

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF FEBRUARY 18, 2020 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on February 18, 2020, was called to order at 7:00 p.m. by President Tim Halverson in the meeting room at Holiday Inn Express, 4360 Town Center Drive, El Dorado Hills, California. In addition to President Halverson, Directors Brenda Collette, Gordon Fawkes, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present. Also present was a resident from the community. Director Matt Sites was absent.

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

Resident suggested that the Board start planning for the type of trees to replace the popular trees near the Stonebriar entrance. Previously, the resident strongly suggested to the Board that the diseased poplars be allowed to completely die before being removed to prevent numerous volunteer popular trees from sprouting. Director Gordon Fawkes mentioned that possibly the Sacramento Tree Foundation may be a source for replacement trees as it has done projects outside of Sacramento in the past.

3. Monthly Reports

a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing district business, copy attached.

4. Consent Items

The consent items consisting of the draft Minutes of the January 21, 2020 regular meeting of the Board of Directors; financial reports prepared by the Auditor-Controller's office for the period ended January 31, 2020; and correspondence items including Umpqua Bank monthly statement for period January 1-31, 2020; January 21, 2020 letter advising General Counsel taking Paternity Leave in February; Quarterly Tax Returns for 4th Quarter 2019 prepared by County Auditor's office; Elections Department Reminder Statement of Facts due by January 31, 2020; SDRMA transmittal of annual renewal questionnaire for risk liability policy; Notice from County Payroll Division regarding changes resulting from new Tax Form Requirements; and executed Release of All Claims and Waiver of Liability, Assumption of Risk, and Indemnify Contract between PGE & District for PG&E SCADA project no. 31400596, were considered. With a one word correction in the draft minutes, Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by President Halverson; motion carried.

AYES: Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: Sites

ABSTAIN: None

Old Business

5.a. Folsom Heights Development Project – Emergency Vehicle Access at Prima Drive and Stonebriar.

General Manager Chaney Hicks reported that toward the end of January, she sent an email to the Folsom Planning Department asking if there have been any new developments with the status of the Prima EVA. She wanted the update for the purpose of providing any new available information at the February Board meeting. Principal Planner Steve Banks responded and said that the applicant for the Folsom Heights project has not yet submitted any plans as they are waiting for more of the backbone infrastructure improvements to be constructed within the Folsom Plan Area before moving forward. Chaney reported she learned of a meeting which occurred on January 27th among a resident of the District (Stephanie Haley), the new El Dorado Hills Fire Chief, and Supervisor John Hidahl to discuss the proposed EVA gate locations and seek Supervisor Hidahl's support to oppose any changes that would revert Prima Drive to a full service roadway. Chaney was advised by Supervisor Hidahl that at the January 27th meeting two alternatives were discussed as to the gate/bollards. He also commented that the County has no authority in these types of decisions.

Chaney reported that subsequently she and President Halverson were invited by the El Dorado Hills Fire Marshall to attend a meeting on February 5th to review the EVA design for the Folsom Heights – Stonebriar communities. Chaney took notes at the February 5th meeting and went over them with the Board, copy attached for reference. Chaney also was copied on a letter dated February 10, 2020, sent by the El Dorado Hills Fire Department to Steve Krahn, City Engineer at the City of Folsom Community Development Department, regarding Folsom Heights – Phase 1A (81 Units) Rough Grading Plans. The letter sets forth the Fire Department’s comments and position as to gates, bollards, maintenance of the “fire apparatus access road (EVA),” road width, and other items (a copy of the EDH Fire Department letter is also attached to these Minutes for reference). The Board will consider at a future Board meeting what comments it may wish to submit to the City of Folsom on these issues.

Chaney reported that from the information she received from Supervisor Hidahl’s office, the District’s resident expressed to him that she has not attended the monthly CSD meetings because it seems the Board does not care about safety concerns. Both Chaney and President Halverson expressed at the meeting that safety is always a primary concern both in this situation and all others. Discussion was had about the Hazardous Mitigation Plan adopted in 2016, the speed radar signs installed, and other safety measures routinely taken for the safety of the District. In response to resident Ed McGowan’s comment about the need for transparency, a brief discussion was had about the history of this matter and the District’s compliance with all requirements of the Brown Act for public meetings. The Board appreciates the District’s residents who have vigilantly monitored the activities of the Folsom City Council for activities which might impact the approved EVA only access and how that will be carried out.

The Board discussed how it will handle meetings that come up on this issue going forward, especially if they are scheduled with little notice as was the case with the February 5th meeting. In addition to its General Manager and Board President, the other four Board members will be advised of the meeting to see if a second Board member is also available to attend. Clarification was noted that no more than two members of the Board may attend a meeting at the same time in order to comply with Brown Act requirements.

5.b. DMV Registration for Processing Citations.

President Halverson reported that the Requester Code is now in place and citations will be processed through Data Ticket.

New Business

6.a. Fencing on Montrose Drive Blown Down.

Chaney reported that sections of fence at the end of Montrose Drive recently blew down and confirmed that the fence sits on CSD property and is the responsibility of the District to replace. She contacted the adjacent land owner in the hope he might volunteer to share some of the cost, however she received no response. The Board members present confirmed they do not want a gate at that location and intend to replace the fence sections as they were. Chaney obtained competitive bids for the project. After discussion, President Halverson made a motion to approve expenditure of not to exceed \$1,000 from the approved budget to hire the work done to restore the fence; second by Director Mark Magee; motion carried.

