

**Board of Directors Meeting – AGENDA**  
**ROLLING HILLS COMMUNITY SERVICES DISTRICT**

Tuesday, June 16, 2020 - 7:00 p.m.

**Teleconference Meeting Only**

**This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Act, Governor Gavin Newsom's Emergency Declaration related to COVID-19, and Governor Newsom's Executive Order N-29-20 issued March 17, 2020 that allows attendance by Board Members, staff, and the public to participate and conduct public meetings by teleconference.**

**You may participate in the meeting via teleconference by:**

**Dial Toll Free: 1-866-899-4679**

**Code: 179-420-693**

**1. Call to Order/Announcements**

Pledge of Allegiance; Roll Call

**2. Public Comment - Items Not on Agenda**

*At this time, members of the public may address the Board of Directors regarding any item within the subject matter jurisdiction of the Board, not set forth as an agenda item. No action may be taken on items raised during Public Comment as they are not on the agenda. Issues presented in Public comments may be referred to staff or scheduled on a future board agenda. Please limit your comments to three minutes or less. The public comment portion of the meeting will not exceed 15 minutes.*

*In addition, members of the public may address the Board of Directors regarding an agenda item after that item has been called but before the Board entertains its discussion of the item. Please limit your comments to three minutes or less.*

**3. Monthly Reports**

**a. General Manager Report**

**4. Consent Items**

- a.** Approve/file draft Minutes of May 19, 2020 regular meeting of the Board of Directors
- b.** Approval of monthly financial reports prepared by the El Dorado County Auditor Controller's office for the month ended May 2020
- c.** Correspondence receive/file:
  - 1) CA Department of Tax and Fee Administration – Notice of Updated Information New Sales and Use Tax Rates Operative July 1, 1010
  - 2) PG&E Notice Keeping Californians Safe in a Changing Environment
  - 3) Renewal Certificate of Insurance for Tree Pros Arboricultural Services Inc.
  - 4) El Dorado County Planning and Building Department – Planning Division Notice of Availability of Draft Environmental Impact Report for the Montano De El Dorado Phase I and II Master Plan
  - 5) El Dorado County Auditor's Notice regarding FY20 Year End Deadlines
  - 6) Weed Abatement solicitation- The Hills Lot Clearing LLC

- 7) El Dorado County Notice to Employees of Emailing of Direct Deposit Advices
- 8) Bank Statements for periods ended February, March, April, and May 2020

Consent Items Pulled for Discussion: \_\_\_\_\_

## 5. Old Business

- a. **Folsom Heights Development Project** – Emergency Vehicle Access (EVA) at Prima Drive and Stonebriar, including update regarding any new information received by the District on this issue.
  - (i) Resident has requested that the Board consider amending the document entitled “Rolling Hills Community Services District Meeting Notes From February 5, 2020 with Multiple Agency Reps Regarding Prima EVA” to include specific statements as to the Board’s position on issues discussed; and
  - (ii) Resident has requested that the Board adopt a Policy Statement regarding its position on the EVA road.

(Discussion/Possible Action Item)

- b. **4<sup>th</sup> of July Event 2020** – Update regarding current status of State and County Orders in accordance with Governor Newsom’s four stage plan related to the COVID-19 pandemic and how that affects consideration of resident’s request to hold 4<sup>th</sup> of July event. Depending on status, further consideration of expenditure of funds from approved budget to defray District’s contribution toward costs for this event in an amount not to exceed \$1,300 (Discussion/Possible Action Item)
- c. **Request for Reconsideration of September 17, 2019 Decision Regarding Resident’s Request for District to Cut Down Tree(s) Overhanging Property at 406 Bailey** – Resident requested the Board reconsider its prior decision to reject the request for further cutting and trimming of trees at this location (Discussion/Possible Action Item)
- d. **Dead Trees at Stonebriar Entrance** – Resident request that dead trees at Stonebriar Entrance now be removed and replaced; resident previously requested that the Board take no action until the trees were sufficiently dead so as not to promote volunteer trees to sprout. Bidding for work not yet done (Discussion/Possible Action Item)

## 6. New Business

- a. **El Dorado Hills Monument Sign Restoration** – Staff to discuss issues of damage to the El Dorado Hills monument sign; consideration of approval of funds in the amount of \$8,215.52 for the restoration of the El Dorado Hills monument sign located on CSD property (Discussion/Possible Action Item)

- b. **Illegal Trespass Issues** – Staff to discuss illegal trespass issues associated with electric fence erected for the goat grazing fire break work and other areas of the District (Discussion/Possible Action Item)
- c. **Consolidated District General Election to be Held November 3, 2020** – Staff seeking adoption of Resolution No. 20-01 “Declaring an Election Be Held in its Jurisdiction Consolidation with Other Districts Requesting Election Services,” at which election the issue to be presented to the voters is the nomination of candidates to elect three (3) Directors, each with a full four (4) year term to expire December 6, 2024 (Action Item)
- d. **Public Hearing – Open Public Hearing Regarding Authorizing the Continued Collection of the Direct Charge Assessment Fiscal Year 2021**; Public Comment, Close Hearing.  
Proposed Action: Adoption of Resolution 20-02 Authorizing continued collection of the Direct Charge Assessment of \$200 for FY21 for the purposes of maintaining and improving community infrastructure and for other lawful purposes of the District.
- e. **Public Hearing – Open Public Hearing regarding Establishing the Appropriation Limits for Fiscal Year 2021 for RHCS D as described in Article XII B of the State Constitution.**  
The proposed appropriation limits are \$109,818.19; Public Comment; Close Hearing.  
Proposed Action: Adoption of Resolution 20-03 Establishing the Appropriation Limits for FY21 for the Rolling Hills Community Services District as described in Article XII B of the State Constitution in the amount of \$109,818.19.
- f. **Budget for FY20-21** – Discussion and consideration of draft preliminary budget for fiscal year 2020-2021 and approval (Discussion/Possible Action Item)
- g. **Storage Unit Rental** – Staff seeking authorization for expenditure of funds from approved budget for rental of the District storage unit for July – December 2020; monthly cost of rental is \$154.00 (Discussion/Possible Action Item)

## 7. Adjournment

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The Board may take action on any of the items listed on this Agenda regardless of whether the matter appears on the Consent Calendar or is described as an action item, a report, a discussion item, or an information item.

**NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED:** In compliance with the Americans with Disabilities Act, a person with a disability who requires a modification or accommodation in order to participate in the public meeting may contact the General Manager at (916) 235-8671 or [GenMgr@RollingHillsCSD.org](mailto:GenMgr@RollingHillsCSD.org). Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

June 16, 2020

## General Manager Report:

### Landscaping:

Discussed issue/s with landscapers:

- Weed Abatement Ongoing
- Several Sprinkler Heads in Park Repaired, Along White Rock Road Irrigation Repairs

Berkshire Park Plan: No response from County to date on permit variance.

### Radar Sign:

Average Speed Occurring: 36% of cars going between 31 to 35 mph

### Shadow Hills:

Bid Package Released and sent to 14 contractors.

### Fire Abatement:

Livestock gone but trying to get back out to do section behind Winterfield to Stonebriar

### COVID19:

Meeting signs went out early to ensure more residents see it's a call-in meeting and to go to website for instructions. Park/playground open.

### Vandalism:

El Dorado Hills Monument sign draped with sheeting and spray painted back side and surrounding rocks with "F" word phrases. While I was covering graffiti, Sheriff's officer came up due to call in. I filled out police report regarding damages. Sheriff's Dept indicated that a Trespass Authorization Form needed to be filed with Sheriff's Office. Form submitted and all people caught in CSD open spaces without permission will be cited (including pedestrians, vehicle traffic).

After inspection, work that previous contractor appears to be damaged again with rocks missing from top and sides of monument (see attached). Emailed/Called 10 DIR approved contractors for estimates for repairs. No trespass sign installed per legal/Sheriff's Dept.



Warnings/Citations: Four trailers tagged, one citation issued (dismissed per Board Member Request).

Agency	Citation	Cite Date	Time	Plate/VIN	State	Make	Location	Status	# Notices	RO	Appealed?	DMV Hold?	FTB?	Original	Charges/Fees	Payments	Owing
Rolling Hills	RHCSD0204	06/22/2018	08:58	4EY5800			43555 DUNNWOOD	Hold	0	New	No	No	No	\$100.00			\$100.00
Rolling Hills	RHCSD0254	06/01/2020	12:39	4RG9637	CA	DHME	4419 DUNNWOOD DR	Dism	0	Hit	No	No	No	\$100.00	(\$100.00)		\$0.00
Rolling Hills	RHCSD0203	04/10/2018	11:10	4GL1042	CA	PACE	700 SAN MARINO	Open	1	Hit	No	No	No	\$200.00			\$200.00
Rolling Hills	RHCSD0202	02/21/2018	09:57	4GL1042	CA	PACE	700 SAN MARINO CT	Open	1	Hit	No	No	No	\$100.00			\$100.00
Rolling Hills	RHCSD0252	11/22/2019	10:33	8LGY474	CA	FORES	200 MONTROSE COURT	Open	1	Hit	No	No	No	\$100.00			\$100.00
<b>Totals:</b>									3					\$600.00	(\$100.00)	\$0.00	\$500.00

5 records matched your report criteria (Including: Current and Delinquent Citations, Sorted By: '# Notices')

Stonebriar Park: Radiant Yoga hosting yoga classes in the park with over 50 attendees. Called/Emailed and requested that they fill out park use form and submit insurance documents. After receiving park use application and seeing non-resident fee, declined to have in park (Town Center instead).

Resident Concerns: Trash Can at park overflowing, talked with landscapers about trash cleanup.

Encroachment: Dunnwood Drive property installed antenna on other side of fence in what appears to be District property. 14 Day notice to remove sent 6/12





## EDH Monument Damages



## Consent Items

**8028280 - 8028280 GENERAL FUND**Printed 6/1/2020  
10:01:02 AM**General Ledger****Summary for the Accounting Period Ended: May 31, 2020**

	Debit	Credit	Balance
<b>80280280 ROLLING HILLS</b>			
<b>ASSETS</b>			
100 EQUITY IN POOLED CASH	671,070.88	155,052.67	516,018.21
102 IMPREST (PETTY) CASH	5,000.00	0.00	5,000.00
ASSETS	676,070.88	155,052.67	521,018.21
<b>LIABILITIES</b>			
201 VOUCHERS PAYABLE	152,164.04	152,164.04	0.00
LIABILITIES	152,164.04	152,164.04	0.00
<b>FUND BALANCE</b>			
310 FND BAL: RSVD GENERAL	0.00	53,834.00	-53,834.00
313 FND BAL: RSVD IMPREST CASH	0.00	5,000.00	-5,000.00
350 FND BAL: UNRSVD UNDESIGNATED	0.00	423,652.92	-423,652.92
401 ESTIMATED REVENUE	229,900.00	0.00	229,900.00
411 ACTUAL REVENUES	2,535.43	187,401.49	-184,866.06
420 ORIGINAL BUDGET (APPROPTNS.)	0.00	229,900.00	-229,900.00
431 EXPENDITURES	147,184.77	850.00	146,334.77
FUND BALANCE	379,620.20	900,638.41	-521,018.21
80280280 ROLLING HILLS	1,207,855.12	1,207,855.12	0.00



**8028280 - 8028280 GENERAL FUND**Printed 6/1/2020  
10:01:04 AM**General Ledger**

Details for the Accounting Period Ended: May 31, 2020

	Debit	Credit	Balance
<b>80280280 ROLLING HILLS</b>			
<b>ASSETS</b>			
100 EQUITY IN POOLED CASH			
5/1/2020 BEGINNING BALANCE	666,231.38	138,644.59	527,586.79
5/4/2020 GNI 202011 497	296.51	0.00	527,883.30
5/4/2020 APP 202011 546	0.00	16,408.04	511,475.26
5/6/2020 GNI 202011 671	3.41	0.00	511,478.67
5/6/2020 GNI 202011 682	2.01	0.00	511,480.68
5/6/2020 GNI 202011 688	361.23	0.00	511,841.91
5/6/2020 GNI 202011 689	3,470.34	0.00	515,312.25
5/6/2020 GNI 202011 690	0.00	0.04	515,312.21
5/6/2020 GNI 202011 691	127.56	0.00	515,439.77
5/7/2020 GEN 202011 496	578.44	0.00	516,018.21
100 EQUITY IN POOLED CASH	671,070.88	155,052.67	516,018.21
102 IMPREST (PETTY) CASH			
5/1/2020 BEGINNING BALANCE	5,000.00	0.00	5,000.00
102 IMPREST (PETTY) CASH	5,000.00	0.00	5,000.00
<b>ASSETS</b>	676,070.88	155,052.67	521,018.21
<b>LIABILITIES</b>			
201 VOUCHERS PAYABLE			
5/1/2020 BEGINNING BALANCE	135,756.00	135,756.00	0.00
5/1/2020 API 202011 521	0.00	16,408.04	-16,408.04
5/4/2020 APP 202011 546	16,408.04	0.00	0.00
201 VOUCHERS PAYABLE	152,164.04	152,164.04	0.00
<b>LIABILITIES</b>	152,164.04	152,164.04	0.00
<b>FUND BALANCE</b>			
310 FND BAL: RSVD GENERAL			
5/1/2020 BEGINNING BALANCE	0.00	53,834.00	-53,834.00
310 FND BAL: RSVD GENERAL	0.00	53,834.00	-53,834.00
313 FND BAL: RSVD IMPREST CASH			
5/1/2020 BEGINNING BALANCE	0.00	5,000.00	-5,000.00
313 FND BAL: RSVD IMPREST CASH	0.00	5,000.00	-5,000.00
350 FND BAL: UNRSVD UNDESIGNATED			
5/1/2020 BEGINNING BALANCE	0.00	423,652.92	-423,652.92
350 FND BAL: UNRSVD UNDESIGNATED	0.00	423,652.92	-423,652.92
401 ESTIMATED REVENUE			
5/1/2020 BEGINNING BALANCE	229,900.00	0.00	229,900.00
401 ESTIMATED REVENUE	229,900.00	0.00	229,900.00
411 ACTUAL REVENUES			
5/1/2020 BEGINNING BALANCE	2,535.39	182,561.99	-180,026.60
5/4/2020 GNI 202011 497	0.00	296.51	-180,323.11
5/6/2020 GNI 202011 671	0.00	3.41	-180,326.52

**8028280 - 8028280 GENERAL FUND**Printed 6/1/2020  
10:01:04 AM**General Ledger****Details for the Accounting Period Ended: May 31, 2020**

