

Board of Directors Meeting – AGENDA
ROLLING HILLS COMMUNITY SERVICES DISTRICT
Tuesday, October 18, 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: 873 5130 0389

Or Join by Computer: <https://us06web.zoom.us/j/87351300389>

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.

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 Board of Directors meetings as follows:
- Regular meeting held on August 16, 2022;
 - Special meeting held on September 13, 2022; and
 - Regular meeting held on September 20, 2022.
- Approve and file the Financial Reports for the District prepared by the El Dorado County Auditor Controller's office including for the month ending September 30, 2022.
- b. Correspondence accept and file:
- Umpqua Bank statement for September 2022
 - Email from El Dorado County Auditor's office regarding transition to new staff person handling AP functions

Consent Items Pulled for Discussion: _____

5. Old Business - None

6. New Business

- a. **Remote Teleconference Meetings of the Board for the 30-Day Period October 19, 2022 through November 18, 2022 per AB 361** – Consideration of adoption of Resolution 22-18 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 Community Services District during the period October 19, 2022 through November 18, 2022 (Discussion/Possible Action Item)

7. Adjournment

October 18, 2022 Discussion of Activities Falling Under General Manager Report

In light of the recruitment to fill the now vacant General Manager position, the Board has delegated various of the General Manager duties to Board Members and staff. The following activities and information will be discussed at the October 18, 2022 meeting:

1. Sidewalk Issues – Replacement of section(s) and grinding down of other areas. Mark Magee advised NewGen that the Board voted to proceed with the sidewalk removal/replacement as bid for \$850.00. He is waiting for a date certain for the work. Linda followed up with an email requesting that the work be scheduled as soon as possible and that they advise of the date.
2. Flyer for GM Recruitment and Get Involved. The Clerk finalized and delivered 300 flyers to Director Collette, however, due to a family emergency, she was unable to coordinate distribution within the District. The Respond By date on the flyers needs to be updated and the Board to discuss coordination for their distribution.
3. Resident (John) reported dumping of car parts, an entire muffler, and other garbage in the area behind the trees and bushes on the corner before Stonebriar Park, as in the picture below. Apparently, he reported this to Chaney months ago with no action, and now it is worsening with the addition of the muffler and garbage.



4. Orange plastic fencing along fence line in Berkshire Park. The landscapers did not install this fencing. Directors were planning to inquire.



5. Illegal dumping of landscape debris on Prima Drive (9/23/22) sitting 6-7 feet out in the roadway. The issue was resolved by a nearby resident who paid his gardener (working that day) to haul it away. Question asked is whether the homeowner can be reimbursed for this expense.



6. Tree/Shurb overgrowth on Belhaven. Resident (Nancy) contacted Director Mark Magee (9/22/22) about growth coming into their backyard. Mark recommended she attend the next meeting and voice her concerns.
7. Trees Dying along back section of Stonebriar Park, apparently the result of bad water valve (9/22/22). Francisco was told previously not to worry about it since it is just grass it waters.



Bad valve photo – did this get fixed? Concerns?



8. Any additional issues with Landscapers?
 - Additional Tree Trimming Needed to Maintain Road Clearances? Is there any follow up needed? (Gordon Fawkes). Noticed trees growing along Stonebriar with long branches laying over the street. They appear about the required clearances but is there any concern?
9. Clerk will complete the draft of letter to the homeowners with the stair encroachment advising it must be removed and forward to designated Directors for review and approval for dispatch.

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF AUGUST 16, 2022 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The teleconference meeting of the Rolling Hills CSD held on August 16, 2022, was called to order at 7:03 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, Ed McGowan, and Gordon Fawkes, and Board Clerk Linda Stone were present at roll call. Director Matt Sites was absent. Two members of the public were also present.

2. Public Comment (Items not on the agenda). None.

3. Monthly Reports

a. Report Regarding General Manager Duties. The Clerk prepared a list for discussion of activities falling under the General Manager duties. Discussion of the items is reflected on the report attached to these Minutes.

b. The Long-Range Funding Ad Hoc committee did not meet.

