

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF JANUARY 21, 2020 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on January 21, 2020, was called to order at 7:00 p.m. by President Tim Halverson in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to President Halverson, Directors Brenda Collette, Gordon Fawkes, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present. Also present was a resident from the community.

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

Resident reported that running the stop sign on Stonebriar when exiting the District continues to be a problem.

3. Monthly Reports

a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing district business, copy attached. Chaney also mentioned vandalism in the District. Tim Halverson advised that seeing an Animal Control truck parked in the Court near the open space leading to the Folsom area, he learned that a dead goat was dumped in a well which is not on the District's property. He provided the Animal Control officer with the name and contact information for the goat company and the matter was resolved.

4. Consent Items

The consent items consisting of the draft Minutes of the November 19, 2019 regular meeting of the Board of Directors; financial reports prepared by the Auditor-Controller's office for the periods ended November 30, 2019, and December 31, 2019; and correspondence items including Umpqua Bank monthly statement for periods November 1-30, 2019, and December 1-31, 2019, Scholarshare Investment Board 2019 Holiday gift card promotion letter, December 31, 2019 EDD Notice of Contribution Rates for 2020, and January 16, 2020 notification regarding change to 2020 W-4 form were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items with two noted typographical corrections to the draft minutes; second by President Halverson; motion carried.

AYES: Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: Sites

ABSTAIN: None

Old Business

5.a. Folsom Heights Development Project – Emergency Vehicle Access at Prima Drive and Stonebriar. The City of Folsom representative confirmed that to date no plans have been submitted by the developer of the adjacent property for this project. In response to a direct question about the status of the EVA, no new information was available. Tim said it appears Folsom does not plan to address the EVA issue further until an application for a permit is submitted.

5.b. Radar Speed Signs/Speed Control Measures. The Board again discussed the two radar speed signs and its options and the associated costs for purchase of new high-end sign(s) with more features, purchase of new standard sign(s), or retrofitting one or both of the existing signs. It restated its goal to obtain data from the signs to aid in addressing the speeding issues on Stonebriar Drive. After discussion, Director Gordon Fawkes made a motion to approve funding to retrofit one speed sign at this time to see how that works before investing any further funds (the sign nearest to Stonebriar Park) in an amount not-to-exceed \$1,200 including an upgraded battery and components and one-year warranty, second by Director Brenda Collette; motion carried.

AYES: Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: Sites

ABSTAIN: None

New Business

6.a. PG&E SCADA Gas Extension Project 31400596 (White Rock Road & Stonebriar Drive). Chaney Hicks briefed the Board about PG&E's request to enter on District property for installation of equipment including a solar pole to carry out its SCADA project. PG&E requested permission to locate the solar pole as noted on submitted construction drawings (subsequently revised). After discussion, the Board members present unanimously agreed that they are not judging PG&E's determination of the work it plans to do. However, the Board requests that PG&E take the risk for all work that the project entails. The Board is agreeable to placement of the pole 12' back from the sidewalk as discussed, and commented that the further back the better. In addition, the Board requests that PG&E sign a Release holding the District harmless from any loss that results from or is any way related to PG&E's work on its project and acknowledges it is responsible for any damage and costs to repair or restore District property, irrigation lines, or other equipment as a result of its work on the project. With those conditions, President Halverson made a motion to authorize the General Manager to carry out negotiations with PG&E for its SCADA project; second by Director Gordon Fawkes, motion carried.

AYES: Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: Sites

ABSTAIN: None

6. b. Annual Organizational Meeting. Discussion was had regarding the offices of President and Vice President for 2020. Director Mark Magee made a motion to keep the same slate of officers and nominated Tim Halverson to continue to serve as President for 2020 and Brenda Collette to continue to serve as Vice President for 2020; that slate of officers was seconded by Director Gordon Fawkes, motion carried.

AYES: Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: Sites

ABSTAIN: None

6.c. Fire Break Work 2020. The Board discussed the fire break work needed in the spring of 2020. The General Manager obtained bids in accordance with the District's procurement policy. The Board members present unanimously agreed the lowest bid and best value for the District was to utilize the goat vendor again this year. The District is responsible to supply the water and it must confirm whether or not the fire hydrant may be used for this purpose. It suggested that the work be done around the end of April. The details for the water source are to be included in the agreement signed with the vendor. The Board members also agreed that it does not see a need to do the fire scraping this year but will look at it again next year. President Halverson made a motion to utilize Capra Environmental Services, Corp. to create fire breaks for 2020 at a cost of not-to-exceed \$6,700 per its January 14, 2020 proposal and authorize the General Manager to enter into an agreement to carry out this work; second by Director Mark Magee, motion carried.

AYES: Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: Sites

ABSTAIN: None

7. Adjournment. Upon motion by Vice President Brenda Collette and seconded by President Halverson, the meeting was adjourned at 8:38 p.m.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: February 18, 2020

January 21, 2020

General Manager Report:

- Landscaping:** Discussed issue/s with landscapers:
- Ongoing clearing of leaves from storm drains.
 - Pruning along White Rock and center medians.
 - Turf fertilization done next week.
- Encroachment:** Casina Place resident cleared Stonebriar slope and left landscape debris on CSD side of property. I discussed with owner and she indicated she is selling her house and would have realtor take care of. Checked Sunday and debris removed.
- Bailey Ct had basketball hoop on sidewalk, tagged twice, letter sent regarding removal and hoop moved off of sidewalk.
- JPA:** Reached out to Dokken for update/no response to date. Per Nextdoor posting, the funding is not in place until at least 2023.
- DMV Update:** Application submitted, awaiting response for confirmation to renewal of requestor code.
- Road Sealing Bid:** Working on Amendments for Shadow Hills bid package to include restriping on Stonebriar Drive, sections of remove and replace roadway within Stonebriar neighborhood and restriping speed bumps in Springfield Meadows
- Warning Stickers:** New stickers purchased (250 for \$361.53)
- Annexation:** EDHCSD looking for additional financials from last audit.
- Dog Waste Bags:** Ongoing replenishment of these bags.
- Berkshire Park Plan:** Email sent to Lillian (principal planner) with El Dorado County and it was returned as she no longer is with the County. I have since forwarded email with short history of issue to another County Planner and hope to get a response. Will follow-up next week.
- Resident Concerns:** RV citation issued (Montrose). Trailer tagged on Montrose, ongoing intermittent parking of trailer on Montrose

Vandalism: Stonebriar letters removed (1) and 2 others damaged