

**ROLLING HILLS COMMUNITY SERVICES DISTRICT  
MINUTES OF OCTOBER 20, 2020 MEETING OF THE BOARD OF DIRECTORS**

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

The teleconference meeting of the Rolling Hills CSD held on October 20, 2020, was called to order at 7:04 p.m. by President Matt Sites 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 President Sites, Directors Gordon Fawkes, Brenda Collette, and Mark Magee, General Manager Chaney Hicks, and Board Secretary Linda Stone were present. Also present was Board-member elect Ed McGowan and members of the public.

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

Ed McGowan made the board aware of lights out in the District and LED light flickering at the entrance to Stonebriar. That light was installed by DOT; Ed said he would take on the task of repair. Ed also noted sprinkler issues and brief discussion was had about the retention pond by the soccer field in Stonebriar Park.

**3. Monthly Reports**

a. General Manager Report. General Manager Chaney Hicks discussed her October 20, 2020, report detailing district business, copy attached. Regarding the book club meeting occurring in the park, it was agreed by all Board members present that the park is a community space and as such, may be used by the public provided its use does not violate District park rules, and that appropriate social distancing occurs. The GM said the participants are sitting in chairs a sufficient distance apart.

**4. Consent Items.**

The consent items consisting of the Minutes of the September 15, 2020 regular meeting of the Board of Directors, and correspondence including Umpqua Bank statement for period ending September 30, 2020, Financial Reports prepared by the Auditor-Controller's office period ending September 30, 2020, County of El Dorado Auditor-controller Memo re Property Tax Revenue Estimates for FY21 Lien Date Tax Rolls, and CalPERS Actuarial Circular Letter dated September 21, 2020, re Pension Outlook 2019 Valuation Data Now Available, were considered. Director Gordon Fawkes moved to approve the consent items and accept and file the items; second by Brenda Collette. There was no further discussion. A roll call vote was taken, as follows; motion carried by the following rollcall vote:

AYES: Sites, Collette, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

**Old Business**

**5. a. Folsom Heights Development Project – Emergency Vehicle Access (EVA) at Prima Drive and Stonebriar, including update regarding any new information available on this issue.**

General Manager Chaney Hicks reported that she had spoken with Clay Loomis regarding the resident's report of digging of substantial size holes on the ridge. Loomis said it was not work from their project. Chaney reported this information back to Ellen Post. Aside from that information, the District has not received any new or updated information from the City of Folsom or otherwise about the Folsom Heights Development project or the EVA access road at Prima Drive.

**5.b. Planning for Long Range Funding for Road Maintenance and Repairs and other Infrastructure Expenses.**

The Board considered whether to expend funds to update the Reserve Study dated for the purpose of obtaining current, accurate and realistic numbers for costs of maintenance and possible improvements for the upcoming fiscal year. Discussion was had about the process the Board will be undertake to move forward with information gathering, education of the public, and development of a specific plan proposal to seek an increase in funding for road maintenance and repairs, and other infrastructure needs. It was a unanimous consensus of the Board members present that the Board will first complete its process and plan, and then consider update the Reserve Study cost numbers. It further appeared to the Board that increases to the categories of expense items could be derived by using mathematical calculations for inflation which the District could do with outside assistance. Update of the cost components of the Reserve Study will be addressed once a plan is in place for moving forward to address the shortfall in funds for aging infrastructure, amenities and maintenance costs.

The Board then discussed the requirements for passage of rate increased. In order for a ballot measure to pass which seeks an increase of fees, it must receive favorable 2/3 or more vote of all voters voting on the measure to pass. When a proposed increase was last on the ballot in November 2006, 341 votes were cast with 167 of 48.97% voting Yes and 174 or 51.02% voting No.. The next scheduled election is in 2022.

