

Board of Directors Meeting – AGENDA  
ROLLING HILLS COMMUNITY SERVICES DISTRICT

Tuesday, August 16, 2022 - 7:00 p.m.

Teleconference Meeting Only

This meeting is being held 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 to participate and conduct public meetings by teleconference.

You may participate in the meeting via teleconference hosted through Zoom by:

Dial: 1-253-215-8782

Meeting ID: 819 7143 3219

Or Join by Computer: <https://us06web.zoom.us/j/81971433219>

The Board may act on any of the items listed on this Agenda regardless of whether the matter appears on the Consent Calendar or is described as an action item, a report, a discussion item, or an information item.

**NOTICE TO THE DISABLED AND VISUALLY OR HEARING IMPAIRED:** In compliance with the Americans with Disabilities Act, a person with a disability who requires a modification or accommodation in order to participate in the public meeting may contact the District at (916) 235-8671 or GenMgr@RollingHillsCSD.org. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

### 1. Call to Order/Announcements

Pledge of Allegiance; Roll Call

### 2. Public Comment - Items Not on Agenda

*At this time, members of the public may address the Board of Directors regarding any item within the subject matter jurisdiction of the Board, not set forth as an agenda item. No action may be taken on items raised during Public Comment as they are not on the agenda. Issues presented in Public comments may be referred to staff or scheduled on a future board agenda. Please limit your comments to three minutes or less. The public comment portion of the meeting will not exceed 15 minutes.*

*In addition, members of the public may address the Board of Directors regarding an agenda item after that item has been called but before the Board entertains its discussion of the item. Please limit your comments to three minutes or less.*

### 3. Monthly Reports

- a. General Manager Report – Discussion of delegated GM duties until the position is filled and activity over the past month
- b. Long Range Funding Ad Hoc Committee Report – The Committee did not meet this month.

#### 4. Consent Items

*All items on the Consent Calendar are considered routine and will be approved without discussion by a single roll call vote. Any Board Member or member of the public may remove any item from the Consent Calendar. If an item is removed, it will be discussed separately following approval of the remainder of the Consent Calendar. Any Board Member may abstain from one or more items on the Consent Calendar.*

- a. Approve and file Minutes of the regular Board of Directors meeting held on July 19, 2022
- b. Approve and file monthly financial reports prepared by the Auditor Controller’s office for the period ending July 31, 2022
- c. Correspondence accept and file:
  - Umpqua Bank statement for July 2022
  - El Dorado County Auditor’s Office, Property Tax Division, letter confirming successful processing of the submitted direct charge levies for the 2022/23 secured tax roll.
  - Quarterly Tax Reports for the second quarter of 2022 prepared by the Auditor’s Office

Consent Items Pulled for Discussion: \_\_\_\_\_

#### 5. Old Business

- a. **Public Hearing – Open Public Hearing Regarding Approval and Adoption of Final Budget for Fiscal Year 2022-2023** - Public Comment, Close Hearing. Proposed Action: Adoption of Resolution 22-14 approving the final budget for FY2022-2023. The adopted preliminary budget is in the amount of \$246,307.00. The final budget for consideration is in the amount of \$246,307.00, or less. (Discussion/Possible Action Item)
- b. **Speed Bumps Installed in Springfield Meadows without District Knowledge or Approval** – Provide update regarding the District’s letter sent to the EDH Fire Department as authorized at the July meeting and the EDH Fire Department response sent directly to the resident directing removal. Further, the Board to consider alternatives proposed by the resident to deter speeding, including the addition of striping and the word “SLOW” painted on the street. (Discussion/Possible Action Item)
- c. **Fire Mitigation Perimeter Scraping** – Consider approval of additional fire mitigation measure in 2022 to scrap of the perimeter of the District’s open space areas at a cost of \$3,934. The District opted not to do the scraping in 2021, and previously said it would consider the measure each year. The cost of the scraping in 2020 was \$3,200; the current proposal represents an increase of about 23%. (Discussion/Possible Action Item)
- d. **Sidewalk Issues on White Rock Road near Bailey Circle** – Following the discussion at the June meeting, discussion of costs obtained for the needed work. Bids for the work are

expected prior to the meeting. Consider approval of expenditure of funds from approved budget to complete this work. (Discussion/Possible Action Item)

- e. **Summerfield Wetlands and Culvert Maintenance** – Consider updated proposal received based on revised scope of work for cleanup of five storm culvert locations with five feet of clearance around in the amount of \$1,925, plus additional proposal for cleanup of drain channel for Summerfield and Dunnwood next to the fence in the amount of \$18,000. The quoted costs include removal, wood chipping, and hauling off of debris. The prior proposal for the original scope of work which was not clearly defined was \$14,000. (Discussion/Possible Action Item)
- f. **Encroachment Issue 5047 Winterfield – Installation of Stairs at Rear of Property -** Continued discussion of the status of this matter in light of Board member review. (Discussion/ Possible Action Item)

## 6. New Business

- a. **Biennial Review of Conflict of Interest Code for 2022** – The District’s Conflict of Interest Code was last updated in 2018. As required by the Political Reform Act, the Board shall review the Code to determine whether an amendment to the Code is necessary. Given that the current code is not more than five years old and there have been no substantial change to the district’s organizational structure, no positions have been eliminated or re-named, no new positions have been added, and no substantial changes in duties or responsibilities for any positions since the Code was last adopted, staff recommends consideration of a motion finding that no amendment is necessary and authorizing the Clerk to submit the required form to the El Dorado County Elections Department. (Discussion/Action Item)
- b. **Remote Teleconference Meetings of the Board for the 30-Day Period August 17, 2022 through September 15, 2022 per AB 361** – Consider adoption of Resolution 22-15 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 Community Services District during the period August 17, 2022 through September 15, 2022. (Discussion/Possible Action Item)
- c. **Volunteer Efforts in Springfield Meadows to Help Maintain the Entrance Landscaped Area with Seasonal Plantings** – Consider a resident’s offer to maintain the landscaped entrance area on a volunteer basis by planting seasonal flowers or plantings to enhance the property without additional cost to the District. The resident is willing to sign the District’s Volunteer Waiver form. (Discussion/Possible Action Item)
- d. **Request for Proposal for Springfield Meadows Road Maintenance** – Consider the scope of work and timing for possible issuance of a Request for Proposals for road maintenance and/or repairs in Springfield Meadows. The roads in Springfield Meadows were last resealed in 2012. (Discussion/Possible Action Item)

## 7. Adjournment.