

## ROLLING HILLS COMMUNITY SERVICES DISTRICT

### MINUTES OF AUGUST 18, 2020 MEETING OF THE BOARD OF DIRECTORS

#### 1. Call to Order/Roll Call.

The Rolling Hills CSD regular meeting held by teleconference on August 18, 2020 was called to order at 7:04p.m. by Brenda Collette 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 by teleconference. In addition to Director Collette, Board members Gordon Fawkes and Mark Magee and General Manager Chaney Hicks, Board Secretary Linda Stone was absent, members of the public on zoom call.

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

A resident asked a question regarding whether the Rolling Hills CSD is merging with the El Dorado Hills CSD. Board member Collette indicated that the Board is looking into the possibility and that the El Dorado Hills CSD is awaiting our finalized audit so that they may look at the financials. General Manager Hicks gave a brief summary of the lengthy process entailed and that the first step is determining if the El Dorado Hills CSD is willing to entertain the possibility but the bigger hurdle is negotiating a zone of benefit with El Dorado County for road and storm drain maintenance. If those were both determined to be possible, the decision would be put before the community for a vote. Another resident noted that they believe the radar signs functionality are being affected by nearby branches. General Manager Hicks will move forward with trimming mitigation.

#### 3. Resolution Commending Tim Halverson for 13 Years of Service

Resolution 20-05 was read for attendees commending Tim Halverson for his many years of service to the District. Gordon Fawkes moved to adopt resolution; second by Director Mark Magee; motion carried.

AYES: Collette, Fawkes, McGee

NOES: None

ABSENT: Matt Sites

ABSTAIN: None

#### 4. Monthly Reports

- a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing district business, copy attached. Board member Fawkes indicated that he would take a look at culvert maintenance required in areas in Springfield Meadows.

#### 5. Consent Items

The Consent items consisting of the draft minutes from August 4, 2020 special meeting, monthly financial statement from Umpqua Bank dated June 30, 2020, Letter from the El Dorado County

Auditor-Controller's office dated August 12, 2020 regarding 2020/21 Direct Charge Letter Levy Enrollment Confirmation-Reject Memo stated confirmation of successful acceptance, email from Linda Stone regarding 2020/21 Coverage Documents, Payroll Reconciliation Deadline, Special Announcement, EID The Waterford Newsletter dated July-August 2020 and CalPers Membership Circular letter dated July 16, 2020 regarding New Automated Process to Permanently Separate Retired Appointments That Meet Specific Criteria. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Director Mark Magee; motion carried.

AYES: Collette, Fawkes, Magee

NOES: None

ABSENT: Matt Sites

ABSTAIN: None

### **Old Business**

**6.a Folsom Heights Development – Emergency Vehicle Access at Prima Drive and Stonebriar.** General Manager Hicks stated that last update recently received from Folsom City Planning (Steve Banks) indicated that there were no modifications/changes made to the previously adopted plan for the Emergency Vehicle Access Road.

### **New Business**

**7a. Award of Contract for 2020 Shadow Hills Road Resurfacing Maintenance Project.** Director Collette suggested that the rotating schedule for sealing maintenance should be reevaluated due to specific traffic loads. Shadow Hills and Springfield Meadows have significantly fewer homes to serve, therefore less traffic overall. General Manager Hicks agreed except to state that even though Springfield Meadows has less homes, roads were done at different construction standard so are engineered to a lesser degree and may wear quicker. Director Magee stated that he felt it made sense to repair Shadow Hills prior to sealing and moved to approve the expenditure of the amount from the base bid of \$21,012.33 plus the remove and replace bid for Shadow Hills of \$10,493.30 for a total of \$31,505.63 to be expended on Shadow Hills road maintenance; second by Director Fawkes; motion carried.

AYES: Collette, Fawkes, Magee

NOES: None

ABSENT: Matt Sites

ABSTAIN: None

**6.b. Biennial Review of RHCS D Conflict of Interest Code, Even Years.** Board Secretary requested approval to execute the 2020 Local Agency Biennial Notice and Director Collette moved to approve the motion; second by Director Magee; motion carried.

AYES: Collette, Fawkes, Magee

NOES: None

ABSENT: Matt Sites

ABSTAIN: None

**6.c Appointment to Fill Vacancy on RHCS D Board of Directors.** The Board members agreed to contact the two people submitting their statements requesting to be considered for open board position to acquaint themselves with prospective residents prior to appointment. There was some confusion as to the appointment duration with conflicting dates on website versus meeting agenda which will need to be resolved. Also, neither prospective board member was present at the meeting. This item will be carried over until next month.

