

**Board of Directors Meeting – AGENDA**  
**ROLLING HILLS COMMUNITY SERVICES DISTRICT**  
Tuesday, August 18, 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: 1-669-900-9128**

**Meeting ID: 926 0568 3878**

**Participant ID: 618478**

**Hosted through Zoom**

**Or Join by Computer:** <https://zoom.us/j/92605683878?pwd=Ty9obHdMc0l1ZVJCeTN5T0R0NHdKUT09>

**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. Resolution Commending Tim Halverson for 13 Years of Service (Action Item)**

**4. Monthly Reports**

a. General Manager Report

**5. Consent Items**

*All items on the Consent Calendar are considered routine and will be approved without discussion by a single roll call vote. Any Board Member or member of the public may remove any item from the Consent Calendar. If an item is removed, it will be discussed separately following approval of the remainder of the Consent Calendar. Any Board Member may abstain from one or more items on the Consent Calendar.*

a. Approve and file Minutes of the July 21, 2020 regular meeting and August 4, 2020 special meeting of the Board of Directors

b. Correspondence accept and file:

1) Umpqua Bank statements for periods ending June 30, 2020 and July 31, 2020

2) El Dorado County Auditor-Controller Memo notifying the 220/21 Direct Charge Levy Enrollment was processed successfully and the charges will be included on the secured tax roll

- 3) SDRMA notice 2020-21 Coverage Documents are now available for Property/Liability program
- 4) EID Newsletter July-August
- 5) CalPERS Circular notification dated July 16, 2020
- 6) CalPERS Circular notification dated July 28, 2020

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

## 6. Old Business

- a. **Folsom Heights Development Project – Prima Road Emergency Vehicle Access (EVA)** – Staff to provide update regarding any new information received by the District on this issue (Discussion Item)

## 7. New Business

- a. **Award of Contract for 2020 Shadow Hills Road Resurfacing Maintenance Project** – Board to consider award of the Public Works contract to Doug Veerkamp General Engineering, Inc., as a result of the competitive bidding done for the 2020 Shadow Hills Road Resurfacing Project; define the final scope of work; authorize the General Manager to execute all documents necessary to carry out the work.

Fiscal Impact – Lowest responsive bid for the base scope of work is \$21,012.33, which includes slurry seal roads in Shadow Hills, restriping/lettering all existing, crack fill within the entire Shadow Hills subdivision, permit and bond costs.

Additional optional bid scopes include remove and replace specified sections of Shadow Hills \$10,493.30; remove and replace specified sections of Stonebriar \$45,625.64; and repaint eight speed bumps in Springfield Meadows and stop line at Stonebridge and Manchester \$2,655.70. The entire bid amount including base bid and added options is \$79,786.97. (Discussion/Action Item)

- b. **Biennial Review of RHCS D Conflict-of-Interest Code, Even Years** – The District’s Conflict-of-Interest Code is reviewed on a biannual basis during even numbered years. Since the last amendment to the Code in August 2018, there are no new positions, no positions eliminated or renamed, no substantial changes to duties or responsibilities for any positions, and no substantial changes to the district’s organizational structure; therefore no amendment is required. Staff seeking Motion authorizing the Clerk to execute the 2020 Local Agency Biennial Notice. (Action Item)
- c. **Appointment to Fill Vacancy on RHCS D Board of Directors** – Consideration of Statements of Interest submitted in response to Notice of Vacancy posted due to the vacancy created on the Board of Directors of the District by the resignation of Tim Halverson; appointment to fill the vacancy through the general election in November 2020 (Discussion/Action Item)
- d. **Designation and Authorization for Second Board Member Use of Bank Card for Umpqua Revolve Checking Account** – The District has determined that two Board members will be authorized to hold a bank card issued for the District’s Umpqua revolve account; motion to designate a second Board member in light of Tim Halverson’s resignation (Action Item)
- e. **Planning for Long Range Funding for Road Maintenance and Repairs** – Discussion Item

## 8. 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.