

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

1. Call to Order/Roll Call.

The teleconference meeting of the Rolling Hills CSD held on March 15, 2022, was called to order at 7:10 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 Clerk Linda Stone were present at roll call. There were five members of the public present at roll call.

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

None.

3. Monthly Reports

a. General Manager Report. General Manager Chaney Hicks presented an oral and written report detailing district business; a copy is attached. She discussed an encroachment issue at 5047 Winterfield where a resident installed stairs from their backyard onto CSD owned open space property. She has discussed the issue with the resident and checked with the Fire Marshal about the resident's claim of a Fire Code requiring egress at the back of a residential property. Fire Chief Ron Phillips knows of no such requirement. Chaney sent an email to the resident advising that the encroachment needs to be cleared. The Board recommended that she also send a letter via Certified Mail-Return Receipt Requested. If a resolution is not reached, then the District could seek assistance from its General Counsel.

b. Long Range Funding Ad Hoc Committee Report. Gordon Fawkes reported that the committee did not meet during the past month. Mark Magee commented that he wants to put something on this ballot even if it is not one hundred percent perfect to move this forward. Resident Adam Olson reiterated his offer to assist in the preparation of materials. The Clerk will find out the timing deadline for submission of items for the ballot.

c. Monument Sign Ad Hoc Committee Report. Brenda Collette reported that the volunteers from the Save Our Sign effort are willing to do continuing clean-up. She said this recurring ad hoc committee agenda item may be removed from the agenda going forward. The Board agreed.

4. Consent Items

The Consent Items consisting of the minutes of the February 16, 2022 regular board meeting; monthly financial reports prepared by the El Dorado County Auditor Controller's office for the period ended February 28, 2022; and correspondence including Umpqua bank statement for the period ending February 2022; SDRMA letter re updated California Federal Employment Notice poster, and Notification that Pioneer Community Energy, a not-for-profit public agency is the default electric generation provider in our community, but that the District retains the option to return to PG&E, were considered. With one spelling correction 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 as follows:

AYES: Collette, Fawkes, and Magee

NOES: None

ABSENT: Sites and McGowan

ABSTAIN: None

Resident Adam Olson suggested that the District should place the Pioneer Community Energy item on a future meeting agenda for discussion of the rates under Pioneer vs. PG&E and what financially makes most sense.

5. Old Business

a. Folsom Heights Development Project Update. Included in the March 15, 2022, CSD meeting materials are Chaney Hicks’ meeting notes from her and Mark Magee’s March 3, 2022, meeting with Price Walker, Dave Sagan, Ed Reagan, and Marty of Elliott Homes. She is working toward goodwill with our neighbor developer and believes it will be reciprocated. Elliott Homes voluntarily is installing snake fencing in conjunction with the grading. She confirmed drafting of the MOU related to maintenance costs for the EVA road is still in the works. Elliott advised it will need to do blasting, but contrary to the last developer, Elliott will install seismic monitors to ensure residents are not adversely impacted and will provide a schedule for blasting so there are no surprises. Chaney said a representative from Elliott Homes plans to attend the District’s meeting in April.

6. New Business

a. Dunnwood Drive Resident Request for Installation of Drought Tolerant Hedge Shrubs.

John Armor, a resident on Dunnwood Drive across from Hwy. 50, addressed the Board and said some pine trees planted on CSD property across the street and in open space, are not doing well. He and a neighbor would like to take on as a community services project planting a hedge along the section of Dunnwood across from their properties. The residents will perform the project at their own expense. During discussion, Board member Gordon Fawkes said the plantings should be installed back far enough so they will not require landscape control for their life. The residents confirmed the hedge would be placed between the pine trees and sloped down area about 15-20 feet back from the street. Gordon inquired about whether modification of the existing landscape lines is needed. Chaney said the landscaper advised the existing valve is sufficient to cover the area. Gordon offered to head up this project on behalf of the District and will put stakes in the ground to confirm location of the shrubs and will coordinate with the residents. General Manager Chaney Hicks said the residents need to sign the District’s Volunteer Waiver form before getting started. Director Mark Magee made a motion to approve the residents’ request to undertake a community services project to plant a hedge on District property along a section of Dunnwood Drive at their own cost and expense; Director Gordon Fawkes second the motion. There was no further discussion. 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

b. Resident Request for Approval of Large Craft Faire Event at the Park. Chaney briefed the Board about resident Colleen Ewing’s request to hold a craft faire event at Stonebriar Park on a Saturday from 10am – 5pm. Ms. Ewing addressed the Board and said she hopes to have over 40 vendors, will provide restrooms, trash receptacles, and events for the kids. She would like to pull the community together and said she has not received any negative comments from residents with whom she has spoken. General Manager Chaney Hicks went over the Resident Reservation fees for rental of the park for an entire day, estimating the cost at about \$440. She had questions about where a restroom would be located and expressed parking concerns. Board member Brenda Collette asked many questions about the event, the types of vendors and content of what will be offered for sale, along with voicing her concerns about a resident for-profit commercialized event in the community park. Brenda also expressed concerns about

parking around the Park and safety concerns which the Board has identified for other sporting types of proposed events drawing people from outside of the community. Resident Adam Olson suggested that before a request is even brought to the Board on the agenda, that a written request should be submitted which includes all of the detail as to who, what, where, when, and how parking and other logistics would be handled. That would save time and frustration for the Board when asked to consider proposals. The Craft Faire request may be placed on a future agenda for consideration if all of the details for the event are provided.

c. Bush Removal and Limb Clearing in Summerfield Open Space. Chaney reported that limb clearing and overgrowth bush removal is needed in the Summerfield open space area. Without the clearing, the bushes and limbs impact the waterway, cause standing and stagnant water which results in increased mosquitos. She has previously identified this issue, noting that five storm drains empty into the area, and if there is excessive rain, flooding could result. Given this need, Chaney obtained bids for clearing the area. The low bid was \$14,000 to clear the entire length of the area. Given the annual budget constraints, Chaney said another option is to clear approximately half of the area this fiscal year and complete the remainder of the work next year. Chaney noted that due to the location, only hand-tools are allowed for use in wetland areas, however that chain saws are acceptable. Director Brenda Collette commented she is also concerned about drainage on Haddington.