4. Consent Items.

4.a. The consent item consisting of the Minutes of the regular Board of Directors meeting held on July 19, 2022, were considered. Director Gordon Fawkes noted one spelling correction and one typo in the minutes for correction. With those changes, Director Fawkes made a motion to approve and file the minutes; second by Director Brenda Collette. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, McGowan and Magee

NOES: None

ABSENT: Sites

ABSTAIN: None

Consent items 4.b. and 4.c. were considered including the monthly financial reports prepared by the Auditor Controller's office for the period ending July 31, 2022, and correspondence including the 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, and Quarterly Tax Reports for the second quarter of 2022 prepared by the Auditor's Office. Director Fawkes made a motion to approve and file the items; second by Director Brenda Collette. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, McGowan and Magee

NOES: None

ABSENT: Sites

ABSTAIN: None

5. Old Business

5.a. Public Hearing – Open Public Hearing Regarding Approval and Adoption of Final Budget for Fiscal Year 2022-2023. Vice President Brenda Collette opened the public hearing for this item. She asked if there was any public comment. Public comment was given by resident Adam Olson. He is a firm believer that the District should adopt a budget that operates within its revenue constraints because to do otherwise is not sustainable long-term for the District. The Board discussed the options utilizing its budget spreadsheet which sets forth various scenarios based on available cashflow. The Board fully

discussed the budget numbers set forth in column J of the working spreadsheet, which included only essential expenditures to which the District is contractually bound and other lawful expenses of the Board. It includes no use of reserve funds and only revenue expected from the property taxes and special assessment. The budget includes an excess of \$14,082 for contingency expenses throughout the fiscal year. Director Collette closed the public hearing. The Board further discussed this budget approach. Thereafter, Director Brenda Collette made a motion to approve Resolution 22-14 for the final budget for fiscal year 2022-2023 in the total amount of \$183,304. The motion was seconded by Director Gordon Fawkes. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, and McGowan

NOES: Magee

ABSENT: Sites

ABSTAIN: None

Adam Olson suggested that the Board conduct a mid-fiscal year review in January 2023. The Board agreed that is a good idea and will do so. The Board also requested that a future agenda include discussion of the need for a policy to address situations where emergency situations arise needing authority for approval of funds.

5.b. Speed Bumps Installed in Springfield Meadows without District Knowledge or Approval.

Following the Board's action in July to notify the EDH Fire Department regarding the speed measures installed by a District resident without the Board's knowledge or approval, the letter was dispatched to EDH Fire. The Fire Department met with the resident and issued him a letter directing that the speed measures be removed. Director Ed McGowan made a motion that the District dispatch a letter to the resident advising that in light of the Fire Department's direction to remove the speed measures, he must do so within 30 days of receipt of the letter, or provide evidence to the District that the Fire Department has either approved the measures or reached an alternative solution. Director Gordon Fawkes seconded the motion. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, McGowan and Magee

NOES: None

ABSENT: Sites

ABSTAIN: None

Director Gordon Fawkes has authority for the Board to sign the letter to the resident.

Further, as an alternative to the speed bumps, the resident proposed the addition of striping and the word "slow" painted on the street as a measure to deter speeding. All of the Board members present unanimously agreed that adding striping and the word "slow" would be beneficial. The Board will continue to monitor the situation as the installation of the speed measures is an encroachment on District property.

5.c. Fire Mitigation Perimeter Scraping. The Board considered whether to approve an additional fire mitigation measure to scrap of the perimeter of the District's open space areas at a cost of \$3,934. Director Gordon Fawkes said he walked the property and recommended against the additional measure. Director Fawkes made a motion to forego the perimeter scraping again in 2022; second by Director Mark Magee. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, Magee and McGowan

NOES: None

ABSENT: Sites

ABSTAIN: None

5.d. Sidewalk Issues on White Rock Road near Bailey Circle. The Clerk reported she obtained a bid for the concrete scope of work for removal and replacement of a sidewalk section and grinding of other designated areas. The bid came in higher than anticipated for this work. Director Mark Magee said he has been talking with the District's landscape provider who can also do concrete work. He will follow-up and work on negotiating a reasonable price. Director Gordon Fawkes made a motion to approve expenditure of funds of not-to-exceed \$999 from the approved budget to remove the hazard in the marked locations and that the work shall be completed within two weeks; second by Director Brenda Collette. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, Magee and McGowan

