

Board of Directors Meeting – AGENDA  
ROLLING HILLS COMMUNITY SERVICES DISTRICT  
Tuesday, September 15, 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: 917 4717 1327**

**Participant ID: 999127**

**Hosted through Zoom**

**Or Join by Computer:**

<https://zoom.us/j/91747171327?pwd=U3MvZ1F0Q0N0MktRTExRRVM0bkICZz09>

**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**

*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 August 18, 2020 regular meeting of the Board of Directors

**b. Correspondence accept and file:**

- 1) Umpqua Bank statement for period ending August 30, 2020
- 2) CalPERS Circular Letter dated August 18, 2020 re June 20, 2019 Actuarial Valuation Reports
- 3) Solicitation Letter from Sundown Land to Purchase District property

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

**5. 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. (Informational/Discussion Item)
- b. Vacancy on RHCS D Board of Directors –** Carried forward from August 18, 2020 meeting. Due to the resignation of Tim Halverson tendered on June 22, 2020, a vacancy was created on the Board of Directors. The Board solicited Statements of Interest by posting a Notice of Vacancy with the intention to make an appointment to fill the vacancy at its meeting on August 18 per Gov Code section. No appointment was made by August 27, 2020. The vacancy will be addressed through the election/nomination/appointment process. (Informational/Discussion Item)
- c. November 3, 2020 Election – Director Appointment(s) Due to Insufficient Nominees for Election –** As a result of insufficient nominees filing candidate papers to serve as a Director on the Board, the District has an opportunity to recommend to the Board of Supervisors nominees for appointment to fill the Director seats to be elected at the November 3, 2020 election and the one vacant Board seat created as a result of resignation. (Discussion/Possible Action Item)
- d. Planning for Long Range Funding for Road Maintenance and Repairs and other Infrastructure Expenses –** Carried forward from August 18, 2020 meeting. In light of the findings contained in the Reserve Study commissioned by the Board to provide information about the District’s aging infrastructure, amenities, and estimated expenses for maintenance moving forward and the actual bid costs for performing needed work, Board discussion regarding a plan to address these costs and other increasing expenses moving forward. (Discussion/ Possible Action Item)
- e. Tree Issues at Berkshire Park –** Staff requests further review of tree issues at Berkshire Park in light of updated Arborist Report; consideration of expenditure of funds from approved budget in an amount not to exceed \$13,400 to carry out tree removal, pruning, grinding, and related work as outlined in the proposal from Bailey Tree Company and authorization for the General Manager to execute an agreement for the services (Discussion/Possible Action Item)

- f. **El Dorado County Planning Department Variance for Berkshire Park Development Plan**  
Staff to provide update regarding information received from Planning Department regarding size of shed structure to be allowed and resulting redesign of the Park plan design  
(Discussion/Possible Action Item)

## 6. New Business

- a. **Amendment to New Generation Agreement for Landscape Maintenance Services –**  
Consideration of approval of First Notice of Election to Extend Multi-Task General Services Agreement, extending the original agreement term for one-year effective June 1, 2020 through May 31, 2021, on the same terms and conditions. The Agreement provides for up to four one-year extensions as may be mutually agreed between the parties. (Discussion/Action Item)
- b. **Amendment to Agreement with Chaney Hicks for General Manager Services –**  
Consideration of Amendment to Agreement with Chaney Hicks to provide for payment of late fee in the event invoice for services not paid within 30 days (Discussion/Action Item)
- c. **Summerfield Open Space/Belhaven Property Fire Mitigation Work –** Consideration of expenditure of not to exceed \$2,850 for work to remove 10 feet of brush from the Summerfield open space Belhaven property area to reduce the risk of fire (Discussion/Possible Action Item)
- d. **Replacement of Three Trees at Stonebriar Entrance near Prima –** Consideration of expenditure of not to exceed \$1,000 to replace the three trees removed at the Stonebriar entrance near Prima; the type of trees to be used for replacement to be agreed upon as discussed at the July 2020 meeting.
- e. **Discussion of Board Officers as a Result of Resignation of President –** Board to discuss the slate of Officers as a result of the resignation of the President. (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. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.