		Debit	Credit	Balance
5/6/2020	GNI 202011 682	0.00	2.01	-180,328.53
5/6/2020	GNI 202011 688	0.00	361.23	-180,689.76
5/6/2020	GNI 202011 689	0.00	3,470.34	-184,160.10
5/6/2020	GNI 202011 690	0.04	0.00	-184,160.06
5/6/2020	GNI 202011 691	0.00	127.56	-184,287.62
5/7/2020	GEN 202011 496	0.00	578.44	-184,866.06
<b>411 ACTUAL REVENUES</b>		<b>2,535.43</b>	<b>187,401.49</b>	<b>-184,866.06</b>
<b>420 ORIGINAL BUDGET (APPROPTNS.)</b>				
5/1/2020	BEGINNING BALANCE	0.00	229,900.00	-229,900.00
<b>420 ORIGINAL BUDGET (APPROPTNS.)</b>		<b>0.00</b>	<b>229,900.00</b>	<b>-229,900.00</b>
<b>431 EXPENDITURES</b>				
5/1/2020	BEGINNING BALANCE	130,776.73	850.00	129,926.73
5/1/2020	API 202011 521	16,408.04	0.00	146,334.77
<b>431 EXPENDITURES</b>		<b>147,184.77</b>	<b>850.00</b>	<b>146,334.77</b>
<b>FUND BALANCE</b>		<b>379,620.20</b>	<b>900,638.41</b>	<b>-521,018.21</b>
<b>80280280 ROLLING HILLS</b>		<b>1,207,855.12</b>	<b>1,207,855.12</b>	<b>0.00</b>

**8028280 CSD: ROLLING HILLS CSD**Printed 6/1/2020  
10:01:06 AM**Revenues and  
Expenditures**

Summary For the Month ended: May 31, 2020

	Estimated / Budget	Actual Amount	Balance
<b>8028280 CSD: ROLLING HILLS CSD</b>			
Revenue			
01 Taxes			
0100 PROP TAX: CURR SECURED	92,000.00	94,528.10	-2,528.10
0110 PROP TAX: CURR UNSECURED	0.00	1,735.40	-1,735.40
0130 PROP TAX: PRIOR UNSECURED	0.00	58.59	-58.59
0140 PROP TAX: SUPP CURRENT	0.00	2,132.93	-2,132.93
0150 PROP TAX: SUPP PRIOR	0.00	77.58	-77.58
01 Taxes	92,000.00	98,532.60	-6,532.60
03 Fines & Penalties			
0360 PEN & COST DELINQUENT TAXES	0.00	125.11	-125.11
03 Fines & Penalties	0.00	125.11	-125.11
04 Rev Use Money/Prop			
0400 REV: INTEREST	7,000.00	7,588.32	-588.32
04 Rev Use Money/Prop	7,000.00	7,588.32	-588.32
05 IG Rev - State			
0820 ST: HOMEOWNER PROP TAX RELIEF	0.00	720.10	-720.10
05 IG Rev - State	0.00	720.10	-720.10
13 Service Charges			
1310 SPECIAL ASSESSMENTS	80,000.00	77,899.93	2,100.07
13 Service Charges	80,000.00	77,899.93	2,100.07
22 Fund Balance			
0001 FUND BALANCE	50,900.00	0.00	50,900.00
22 Fund Balance	50,900.00	0.00	50,900.00
Total Revenue	229,900.00	184,866.06	45,033.94
Expense			
40 Services & Supplies			
4040 TELEPHONE VENDOR PAYMENTS	350.00	0.00	350.00
4041 COUNTY PASS THRU TELPHONE CHRG	500.00	0.00	500.00
4060 FOOD AND FOOD PRODUCTS	50.00	0.00	50.00
4100 INSURANCE: PREMIUM	3,800.00	3,978.84	-178.84
4183 MAINT: GROUNDS	9,000.00	4,399.00	4,601.00

**Revenues and  
Expenditures**
**8028280 CSD: ROLLING HILLS CSD**  
**Summary For the Month ended: May 31, 2020**

 Printed 6/1/2020  
 10:01:06 AM

	Estimated / Budget	Actual Amount	Balance
4185 MAINT: PARK	73,000.00	60,550.00	12,450.00
4189 MAINT: WATER SYSTEM	6,000.00	4,656.25	1,343.75
4190 MAINT: DRAINAGE	10,000.00	5,456.50	4,543.50
4191 MAINT: ROADS	0.00	93.84	-93.84
4192 MAINT: LIGHTING	500.00	10,673.43	-10,173.43
4197 MAINT: BUILDINGSUPPLIES	300.00	495.00	-195.00
4220 MEMBERSHIPS	650.00	653.00	-3.00
4240 MISC: EXPENSE	300.00	243.73	56.27
4260 OFFICE EXPENSE	500.00	239.28	260.72
4261 POSTAGE	0.00	101.20	-101.20
4266 PRINTING SERVICES	650.00	234.76	415.24
4300 PROFESSIONAL & SPECIAL SRVS	26,000.00	20,932.50	5,067.50
4304 AGENCY ADMINISTRATION FEE	150.00	308.64	-158.64
4305 AUDIT & ACCOUNTING SERVICES	9,000.00	0.00	9,000.00
4313 LEGAL SERVICES	3,000.00	0.00	3,000.00
4345 SPECIAL DISTRICT DIRECTOR SRVS	5,250.00	2,550.00	2,700.00
4400 PUBLICATION & LEGAL NOTICES	0.00	44.56	-44.56
4420 RENT & LEASE: EQUIPMENT	800.00	800.00	0.00
4440 RENT & LEASE: BUILD & IMPRV	3,800.00	2,922.85	877.15
4501 SPECIAL PROJECTS	48,300.00	0.00	48,300.00
4505 SB924: TRANSPORTATION & TRAVEL	300.00	0.00	300.00
4602 MILGE: EMPLOY AUTO (NO OVERNT)	200.00	57.42	142.58
4700 UTILITIES	27,500.00	26,943.97	556.03
40 Services & Supplies	229,900.00	146,334.77	83,565.23
Total Expense	229,900.00	146,334.77	83,565.23
8028280 CSD: ROLLING HILLS CSD	0.00	38,531.29	-38,531.29
Report Total			
Total Revenue	229,900.00	184,866.06	45,033.94
Total Expense	229,900.00	146,334.77	83,565.23
	0.00	38,531.29	-38,531.29

**Revenues and  
Expenditures****8028280 CSD: ROLLING HILLS CSD**  
**Details For the Accounting Period ended: May 31, 2020**

	Estimated / Budget	Actual Amount	Balance
<b>8028280 CSD: ROLLING HILLS CSD</b>			
Revenue			
01 Taxes			
0100 PROP TAX: CURR SECURED			
5/1/2020 BEGINNING BALANCE	92,000.00	91,957.76	
5/6/2020 GNI 202011689 14321 1% GENERAL TAX CS-B	0.00	13.50	
5/6/2020 GNI 202011689 14321 1% GENERAL TAX CS-S	0.00	2,520.41	
5/6/2020 GNI 202011689 14321 1% UNITARY TAX CS-S	0.00	36.43	
0100 PROP TAX: CURR SECURED	92,000.00	94,528.10	-2,528.10
0110 PROP TAX: CURR UNSECURED			
5/1/2020 BEGINNING BALANCE	0.00	1,731.99	
5/6/2020 GNI 202011671 14321 1% GENERAL TAX CU-U	0.00	3.41	
0110 PROP TAX: CURR UNSECURED	0.00	1,735.40	-1,735.40
0130 PROP TAX: PRIOR UNSECURED			
5/1/2020 BEGINNING BALANCE	0.00	56.71	
5/6/2020 GNI 202011682 14321 1% GENERAL TAX DU-K	0.00	0.78	
5/6/2020 GNI 202011682 14321 1% GENERAL TAX DU-Y	0.00	1.10	
0130 PROP TAX: PRIOR UNSECURED	0.00	58.59	-58.59
0140 PROP TAX: SUPP CURRENT			
5/1/2020 BEGINNING BALANCE	0.00	1,771.74	
5/6/2020 GNI 202011688 14321 1% GENERAL TAX SUPP SS-C	0.00	359.84	
5/6/2020 GNI 202011688 14321 1% GENERAL TAX SUPP SS-M	0.00	1.39	
5/6/2020 GNI 202011690 14321 1% GENERAL TAX SUPP SU-Q	0.00	-0.04	
0140 PROP TAX: SUPP CURRENT	0.00	2,132.93	-2,132.93
0150 PROP TAX: SUPP PRIOR			
5/1/2020 BEGINNING BALANCE	0.00	74.54	
5/6/2020 GNI 202011682 14321 1% GENERAL TAX SUPP DU-G	0.00	0.07	
5/6/2020 GNI 202011682 14321 1% GENERAL TAX SUPP DU-X	0.00	0.06	
5/6/2020 GNI 202011691 14321 1% GENERAL TAX SUPP DS-E	0.00	2.91	
0150 PROP TAX: SUPP PRIOR	0.00	77.58	-77.58
01 Taxes	92,000.00	98,532.60	-6,532.60
03 Fines & Penalties			
0360 PEN & COST DELINQUENT TAXES			
5/1/2020 BEGINNING BALANCE	0.00	100.46	
5/6/2020 GNI 202011691 14321 PENALTIES SUPP DS-E	0.00	1.15	
5/6/2020 GNI 202011691 64801 PENALTIES DS-I	0.00	23.50	
0360 PEN & COST DELINQUENT TAXES	0.00	125.11	-125.11
03 Fines & Penalties	0.00	125.11	-125.11



**8028280 CSD: ROLLING HILLS CSD**  
**Details For the Accounting Period ended: May 31, 2020**

Printed 6/1/2020  
10:01:06 AM

**Revenues and  
Expenditures**

	<b>Estimated / Budget</b>	<b>Actual Amount</b>	<b>Balance</b>
04 Rev Use Money/Prop			
0400 REV: INTEREST			
5/1/2020 BEGINNING BALANCE	7,000.00	7,009.88	
5/7/2020 GEN INT APR 20 Interest Allocation Entry	0.00	578.44	
0400 REV: INTEREST	7,000.00	7,588.32	-588.32
04 Rev Use Money/Prop	7,000.00	7,588.32	-588.32
05 IG Rev - State			
0820 ST: HOMEOWNER PROP TAX RELIEF			
5/1/2020 BEGINNING BALANCE	0.00	423.59	
5/4/2020 GNI 202011497 14321 1% HOMEOWNER EXEMPTN 35%	0.00	296.51	
0820 ST: HOMEOWNER PROP TAX RELIEF	0.00	720.10	-720.10
05 IG Rev - State	0.00	720.10	-720.10
13 Service Charges			
1310 SPECIAL ASSESSMENTS			
5/1/2020 BEGINNING BALANCE	80,000.00	76,899.93	
5/6/2020 GNI 202011689 64801 DIRECT CHARGE-S	0.00	900.00	
5/6/2020 GNI 202011691 64801 DIRECT CHARGE DS-I	0.00	100.00	
1310 SPECIAL ASSESSMENTS	80,000.00	77,899.93	2,100.07
13 Service Charges	80,000.00	77,899.93	2,100.07
22 Fund Balance			
0001 FUND BALANCE			
5/1/2020 BEGINNING BALANCE	50,900.00	0.00	
0001 FUND BALANCE	50,900.00	0.00	50,900.00
22 Fund Balance	50,900.00	0.00	50,900.00
Total Revenue	229,900.00	184,866.06	45,033.94
Expense			
40 Services & Supplies			
4040 TELEPHONE VENDOR PAYMENTS			
5/1/2020 BEGINNING BALANCE	350.00	0.00	
4040 TELEPHONE VENDOR PAYMENTS	350.00	0.00	350.00
4041 COUNTY PASS THRU TELPHONE CHRG			
5/1/2020 BEGINNING BALANCE	500.00	0.00	
4041 COUNTY PASS THRU TELPHONE CHRG	500.00	0.00	500.00
4060 FOOD AND FOOD PRODUCTS			
5/1/2020 BEGINNING BALANCE	50.00	0.00	
4060 FOOD AND FOOD PRODUCTS	50.00	0.00	50.00

**8028280 CSD: ROLLING HILLS CSD**  
**Details For the Accounting Period ended: May 31, 2020**

Printed 6/1/2020  
10:01:06 AM

**Revenues and  
Expenditures**

	<b>Estimated / Budget</b>	<b>Actual Amount</b>	<b>Balance</b>
<b>4100 INSURANCE: PREMIUM</b>			
5/1/2020 BEGINNING BALANCE	3,800.00	3,978.84	
4100 INSURANCE: PREMIUM	3,800.00	3,978.84	-178.84
<b>4183 MAINT: GROUNDS</b>			
5/1/2020 BEGINNING BALANCE	9,000.00	4,399.00	
4183 MAINT: GROUNDS	9,000.00	4,399.00	4,601.00
<b>4185 MAINT: PARK</b>			
5/1/2020 BEGINNING BALANCE	73,000.00	54,495.00	
5/1/2020 API 460589 RHCS D landscape services April	0.00	6,055.00	
4185 MAINT: PARK	73,000.00	60,550.00	12,450.00
<b>4189 MAINT: WATER SYSTEM</b>			
5/1/2020 BEGINNING BALANCE	6,000.00	4,656.25	
4189 MAINT: WATER SYSTEM	6,000.00	4,656.25	1,343.75
<b>4190 MAINT: DRAINAGE</b>			
5/1/2020 BEGINNING BALANCE	10,000.00	0.00	
5/1/2020 API 460595 RHCS D Emergency pumping floodi	0.00	3,356.50	
5/1/2020 API 460596 RHCS D vacuum truck to clear st	0.00	2,100.00	
4190 MAINT: DRAINAGE	10,000.00	5,456.50	4,543.50
<b>4191 MAINT: ROADS</b>			
5/1/2020 BEGINNING BALANCE	0.00	93.84	
4191 MAINT: ROADS	0.00	93.84	-93.84
<b>4192 MAINT: LIGHTING</b>			
5/1/2020 BEGINNING BALANCE	500.00	10,673.43	
4192 MAINT: LIGHTING	500.00	10,673.43	-10,173.43
<b>4197 MAINT: BUILDINGSUPPLIES</b>			
5/1/2020 BEGINNING BALANCE	300.00	495.00	
4197 MAINT: BUILDINGSUPPLIES	300.00	495.00	-195.00
<b>4220 MEMBERSHIPS</b>			
5/1/2020 BEGINNING BALANCE	650.00	653.00	
4220 MEMBERSHIPS	650.00	653.00	-3.00
<b>4240 MISC: EXPENSE</b>			
5/1/2020 BEGINNING BALANCE	300.00	243.73	
4240 MISC: EXPENSE	300.00	243.73	56.27
<b>4260 OFFICE EXPENSE</b>			
5/1/2020 BEGINNING BALANCE	500.00	239.28	
4260 OFFICE EXPENSE	500.00	239.28	260.72
<b>4261 POSTAGE</b>			
5/1/2020 BEGINNING BALANCE	0.00	101.20	
4261 POSTAGE	0.00	101.20	-101.20

