no objections to this change in the agenda order of business.

6.a. Request from Residents for Variance for Fence Backing up to Berkshire Park. The resident addressed the Board and explained her reasons and that of her neighbor for the variance request. The fence is between the two residents' property and that of the District and these two homes are the only ones that backup to the park at this location. The CC&Rs require 6' high fencing. The residents along the park desire to install fencing to match a section of fence previously installed by an owner which exceeds 6' height and is in a style which combines fencing board and lattice. It was noted that the County will require a building permit for fencing over a 6' height. The Board discussed the request and expressed various concerns such as addressing each such request on a case-by-case basis, setting a precedent, having established standards in place, esthetics, and the residents' privacy concerns backing up to the park. After discussion, President Sites made a motion to support the residents' request for installation of a fence in the style presented up to 8' in height with the conditions that both parcels that back up to the park install the same fencing along the entire fence line, the residents obtain the required permits from the County, and any additional County requirements are satisfied by the residents, with the entire cost of the fence and installation to be paid for by the residents; second by Director Halverson; motion carried.

AYES: Sites, Halverson, Magee and Collette

NOES: None

ABSENT: Fawkes

ABSTAIN: 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 consent items consisting of the draft minutes of the October 16, 2018 regular meeting of the Board of Directors, correspondence including Umpqua bank statements for September and October 2018, and financial reports prepared by the Auditor-Controller's office for the period ended October 31, 2018 were considered. Director Tim Halverson moved to approve the consent items and accept and file the items; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Magee and Collette

NOES: None

ABSENT: Fawkes

ABSTAIN: None

Old Business

5.a. Tree Root Issues. General Manager Chaney Hicks presented information about root issues from trees on District property causing lifting of the sidewalk in areas on Dunnwood Drive. She discussed alternatives for addressing the issue and recommended grinding the sidewalk. Due to the threshold for public works projects under the Public Contract Code, she recommended authorizing proceeding with a cost under \$1,000. After discussion, Director Halverson moved to authorize expenditure of not-to-exceed \$985.00 to complete the work to grind the sidewalk area on Dunnwood Drive to address this potential safety issue; Director Mark Magee second; motion carried.

AYES: Sites, Halverson, and Magee

NOES: None

ABSENT: Fawkes

ABSTAIN: Collette

5.b. This item moved to the end of the agenda.

5.c. DMV Requirements for Processing Citations. No update at this time. Director Halverson noted the District needs to get the email working correctly in order to move forward.

New Business

6.a. Taken out of order at the top of the agenda.

6.b. Abatement of Nuisance – Illegal Dumping. General Manager Chaney Hicks presented before and after photographs of the dumping issue and reported the issue has been resolved.

6.c. Meeting Dates for Calendar Year 2019; Authorization of Funds for Meeting Room Rental and Execution of Agreement with Holiday Inn Express. Clerk Linda Stone presented the meeting dates for calendar year 2019 on the third Tuesday of each month and requested authorization for expenditure of funds to defray the cost of the meeting room. She noted there is no increase in rental cost for 2019. Director Mark Magee moved to approve expenditure of not-to-exceed \$2,100 from approved budgets for the cost of meeting room rental during 2019, which includes 11 regular meetings and the possibility of up to three special meetings, and authorize execution of the agreement with the Holiday Inn Express; second by President Sites; motion carried.

AYES: Sites, Halverson, Magee and Collette

NOES: None

ABSENT: Fawkes

ABSTAIN: None

6.d. Storage Unit Rental. Staff sought authorization of funds for continued rental of the storage unit pending completion of a storage building on CSD property. After discussion, Director Tim Halverson moved to approve continued rental of the off-site storage unit for calendar year 2019 noting the current rental cost of \$144 per month; second by Director Mark Magee; motion carried.

AYES: Sites, Halverson, Magee and Collette

NOES: None

ABSENT: Fawkes

ABSTAIN: None

Item taken out of order:

5.b. Reserve Study dated August 28, 2018.

Following discussion at the October meeting regarding the Reserve Study’s finding that the District is underfunded for future infrastructure maintenance, specifically for roads and drainage, the Clerk prepared a chart entitled “Financial Historical Information – 10-Year Review”. As requested, the chart included the District’s annual revenue, annual expenses, road work expenses, year-end fund balance, and changes in the fund balance from year to year for the past ten year period. The Board reviewed the information to gain a deeper understanding about the District’s financial position. The Board requested that the Clerk update the information to look back as far as possible, include the top three categories of expenses each year, provide pie charts to aid in demonstrating the information, include demographics for the District, and research where the reserves came from or how they were accumulated if possible. The financial data and impacts on the District’s funding will be discussed at a future meeting of the Board in 2019 with subsequent community workshops to discuss financial issues and goals.

7. Adjournment. Upon motion by Director Tim Halverson and seconded by Director Mark Magee, the meeting was adjourned at 9:00 p.m.

Submitted by:

/s/
Linda Stone, Board Secretary

Approved by Board: January 15, 2019

November 20, 2018

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Storm drain curb/gutter cleared out.
- Park trees overhanging Haddington Fire Access Road cut back to meet 12' standards
- Rotars Replaced at Large Park

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:

Lennar Rep indicated they will cut to the District to reimburse for damages \$428.

EDH Monument Sign:

Vandalism reported by Sheriff's Dept/Resident on monument sign. I went up there and repainted entire EDH sign letters with white exterior matte finish paint and ordered a gallon of graffiti proof later paint to go over. The rock side damage was scrubbed over with wire brush and paint remover and did little good. Need to look at another solution for that side since there is no water source up there to pressure wash it. Sheriff's Dept asked for damages amount, I would estimate close to \$1000. I picked up a large bag of trash while up there.



AFTER:



over ↘