

ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF APRIL 19, 2022 MEETING OF THE BOARD OF DIRECTORS

1. Call to Order/Roll Call.

The teleconference meeting of the Rolling Hills CSD held on April 19, 2022, was called to order at 7:00 p.m. by Director Mark Magee under the Brown Act as currently in effect under the State Emergency Act, Governor Gavin Newson's Emergency Declaration related to COVID-19, and Governor Newson's Executive Order N-08-21 issued June 11, 2021, that allows attendance by Board Members, staff, and the public by teleconference. In addition to Director Magee, Vice President Collette, Director Fawkes, Director McGowan and General Manager Chaney Hicks were present. There were no members of the public in attendance. Director Matt Sites and Clerk Linda Stone were absent. Vice President Collette chaired the meeting upon her arrival.

2. Public Comment.

None. No public in attendance.

3. Monthly Reports

Director Fawkes stated that President Sites requested that some of the agenda be deferred for later meeting when he may attend. Those items were 5b and 6d. Director Magee made motion to defer these items; Director Fawkes seconded the motion. There was no further discussion. A roll call vote was taken as follows; motion carried by the following vote:

AYES: Magee, Fawkes, McGowan, Collette

NOES: None

ABSENT: Sites

- a. General Manager Report: General Manager Chaney Hicks presented an oral and written report detailing district business, copy attached.
- b. No update, see item 6a.

4. Consent Items: Director Fawkes made motion to accept as presented, Director McGee seconded. A roll call vote was taken as follows; motion carried by the following vote:

AYES: Magee, Fawkes, McGowan, Collette

NOES: None

ABSENT: Sites

5. Old Business

- a. General Manager stated that she allowed Folsom Heights to access via Winterfield in order to do weed abatement on their parcel. Grading permit hasn't been approved by City of Folsom yet. Folsom Heights submitted two Rights of Entry (ROE) in order to access their parcel to install retaining walls. One needed to be directed to Sierramonte HOA for approval and the other we will review. MOU is being worked on now. General Manager will get further clarification regarding length of time entry is requested and will discuss at next meeting.
- b. Deferred
- c. Discussion on which Board member to add to Umpqua account due to General Manager resignation. Director Fawkes willing to be added. General Manager Hicks will forward information to him to proceed. Vice President Collette made motion to accept as presented, Director McGowan seconded. A roll call vote was taken as follows; motion carried by the following vote:

AYES: Magee, McGowan, Collette

ABSTAIN: Fawkes

NOES: None

ABSENT: Sites

6. New Business

- a. Director Magee stated that he would get together with Director Fawkes and volunteer resident to draft a communication to go out to the residents related to an assessment increase. He stated he would have it prepared by next regular monthly meeting. General Manager indicated that the information provided by Clerk Stone gave a July deadline for submission of materials to County for inclusion in order to proceed with placing an initiative on the November ballot. Due to the time constraints, Director Magee indicated they would have a draft by the next week to review/approve for dissemination within the community.
- b. Vice President Collette discussed the option to switch from Pioneer back to PG&E only if the next couple PG&E bills indicate an increase. Director Fawkes agreed that if no increase to bills, then keep the status quo based on the analysis presented.
- c. Director McGowan indicated he was okay with authorizing an encroachment permit to resident. Vice President Collette also stated she was fine with it. Director Fawkes inquired about previous permit that was issued and how it worked out. General Manager Hicks indicated that since that was the District's first experience with granting an encroachment permit there have some issues that have arisen. They are that due to several changes in legal counsel/opinions and miscommunication with residents, there are issues with the originally allowed permit. Due to this item being deferred to next meeting, the hope is that the next

meeting discussion will bring clarity to how to handle this new request for an encroachment permit.

- d. Deferred.
- e. Vice President Collette made a motion to adopt Resolution 22-06 as presented for consideration in the meeting materials. Director McGowan stated that by adopting next week, the timing may get the District more time. Ultimately, the Board discussed and determine to move forward with the original motion and include this item at the next meeting to extend again, Director Fawkes seconded the motion. A roll call vote was taken as follows; motion carried by the following vote:

AYES: Magee, Fawkes, McGowan, Collette

NOES: None

ABSENT: Sites

- f. General Manager Hicks indicated that seven contractors received RFP, three attended mandatory bid walk/conference and two contractors ultimately submitted bids. California Landscaping submitted bid for \$13,400 monthly and the existing contractor, New Gen submitted bid for monthly amount of \$6,895. Director Fawkes made motion to accept newly submitted monthly contract price of \$6,895.00, Vice President Collette seconded. A roll call vote was taken as follows; motion carried by the following vote:

AYES: Magee, Fawkes, McGowan, Collette

ABSTAIN: Fawkes

NOES: None

ABSENT: Sites

- 7. Director McGowan requested to recess the meeting until next week to discuss deferred items on the agenda. All Directors affirmed at 8:02 p.m.

Submitted by:

/s/

Chaney Hicks, General Manager

Approved by Board: June 21, 2022

April 19, 2022

General Manager Report:

Landscaping:

Discussed issue/s with landscapers:

- Drip line repairs, valve repairs along White Rock and Stonebriar
- Dunnwood Drive repairs to drip irrigation due to rodent damage
- Irrigation repairs at Berkshire Park
- Valve replaced along White Rock (stuck on)

Landscaping RFP:

Met With landscapers, gave additional District tours and answered follow-up questions.

Berkshire Park:

Awaiting language for specified items required within the park plan.

Weed Abatement:

Grazing scheduled to begin mid-May and take 7-9 days. To date, I have two residents donating water.

Warning Stickers:

1 warning sticker on trailer in Stonebriar (removed) and letter sent certified for basketball hoop in street Stonebriar (not removed to date), 1 warning sticker/letter Springfield Meadows unauthorized parking

Encroachment:

Portable toilet left in Berkshire Park by resident/called and requested they remove it immediately (removed).

Dumpster located in Shadow Hills/called contractor and requested they remove it immediately from roadway (removed).

Citations:

2 Outstanding Citations Not Paid

Agency	Citation	Cite Date	Time	Plate/VIN	State	Make	Location	Status	Original	Charges/Fees	Payments	Owing
Rolling Hills	BHCS00255	2020/08/04	14:54	4EF2537	CA	NMTR	700 SAN MARINO CT	Hold	\$100.00			\$100.00
Rolling Hills	BHCS00258	2020/10/10	09:21	1DD4369	CA	FWIM	804 CASCARA CT	Dismiss	\$100.00	(\$100.00)		\$0.00
Rolling Hills	BHCS00261	2021/05/03	09:58	1LD6945	CA	KYST	5222 MONTRÖSE	Open	\$100.00			\$100.00
Rolling Hills DELINQUENT	BHCS00259	2020/11/12	10:18	45T4672	CA	COTC	4001 LAGUNA LN	Dismiss	\$100.00	(\$100.00)		\$0.00
Totals:									\$400.00	(\$200.00)	\$0.00	\$200.00

30 4 records matched your report criteria (including: Current and Delinquent Citations, Sorted By: # Notices)

Resident Concerns:

- Call from resident regarding low branches along Summerfield, landscaper to trim up for clearance.
- Call from resident regarding Folsom Heights use of hydrant while doing weed abatement.
- Title Company call request for tax roll information.
- Call from resident regarding approval process for replacement windows, let them know the District doesn't have input on that.