**8028280 CSD: ROLLING HILLS CSD**  
**Details For the Accounting Period ended: May 31, 2020**

Printed 6/1/2020  
10:01:06 AM

**Revenues and  
Expenditures**

	<b>Estimated / Budget</b>	<b>Actual Amount</b>	<b>Balance</b>
<b>4266 PRINTING SERVICES</b>			
5/1/2020 BEGINNING BALANCE	650.00	234.76	
4266 PRINTING SERVICES	650.00	234.76	415.24
<b>4300 PROFESSIONAL &amp; SPECIAL SRVS</b>			
5/1/2020 BEGINNING BALANCE	26,000.00	19,672.50	
5/1/2020 API 460588 RHCSO Clerk services 3/20/20-4	0.00	1,260.00	
4300 PROFESSIONAL & SPECIAL SRVS	26,000.00	20,932.50	5,067.50
<b>4304 AGENCY ADMINISTRATION FEE</b>			
5/1/2020 BEGINNING BALANCE	150.00	308.64	
4304 AGENCY ADMINISTRATION FEE	150.00	308.64	-158.64
<b>4305 AUDIT &amp; ACCOUNTING SERVICES</b>			
5/1/2020 BEGINNING BALANCE	9,000.00	0.00	
4305 AUDIT & ACCOUNTING SERVICES	9,000.00	0.00	9,000.00
<b>4313 LEGAL SERVICES</b>			
5/1/2020 BEGINNING BALANCE	3,000.00	0.00	
4313 LEGAL SERVICES	3,000.00	0.00	3,000.00
<b>4345 SPECIAL DISTRICT DIRECTOR SRVS</b>			
5/1/2020 BEGINNING BALANCE	5,250.00	2,175.00	
5/1/2020 API 460590 RHCSO 4/21/2020 Director stipe	0.00	75.00	
5/1/2020 API 460591 RHCSO 4/21/2020 Director stipe	0.00	75.00	
5/1/2020 API 460592 RHCSO 4/21/2020 Director stipe	0.00	75.00	
5/1/2020 API 460593 RHCSO 4/21/2020 Director stipe	0.00	75.00	
5/1/2020 API 460594 RHCSO 4/21/2020 Director stipe	0.00	75.00	
4345 SPECIAL DISTRICT DIRECTOR SRVS	5,250.00	2,550.00	2,700.00
<b>4400 PUBLICATION &amp; LEGAL NOTICES</b>			
5/1/2020 BEGINNING BALANCE	0.00	44.56	
4400 PUBLICATION & LEGAL NOTICES	0.00	44.56	-44.56
<b>4420 RENT &amp; LEASE: EQUIPMENT</b>			
5/1/2020 BEGINNING BALANCE	800.00	800.00	
4420 RENT & LEASE: EQUIPMENT	800.00	800.00	0.00
<b>4440 RENT &amp; LEASE: BUILD &amp; IMPRV</b>			
5/1/2020 BEGINNING BALANCE	3,800.00	2,922.85	
4440 RENT & LEASE: BUILD & IMPRV	3,800.00	2,922.85	877.15
<b>4501 SPECIAL PROJECTS</b>			
5/1/2020 BEGINNING BALANCE	48,300.00	0.00	
4501 SPECIAL PROJECTS	48,300.00	0.00	48,300.00
<b>4505 SB924: TRANSPORTATION &amp; TRAVEL</b>			
5/1/2020 BEGINNING BALANCE	300.00	0.00	
4505 SB924: TRANSPORTATION & TRAVEL	300.00	0.00	300.00
<b>4602 MILGE: EMPLOY AUTO (NO OVERNT)</b>			
5/1/2020 BEGINNING BALANCE	200.00	57.42	
4602 MILGE: EMPLOY AUTO (NO OVERNT)	200.00	57.42	142.58

**Revenues and  
Expenditures****8028280 CSD: ROLLING HILLS CSD**  
**Details For the Accounting Period ended: May 31, 2020**

	Estimated / Budget	Actual Amount	Balance
<b>4700 UTILITIES</b>			
5/1/2020 BEGINNING BALANCE	27,500.00	23,682.43	
5/1/2020 API 460580 RHCSO water no. 118388-001	0.00	278.28	
5/1/2020 API 460581 RHCSO water no. 118386-001	0.00	94.68	
5/1/2020 API 460582 RHCSO water no. 084490-002	0.00	1,745.33	
5/1/2020 API 460583 RHCSO water no. 126908-002	0.00	429.81	
5/1/2020 API 460584 RHCSO water no. 083214-001	0.00	142.35	
5/1/2020 API 460585 RHCSO water no. 126932-002	0.00	105.13	
5/1/2020 API 460586 RHCSO power no. 4570858285-8	0.00	322.29	
5/1/2020 API 460587 RHCSO power no. 6085621545-8	0.00	143.67	
<b>4700 UTILITIES</b>	<b>27,500.00</b>	<b>26,943.97</b>	<b>556.03</b>
<b>40 Services &amp; Supplies</b>	<b>229,900.00</b>	<b>146,334.77</b>	<b>83,565.23</b>
<b>Total Expense</b>	<b>229,900.00</b>	<b>146,334.77</b>	<b>83,565.23</b>
<b>8028280 CSD: ROLLING HILLS CSD</b>	<b>0.00</b>	<b>38,531.29</b>	<b>-38,531.29</b>
<b>Report Total</b>			
<b>Total Revenue</b>	<b>229,900.00</b>	<b>184,866.06</b>	<b>45,033.94</b>
<b>Total Expense</b>	<b>229,900.00</b>	<b>146,334.77</b>	<b>83,565.23</b>
	<b>0.00</b>	<b>38,531.29</b>	<b>-38,531.29</b>

## Correspondence





csd clerk &lt;csdclerk@gmail.com&gt;

## Updated Information—New Sales and Use Tax Rates Operative July 1, 2020

1 message

CA Department of Tax and Fee Administration &lt;NoReplyNewsletters@cdtfa.ca.gov&gt;

Thu, May 21, 2020 at 7:27 AM

To: CSDCLERK@gmail.com



### Updated Information New Sales and Use Tax Rates Operative July 1, 2020

The tax rate changes listed below apply only within the indicated city or county limits. The new tax rates, tax codes, acronyms, and expiration dates will be available to view and download as a spreadsheet prior to July 1, 2020, on our [California City & County Sales & Use Tax Rates](#) webpage (scroll down to *Download* for the spreadsheet).

To find the specific tax rate for your area or business location, go to [Find a Sales and Use Tax Rate by Address](#). The new rates will be displayed on July 1, 2020. You may also call our Customer Service Center at 1-800-400-7115 (CRS:711). Customer service representatives are available to assist you Monday through Friday from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.

#### DISTRICT TAX RATE INCREASING

Citywide	New Code	Acronym	Prior Rate	New Rate
City of Alhambra (located in Los Angeles County)	780	ALAL	9.500%	10.250%
City of Azusa (located in Los Angeles County)	782	AZUZ	9.500%	10.250%
City of Carmel-by-the-Sea (located in Monterey County) <sup>1</sup>	804	CARC	8.750%	9.250%
City of Duarte (located in Los Angeles County)	784	DUAD	9.500%	10.250%
City of Emeryville (located in Alameda County)	772	EMEF	9.250%	9.500%
City of Gardena (located in Los Angeles County)	786	GARG	9.500%	10.250%

## DISTRICT TAX RATE INCREASING

City of Lakewood (located in Los Angeles County)	792	LAKL	9.500%	10.250%
City of La Verne (located in Los Angeles County)	790	LALV	9.500%	10.250%
City of Lompoc (located in Santa Barbara County)	808	LOMI	7.750%	8.750%
City of Montebello (located in Los Angeles County)	794	MONH	9.500%	10.250%
City of Monterey (located in Monterey County)	806	MONG	8.750%	9.250%
City of Norwalk (located in Los Angeles County)	796	NORH	9.500%	10.250%
City of Paramount (located in Los Angeles County)	798	PARY	9.500%	10.250%
City of Reedley (located in Fresno County)	778	REEB	8.475%	9.225%
City of San Gabriel (located in Los Angeles County)	800	SASG	9.500%	10.250%
City of Scotts Valley (located in Santa Cruz County) <sup>2</sup>	810	SCOZ	9.000%	9.750%
City of Whittier (located in Los Angeles County)	802	WHIW	9.500%	10.250%

## CURRENT DISTRICT TAXES EXTENDED

County/City	Code	Acronym	Tax Rate	Expiration Date
City of Culver City (located in Los Angeles County)	666	CLEG	10.250%	3/31/2033
City of Davis (located in Yolo County)	376	DVSG	8.250%	Indefinite
City of Del Rey Oaks (located in Monterey County)	490	DLRY	9.250%	Indefinite
City of Watsonville (located in Santa Cruz County)	551	WTPS	9.250%	Indefinite

<sup>1</sup> The city approved a new tax of 1.50 percent (CARC) to replace the existing tax of 1.00 percent (CBSG) which will expire June 30, 2020.

<sup>2</sup> The city approved a new tax of 1.25 percent (SCOZ) to replace the existing tax of 0.50 percent (SVLY) which will expire on June 30, 2020.

**Update:** The 0.50 percent Alameda County tax proposed by Measure C on the March 3, 2020, ballot is subject to pending litigation and it is not included on the special notice. Information regarding this tax will be updated if it becomes operative.

**Be Counted!**

Have you filled out your #2020Census? If not, visit [californiacensus.org](https://californiacensus.org) today and take the Census now! Remember, the Census will never ask about your citizenship status or for your social security number, bank details, payment, or a donation. Remind your friends and family to #BeCounted for our future so resources are allocated for programs that help children, seniors, and families that need the hospitals, education, transportation, and first responders in your area. Your 2020 Census data is safe, protected, and confidential.

Complete your Census today! #ICount #CaliforniaForAll .

**Thank you for connecting with us.**



To learn more about how we are working to reduce the impact of PSPS outages, please visit [pge.com/wildfiresafety](https://pge.com/wildfiresafety)

## RE: Keeping Californians Safe in a Changing Environment

Dear Valued Customer:

Pacific Gas and Electric Company (PG&E) is reaching out to acknowledge the disruptions that occurred during last year's Public Safety Power Shutoff (PSPS) events and to **share how we are working to minimize the impacts of future events on our customers.**

### High risk of wildfires where our customers live and work

More than 50 percent of the area where our customers live and work is at high risk for wildfires. Extreme weather patterns over the last few years have created conditions where **any spark can lead to a major wildfire.**

### How is PG&E working to reduce the impact of PSPS events on our customers?

We continue to learn from past PSPS events, and we are committed to improving. Below are just some of the things we are doing to **reduce** the length of outages and number of people impacted in 2020 and beyond, without compromising your safety:

- **Smaller in size:** Modifying and updating our electricity grid to make it easier to redirect electricity so **fewer communities lose power during severe weather.**
- **Shorter PSPS events:** Adding more field crews and **increasing the number of helicopters** active during PSPS events to inspect lines and restore power as soon as possible.
- **Smarter for customers:** Enhancing our weather technology and installing new weather stations to be more precise in the weather forecasts that could lead to a PSPS event.

### Are you ready?

We all rely on electricity for everyday life. To help prepare for public safety outages, here are some things you may want to consider:

- **Updating your contact information** at [pge.com/mywildfirealerts](https://pge.com/mywildfirealerts) or by calling **1-866-743-6589.**
- **Planning for medical needs** like medications that require refrigeration or devices that need power.
- **Building or restocking your emergency kit** with flashlights, batteries, first aid supplies and cash.
- **Will you need extra help during a power shutoff?** If you or someone you know has a disability or additional special needs, the California Foundation for Independent Living Centers can help you during a PSPS. For more information please visit [disabilitydisasteraccess.org](https://disabilitydisasteraccess.org).

PG&E is working every day to improve the safety and resiliency of our electric system to reduce wildfire risk and keep your lights on, while keeping our customers and communities safe. Thank you for your help and support.

Sincerely,

PG&E Community Wildfire Safety Team

Following the wildfires in 2017 and 2018, some of the changes included in this document are contemplated as additional precautionary measures intended to further reduce future wildfire risk. If you or someone in your home is dependent on medical devices and/or assistive technology requiring continuous electricity, please visit [pge.com/medicalbaseline](https://pge.com/medicalbaseline) to learn more about our Medical Baseline program.



TREEPRO-01

CERT3

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/11/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Wateridge Insurance Services 10717 Sorrento Valley Road San Diego, CA 92121	<b>CONTACT NAME:</b> Aimee Paiva	
	<b>PHONE (A/C, No, Ext):</b>	<b>FAX (A/C, No):</b>
<b>INSURED</b>  Tree Pros Arboricultural Services Inc. 5919 Auburn Blvd Citrus Heights, CA 95621	<b>E-MAIL ADDRESS:</b> apaiva@wateridge.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Hartford Fire Insurance Co	
	<b>INSURER B:</b> Trumbull Insurance Company	
	<b>INSURER C:</b> State Compensation Insurance Fund	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY  <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		72UUNOK3939	6/4/2019	6/4/2020	EACH OCCURRENCE \$ 1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
						MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 3,000,000
						PRODUCTS - COMP/OP AGG \$ 3,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY  <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY  <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		72UENOK3990	6/4/2019	6/4/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY  ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	9099208	5/11/2020	5/11/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
						E.L. EACH ACCIDENT \$ 1,000,000
						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Equipment Floater		72UUNOK3939	6/4/2019	6/4/2020	Leased/Rented 100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
RE: Evidence of Coverage

## CERTIFICATE HOLDER

## CANCELLATION

Rolling Hills Community Services District  
P.O. Box 5266  
El Dorado Hills, CA 95762

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



# PLANNING AND BUILDING DEPARTMENT

## PLANNING DIVISION

[www.edcgov.us/Government/Planning](http://www.edcgov.us/Government/Planning)

### PLACERVILLE OFFICE:

2850 Fairlane Court, Placerville, CA 95667

#### BUILDING

(530) 621-5315 / (530) 622-1708 Fax

[bidgdept@edcgov.us](mailto:bidgdept@edcgov.us)

#### PLANNING

(530) 621-5355 / (530) 642-0508 Fax

[planning@edcgov.us](mailto:planning@edcgov.us)

### LAKE TAHOE OFFICE:

924 B Emerald Bay Rd

South Lake Tahoe, CA 96150

(530) 573-3330

(530) 542-9082 Fax

## NOTICE OF AVAILABILITY OF A DRAFT ENVIRONMENTAL IMPACT REPORT FOR THE MONTANO DE EL DORADO PHASE I AND II MASTER PLAN (State Clearinghouse No. 2017072027)

**Date:** May 29, 2020  
**To:** Interested Agencies and Individuals  
**From:** Planning and Building Department, Planning Division

The Planning and Building Department, Planning Division, as the Lead Agency, has prepared a Draft Environmental Impact Report (DEIR) for the proposed Montano De El Dorado Phase I and II Master Plan Project. The DEIR has been prepared in accordance with the California Environmental Quality Act (CEQA) (Public Resources Code [PRC] Sections 2100 et seq. and the CEQA Guidelines (14 California Code of Regulations [CCR] Sections 1500 et seq.).