NOES: None

ABSENT: Sites

ABSTAIN: None

5.e. Summerfield Wetlands and Culvert Maintenance. The Board further discussed the issues of maintenance to the Summerfield wetlands area and culvert maintenance. In light of the updated proposal received based on the revised scope of work for cleanup of five storm culvert locations with five feet of clearance around each outlet in the amount of \$1,925, Director Gordon Fawkes made a motion to approve the work at the cost of \$1,925; second by Director Ed McGowan. The Board discussed the motion and work and had differing opinions of whether this expenditure of funds would make a difference in the condition or not. The Clerk took a roll call vote; motion failed as follows:

AYES: Fawkes and McGowan

NOES: Collette and Magee

ABSENT: Sites

ABSTAIN: None

Follow up comments included the fact the District's lean budget forces the consideration of how likely a risk is to occur when deciding whether to defer work into the future.

5.f. Encroachment Issue 5047 Winterfield – Installation of Stairs at Rear of Property. Due to time constraints, this item was continued to the next regular meeting of the Board.

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. Director Brenda Collette made a motion to approve the Conflict of Interest Code for 2022 with no amendment necessary and authorizing the Clerk to submit the required form to the El Dorado County Elections Department. The motion was seconded by Director Gordon Fawkes. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, Magee and McGowan

NOES: None

ABSENT: Sites

ABSTAIN: None

6.b. Remote Teleconference Meetings of the Board for the 30-Day Period August 17, 2022 through September 15, 2022 per AB 361. Director Mark Magee made a motion to adopt Resolution 22-15 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 Community Services District during the period August 17, 2022 through September 15, 2022; second by Director Gordon Fawkes. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, Magee and McGowan

NOES: None

ABSENT: Sites

ABSTAIN: None

A special meeting will be scheduled for September 13, 2022, to consider further extending the remote teleconference meetings since the next regular meeting is scheduled for September 20, 2022.

6.c. Volunteer Efforts in Springfield Meadows to Help Maintain the Entrance Landscaped Area with Seasonal Plantings. The Board appreciated the resident's offer to help maintain the landscaped entrance area to Springfield Meadows on a volunteer basis by planting seasonal flowers or plantings to enhance the property without additional cost to the District. Conditioned upon the resident signing and delivering to the District the Volunteer Form, Director Brenda Collette made a motion to approve the volunteer efforts for enhancement of the Springfield Meadows entrance area; second by Director Gordon Fawkes. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, Magee and McGowan

NOES: None

ABSENT: Sites

ABSTAIN: None

6.d. Request for Proposal for Springfield Meadows Road Maintenance. The Board considered 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. In light of the budget adopted for FY23, the Board member present unanimously agreed to defer consideration of this maintenance until the next budget year.

7. Adjournment. Upon motion and second, the meeting was adjourned at 9:05 pm.

Submitted by:

Linda Stone, Board Clerk/Secretary

Approved by Board:

August 16, 2022 Discussion of Activities Falling Under General Manager Report

In light of the recruitment to fill the now vacant General Manager position, the Board has delegated various of the General Manager duties to Board Members and staff. The following activities and information will be discussed at the August 16, 2022 meeting: **The green additions note activity during the August 16th meeting.**

