

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF MAY 17, 2022 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The teleconference meeting of the Rolling Hills CSD held on May 17, 2022, was called to order at 7:04 pm 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 Assembly Bill 361, that allows attendance by Board Members, staff, and the public by teleconference. In addition to President Sites, Directors Brenda Collette, Mark Magee and Gordon Fawkes, and Board Clerk Linda Stone were present at roll call. Director Ed McGowan was absent. A member of the public joined the meeting after roll call.

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

None.

3. Monthly Reports

a. General Manager Report. Due to the resignation of General Manager Chaney Hicks, Director Mark Magee presented an oral and written report detailing district business in which he was involved over the past month; copy attached. In addition to the items listed in the report, Directors Mark Magee and Gordon Fawkes will work with the landscape company representative regarding the Belhaven to Summerfield overgrowth. A ten-foot width for cutting a swatch in the growth was discussed. Matt Sites reported he is still attempting to coordinate with Price Walker of Elliott Homes regarding outstanding issues. It was also brought to the Board's attention that a resident in Springfield Meadows took it upon himself to install two additional speedbumps at the entrance to that neighborhood. The resident claims that he owns the property to the road's center line adjacent to his family's various parcels of property. A comment was made that generally roadways are dedicated as roadway easements. The Board is concerned this unauthorized installation is an encroachment issue. It was suggested that the CSD should have the fire department come out and provide an assessment since it has expressed ongoing concerns about speed bumps in the community.

b. Long Range Funding Ad Hoc Committee Report. Gordon Fawkes reported that he has continued to work on a written report regarding the District's financial status. He would like to schedule a face-to-face meeting of the committee. Gordon will share his work-product with the committee. Resident Adam Olson suggested a tiered approach to the ballot measure language, with the initial measure seeking an increase \$X (to be determined) applicable to all parcels for the increased cost of services which benefit all parcels within the CSD; in addition, for parcels within Springfield Meadows only, an added increase of \$X for services benefiting only that neighborhood; and likewise, an additional increase for Stonebriar only of \$X, and the same for Shadow Hills. The District could also offer alternative Measure language.

4. Consent Items

The Minutes of the April meetings were pulled from the Consent calendar to be considered at the next regular meeting of the Board. The remaining Consent Items consisting of the monthly financial reports prepared by the El Dorado County Auditor Controller's office for the period ended April 30, 2022; and correspondence including Umpqua bank statement for the period ending April 2022; and El Dorado Hills Fire Department Initial Notice to Abate Fire Hazard and Destroy Weeds dated April 8, 2022, for five parcels within the District, were considered. Director Gordon Fawkes made a motion to approve and accept/file the Consent items presented, Director Brenda Collette seconded. The Clerk took a roll call vote; motion carried as follows:

AYES: Sites, Collette, Fawkes, and Magee

NOES: None

ABSENT: McGowan

ABSTAIN: None

5. Old Business

a. Recruitment for General Manager Position. The Clerk reported that to date no applications in the General Manager position have been received. Mark Magee has expressed interest in the position. The clerk asked if the Board would like the position advertised outside of the District. It is currently posted on the bulletin boards and on the District's website. It was the unanimous consensus of the Board members present to give it another month as currently advertised within the District.

b. Primary Election November 8, 2022 – Measure Calendar. This item was discussed under item 3.b., Long Range Funding Committee report.

c. Encroachment Issue at 5047 Winterfield – Installation of Stairs. The Board generally discussed the difference between the issuance of an Encroachment Permit and entering into an Encroachment Agreement. Matt Sites offered that the City of Sacramento has very few Encroachment Agreements, and those are only contemplated when severe issues exist, such as dealing with a gas line. Board member Gordon Fawkes is interested in knowing whether the handrail on the installed stairs is illegal, but the prior GM advised against walking along the back fence due to safety issues with snakes and the steep slope of the ground. Gordon said if that data is needed, he will obtain it. Other comments included that the District does not want an exposure to liability for the stairs, and also that it does not want to set a precedent. It was noted that a License is the permission to do something. Resident Adam Olson commented that as clearly spelled out in the District's Ordinance and procedures, the District does have a remedy for the encroachment. It can take appropriate action to remove the encroachment at the owner's expense. He further said that choosing to do nothing is doing something.

President Matt Sites made a motion to begin the process for removal of the encroachment as outlined in the CSD Ordinance and procedures; second by Director Gordon Fawkes. The Board then discussed a prior encroachment situation and the facts inherent with that issue. The President called for a roll call vote, which results are as follows:

AYES: Sites and Fawkes

NOES: Collette

ABSENT: McGowan

ABSTAIN: Magee

Pursuant to District policy 5040.2.1, a member abstaining in a vote is considered a absent for that vote only. The motion carried.

d. Encroachment Ordinance and Associated Policies and Procedures of District. After discussion, it was the unanimous consensus of the Board members present that no changes are needed to the District's Encroachment Ordinance or related policies and procedures.

6. New Business

a. Remote Teleconference Meetings of the Board for the 30-Day Period May 18, 2022, through June 16, 2022. President Matt Sites made a motion to approve Resolution No. 22-07 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 May 18, 2022, through June 16, 2022. Director Brenda Collette seconded the motion. The Clerk took a roll call vote; motion carried as follows:

AYES: Sites, Collette, Fawkes, and Magee

NOES: None

ABSENT: McGowan

ABSTAIN: None

b. Consolidated District General Election to be Held November 8, 2022. President Matt Sites took this opportunity to inform the Board that he will not be seeking reelection in November, and further, that due to personal obligations, he will be resigning from the Board in the near future. He also expressed his support of resident Adam Olson as a new member of the Board should Adam have an interest in the position. Adam thanked Matt for the comments and his service to the RHCSD. After discussion, President Sites made a motion to adopt Resolution 22-08 declaring an election be held in its jurisdiction consolidating with other districts requesting election services, at which election an issue to be presented to the voters is the nomination of candidates to elect two (2) Directors, each with a full four-year term to expire December 4, 2026. The motion was seconded by Director Brenda Collette. The Clerk took a roll call vote; motion carried as follows:

AYES: Sites, Collette, Fawkes, and Magee

NOES: None

ABSENT: McGowan

ABSTAIN: None

c. El Dorado Disposal Information Provided Regarding SB 1383. After discussion, the information as received and filed. The Clerk will respond to the representative of El Dorado Disposal.

7. Adjournment. Upon motion and second, the meeting was adjourned at 8:57 pm.

Submitted by:

/S/

Linda Stone, Board Clerk/Secretary

Approved by Board: June 21, 2022

5/17/2022 Rolling Hills CSD General Manager Report

(Prepared by Director Mark Magee on behalf of Directors who are filling the gaps while the District recruits to fill the vacant General Manager position)

- Director Fawkes paid the May billing for the District Storage Unit.
- Director Fawkes created an Administration Account with Ring Central and determined that the District phone system is paid for until January 23, 2023.
- Director Fawkes accepted responsibility for placing the District's meeting signs in place before each Board Meeting.
- Directors Fawkes and Magee meet with landscaper, Francisco.
- Director Magee contacted Paul Abess, goat weed abatement and Francisco to determine timing of weed abatement.
- Two residence's brought up issues about weed abatement.
 - One along Summer Field Rd., overhang along street and limbs falling.
 - One in backyard, Belhaven, bushes and trees within feet of fence, fire hazard.
- Gmail is at 93% or 14.07 of 15 GB used.