During the discussion, resident Adam Olson suggested that another alternative would be a volunteer project. He said he is aware of a church youth group looking for a volunteer project on March 30th which he believes could make significant progress on the needs for Summerfield open space clearing. Brenda Collette made a motion to authorize a church youth group with appropriate adult supervision to perform a volunteer project to clear limbs and cut bushes on March 30, 2022, in the specific Summerfield area designated by the Board or its representative, using hand and power tools only. The motion was seconded by Director Gordon Fawkes. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, and Magee

NOES: None

ABSENT: Sites and McGowan

ABSTAIN: None

Adam Olson said he will give his best efforts to get this project coordinated in advance. The Board was very appreciative of his assistance.

d. Re-Authorize Remote Teleconference Meetings of the Board for the 30-Day Period from March 16, 2022, through April 15, 2022, per AB 361. Director Mark Magee made a motion to approve Resolution No. 22-04 proclaiming a local emergency persists, re-ratifying the proclamation of a State of Emergency by Governor Gavin Newson and re-authorizing remote teleconference meetings of the Board of Directors of the Rolling Hills CSD during the period March 16, 2022, through April 15, 2022. Director Brenda Collette seconded the motion. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, and Magee

NOES: None

ABSENT: Sites and McGowan

ABSTAIN: None

In light of the fact that the next regular meeting of the RHCS D Board is scheduled for April 19, 2022, unanimous consensus of those Board members present is that the District will hold a Special meeting on April 12, 2022, at 7:00 p.m.

6. Adjournment. Upon motion and second, the meeting was adjourned at 8:46 pm.

Submitted by:

/s/

Linda Stone, Board Clerk/Secretary

Approved by Board: April 19, 2022

March 18, 2022

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Water schedule adjusted to increase for weather
- Broken rotator at park repaired
- Broken lateral line repaired
- Drip system repairs along White Rock
- 3 leaking valves along White Rock (repair underway)
- Damaged irrigation valve replaced

Fencing:

Split rail fence had three broken sections (Montrose near Summerfield and Laguna Lane/2). Repaired



Landscaping RFP:

RFP updated and will be sent out this week to landscape contractors. (Sent out to 7 contractors listed on DIR website)

Dog Waste:

Receptacles refilled.

Berkshire Park:

Awaiting language for specified items required within the park plan.

Encroachment:

Confirmation from Fire Marshal no egress (gate) required at back of property. Message and email into property owner with end of month deadline for all encroachment approval, awaiting response. If no response, demand letter/email with removal options (District removed at their cost). Sent out "Election of Owner" letter asking for them to let us know if they are electing for the District to remove all encroachment (March 31 deadline). Potential for to request letter from legal counsel to address mitigation.

Monument:

Fencing removed.

Warning Stickers:

RV tagged within Shadow Hills (removed), trailer tagged and cited within Stonebriar. Dumpster in Shadow Hills (called contractor to remove and they did). Trailer/Bobcat and bark left in paved area of Berkshire Park (spoke with homeowner and they said they would remove by next day (removed). One boat tagged (removed).

Citations: 1 New Citation Issued for Trailer (Stonebriar), 2 Outstanding Citations Not Paid

Citation Status Report Rolling Hills
All Departments

Date Range: 07/01/2020-03/31/2022

Agency	Citation	Cite Date	Time	Plate/VIN	State	Make	Location	Status	Original	Charges/Fees	Payments	Owing
Rolling Hills	BHCSD0256	2020/08/04	14:54	REF3677	CA	MINI	700 SAN RAFAEL CT	Open	\$100.00			\$100.00
Rolling Hills	BHCSD0258	2020/06/20	09:21	1E004154	CA	FIAT	804 CASARA CT	Open	\$100.00	(\$100.00)		\$0.00
Rolling Hills	BHCSD0261	2021/05/03	09:58	1LJ8945	CA	EXST	3212 MONTRIESE	Open	\$100.00			\$100.00
Rolling Hills DELINQUENT	BHCSD0259	2020/11/10	10:16	9ST4672	CA	TOYO	4001 LAGUNA LN	Open	\$100.00	(\$100.00)		\$0.00
Totals:									\$400.00	(\$100.00)	\$0.00	\$200.00

4 records matched your report criteria (including Current and Delinquent Citations, Sorted By: # Returns)

Resident Concerns: Email regarding help with CC&R enforcement for trailers visible in driveways. I conveyed to resident that the District has no oversight over CC&R's.

Request from resident along Summerfield for mosquito abatement, checked with pest control company and on site inspection indicated that they didn't have sufficient access to address mosquitos. Recommended individual property owners call for personal abatement

Resident call regarding culvert maintenance on Manchester drainage ditch. Let resident know that their property line goes out to the middle of Manchester and that maintenance of the culvert is their responsibility, referred to Culvert Ordinance on website.