**6.d Designation and Authorization for Second Board Member Use of Bank Card for Umpqua Revolve Checking Account.** All Board members were asked by General Manager Hicks their desire to be listed as second cardholder. Director Collette stated that she would be willing to be listed as secondary cardholder. General Manager Hicks will forward to her the necessary paperwork from bank and stated she may need to go into the bank to show ID. Director Magee made the motion to authorize Director Collette to be secondary cardholder; second by Director Fawkes; motion carried.

AYES: Fawkes, Magee

NOES: None

ABSENT: Matt Sites

ABSTAIN: Collette

**6.e Planning for Long Range Funding for Road Maintenance and Repairs.** Director Fawkes would like for an expert to review and give input due to his concern that cutout sections have more likelihood to have failure due to the cut lines of patches. Director Fawkes would also like the comparison of remove and replace versus overlay of entire roadway. General Manager Hicks will contact a road paving contractor that District has used in the past to give feedback. Board members will review road survey areas since they didn't have a thorough review. Director Magee requested previous sealing costs for subdivisions to compare costs and General Manager indicated that she would get that information to them prior to the next meeting where this item will be revisited with newly sourced information.

**8. Adjournment.** Upon motion by Director Fawkes and seconded by Director Collette, the meeting was adjourned at 8:20 p.m.

Submitted by:

/s/

Chaney Hicks, General Manager

Approved by Board: September 15, 2020

August 18 2020

General Manager Report:

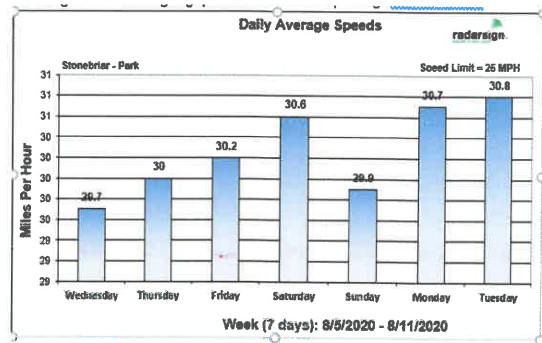
Landscaping: Discussed issue/s with landscapers:

- Several Irrigation Valve Leaks Along White Rock
- Haddington Fire Access tree limb trimming required
- Talked with landscapers regarding lack of regular mowing

Berkshire Park Plan: I contacted the Department Director of Planning, awaiting response.

Direct Assessment: Direct Assessment Completed and accepted by County

Radar Sign: Ongoing speeds retrieved from park sign 8/12/2020 indicate daily average close to 31 mph



Fire Abatement: Livestock completed last section and invoice authorized for payment.

Warnings/Citations: One Basketball Hoop tagged, letter sent with removal request or daily charges will accrue, need board member to help remove and take to storage unit due to lack of removal. One Boat Trailer tagged and citation issued

**Citation Status Report**  
Date Range: 08/01/2018-08/16/2020

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	4EYS800	CA		43555 DUNNWOOD	Hold	0 New	No	No	No	\$100.00			\$100.00
Rolling Hills	RHCSD0254	06/01/2020	12:39	4RG9637	CA	DHMEN	4415 DUNNWOOD DR	Hold	0 Hit	No	No	No	\$100.00	(\$100.00)		\$0.00
Rolling Hills	RHCSD0256	08/04/2020	14:34	4EP2637	CA	TRLR	700 SAN MARINO CT	Hold	0 New	No	No	No	\$100.00			\$100.00
Rolling Hills	RHCSD0255	06/15/2020	10:24	1K09654	CA	DARGO	7961 BELHAVEN WY	Open	1 Hit	No	No	No	\$100.00			\$100.00
Rolling Hills DELINQUENT	RHCSD0203	04/10/2018	11:10	4GL1042	CA	PACE	700 SAN MARINO	Open	1 Hit	No	No	No	\$200.00			\$200.00
Rolling Hills DELINQUENT	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 DELINQUENT	RHCSD0232	11/22/2019	10:33	8LGY474	CA	FOREB	200 MONTROSE COURT	Open	2 Hit	No	Yes	No	\$100.00			\$100.00
<b>Totals:</b>									5				\$800.00	(\$100.00)	\$0.00	\$700.00

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

Monument: Trespassing/Climbing ongoing. Additional political signs posted and removed by Board Member. Ordered no Trespass Signs, awaiting delivery and install.

Resident Concerns: 935/940 Stonebridge and Manchester Dr residence – Postcards sent regarding no culvert system and degrading roadways in Springfield Meadows