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**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF NOVEMBER 19, 2019 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD Board of Directors held on November 19, 2019, was called to order at 7:03 p.m. by Vice President Brenda Collette in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to Vice President Collette, Directors Mark Magee and Gordon Fawkes, General Manager Chaney Hicks, Board Clerk Linda Stone, and a member of the public were present. Directors Tim Halverson and Matt Sites were absent.

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

A resident made comments about the continued problem with cars running the stop sign on Stonebriar near the entrance and raised an issue about an odor coming from a house on Stonebriar.

3. Monthly Reports

a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing district business, copy attached. Once the Berkshire Park plan is updated, it will be submitted for review.

4. Consent Items

The Consent items consisting of minutes of the October 15, 2019 regular board meeting; financial reports prepared by the El Dorado County Auditor's office for the month ended October 31, 2019; and correspondence including Umpqua Bank monthly statement for October 2019; October 11, 2019 EID Possible Water Leak Courtesy Notice; October 23, 2019 Auditor-Controller transmittal of Federal and State quarterly reports; October 22, 2019 EID Conservation Request Due to another PG&E PSPS Event; October 23, 2019 EID Impacts to EID Services During Upcoming PG&E PSPS; October 24, 2019 EID System Update – Resume Normal Operations; October 25, 2019 Upcoming PG&E PSPS and Conservation Request for October 26; October 31, 2019 EID System Update – Resume Normal Operations; CSDA Public Safety Power Shutoff Survey; October 24, 2019 Auditor-Controller Memo regarding Claims Processing; November 4, 2019 Annual Information Request from CalPERS; and October 25, 2019 Notice of Public Hearing received November 14, 2019, were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Vice President Brenda Collette; motion carried.

AYES: Collette, Fawkes and Magee

NOES: None

ABSENT: Halverson and Sites

ABSTAIN: None

Old Business

5.a. Folsom Heights Development Project – Emergency Vehicle Access at Prima Drive and Stonebriar. Due to Director Sites' absence, the matter was continued to the next meeting. He was the Board's representative talking with City of Folsom representatives.

5b. DMV Requirements for Processing Citations. General Manager Chaney Hicks reported that after review by the District's General Counsel, some progress has been made. The District's application will be resubmitted using Board member Tim Halverson's name, instead of the General Manager, and that it will be reviewed by a higher level of staff at DMV. It is anticipated that it will take a month for DMV processing from the time the application is submitted.

5.c. Radar Speed Signs – Speed Control Measures. The matter was generally discussed as to the various options available and their pros and cons. The matter was continued to the next meeting's agenda.

New Business

6.a. Lighting at Springfield Meadows Entrance. Staff brought forward a proposal for replacement of lights and the controller for the lighting at Springfield Meadows entrance. The cost for the work is not to exceed \$761.00. Director Gordon Fawkes made a motion to approve an expenditure of not to exceed \$761 from the approved budget for replacement of lights and the controller as discussed; second by Vice President Brenda Collette; motion carried.

AYES: Collette, Fawkes and Magee

NOES: None

ABSENT: Halverson and Sites

ABSTAIN: None

6.b. Meeting Dates for Calendar Year 2020, Authorization for Expenditure of Funds for Meeting Room Rental, and Execution of Agreement for use of the Holiday Inn Express location. The Clerk presented a list of the meeting dates for calendar year 2020 on the third Tuesday of each month and the request for approval of funds from approved budgets for rental of the meeting room and authorization for execution of the agreement for room rental. After discussion and confirmation that no regular meeting will be scheduled in December, Director Mark Magee made a motion to approve the dates, authorize expenditure of note to exceed \$2,100 from approved budgets to defray the meeting room rental costs, and authorization for execution of the agreement; second by Vice President Brenda Collette; motion carried.

AYES: Collette, Fawkes and Magee

NOES: None

ABSENT: Halverson and Sites

ABSTAIN: None

7. Adjournment. Upon motion by Brenda Collette and seconded by Mark Magee, the meeting was adjourned at 7:40 p.m.

Submitted by:



Linda Stone, Board Secretary

Approved by Board: January 21, 2020

November 18, 2019

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Leaking Valve at Stonebriar Drive repaired
- Asked landscapers to clean up along CSD property (sidewalk overgrowth and overhead tree branches)
- Leaf clearing (out of gutters/storm drains) ongoing.
- New Backflow Irrigation Blanket installed.
- Small Tree adjacent to Prima Drive gate leaning and will be removed.



Encroachment:

21 Encroachment Postcards sent out and 2 letter with 14 day notice for clearing gutter/roadway of landscape debris. One property corrected trimming of roadway encroachment. Updated postcards ordered to reflect new email address, delivery next week.

Tree Hazard:

Still monitoring. No response from resident.

Tree Claim:

Still no word from resident regarding potential damages claim and whether CSD tree surveyed on their property, letter sent regarding status.

Berkshire Park Plan:

Need to get scale drawing to complete submittal to County for variance.

Open Space Grazing:

Sheep/goats grazed along Highway 50 up to EDH sign and along Dunnwood Drive, livestock moved to Sacramento County parcel and herd reduced by owner. One known death of goat on CSD property.

Resident Concerns:

RV and Trailer tagged. Trailer removed, RV still present (owner requesting a few extra days for parts – I left notice of removal of Friday 11/22). Resident called regarding need to redo line striping within Stonebriar Development for visibility.