**DOCUMENT AVAILABILITY AND REVIEW PERIOD:** This DEIR is available for public and agency review for a 45-day period beginning **Saturday, May 30, 2020 and ending Monday, July 13, 2020**. The purpose of this comment period is to consider the content of the DEIR and the potential environmental impacts that may result from project implementation, not the positive or negative attributes of the Project itself. Comments pertaining to the impact analysis, criteria and thresholds, mitigation measures, and alternatives presented in the DEIR will be considered by the County during preparation of the Final EIR (FEIR). The FEIR will include copies of comments and the County's responses to comments pertaining to the environmental analysis provided in the DEIR. The DEIR and supporting information may be reviewed and/or obtained at the following location:

**Planning and Building Department- Planning Services Webpage:** <https://www.edcgov.us/government/Planning>.

To comply with social distancing requirements and the stay at home order from Governor Gavin Newsom, the public counter at the Planning and Building Department and the County libraries identified below is closed until further notice. In the event the existing order is modified and/or lifted, copies of the DEIR may be available at one or more of the locations below:

<b>El Dorado County Planning and Building Department</b> 2850 Fairlane Court, Building C Placerville, CA 95667	<b>El Dorado County Main Library</b> 345 Fair Lane Placerville, California 95667	<b>El Dorado County El Dorado Hills Library</b> 7455 Silva Valley Pkwy. El Dorado Hills, CA 95762	<b>El Dorado County Cameron Park Library</b> 2500 Country Club Drive Cameron Park, CA 95682
--	--	---	---

All written public and agency comments on the DEIR must be received by 5:00 PM on **Monday, July 13, 2020** and should be directed to: El Dorado County Planning and Building Department, Planning Division, **Attention: Tom Purciel, 2850 Fairlane Court, Placerville, CA 95667**. Please include the name of the contact person of your agency, if applicable. Comments may be submitted via email to [montano@edcgov.us](mailto:montano@edcgov.us). Comments submitted via email must either be included in the body text of the message or as an attachment in Microsoft® Word or Adobe® PDF format. Comments may also be submitted via fax to (530) 642-0508.



**PUBLIC WORKSHOP:** The DEIR is scheduled for a public workshop before the Planning Commission on **June 25, 2020**. The purpose of this workshop is to present information on the DEIR and receive public input; **no action will be taken**. To subscribe to Planning Commission agendas and minutes visit:

[https://www.edcgov.us/Government/planning/Pages/planning\\_commission.aspx](https://www.edcgov.us/Government/planning/Pages/planning_commission.aspx) and register your email address with the County's free email subscription service. When registering, please select "Planning Commission agenda" from the list of topics provided. Planning Commission agendas are posted online no less than 72 hours prior to the meeting at: <https://eldorado.legistar.com/Calendar.aspx>.

### **PROJECT INFORMATION**

#### **LOCATION:**

The Montano De El Dorado existing Phase I and proposed Phase II Master Plan (project) is located in El Dorado Hills, California, an unincorporated area of El Dorado County, approximately 20 miles west of the City of Placerville. The project site is located approximately 0.5 miles south of U.S. Highway 50 on the east side of Latrobe road, 500 feet south of the intersection with White Rock Road (see Exhibits 1 and 2 in the Draft EIR). Access to the project site is provided from White Rock Road. Existing land uses adjacent to the project site include single-family residential uses along Monte Verde Drive (Creekside Greens Development) to the east/southeast and the commercial development of El Dorado Hills Town Center to the north. Latrobe Road borders the west/southwest boundary of the site with developed and undeveloped land located just west of Latrobe Road. The southernmost portion of the site tapers into a point just before the intersection of Latrobe Road and Monte Verde Drive. The project site is identified as Assessor's Parcel Number 118-010-012.

#### **PROJECT DESCRIPTION:**

The Phase I project site is an existing commercial center consisting of five structures totaling 39,645 square feet in size located on four parcels totaling 20.1 acres. Uses include retail, restaurants, and a bank.

The proposed Phase II project site is approximately 16.8 acres (731,808 square feet) of undeveloped nonnative grassland and ranges in elevation from approximately 575 to 640 feet above sea level sloping gently north to south.

#### *Project Characteristics*

##### **1. Site Design**

The Phase II expansion of the existing commercial center (Phase I of the Montano de El Dorado Master Plan) located south of the project site that would include additional retail space, an office building, a hotel, and a small amphitheater to host occasional events (see Exhibit 3). Architectural design of proposed Phase II would match the design of existing Phase I. Other than minor parking improvements, the Phase I site would remain unaffected.

The proposed retail element of the project consists of the development of eight buildings containing approximately 74,000 square feet (sq. ft.) of retail space. These buildings would range in size from 3,200 sf to 30,000 sf with suite sizes ranging from 1,000 sq. ft. to a maximum of 30,000 square feet. As shown in Exhibit 3, the retail buildings would be dispersed along the eastern and western boundaries of the site with one of the retail buildings located near the center of the site. The retail buildings would be between 24 and 50 feet in height, with some architectural elements reaching 70 feet in height.

A proposed office building containing approximately 6,000 sq. ft. of office space would be in the southernmost portion of the site with a maximum height of 43 feet.

An approximate 63,000 square foot hotel is proposed on the north-western portion of the project site at Latrobe Road (south of the existing Pottery World Building). The hotel would include up to 99 guest rooms, two ground level conference rooms (approximately 1,000 square feet each), a lobby area, and other typical amenities featured in boutique non-full-service hotels (e.g., a small sundry sales area and minimal bar area). The hotel building would be diagonally positioned along the western boundary of the project site. To compensate for hillside elevation variations, the hotel would be terraced where the parking area on the north side of the building is at the second level of the hotel and the west side of the building hosts the main entrance at the first level with the porte-cochere facing the proposed

main signalized entrance to the shopping center is at Post Street and Latrobe Road. The hotel would be four-stories and 47 feet in height, with some architectural elements reaching 52 feet in height.

A small amphitheater is proposed near the center of the site to host occasional local events for the El Dorado Hills community and others who are visiting the area. Typical events may include plays, music, and local celebrations. The amphitheater would be constructed in a lowered grade configuration to minimize and contain noise levels from travelling into nearby neighborhoods. Specifically, the stage area would be located approximately 15 feet lower than the top of the viewing area to the south, and approximately 20 feet lower than the grade level of a retail building proposed just north (see Exhibit 3). Sound barrier walls would surround the stage at approximately 20 feet below grade on three sides and heavy landscaping would further dampen noise as well as add ambiance. The seating area facing the stage would be a combination concrete/grass "step down" area that gradually transitions to the lowered stage area.

## 2. Access, Circulation, and Parking

The north entrance to the project would be at the existing signalized Post Street and White Rock Road intersection that introduces an extension of Post Street southward to the proposed Latrobe Road entrance. The primary roadway that bisects through the shopping center would be Post Street, which will extend from the currently constructed Post Street at White Rock Road extending southward through the plaza and terminating at the proposed new signalized Latrobe Road entrance. An existing secondary point of ingress/egress (right in/right out only) for the existing retail center is located along White Rock Road. A proposed secondary point of ingress/egress (right in/right out only) is proposed on Latrobe Road near the southern tip of the project site. Approximately 534 new parking spaces would be created to serve the site. Pedestrian circulation includes a sidewalk extension and connection to Monte Verde Way.

## 3. Improvements and Infrastructure

The project would extend infrastructure into the site to serve the proposed commercial use, including an off-site sewer facility improvement along Golden Foothill Parkway. Parking lot and building lighting would be "night sky friendly" consistent with Montano de El Dorado Phase 1. During installation of outdoor lighting at the project site, outdoor lighting at the existing retail center would be converted from incandescent to light-emitting diode (LED) to conform with proposed LED outdoor lighting of the project site. Water-efficient landscaping, including parking lot shade trees, would be provided throughout the site and consistent with the character of surrounding landscaping. Future improvements would also include on-site signage based on an approved sign program for the project parcels consistent with Chapter 130.36 (Signs) of County Code.

## 4. Outdoor Special Events

The project includes outdoor special events within existing Phase I and within the proposed amphitheater and parking lots within Phase II. Events at the proposed amphitheater would not conduct music more than once per week and would not be in operation for any music, plays, and presentations later than 9:00 p.m. All events would end no later than 9:00 p.m. except occasional outdoor movie nights (April-September) which would end at 10:00 p.m.

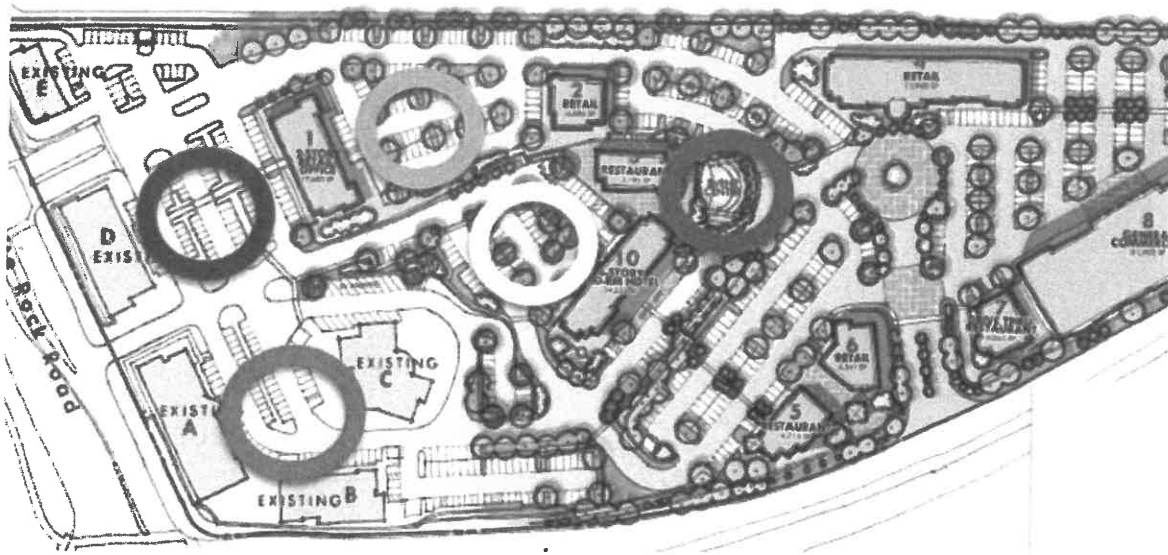
Potential outdoor events could consist of uses either the same or similar to the following:

Table 2-11 Sample Outdoor Special Events Schedule (Illustrative Only)

Typical Month	Typical Events	Typical Location on Site (see DEIR Figure 2-14)	Attendance Estimate
January	► Community Blood Drive at the Amphitheater	Red	100
February	► Bridal Fashion Show at the Amphitheater	Red	100
March	► Fashion Show at the Amphitheater	Red	100
	► Montano Chile Cookoff/plaza Wide Craft Fair Charity Event	Green	200
April	► Easter Event/Egg Hunt	Orange	100

Table 2-11 Sample Outdoor Special Events Schedule (Illustrative Only)

Typical Month	Typical Events	Typical Location on Site (see DEIR Figure 2-14)	Attendance Estimate
	► Monday Movie at Montano - Amphitheater	Red	75
	► St. Patrick's Day Event	Purple	75
May	► Memorial Day Music - Amphitheater	Red	150
	► El Dorado Music Theater (EDMT) Play (4 days)	Red	150
	► Local Wine Crush and Arts Festival	Green	350
	► Monday Movie at Montano - Amphitheater	Red	75
	► Amphitheater Music – limited amplification 5:30pm-8:30pm	Red	75
June	► Farmers Market 2 <sup>nd</sup> Saturday	Orange	175
	► Taste of El Dorado County – Food, Wine, and Crafts	Green	150
	► Monday Movie at Montano - Amphitheater	Red	75
	► Amphitheater Music – limited amplification 5:00 pm-8:00 pm	Red	150
July	► July 4 <sup>th</sup> Celebration in Coordination with Town Center	Orange	300
	► Farmers Market 2 <sup>nd</sup> Saturday	Orange	175
	► Amphitheater Music – limited amplification 5:30pm-8:30pm (Saturdays)	Red	150
	► Monday Movie at Montano - Amphitheater	Red	150
August	► Farmers Market 2 <sup>nd</sup> Saturday	Orange	175
	► El Dorado Music Theater (EDMT) Play - Amphitheater	Red	150
	► Amphitheater Music – limited amplification 5:30pm-8:30pm (Saturdays)	Red	150
	► Perks and Paws Festival to Benefit Humane Society	Orange	300
	► Monday Movie at Montano - Amphitheater	Red	75
September	► 9/11 Patriots/Veterans Event	Blue	150
	► Farmers Market 2 <sup>nd</sup> Saturday	Orange	175
	► Monday Movie at Montano - Amphitheater	Red	75
	► Amphitheater Music – limited amplification 5:30pm-8:30pm (Saturdays)	Red	75
October	► Oktoberfest (2-4 days) Primarily at 36 Handles Pub.	Purple	350
	► Craft Brew Tasting and Blue Grass	Green	50
	► Monday Movie at Montano - Amphitheater	Red	50
	► Classic Car Show	Orange	150
November	► Cornish Craft Festival and Merchant Each Saturday (Thanksgiving to Christmas) Plaza Wide	Phase I and II	250
	► Talent Show to Benefit Charity Groups	Red	150
December	► Cornish Craft and Merchant Festival Each Saturday (Thanksgiving to Christmas) Plaza Wide	Phase I and II	250
	► Christmas Special/Charity Event	Phase I and II	250



**Anticipated Locations of Proposed Special Events (Circled) [From DEIR Figure 2-14]**

**Proposed Entitlement Requests:**

- A Rezone (Z15-0002) of the 16.85-acre Phase II property from Regional Commercial- Design Control (CR-DC) to Regional Commercial- Planned Development;
- A Commercial Tentative Parcel Map (P15-0006) on the 16.85-acre Phase II parcel creating a total of 12 commercial lots, ranging from 0.72 acres to 3.48 acres in size, as part of the proposed Montano De El Dorado Phase 2 Development Plan; and
- A Planned Development Permit (PD15-0004) for the existing Montano De El Dorado Phase 1 Development and the proposed Phase II expansion. The proposed Phase 2 of the development would include approximately 74,000 square feet of retail/commercial space within eight buildings, 6,000 square feet of office space, 63,000 square feet, 99-room hotel, and an amphitheater.
- Modifications to an existing Conditional Use Permit (S17-0015) for Phase I to allow outdoor special events and office uses within existing Phase 1 and the proposed Phase II.