AYES: Halverson, Fawkes, Magee, and Collette

NOES: None

ABSENT: Sites

ABSTAIN: None

7. Adjournment. Upon motion by Vice President Brenda Collette and seconded by President Halverson, the meeting was adjourned at 8:23 p.m.

Submitted by:


Linda Stone, Board Secretary

Approved by Board: March 17, 2020

February 18, 2020

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Dead tree pile on Dunnwood open space, needs to be removed per Fire Dept. (\$200)



- Irrigation Tech going through irrigation system prior to restarting.

Dog Waste:

Replaced broken bracket inside dog waste station. Have an extra bracket since this has happened multiple times before.

Stonebriar Lights:

East light not working, contractor that installed is going out to look at.

Stonebriar Sign:

Repaired vandalism damage.

Springfield Meadows: Entry pillar light out. Ordered new LED bulbs, (old model not available) replace both so brightness matches. (\$133)

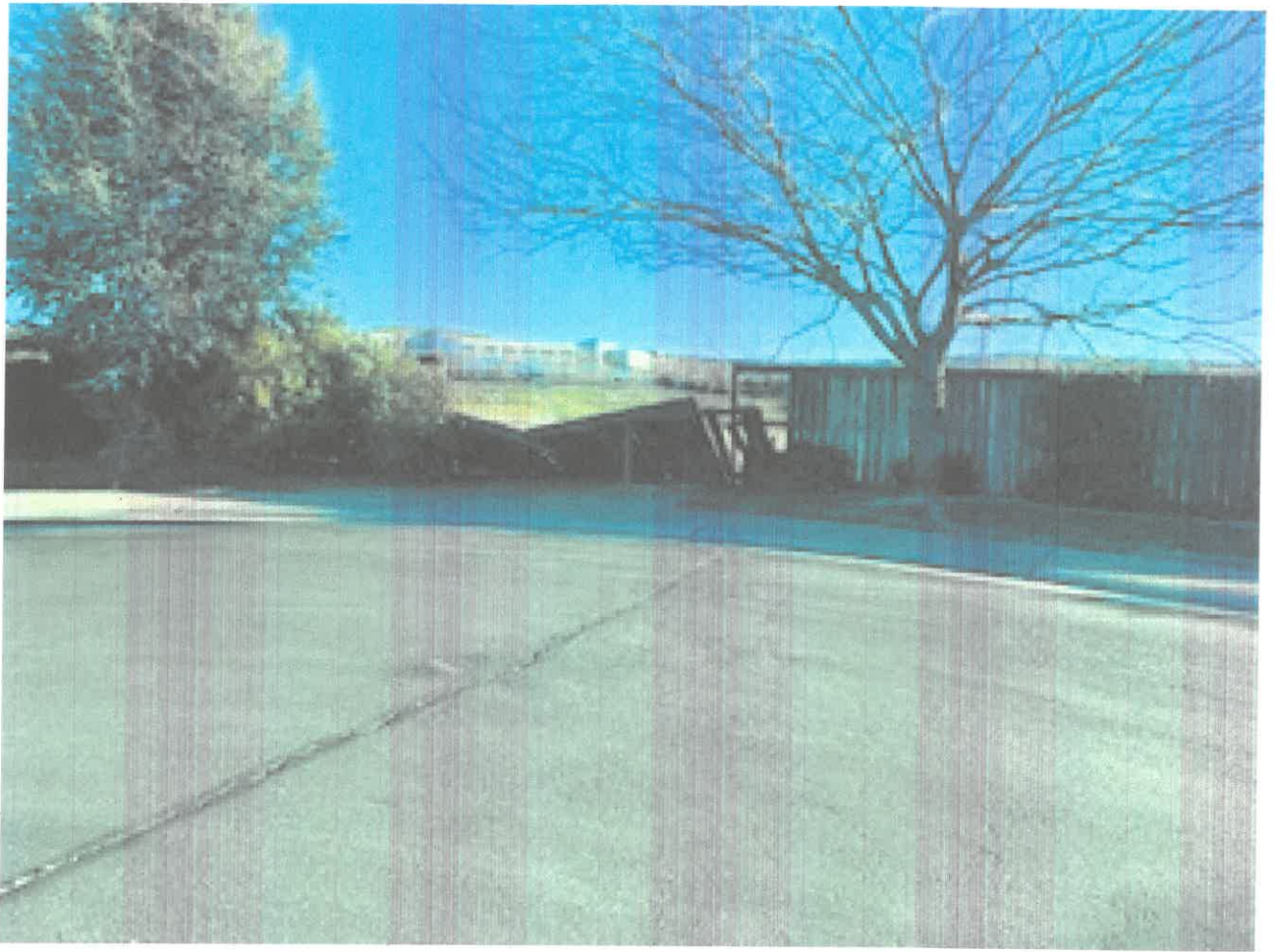
Berkshire Park Plan: Called County and spoke with Michael Nihan and he said he forwarded to Rob Peters to look at and he will check with him and call me back with status.

Radar Sign:

Uninstalled and sent back to Radar Sign for upgrade. Upgrade complete and shipping out today.

Goats/Sheep:

Working with contractor to get agreement signed and returned. Work scheduled to begin week of May 22nd.



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

RHCSD: 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. RHCSD 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, RHCSD 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.

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

ⁱ The EVA is designated as a fire apparatus access road as described in the California Fire Code.