

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF FEBRUARY 15, 2022 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The teleconference meeting of the Rolling Hills CSD held on February 15, 2022, was called to order at 7:04 pm by Vice President 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 Assembly Bill 361, that allows attendance by Board Members, staff, and the public by teleconference. In addition to Vice President Collette, Directors Mark Magee and Gordon Fawkes, General Manager Chaney Hicks, and Board Secretary Linda Stone were present at roll call. There were four members of the public present at roll call.

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

Resident Adam Olson reminded staff about its recurring contracts for services and the lead time required to bid out services and put an agreement in place. General Manager Chaney Hicks said she is already working on the RFP for landscaping services.

3. Monthly Reports

a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing district business; a copy is attached. The resident's concern about adding drought tolerant plants along Dunnwood Drive to replace some trees that died will be on the agenda for discussion next month.

b. Long Range Funding Ad Hoc Committee Report. Gordon Fawkes reported that the committee did not meet during the past month. However, Gordon reported that he has been thinking about additional information to include in a position paper to mail to all residents to support the position that assessments need to be increased. Gordon said the committee worked hard analyzing the 2018 Reserve Study. He wrote an outline for a position paper which focused on overall costs that have increased over the last three or more decades. The analysis of the Reserve Study suggested that assessment increases should be different in each community of the District. He added that he has been thinking that the justification for variation in assessments might be based on factors like miles of roads, park acreage, lineal feet of storm water drainage lines and numbers of streetlights. All of these items, and perhaps others, drive maintenance costs for each community. These could be presented to focus on maintenance and replacement cost differences among the communities served. Gordon said he has not formally met with Adam Olson yet, who offered to assist with this project. Adam commented that he has some insights on the information to share when they meet. Gordon said he will get with Adam in advance, and then will send their resulting materials to the clerk for dissemination to the Board members for review.

c. Monument Sign Ad Hoc Committee Report. Brenda Collette reported that due to the vendor's staffing issues the fencing around the monument sign has not yet been removed. Chaney Hicks confirmed the District is no longer being charged for it. The fence will be removed by the vendor as soon as possible.

4. Consent Items

The Consent Items consisting of the minutes of the January 18, 2022 regular board meeting; monthly financial reports prepared by the El Dorado County Auditor Controller's office for the period ended January 31, 2022; and correspondence including Umpqua bank statement for the period ending January 2022; CSDA Board of Directors Call for Nominations-Seat B; and Employers Quarterly Tax Returns prepared by the County Auditor's office for the 4th quarter of 2021 were considered. With one correction of an auto-fill typo in the minutes, Director Gordon Fawkes made a motion to approve and

accept/file the Consent items, Director Brenda Collette seconded. The Clerk took a roll call vote; motion carried by the following vote:

AYES: Collette, Fawkes, and Magee

NOES: None

ABSENT: Sites and McGowan

ABSTAIN: None

5. Old Business

a. Folsom Heights Development Project Update. Chaney Hicks updated the Board about her further efforts toward the development of a Memorandum of Understanding (MOU) with Elliott Homes, Inc. related to maintenance costs for the EVA road. Chaney heard back from Price Walker and asked that Elliott Homes present a draft of what it proposes. Chaney said she felt it is more cost effective for the District to have its counsel review a draft proposed by Elliott. Director Fawkes said he supports this approach to keep pressure on the developer to present a draft MOU. Input from the public included Stephanie Haley's extensive comments again about why an EVA road is needed for access at all, that no pedestrians or thru-fair should be allowed, why the District isn't asking for signage, about responsibility and liability for accidents should they occur, and said the District isn't asking the right questions. Chaney commented that the EVA is for emergency access only and confirmed that there will be gates at both ends of the EVA road so there will be no thru-traffic. Chaney said no design plan is yet in place for the EVA, and that the District has no information yet about signage. Chaney said the purpose of the MOU is to clarify where responsibility lies for maintenance of the EVA road. Stephanie Haley's comments used the words "liability" and "maintenance" interchangeably, and although she doesn't want thru-fare, said she doesn't want gates. Resident Ellen Post asked questions about the need for a MOU. Chaney said it is the District's opinion that the developer is responsible for the maintenance of the EVA road. Ellen reiterated her concerns about a trailhead reflected on Folsom maps which would allow walkers, joggers, and people in general going right behind her house. Chaney said that the purpose of the discussion is for development of a MOU to confirm that the financial burden for maintenance of the EVA only road approved by the City of Folsom does not fall on the District.

b. Re-Authorize Remote Teleconference Meetings of the Board for the 30-Day Period from February 16, 2022, through March 18, 2022, per AB 361. Director Mark Magee made a motion to approve Resolution No. 22-03 proclaiming a local emergency persists, re-ratifying the proclamation of a State of Emergency by Governor Gavin Newsom and re-authorizing remote teleconference meetings of the Board of Directors of the Rolling Hills CSD during the period February 16, 2022, through March 18, 2022. Director Brenda Collette seconded the motion. The Clerk took a roll call vote as follows; motion carried by the following vote:

AYES: Collette, Fawkes, and Magee

NOES: None

ABSENT: Sites and McGowan

ABSTAIN: None

6. Adjournment. Upon motion and second, the meeting was adjourned at 8:06 pm.

Submitted by:

/s/

Linda Stone, Board Clerk/Secretary

Approved by Board: March 15, 2022

February 15, 2022

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Watered Annual Color at Springfield Meadows
- Irrigation turned on once a week since no rain in forecast
- Irrigation Plan to Offset for Expected Drought Conditions:
 - Repair all leaking valves
 - Focus park watering around playground and baseball field
 - Cut back water around the back perimeter of soccer field
 - Berkshire Park sprinkler valves keep getting turned on, landscapers to install screws in valve boxes to inhibit tampering

Park:

Car drove on grass within Stonebriar Park.

Park Reservation:

Follow-up request from resident to reserve Stonebriar Park. Permit submitted for all day (date not listed) and wanting to have 50+ 10 x 10 tents for arts/crafts festival with a couple food trucks and music. Original request was for a couple food trucks for a neighborhood get together, I am concerned regarding lack of parking/traffic related to the magnitude of this new proposal. **Request Board input for approval process.**

Berkshire Park:

Need assistance on language for specified items required within the park plan.

Encroachment:

Previously issued encroachment permit to access their Winterfield property via open space for large equipment; property owner has constructed stairs on CSD property. I let them know that they can't erect anything on District property without authorization and the previous encroachment permit only authorizes access. They said since they raised their property (fill) and installed the fire access gate at back of property they needed a way down to grade level. I told them I was unaware of that code and I also backed up to open space and a gate was not required. He said he would contact fire marshal for verification. I told him, even if gate access required, the steps would need to be removed. Ongoing.

Monument:

New ownership with fencing company, he is having difficulty with getting his large truck and trailer up there to remove. He is looking for laborers to help move the fencing closer to the access road.

Warning Stickers: Trailer tagged within Stonebriar and removed

Citations: 5 Outstanding Citations Not Paid

Resident Concerns: Email request from residents along Dunnwood Drive to add drought tolerant hedge to replace some of the trees that have died. Residents prepared to purchase and install plantings. I have a call into him to find out more specifics regarding scope of the plantings and if they will be setting up irrigation to the plants or if I need to get landscapers to take care of.