Additional project information can be accessed via the following web link, using a search by project number:

<https://edc-trk.aspgov.com/etrakit/Search/project.aspx>

**Significant Environmental Effects:**

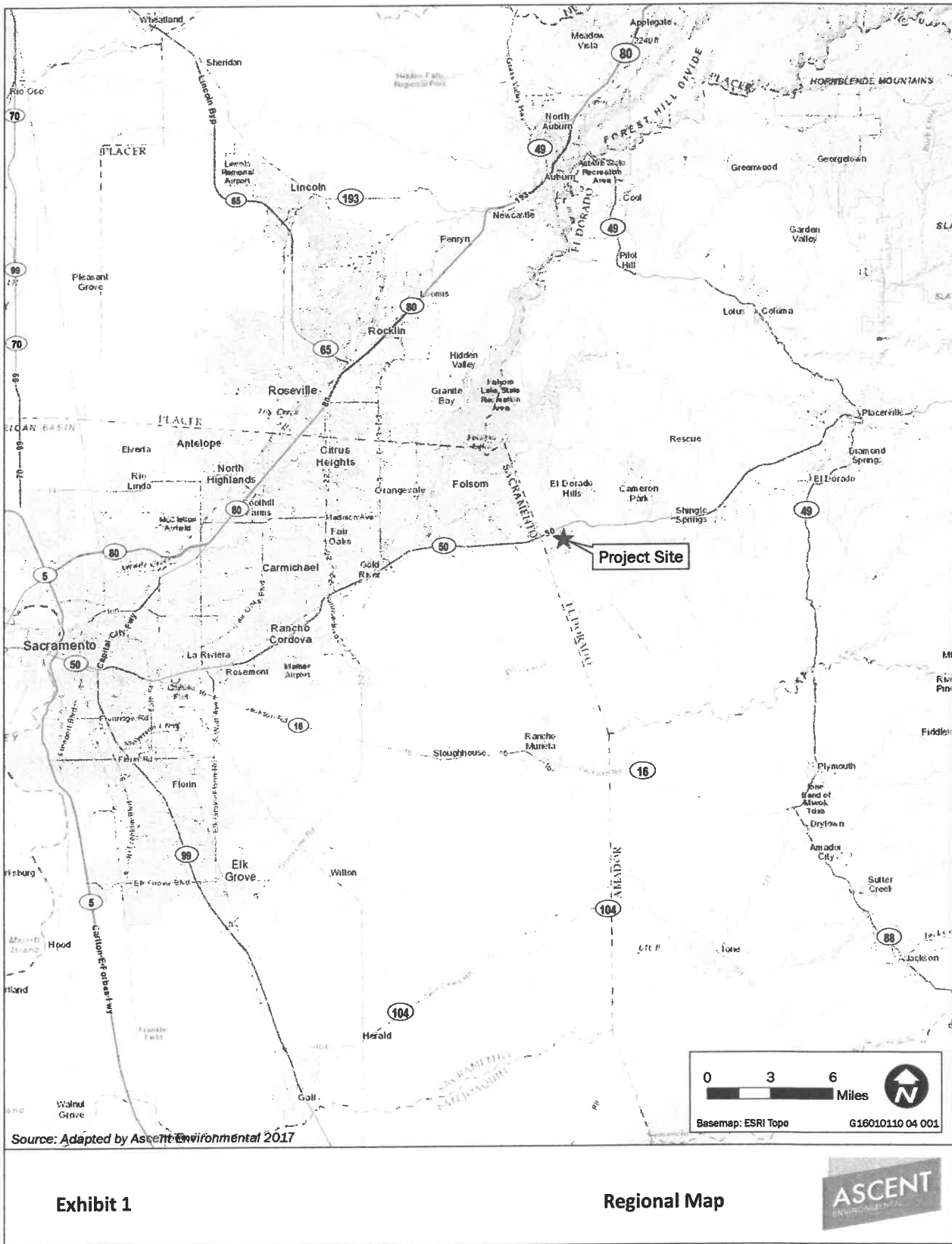
Significant environmental effects addressed in the Draft Environmental Impact Report (DEIR) include Aesthetics, Air Quality, Biological Resources, Cultural and Tribal Cultural Resources, Greenhouse Gas Emissions, Noise and Vibration and Transportation/Traffic.

**Attachments:**

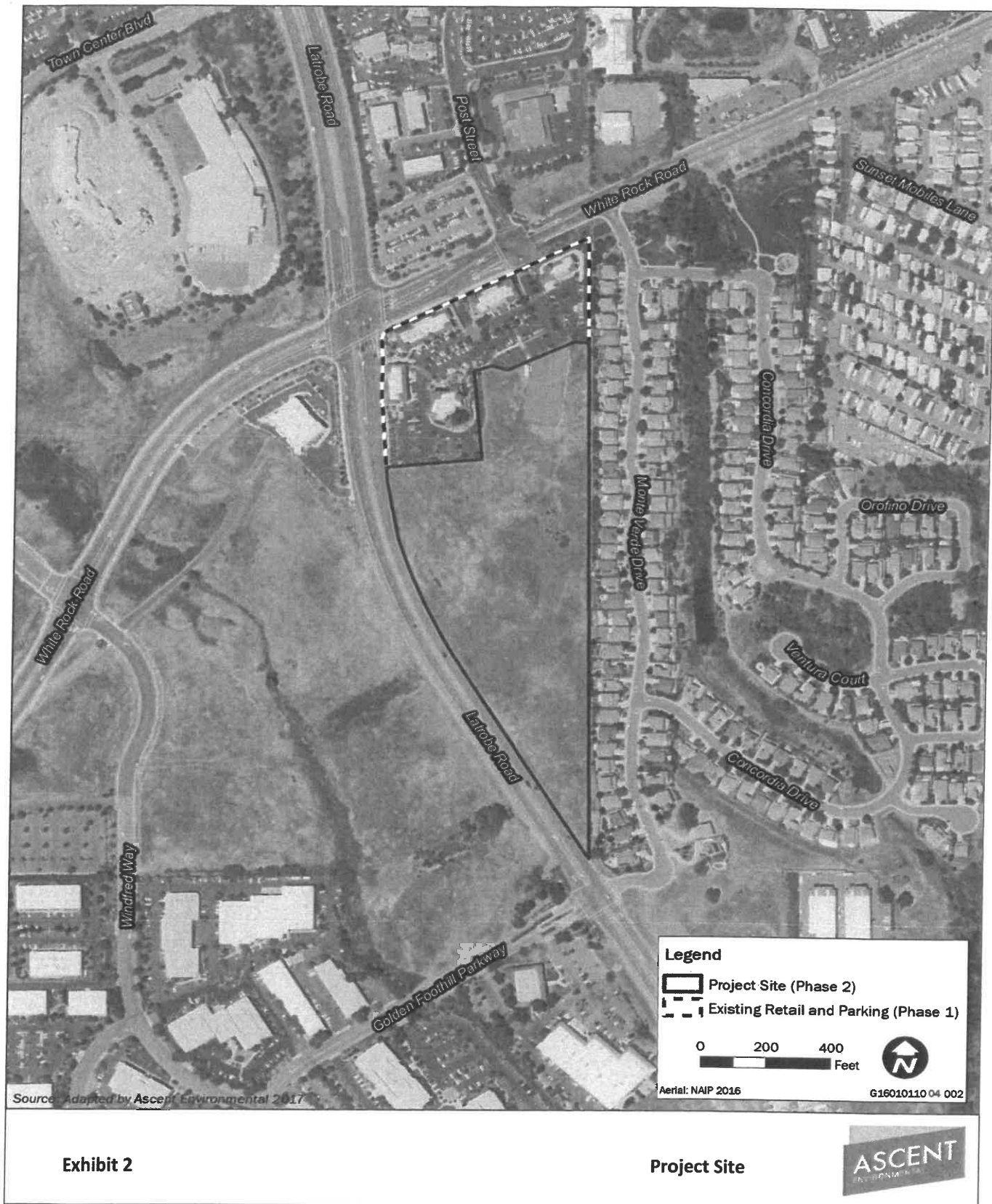
Exhibit 1 – Regional Map

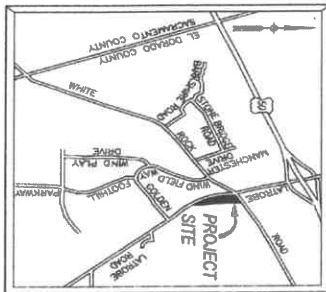
Exhibit 2 – Project Site

Exhibit 3 – Preliminary Site Plan









FIRE TURNING RAD

INNER RADIUS = 40'  
WATER RADIUS = 96'

**VICINITY MAP**

KAS0101110 DA 002  
 Source: RFE Engineering, Inc 2016

MONTANO DE EL DORADO PARKING BREAKDOWN									
BLK.	USE	FLOOR	AREA	SQ FT/BLK	#COUNTRIES ADMS	PROBABLE PRICE	PER	ANNUAL RENT	\$7
ENTRANCE									
A	RESTAURANT	1	1185	1185	1	200.57 DOLLAR/HR	30.82	30.82	31
B	RESTA.	1	3000	3000	1	2.04COUNTRIES	67.56	67.56	68
C	RESTA.	1	6027	6027	1	300.57	90.18	90.18	91
D	RESTA.	2	1627	1627	1	300.57	30.18	30.18	31
E	RESTAURANT	1	649	649	25	200.57 DOLLAR/HR	31.87	31.87	32
F	BAR	1	407	407	1	2.04COUNTRIES	67.56	67.56	68
G	BAR	1	407	407	1	200.57	30.18	30.18	31
SUB-TOTAL 1									
PROCESSED									
F	RESTA.	12	8491	8491	1	200.57	20.67	20.67	21
G	OFFICE	1	8611	8611	1	259.47	35.38	35.38	36
H	RESTA.	1	6409	6409	1	200.57	15.35	15.35	16
I	RESTAURANT	1	1111	1111	1	200.57 DOLLAR/HR	17.24	17.24	18
J	RESTA.	1	10488	10488	25	2.04COUNTRIES	68.53	68.53	69
K	RESTAURANT	1	6714	6714	1	200.57	46.83	46.83	47
L	RESTAURANT	1	4117	4117	25	200.57 DOLLAR/HR	31.87	31.87	32
M	RESTA.	1	4317	4317	1	300.57	14.44	14.44	15
N	PROCESSED	1	4009	4009	1	200.57	13.34	13.34	14
O	RESTA. GROCERY	1	31103	32027	1	200.57 DOLLAR/HR	53.65	53.65	54
P	OFFICE	1	4457	4457	1	255.97	36.43	36.43	37
Q	OFFICE	2, 3, 4, 5	6838	25641	140	2.04COUNTRIES	120.43	120.43	121
R	OFFICE	1	1018	1018	1.2	500.57 DOLLAR/HR	1.87	1.87	1.9
S	ONECHAM ENTRY	1	3029	3029	1	500.57 DOLLAR/HR	1.87	1.87	1.9
T	BAR	1	3203	3203	1	150.57	19.92	19.92	20
U	MEETING ROOMS	1	2202	2202	1	500.57 DOLLAR/HR	20.95	20.95	21
SUB-TOTAL 2									
TOTAL									
ESTIMATED/REQUIRED									
PARKING									
PROVIDED									
ENTRANCE									
F	RESTAURANT	1	1185	1185	1	200.57 DOLLAR/HR	30.82	30.82	31
G	RESTA.	1	3000	3000	1	2.04COUNTRIES	67.56	67.56	68
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M	RESTA.	1	4317	4317	1	300.57	14.44	14.44	15
N	PROCESSED	1							

## MONTANO DE EL DORADO PARKING BREAKDOWN

----- Forwarded message -----

From: Amy Miller <[amy.miller@edcgov.us](mailto:amy.miller@edcgov.us)>

Date: Fri, May 29, 2020, 9:37 AM

Subject: URGENT: 19/20 Fiscal Year End Deadline

To: Adria Nkala <[h.dist@att.net](mailto:h.dist@att.net)>, Alana Jenkins <[ajenkins@gdrd.org](mailto:ajenkins@gdrd.org)>, Alice Alk <[aalk@edcoe.org](mailto:aalk@edcoe.org)>, Audrey Keebler <[akeebler@comcast.net](mailto:akeebler@comcast.net)>, Barb Mikel <[bmikel@mfpd.us](mailto:bmikel@mfpd.us)>, Ben Thompson <[ben@sierrabg.com](mailto:ben@sierrabg.com)>, Bob Villalobos <[vlobo.1@juno.com](mailto:vlobo.1@juno.com)>, Brian Robertson <[knolls.property.owners.csd@gmail.com](mailto:knolls.property.owners.csd@gmail.com)>, Catherine Kitaura <[twarecatherine@yahoo.com](mailto:twarecatherine@yahoo.com)>, Cathy McMillan <[edlawlibrary@gmail.com](mailto:edlawlibrary@gmail.com)>, Crawford, Shawn <[crawford@ntfire.net](mailto:crawford@ntfire.net)>, Dave Boucke <[dboucke57@gmail.com](mailto:dboucke57@gmail.com)>, Diana J. Sampson <[dsampson@georgetownfiredepartment.com](mailto:dsampson@georgetownfiredepartment.com)>, Don Uelmen <[tspd@cwco.com](mailto:tspd@cwco.com)>, Garland Gagnon <[ggagnoninbox@gmail.com](mailto:ggagnoninbox@gmail.com)>, Gregson W. Porteous <[gualala@comcast.net](mailto:gualala@comcast.net)>, Ian Stevenson <[ian\\_landset@yahoo.com](mailto:ian_landset@yahoo.com)>, Jacqui Brunton <[jbrunton@gdrd.org](mailto:jbrunton@gdrd.org)>, Janna Buwalda <[jabuwalda@sbcglobal.net](mailto:jabuwalda@sbcglobal.net)>, Jason Jurrens <[jjurrens@gmail.com](mailto:jjurrens@gmail.com)>, Jodie Moran <[themorans2@att.net](mailto:themorans2@att.net)>, John larsen <[jlarsen2212@gmail.com](mailto:jlarsen2212@gmail.com)>, John Reiner <[jreiner963@gmail.com](mailto:jreiner963@gmail.com)>, Joy Vierra <[admin@pioneerfire.org](mailto:admin@pioneerfire.org)>, Karen Case <[dove2448@gmail.com](mailto:dove2448@gmail.com)>, Karen Moonitz <[cecsd@att.net](mailto:cecsd@att.net)>, Kathleen Freeman <[FreemanK@eldofire.com](mailto:FreemanK@eldofire.com)>, Kathy Guerrero <[kguerrero@edcoe.org](mailto:kguerrero@edcoe.org)>, Kileigh Labrado <[labrado@caltahoeofire.net](mailto:labrado@caltahoeofire.net)>, Lee Hodge <[hodgeleeca@yahoo.com](mailto:hodgeleeca@yahoo.com)>, Linda Stone <[csdclerk@gmail.com](mailto:csdclerk@gmail.com)>, Lisa Howard <[lhoward@gardenvalley.org](mailto:lhoward@gardenvalley.org)>, Lori Tuthill <[ltuthill@diamondfire.org](mailto:ltuthill@diamondfire.org)>, Louise Rozowski <[jrconstssp@sbcglobal.net](mailto:jrconstssp@sbcglobal.net)>, Marianne Agudo <[mpagudo@yahoo.com](mailto:mpagudo@yahoo.com)>, mark egbert <[Mark.Egbert@ca.usda.gov](mailto:Mark.Egbert@ca.usda.gov)>, Mattias V Bergman <[mvbergman@gmail.com](mailto:mvbergman@gmail.com)>, Megan Scollard <[mmscollard@rescuefiredepartment.org](mailto:mmscollard@rescuefiredepartment.org)>, Myrna Tow <[myrna.tow@edcgov.us](mailto:myrna.tow@edcgov.us)>, Pete Nelligan <[panelligan@gmail.com](mailto:panelligan@gmail.com)>, Randy Hackbarth <[trlryder@pacbell.net](mailto:trlryder@pacbell.net)>, Sharlyn Fields <[mfpdclerk@mfpd.us](mailto:mfpdclerk@mfpd.us)>, Shelly Greene <[GreenstoneCSD@outlook.com](mailto:GreenstoneCSD@outlook.com)>, Sheryl Baldwin <[sheryl@ccdeh.com](mailto:sheryl@ccdeh.com)>, Stu Macy <[stu@retiredranger.net](mailto:stu@retiredranger.net)>, Tami Scowcroft <[tami.scowcroft@edcgov.us](mailto:tami.scowcroft@edcgov.us)>, Teresa Wren <[admin75@mfpd.us](mailto:admin75@mfpd.us)>, Treasurer <[Treasurer@holidaylakecsd.org](mailto:Treasurer@holidaylakecsd.org)>  
Cc: Robert Toscano <[bob.toscano@edcgov.us](mailto:bob.toscano@edcgov.us)>