The Board discussed ideas about exploring allocation of major expenses by zone cost centers. It discussed the spreadsheets prepared by the GM for the neighborhoods of the District which include all maintenance items with a calculated category of the deterioration cost per year. Further analysis of the cost allocation numbers will be undertaken by the Committee. Director Gordon Fawkes thanked Chaney for her work on this and said this is a very interesting body of data. The District will explore what it can and cannot do in regard to cost zones.

#### **5.c. El Dorado County Planning Department Variance for Berkshire Park Development Plan.**

As noted at the last meeting, information received from Planning Department that the shed size to be reduced to 10x12 feet or no larger than 120 square feet so that approval of a variance would be much easier to obtain. President Sites is preparing an updated Development Plan for Berkshire Park based on this information which will be brought back to the Board for consideration.

#### **5.d. Summerfield Open Space/Belhaven Property Fire Mitigation Work.**

Chaney discussed the request for 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. Director Brenda Collette said she had not yet checked to see if this may be a volunteer project in which a local Church may wish to participate. The Board agreed it does not want to organize a volunteer project during this time of COVID-19 pandemic. All Board members generally agreed that we are through the worst of the fire danger season and the work can be done early next year after the winter season. Director Gordon Fawkes asked whether the Bailey trees could be mulched and then put at Prima. Chaney said she will discuss that possibility with the tree contractor.

### **6. New Business**

#### **6.a. Yahoo Groups Ending.**

Chaney reported that the Yahoo Groups posting and chat feature is closing on December 15. Since the District has used Yahoo Groups for two-way communications with the public, she asked if the Board would like to consider a new forum. Director Fawkes said he has successfully used Google Groups, but the group noted it had come under scrutiny for anti-trust issues so could be a short lived solution. The public has moved from Yahoo to Facebook and Next Door. The Board agreed Facebook is a highly used platform which the District would be able to manage. The Board agreed it prefers the Facebook platform over Next Door. The Board will work to let residents know of this change through a newsletter article, posting on the existing Yahoo Groups, posting on the Website, and posting board signs for a week or so.

President Sites made a motion to create a RHCS D Facebook account which will be managed by the General Manager and tie back to her email account, and which will be announced as discussed above; second by Director Gordon Fawkes; motion carried by the following rollcall vote:

AYES: Sites, Collette, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

**6.b. Proposed Stop Sign at Stonebriar Drive and Stonebriar Court.**

Chaney briefed the Board that a resident requested the installation of a stop sign at Stonebriar Drive at Stonebriar Court. The Board discussed the criteria for installation of a stop sign including 500' visibility requirement, placement on hill or sloped street, and location where the school district is currently using as a bus stop. The bus stop was formerly located in Berkshire Park. The board declined to act on this request. Chaney will continue to work on this issue and will reply back to the resident.

**6.c. Fencing Surrounding El Dorado Hills Monument Sign.**

The Board considered staff's suggestion for authorization of funds for rental and placement of heavy-duty construction fencing around the El Dorado Hills monument sign to prevent further damage to the monument and reduce risks. Discussion included the type and installation needed for the construction fencing, the terrain of the location and how fencing would work, a chain link fencing option, the fact that fencing can be climbed, the continuing deterioration of the monument, and that to date the District has had little response to its requests to EDHCSD and the Chamber of Commerce to address the issues of safety and costs of maintenance. Director Fawkes commented that if the District puts up a fence, maybe that will generate some attention. However, other comments were that fencing is not going to solve the problem. Further discussion was had about dimensions of fence panels, spacing and the amount of fencing needed to surround the sign with 10' clearance around. It was estimated that 160' of fencing would be needed. Director Gordon Fawkes asked if we had gotten bids for this work. Director Matt Sites said another idea is that the District could parcelize the land where the monument sign sits and transfer it to the County. The Board agreed to hold off on a decision at this meeting pending President Site's further attempts to contact the EDHCSD and Chamber about the issue.

**7. Adjournment.** Upon motion by Director Gordon Fawkes and seconded by President Matt Sites, the meeting was adjourned at 9:33 p.m.

Submitted by:

/s/

Linda Stone, Board Secretary

Approved by Board: November 24, 2020