AP Document and Due Dates:

<b>FY 19/20 JOURNALS</b>	<b>08/05/20 5PM</b>
<b>FY 19/20 Claim Vouchers</b>	<b>08/05/20 5PM</b>

**DUE DATES ARE WHEN DOCUMENTS ARE REQUIRED TO BE AT THE AUDITOR'S OFFICE. CLAIMS RECEIVED AFTER THIS DATE MAY NOT BE PROCESSED IN FY 19/20**

The General Ledger close for Fiscal Year (FY) 19/20 is scheduled for **September 9, 2020**. Below are the instructions and deadlines that must be met in order to close FY 19/20, as scheduled. Please review carefully and contact me if you have any questions.

**AP DOCUMENTS:**

All *PREPAYS* (services/supplies/mileage/memberships, etc. that require payment before July 1, but are FY 20/21 expenses) may be submitted before July 1. Clearly write "PREPAY" on the face of the claim.

Clearly mark on the face of claim the fiscal year to which the expense is to be charged according to accounting principles.

Please remember, services and supplies received **on/or before June 30**, are to be charged to FY 19/20, regardless of the date on the invoice.

Conversely, services and supplies received **on/or after July 1**, are to be charged to FY 20/21, regardless of the date on the invoice.

**DO NOT COMBINE FISCAL YEAR 19/20 & 20/21 EXPENSES ONTO ONE CLAIM.**

If you are unsure what year an expense is to be charged, please do not hesitate to contact me.

Any questions, feel free to contact me.

--

Amy Miller  
Auditor-Controller's Office  
County of El Dorado  
Phone (530) 621-5421  
Fax (530) 295-2535

WARNING: This email and any attachments may contain private, confidential, and privileged material for the sole use of the intended recipient. Any unauthorized review, copying, or distribution of this email (or any attachments) by other than the intended recipient is strictly prohibited. If you are not the intended recipient, please contact the sender immediately and permanently delete the original and any copies of this email and any attachments.

# *Weed Abatement by* **THE HILLS LOT CLEARING LLC**

*Contact us today for a free quote:*

Blair Horan, Owner/Operator  
(530) 558-1110

[blair@thehillslotclearing.com](mailto:blair@thehillslotclearing.com)  
[www.thehillslotclearing.com](http://www.thehillslotclearing.com)

Get 5% off (up to \$1000) if contacted by May 1, 2020.





----- Forwarded message -----

From: **Amber Fahlbusch** <[amber.fahlbusch@edcgov.us](mailto:amber.fahlbusch@edcgov.us)>  
Date: Fri, Jun 12, 2020, 8:20 AM  
Subject: E-mailing of Direct Deposit Advices  
To:

Good morning everyone,

We are excited to offer Districts the option to have direct deposit advices emailed to employees. In order to exercise this option it requires everyone with direct deposit to have access to their own District issued email address.

If you would like to participate please send us a list of employee names, numbers and their District email address. Once these are entered direct deposit slips will no longer be printed. If the District needs to access copies of employee stubs they may do so through employee central in MUNIS.

Each employee will receive an email that looks like the image below. When they open this email they will be asked for a password. The password is the last 4 digits of their SSN. We have also included some frequently asked questions that the District may experience.

If your District chooses to utilize this option please notify employees of how to access the document.

## Payroll Direct Deposit Advice Inbox x

**AU-Payroll-m@edcgov.us**

to amber.davis

Dear AMBER,

Attached, please find your Direct Deposit Notification for the pay date of 05/29/2020. These funds will be available at your supervisor and/or department for assistance.

This message contains a Portable Document Format (PDF) that requires Adobe Acrobat Reader. If you do not already have it, please visit [adobe.com/acrobat/readstep2.html](http://adobe.com/acrobat/readstep2.html)

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NOTICE: This e-mail and any files transmitted with it may contain confidential information, and are intended solely for the use of the individual or entity named in the message. If you are not the named addressee, you should not disseminate or otherwise use the information by persons other than the intended recipient or entity is prohibited. If you receive this e-mail in error, please contact the sender by return e-mail and delete the material from your system. Thank You



**Encrypted attachment warning** – Be careful with this attachment. This message contains 1 encrypted attachment. Only open attachments if you know the sender and are confident that this email is legitimate.



Email-PR#\_106918...

### *Frequently Asked Questions;*

*Q:What is the password to access the check image? A:The password to access the PDF document in your specific email is the last four digits of your SSN.*

*Q:Am I able to change the password? A:Currently the password is not changeable.*

*Q:Can I provide an alternate email address the notice is delivered to? A:Currently the email delivery address is not changeable.*

*Q:Can I still print the advice if I want to? A:The PDF document is printable, please follow your District policies and procedures regarding printing.*

*Q:If I print it, will the advice print in blue like it was before? A:No, the PDF document itself is not in blue.*

*Q:I received the email, will the money be in my account now? A:No, the deposit is scheduled for payday, however some banking institutions may make it available earlier.*

Thank you,

Amber Fahlbusch  
Auditor/Payroll Division



May 31, 2020 Page:1 of 2

Customer Service:  
1-866-486-7782

ROLLING HILLS COMMUNITY SERVICES DIST  
CSD REVOLVING ACCOUNT  
PO BOX 5266  
EL DORADO HILLS CA 95762-0005

Last statement: April 30, 2020  
This statement: May 31, 2020

Improve cash flow, streamline accounts payable and simplify bookkeeping with Umpqua card solutions for businesses. Features include company spending reports and online reporting tools to easily track and monitor employee spending. Contact your Umpqua Bank Relationship Manager for details.

## PUBLIC FUNDS CHECKING

Account number	4866853585	Beginning balance	\$2,775.57
Low balance	\$2,682.05	Deposits/Additions	\$1,072.17
Average balance	\$2,839.44	Withdrawals/Subtractions	\$100.47
Interest earned	\$0.00	Ending balance	\$3,747.27

### Deposits/Additions

<u>Date</u>	<u>Description</u>	<u>Additions</u>
05-29	Deposit	1,072.17
<b>Total Additions</b>		<b>\$1,072.17</b>

### Card Transactions/Withdrawals

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
05-19	POS Purchase Terminal Vbase2 Logmein*gotomeetin G Logmein.C Ma XXXXXXXXXXXX1280	93.52
05-29	POS Purchase Terminal Vbase2 Usps Po 0527430762 El Dorado CA XXXXXXXXXXXX1280	6.95
<b>Total Card Transactions/Withdrawals</b>		<b>\$100.47</b>



**Daily Balances**

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
04-30	2,775.57	05-19	2,682.05	05-29	3,747.27
				05-31	3,747.27

**Overdraft Fee Summary**

	<b>Total For This Period</b>	<b>Total Year-to-Date</b>
<b>Total Overdraft Fees</b>	\$0.00	\$0.00
<b>Total Returned Item Fees</b>	\$0.00	\$0.00

**Checks**

(\* Skip in check sequence, R-Check has been returned, + Electronified check))

Total Checks paid: 0 for **-\$0.00**



Customer Service:  
1-866-486-7782

ROLLING HILLS COMMUNITY SERVICES DIST  
CSD REVOLVING ACCOUNT  
PO BOX 5266  
EL DORADO HILLS CA 95762-0005

Last statement: March 31, 2020  
This statement: April 30, 2020

Improve cash flow, streamline accounts payable and simplify bookkeeping with Umpqua card solutions for businesses. Features include company spending reports and online reporting tools to easily track and monitor employee spending. Contact your Umpqua Bank Relationship Manager for details.

## PUBLIC FUNDS CHECKING

Account number	4866853585	Beginning balance	\$2,939.80
Low balance	\$2,775.57	Deposits/Additions	\$0.00
Average balance	\$2,857.40	Withdrawals/Subtractions	\$164.23
Interest earned	\$0.00	Ending balance	\$2,775.57

## Card Transactions/Withdrawals

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
04-14	POS Purchase Terminal Vbase2 The Home Depot #66 75 Folsom CA XXXXXXXXXXXX1280	32.23
04-16	POS Purchase Terminal 13274810 Usps Po Boxes Onli NE 800-344-7 Dc XXXXXXXXXXXX1280	118.00
04-20	POS Purchase Terminal Vbase2 Logmein*gotomeetin G Logmein.C Ma XXXXXXXXXXXX1280	14.00
<b>Total Card Transactions/Withdrawals</b>		<b>\$164.23</b>

## Daily Balances

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
03-31	2,939.80	04-16	2,789.57	04-30	2,775.57
04-14	2,907.57	04-20	2,775.57		

**Overdraft Fee Summary**

	<b>Total For This Period</b>	<b>Total Year-to-Date</b>
<b>Total Overdraft Fees</b>	\$0.00	\$0.00
<b>Total Returned Item Fees</b>	\$0.00	\$0.00

**Checks**

(\* Skip in check sequence, R-Check has been returned, + Electronified check))

Total Checks paid: 0 for **-\$0.00**



March 31, 2020 Page: 1 of 2

Customer Service:  
1-866-486-7782

ROLLING HILLS COMMUNITY SERVICES DIST  
CSD REVOLVING ACCOUNT  
PO BOX 5266  
EL DORADO HILLS CA 95762-0005

Last statement: February 29, 2020  
This statement: March 31, 2020

Improve cash flow, streamline accounts payable and simplify bookkeeping with Umpqua card solutions for businesses. Features include company spending reports and online reporting tools to easily track and monitor employee spending. Contact your Umpqua Bank Relationship Manager for details.

## PUBLIC FUNDS CHECKING

Account number	4866853585	Beginning balance	\$2,953.80
Low balance	\$2,939.80	Deposits/Additions	\$0.00
Average balance	\$2,947.48	Withdrawals/Subtractions	\$14.00
Interest earned	\$0.00	Ending balance	\$2,939.80

## Card Transactions/Withdrawals

Date	Description	Subtractions
03-18	POS Purchase Terminal Vbase2 Logmein*gotomeetin G Logmein.C Ma XXXXXXXXXXXX1280	14.00
<b>Total Card Transactions/Withdrawals</b>		<b>\$14.00</b>

## Daily Balances

Date	Amount	Date	Amount	Date	Amount
02-29	2,953.80	03-18	2,939.80	03-31	2,939.80

## Overdraft Fee Summary

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

**Checks**

(\* Skip in check sequence, R-Check has been returned, + Electronified check))

Total Checks paid: 0 for **-\$0.00**



Customer Service:  
1-866-486-7782

ROLLING HILLS COMMUNITY SERVICES DIST  
CSD REVOLVING ACCOUNT  
PO BOX 5266  
EL DORADO HILLS CA 95762-0005

Last statement: January 31, 2020  
This statement: February 29, 2020

Improve cash flow, streamline accounts payable and simplify bookkeeping with Umpqua card solutions for businesses. Features include company spending reports and online reporting tools to easily track and monitor employee spending. Contact your Umpqua Bank Relationship Manager for details.

## PUBLIC FUNDS CHECKING

Account number	4866853585	Beginning balance	\$3,169.40
Low balance	\$2,953.80	Deposits/Additions	\$0.00
Average balance	\$2,983.54	Withdrawals/Subtractions	\$215.60
Interest earned	\$0.00	Ending balance	\$2,953.80

## Card Transactions/Withdrawals

Date	Description	Subtractions
02-05	POS Purchase Terminal 1 Fedex 390141934127 Memphis Tn XXXXXXXXXXXX1280	100.60
02-05	POS Purchase Terminal 50039863 Terrabound Solutio Ns I 877-85729 Tx XXXXXXXXXXXX1280	115.00
<b>Total Card Transactions/Withdrawals</b>		<b>\$215.60</b>

## Daily Balances

Date	Amount	Date	Amount	Date	Amount
01-31	3,169.40	02-05	2,953.80	02-29	2,953.80

## Overdraft Fee Summary

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

**Checks**

(\* Skip in check sequence, R-Check has been returned, + Electronified check))

Total Checks paid: 0 for **-\$0.00**

## Business Items



6/16/20 Subject of Item 5.a.

**ROLLING HILLS COMMUNITY SERVICES DISTRICT**

**MEETING NOTES FROM FEBRUARY 5, 2020 WITH MULTIPLE AGENCY REPS REGARDING PRIMA  
EVA**

**1. Attendees:**

EDH Fire Reps: Chief Ron Phillips, Chief Maurice Johnson, Marshall Cox

City of Folsom Fire Rep: Fire Chief Felipe Rodriguez

City of Folsom Planning Rep: Steve Banks

Folsom Heights Rep: Clay Loomis

RHCS D: Tim Halverson and Chaney Hicks

**2. Discussion of Past Meeting With Residents RE: Prima EVA**

- a. Previous meeting requested by residents with County Supervisor Hidahl and EDH Fire Dept to discuss their concerns regarding proposed Prima EVA. Residents expressed multiple issues with proposed paved EVA and EDH Fire indicated that the road concerns that they are specifically addressing are only regarding fire and safety which with the roadway paved, provides necessary access by EDH Fire to Folsom Ranch area. Due to current building phasing of Folsom development, EVA development is imperative to Fire Safety response by EDH Fire Dept which services Folsom development until additional Folsom fire stations come online.

**3. Folsom Heights Occupancy**

- a. Estimated construction anticipated at least 3 ½ years out.

**4. Prima EVA Specific Details**

- a. Prima EVA roadway easement is 60'. Proposed paved EVA is to be 27' per adopted planning design which meets Folsom Fire Dept standards and slope of less than 12 ½ degrees to be maintained.
- b. Discussion of bollard versus gate was discussed and per Folsom standards knock down bollards are specified and developer is for that type due to cost. The Folsom Fire spec of spacing bollards every 5', there could be 5 bollards. EDH Fire indicated that those tend to slow response time and would prefer automated gate system. Clay indicated that the more the developer needs to spend on gates, they might as well push for full use of roadway. Fire Departments will discuss agreeable barrier. RHCS D indicated bollards would not be preferred method due to access by ATV.

**5. Agency Review of Prima EVA**

- a. Anticipated review of final EVA by Folsom Fire, EDH Fire, EID, RHCS D and potentially El Dorado County Planning.



# EL DORADO HILLS FIRE DEPARTMENT

*"Serving the Communities of El Dorado Hills, Rescue and Latrobe"*

February 10, 2020

Mr. Steve Krahn, City Engineer  
City of Folsom Community Development Department  
50 Natoma Street  
Folsom, CA 95630

**Subject: Folsom Heights – Phase 1A (81 Units) Rough Grading Plans**

Dear Steve:

Thank you again for taking the time to meet with Chief Johnson, Fire Prevention Specialist Marshall Cox and myself to discuss the design of the Emergency Vehicle Access (EVA) road that is proposed to connect the Folsom Heights project with the Stonebriar community in EDH. We have reviewed the courtesy set of rough grading plans for Phase 1A of the project that you provided to us for completeness with the fire apparatus access requirements of the El Dorado Hills Fire Department (EDHFD). We would like to provide the following comments related to these plans for the City's consideration when approving construction permits for this project.

## **PLAN REVIEW COMMENTS:**

1. We do not support the use of removal bollards or manual gates to secure either end of the fire apparatus access road from unauthorized entry. Further discussions between EDHFD/FFD on the acceptable means to secure the road (e.g. retractable bollards or electronic gates) will need to occur prior to the construction of the road.
2. We request that the applicant provide proof that they have entered into a memorandum of understanding or similar binding agreement with the Rolling Hills Community Service District regarding the care, use and maintenance requirements of this fire apparatus access road.
3. The design of the fire apparatus access road (EVA) is partially described on Page 11 of the plan. The road detail terminates at the County line between El Dorado and Sacramento counties. We ask that the applicant provide a separate plan sheet that shows the entire length of the road between the connecting cross streets (i.e. Stonebriar Drive and Folsom Heights Drive).
4. The fire apparatus access road design shown on Page 11 appears to show a paved access road that is fifteen (15) feet in width with two (2) foot shoulders on either side. All roads shall be constructed to provide a minimum of two ten (10) foot traffic lanes, not including shoulders and striping.
5. No information on the capability of the roadway surface to support and maintain the imposed load of fire apparatus weighing at least 75,000 pounds was provided in the plan. The road shall be provided with an approved surface to provide all-weather driving capabilities.

6. No information showing the grade of the road was provided. The maximum grade for all roads shall not exceed 16 percent. Standard cross-slope shall be 2 percent, minimum cross slope shall be 1 percent, maximum cross slope shall be 5 percent
7. The angle of departure and angle of approach shall not exceed seven (7) degrees at both the Stonebriar Drive and Folsom Heights Drive access points to the fire apparatus access road.
8. The inside turning radius of the fire apparatus access road shall be a minimum of twenty-eight (28) feet at its connection to Folsom Heights Road. The plan does not currently show a turning radius at this connection point.

We ask that these comments be incorporated into the final design of the civil improvement plans for the project and that we be allowed to review / accept those changes as part of the City's permit process for the project.

Please do not hesitate to contact me with any questions regarding our review of the project at (916) 933-6623, Extension 1018, or via my e-mail address [of Firemarshal@edhfire.com](mailto:Firemarshal@edhfire.com).

Sincerely,



Ronald A. Phillips  
Interim Fire Marshal / Division Chief

Cc; Maurice Johnson, Fire Chief – EDHFD  
Felipe Rodriguez, Fire Chief – Folsom  
Marshall Cox, Fire Prevention Specialist  
Clay Loomis, Project Engineer  
Chaney Hicks, Rolling Hills CSD

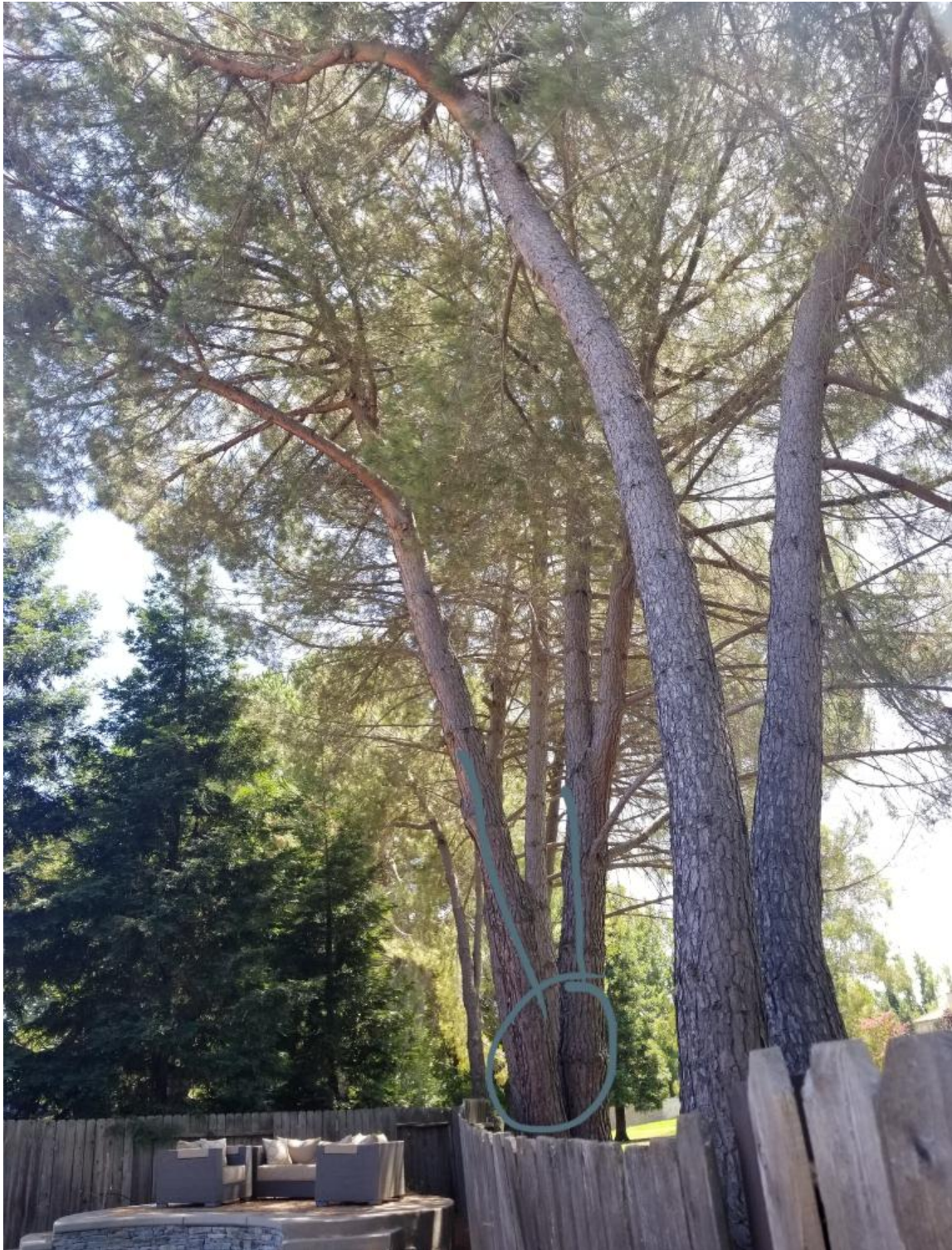
<sup>1</sup> The EVA is designated as a fire apparatus access road as described in the California Fire Code.





Item 5.c.





Item 5.c.





Item 5.c.

**ROLLING HILLS COMMUNITY SERVICES DISTRICT**  
**MINUTES OF SEPTEMBER 17, 2019 MEETING OF THE BOARD OF DIRECTORS**

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

The meeting of the Rolling Hills CSD held on September 17, 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 Matt Sites and Mark Magee, General Manager Chaney Hicks, Board Clerk Linda Stone, and two members of the public were present. Directors Tim Halverson and Gordon Fawkes were absent.

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

A resident made comments about the lack of water pressure in the District. They will be calling EID directly to discuss.

**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 the draft minutes of the August 20, 2019 meeting, monthly financial statements prepared by the El Dorado County Auditor-Controller's office for the month ended August 30, 2019, monthly bank statement from Umpqua Bank for August 2019, the Auditor-Controller's Memo dated August 26, 2019 regarding Property Tax Revenue Estimates for FY 19/20 Lien Date Tax Rolls, Auditor- Controller Memo dated September 9, 2019 regarding Fiscal Year 18/19 Close, and Certificate of Insurance for Tree Pros Arboricultural Services, Inc. were considered. Director Matt Sites moved to approve the consent items and accept and file the items; second by Director Mark Magee; motion carried.

AYES: Collette, Sites and Magee

NOES: None

ABSENT: Halverson and Fawkes

ABSTAIN: None

**Old Business**

**5.a. Folsom Heights Development Project – Emergency Vehicle Access at Prima Drive and Stonebriar.** President Sites advised the Board that he had spoken with a City of Folsom representative who said the City's records will be corrected to carry out what was previously approved for the emergency vehicle access at Prima Drive. A resident in attendance raised a further point for clarification - the previously approved gate. Questions have been asked about why bollards are now being discussed. Matt said he will talk with Steve Banks directly to ensure the gate is in the plan. The resident noted some distinct differences pertinent to this access point for Rolling Hills CSD in that it has combustible fences whereas Sierramonte has metal fences, and this EVA runs through dry grassland. Her concern is that there is a higher fire risk here so use of the EVA by anyone should be discouraged.

**5b. JPA Roadway Expansion Project.** Staff confirmed that the plans have been redrawn and look acceptable. It was noted that the District's property cannot be taken by eminent domain because the CSD is a public entity. The District has not yet been presented with the proposed compensation amount for the road adjustment.

**5.c. DMV Requirements for Processing Citations.** This item has been referred to legal counsel for review.

**5.d. Radar Speed Signs – Upgrades or Replacement.** The matter was tabled until the full Board is present to discuss and consider the item.

## New Business

**6.a. Resident's Request for District to Cut down Tree Overhanging Resident's Property.** This proposal was previously brought to the Board by the prior owner of the 406 Bailey property. The prior resident cut the trees up in such a way that required the District to do further trimming to balance the trees. The property was purchased with knowledge of the existing trees. The Board has taken all steps required of it for maintenance of District trees. After discussion, Director Matt Sites made a motion to reject the request for further cutting and trimming of the trees at this time; second by Director Mark Magee; motion carried.

AYES: Collette, Sites and Magee

NOES: None

ABSENT: Halverson and Fawkes

ABSTAIN: None

**7. Adjournment.** Upon motion by Director Sites and seconded by Director Magee, the meeting was adjourned at 7:59 p.m.

Submitted by:

  
Linda Stone, Board Secretary

Approved by Board: October 15, 2019





Item No. 5.d.



Item 6.a.



Item 6.a.



Item 6.a.





Item 6.a.



Item No. 6.b.



Item 6. B.





Item 6.b.



6/16/20 Item 6.c

# COUNTY OF EL DORADO

## REGISTRAR OF VOTERS

Bill O'Neill



2850 Fairlane Court  
PO Box 678001  
Placerville CA 95667  
[www.edcgov.us/elections/](http://www.edcgov.us/elections/)  
Phone: 530.621.7480 Fax: 530.626.5514  
Linda Webster - Assistant Registrar of Voters

TO: Districts  
FROM: William E. Schultz - Recorder-Clerk-Registrar of Voters  
DATE: March 2020  
SUBJECT: Statewide General Election to be held November 3, 2020

Enclosed are the necessary forms for the upcoming DISTRICT ELECTION that will be held on Tuesday, November 3, 2020 at the STATEWIDE GENERAL ELECTION.

Complete the enclosed forms and make copies for your files and return the **originals** to my office **NO LATER THAN THURSDAY, JULY 2, 2020.**

**Note:** A resolution **must be passed by your Board of Directors** and the **original, signed document returned to my office along with other completed documents.**

Pursuant to Elections Code Sec. 10522 (enclosed), you **SHALL** submit a current map showing the boundaries of the District and the official boundaries of the divisions of the district. You **SHALL** provide these maps as either a digital shape file or a readable hard-copy paper map. Affix the attached label stating rather there are or are not boundary changes. If you require further information on this request, please contact Ted Castle at (530) 621-7486.

If appointments to fill vacancies have been made by your Board since the last Consolidated District Election, keep in mind that appointees only hold office until the next Consolidated Districts Election (November 3, 2020. If the term is unexpired, it shall appear on the ballot as such. Therefore, when submitting the **NOTICE OF ELECTIVE OFFICES TO BE FILLED AND TRANSMITTAL OF MAP AND BOUNDARIES**, indicate these offices separately from those regularly appearing for election at this time. (Government Code Sec. 1780, enclosed)

For your convenience, we have enclosed a resolution that may be used by your Board of Directors requesting to consolidate your election with any other election conducted on said date. You may use the enclosed resolution or you may draft your own, either one must be filed with the Elections Department **NO LATER THAN 5:00 P.M. on July 2, 2020.** This will enable the publication of "Notice of Election" to take place in a timely manner.

Please address all inquiries and required documents to:

Elections Department  
Attn: Kim Smith  
2850 Fairlane Court, Building C  
Placerville, CA 95667

**Complete the areas on the forms marked with the red (X).** If you do not agree with our records, please contact Kim Smith at (530) 621-7490 immediately.

Attachments: Resolution  
Notice of Consolidated Districts Election "Please Post"  
Elections Code Sec. 10522  
Notice of Elective Offices to be filled

**Note:** You are required to post the "Notice of Consolidated Districts Election" in three or more conspicuous places within the District to inform the resident voters of the impending election and the number of available position up for election.



## **ELECTIONS CODE - ELEC**

### **DIVISION 10. LOCAL, SPECIAL, VACANCY, AND CONSOLIDATED ELECTIONS [10000 - 10735]** ( *Division 10 enacted by Stats. 1994, Ch. 920, Sec. 2.* )

#### **PART 4. UNIFORM DISTRICT ELECTION LAW [10500 - 10556]** ( *Part 4 enacted by Stats. 1994, Ch. 920, Sec. 2.* )

**10522.** At least 125 days prior to the day fixed for the general district election, the secretary of a resident voting district shall deliver to the county elections official of each affected county a map showing the boundaries of the district and the boundaries of the divisions of the district, if any, within that county and a statement indicating in which divisions a director is to be elected and whether any elective officer is to be elected at large at the next general district election.

*(Enacted by Stats. 1994, Ch. 920, Sec. 2.)*

RESOLUTION NO. 20-01

**Rolling Hills Community Services District**

Declaring an Election Be Held in its Jurisdiction  
Consolidation with Other Districts  
Requesting Election Services

WHEREAS, it is the determination of the above-named district that an election be held on November 3, 2020, at which election the issue to be presented to the voters shall be:

NOMINATION OF CANDIDATES

No. of Members

To be Elected

3

Term

Full 4 year terms to expire 12/06/2024

BE IT RESOLVED that the Elections Department of El Dorado County is hereby requested to:

1. Consolidate said election with any other election conducted on the same day.
2. Authorize and direct the Registrar of Voters, at District expense, to provide all necessary services, which shall include, **but not be limited to:**

publications, issue nomination documents, ballots, sample ballots,  
election officers, polling places and canvass.

3. In the event of a tie vote, the winning candidate shall be decided by lot.

PASSED AND ADOPTED on \_\_\_\_\_, 2020 at a regular meeting, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
President

ATTEST: \_\_\_\_\_

Date: \_\_\_\_\_

6/16/20 Item 6.d



# County of El Dorado

OFFICE OF AUDITOR-CONTROLLER

360 FAIR LANE  
PLACERVILLE, CALIFORNIA 95667  
Phone: (530) 621-5487 FAX: (530) 295-2535

JOE HARN, CPA  
Auditor-Controller

BOB TOSCANO  
Assistant Auditor-Controller

Date: June 4, 2020

To: All Districts Placing Direct Charges on the 2020/21 Secured Tax Roll

From: Sally Zutter, Accounting Division Manager

RE: 2020/21 Direct Charge Information/Instructions/Checklist

## \*\*\* AUGUST 31 (5pm) DEADLINE \*\*\*

The Assessor is expected to deliver his 2020/21 assessment roll on July 24, 2020, thereby opening the timeframe for districts to add direct charge levies to the secured 2020/21 tax bills. This timeframe normally closes on August 10 (GOV §26911). However, due to COVID-19, an extension has been granted (R&T§155.3). Any additions/changes/deletions subsequent to the deadline may occur if authorized by state statute (§15 cost recovery per parcel).

This courtesy letter provides a checklist of items necessary for districts to place direct charge levies on the tax bills. Forms, tools, lookups, and the Direct Charges Manual are available online at:

[https://www.edcgov.us/Government/Auditor-Controller/PropTax/Pages/direct\\_charge\\_information\\_for\\_districts.aspx](https://www.edcgov.us/Government/Auditor-Controller/PropTax/Pages/direct_charge_information_for_districts.aspx)

The district may deliver (email/fax/hand deliver) the following items, in their entirety, to the Auditor's Office beginning July 1. However no data will be loaded until July 25. Early submission following July 24 is suggested because no additional time is allotted beyond August 31, regardless of reason.

## !! New COVID-Friendly "fillable PDF" Forms !!

*Just follow the instructions on each form's Background and Instructions page*

### Checklist of items to be prepared and delivered to the Auditor's office:

- **Governing Authorization Certification form.**
- **Proposition 218 Certification form.**
- **Local Agency Special Tax and Bond Accountability Act – Response form.**
- **Secured/Unsecured Tax Roll Certification form.**
- **Direct Charge Information Sheet form.**
- **Annual Certification of Levy and Data Submission form.**
- **Electronic Data File.** Use one of the four format options as shown in the online Exhibits ("tab delimited" option is generally the easiest).
  - Since procedures and calculations vary from district to district, the Auditor's office is unavailable to assist the district with this process.
  - For districts using ParcelQuest's DVD software, the Auditor's purchased copy of ParcelQuest is available for use via an in-office appointment by calling (530) 621-5470. Please bring a laptop (a plug-in DVD reader is available if needed).

After compiling the entire package, submit it directly to the staff member shown on the Direct Charge Information Sheet form. The Auditor's office will process once the entire compiled package is received.

The Auditor's office will load the district's direct charge levies to the property tax system. If the district has more than one tax code, the levies may either be placed on one large file or broken into separate files for each tax code. The district will be notified of the results via email. Any updated submissions overwrite the previous submission and may be made as late as August 31 (5pm).

Turn Over

Date: June 4, 2020

RE: 2020/21 Direct Charge Information/Instructions/Checklist

Page: 2

Districts should review the information contained in the online Direct Charges Manual (revised May 2019). This document details the entire life cycle of direct charges on the tax roll, information regarding the 12-digit AN, and various responsibilities.

Two newer reports for “parcel split/combine” are now available online that will greatly assist many districts:

- Compares the most recent actual direct charge levies to determine if the ANs remain valid for the upcoming tax roll year. This report is updated monthly and is applicable as of its run date.
- Particularly helpful for those districts that have a “set list” of ANs levied (e.g. a 1915 bond or Mello-Roos district).
- If ParcelQuest is used to determine a fresh set of ANs each year, then these reports’ value is more limited.

There is a cost recovery for placing the Direct Charges levies on the tax roll. Information regarding the cost recovery can be located online at the website address noted above and in the Direct Charges Manual section *Cost Recovery Amounts*. The amount will be deducted from the district’s general ledger account after the December 10 posting of property tax collections to ensure that the district’s fund doesn’t earn negative interest.

For questions, please contact the tax codes’ assigned “contact person” in the Auditor’s office via email or phone as noted on the Direct Charge Information Sheet. Note that the contact person may have recently changed.

## **!! New COVID-Friendly “fillable PDF” Forms !!**

Just follow the instructions on each form’s Background and Instructions page

6/16/20 Item b.d.

RESOLUTION NO. 20-02

**Rolling Hills Community Services District**

Authorizing Continued Collection of Direct Charge Assessment of \$200

WHEREAS, the Board of Directors of the Rolling Hills Community Services District, hereinafter referred to as "RHCS D" or "District", conducted a hearing concerning the Direct Charge assessment for the District;

WHEREAS, it is the intent of the Board of Directors of the RHCS D to authorize the continued collection of the Direct Charge Assessment of \$200 for the purposes of maintaining and improving community infrastructure and for other lawful purposes of the District;

WHEREAS, in accordance with California state law, RHCS D may provide for the collection of special taxes or assessments in the same manner and subject to the same penalty as or with, other charges and taxes fixed and collected by the local agency, or by the county via the secured tax roll on behalf of the local agency. If such special taxes or assessments are collected by the county on behalf of the local agency, the county may deduct its reasonable costs incurred for such service before remittal of the balance to the local agency;

WHEREAS, pursuant to Government Code section 26911, whenever a special district has elected to have its assessments collected by the county on the property tax roll, the district shall transmit to the County Auditor, no later than August 10 of each year, a statement of the rates fixed for assessments. Due to COVID-19, an extension has been granted to August 31, 2020;

NOW THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the RHCS D that the District will direct the Auditor-Controller of the County of El Dorado to place on the Secured Property Tax Roll for fiscal year 2020-2021, the special assessment for the purposes of maintenance per the standing agreement between the RHCS D and the County of El Dorado based on the information delivered to the Auditor-Controller by the RHCS D by the statutory deadline.

PASSED AND ADOPTED by the Board of Directors of Rolling Hills Community Services District on June 16, 2020 at a regular meeting, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Tim Halverson, President  
Rolling Hills Community Services District

ATTEST: \_\_\_\_\_  
Linda Stone, District Clerk



**County of El Dorado**  
OFFICE OF AUDITOR-CONTROLLER

360 FAIR LANE  
PLACERVILLE, CALIFORNIA 95667-4193  
Phone: (530) 621-5487 Fax: (530) 295-2535

**JOE HARN, CPA**  
Auditor-Controller

**BOB TOSCANO**  
Assistant Auditor-Controller

May 4, 2020

**To: All Special Districts**

**From: Bob Toscano, Assistant Auditor-Controller**

**Subject: 2020-2021 Proposition 4 - Appropriation Limitation**

Your district needs to calculate and adopt the new tax spending limit for FY 2020-21 in accordance with the provisions of the spending limitation legislation implementing Proposition 4 (the 1979 Gann Spending Limit Initiative). Government Code Section 7910 requires that: "... the governing body of each local jurisdiction to establish appropriation limits by resolution for the following fiscal year at a regular or special meeting."

The district's new limit for the 2020-2021 year will be calculated on the basis of the prior year's limit increased by a growth factor. The growth factor results from combining the change in Per Capita Personal Income and the change in population for your district (as certified by the State's Department of Finance) or the change reported for "unincorporated areas" for our County.

The change in the "cost of living" factor (Per Capita Personal Income) has been reported to be 3.73% and reported increase in population in the County's unincorporated areas to be 1.83%. Therefore, the ratio of change to be applied to last year's limit is:

$$1.0373 \quad (X) \quad 1.0183 \quad = \quad 1.0563$$

Attached is a sample format for the required "NOTICE OF PUBLIC HEARING" and a sample resolution (which includes the calculation formula).



6/16/20 Item be.

RESOLUTION NO. 20-03

Rolling Hills Community Services District

2020-2021 Proposition 4 – Appropriation Limitation

WHEREAS, Article XIII B of the California Constitution (Proposition 4) provides for an annual appropriations limit for state and local governmental entities, as adjusted for the changes in the cost of living or per capita personal income, population and other specified factors; and

WHEREAS, Notice of the public hearing was advertised and posted as required by law; and

WHEREAS, the Board of Directors of the Rolling Hills Community Services District, hereinafter referred to as "RHCS D", conducted a public hearing on the appropriation limitation for the District on June 16, 2020, at which time interested persons desiring to be heard were given such opportunity in accordance with law; and

WHEREAS, the Board received evidence regarding the appropriation limitation to be established for the RHCS D;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Rolling Hills Community Services District that the appropriation limit for the 2020-2021 fiscal year, as described in Article XIII B of the State Constitution and implemented by Chapter 1205, Statutes of 1980 is the sum of \$109,818.19, computed as follows: \$103,964.96 [2019-20 Appropriation Limit] x 1.0563 [Change] = \$109,818.19 [2020-21 Appropriation Limit].

PASSED AND ADOPTED by the Board of Directors of Rolling Hills Community Services District on June 16, 2020 at a regular noticed meeting, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Tim Halverson, President  
Rolling Hills Community Services District

ATTEST: \_\_\_\_\_  
Linda Stone, District Clerk



6/16/20 Item 6.f.

ROLLING HILLS CSD	FY20 FINAL BUDGET	FY20 To 5/31/20	DRAFT FY21 Considered 6/16/20	Notes
<b>Revenues</b>				
Property Taxes	\$ 92,000.00	\$ 98,532.00	\$ 98,000.00	
Interest	\$ 7,000.00	\$ 7,588.00	\$ 7,500.00	
Special Assessment	\$ 80,000.00	\$ 77,900.00	\$ 78,000.00	
Subtotal				
Various Other		\$ 845.00	\$ 800.00	
<b>Revenue Income</b>	<b>\$ 179,000.00</b>	<b>\$ 184,865.00</b>	<b>\$ 184,300.00</b>	
Transfer From Fund Balance	\$ 50,900.00			
<b>Total Revenue</b>	<b>\$ 229,900.00</b>			
<b>Expenditures</b>				
<b>Services/Supplies - Routine O&amp;M</b>				
3000 Payroll Expenses				
4040 Telephone	\$ 350.00	\$ -	\$ 350.00	
4041 Communications	\$ 500.00	\$ -	\$ 500.00	
4060 Food and Food Products	\$ 50.00	\$ -	\$ 50.00	
4100 Insurance	\$ 3,800.00	\$ 3,979.00	\$ 4,850.00	
4180 Maint. Improv. Projects	\$ -		\$ -	Any planned for FY21?
4183 Maint. Grounds	\$ 9,000.00	\$ 4,399.00	\$ 8,000.00	
4185 Maint. Parks	\$ 73,000.00	\$ 60,550.00	\$ 66,000.00	
4189 Maint. Water System	\$ 6,000.00	\$ 4,656.00	\$ 6,000.00	
4190 Maint. Drainage	\$ 10,000.00	\$ 5,457.00	\$ 7,500.00	
4191 Maint. Roads	\$ -	\$ 94.00	\$ 200.00	
4192 Maint. Lighting	\$ 500.00	\$ 1,532.00	\$ 1,000.00	For street sign replacement
4197 Bldg. Supplies	\$ 300.00	\$ 495.00	\$ 300.00	FY20 included about \$1,000 work at Manchester and \$500 for Stonebriar floodlights
4220 Memberships	\$ 650.00	\$ 653.00	\$ 675.00	CSDA
4240 Misc. Expense	\$ 300.00	\$ 244.00	\$ 300.00	
4260 Office Expense	\$ 500.00	\$ 240.00	\$ 400.00	
4261 Postage	\$ -	\$ 101.00	\$ 150.00	
4266 Printing Services	\$ 650.00	\$ 235.00	\$ 650.00	
4300 Prof. Services	\$ 26,000.00	\$ 20,933.00	\$ 26,000.00	GM, Clerk, Website security updates
4304 Admin Fee Agency	\$ 150.00	\$ 309.00	\$ 325.00	
4305 Accounting serv.	\$ 9,000.00	\$ -	\$ 9,000.00	
4313 Legal Services	\$ 3,000.00	\$ -	\$ 3,000.00	
4345 Director Services	\$ 5,250.00	\$ 2,550.00	\$ 5,200.00	
4400 Publication Not.	\$ -	\$ 45.00	\$ 600.00	
4420 Rent/Lease Exp.	\$ 800.00	\$ 800.00	\$ 800.00	
4440 Rent Bldgs.	\$ 3,800.00	\$ 2,923.00	\$ 3,800.00	Due to COVID-19, room rental decrease; increase in Communications for teleconference meetings; overall cost decrease
4505 Educa. Training	\$ 300.00	\$ -	\$ -	
4600 Trans./Travel	\$ -		\$ -	
4602 Private Auto	\$ 200.00	\$ 58.00	\$ 200.00	
4620 Utilities	\$ 27,500.00	\$ 26,944.00	\$ 27,500.00	
<b>Subtotal Routine O&amp;M</b>	<b>\$ 181,600.00</b>		<b>\$ 173,350.00</b>	
<b>Special Projects</b>				
Road Maintenance FY20	\$ 40,000.00	\$ -	\$ 40,000.00	Shadow Hills maintenance; repair portions of Springfield Meadows and Stonebriar roads
Lighting Project FY20	\$ 8,300.00	\$ 9,141.00		FY20 Replaced light post fixtures and photocells - complete
<b>Subtotal: Special Projects</b>	<b>\$ 48,300.00</b>		<b>\$ 40,000.00</b>	Any new projects for 2021?
<b>Fixed Assets</b>				
6020 Bldg. Improvements	\$ -		\$ -	
<b>Total Expenditures</b>	<b>\$ 229,900.00</b>		<b>\$ 213,350.00</b>	<b>DRAFT</b>