1. Direct Charge Assessment. The Clerk successfully completed submission of the paperwork for the direct charge levies on the 2022/23 secured tax roll in the amount of \$200 per parcel on August 3, 2022. It was a learning experience and talking with County staff, the Clerk recommends that the process be documented for the District for this critical task. **Noted.**
2. November Election – Two Board Seats up for Election. The Elections Department advised that as of the August 12th deadline, no one had submitted paperwork declaring candidacy for the two seats up for election currently held by Matt Sites and Ed McGowan. **The DEADLINE HAS BEEN EXTENDED TO AUGUST 17, 2022.** (See attached additional information). **Noted.**
3. Folsom Heights Development Project and EVA Road – The board has no new information on this project. Board member Brenda Collette reported that she observed work being done on Stonebriar Drive across from the houses with the private road behind and said she will try to find out about this. **Resident Ellen Post advised the Board that she met with the developer representative last week noting that the orange fence is much closer than she thought it would be. She also said Price Walker of Elliott Homes told her that the EVA road s not needed any longer. The Board thought this is interesting information. Elliott wasn't sure who they should contact from the District since Matt Sites is no longer participating. Brenda Collette said they can use her as the contact. The Board thanked Ellen for staying apprised of this project.**
4. Sidewalk Issues – Replacement of section(s) and grinding down of other areas. On August 12, 2022 the Clerk sent a request to two vendors in the El Dorado Hills area who appear skilled to perform this work. Director Mark Magee is meeting with a vendor on August 15, and has already received a bid from another. He third vendor declined to bid if the work is less than \$10,000. **This item was discussed under the Agenda.**
5. Resident Reported Streetlight Issue in Springfield Meadows. On August 11, 2022, a resident reported a streetlight is staying on 24/7 on Manchester. It appears to be a faulty photocell. On August 12, 2022, the Clerk contacted the electrician who routinely provides this maintenance. A technician will be out for the repair on August 30. She has checked and this is a different streetlight than two others that had this same issue in 2021 so it is not under warranty. Last year the cost of the photocell maintenance was approximately \$175 per occurrence. **Noted.**
6. Resident Reservation Request for use of Stonebriar Park on August 13, 2022. Director Mark Magee handled a resident's request for use of Stonebriar Park, reviewing the application, obtaining documentation confirming the insurance coverage naming the District as an additional insured, and coordinating the effort on that date. **Noted.**

7. Save Our Sign Committee Further Volunteer Efforts to make repairs to Monument Sign. Since the last meeting, Director Collette was advised of repairs needed to the Monument sign. Director Mark Magee met the volunteers on August 3rd to assist. Mark and Brenda reported that the Save Our Sign Committee still has funds available to make the repairs. They are also ordering two additional signs as spares; all signs are the same. For the repair, they are going to use an "L" bracket around the sign and triple bolted to a post, to deter vandalism.
8. Missing Sign at Berkshire Park. Two Board members reported that a sign is down at the south west corner of Berkshire Park. Director Ed McGowan secured the sign and reported that the wood post has rotted and needs to be replaced. He offered to perform the replacement. Director Fawkes offered to assist. (Photo attached) **Noted.**
9. White Rock Road Work - Digging Holes and Disruption of Traffic. Director Gordon Fawkes advised that he learned from workers on site that maintenance is being done on the PG&E gas line which runs along White Rock Road. **Noted.**
10. Flyer for GM Recruitment within the District. The Clerk prepared a flyer for distribution within the District as requested by the Board in July. (Copy attached)
11. Any Issues with Landscapers? Mark reported water usage will be cut down by 25% at the main parks to comply with water rationing directives of EID.
 - Additional Tree Trimming Needed to Maintain Road Clearances? Is there any follow up needed? (Gordon Fawkes) **This issue has not been discussed with the landscapers yet.**

Other Resident Requests or Issues Still Pending:

- Consideration of Installation of Doggie Bag Station and Trash Can on White Rock Road near Bailey Circle – for future discussion. **For next month.**

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF SEPTEMBER 13, 2022 SPECIAL MEETING OF THE BOARD OF DIRECTORS**

DRAFT

1. Call to Order/Roll Call.

The teleconference special meeting of the Rolling Hills CSD held on September 13, 2022, was called to order at 7:03 pm by Vice President Brenda Collette in accordance with the Brown Act as currently in effect under the State Emergency Act, Governor Gavin Newson'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 Brenda Collette, Directors Ed McGowan and Gordon Fawkes, and Board Clerk Linda Stone were present at roll call. There were no members of the public present. Directors Mark Magee and Matt Sites were absent.

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

None.

3. Old Business

None

4. New Business

a. Remote Teleconference Meetings of the Board for the 30-Day Period September 14, 2022, through October 13, 2022. Vice President Brenda Collette made a motion to approve Resolution No. 22-16 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 September 14, 2022, through October 13, 2022. Director Ed McGowan seconded the motion. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, and McGowan

NOES: None

ABSENT: Sites and Magee

ABSTAIN: None

5. Adjournment. Upon motion and second, the meeting was adjourned at 7:05 pm.

Submitted by:

Linda Stone, Board Clerk/Secretary

Approved by Board:

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF SEPTEMBER 20, 2022 MEETING OF THE BOARD OF DIRECTORS**

DRAFT

1. Call to Order/Roll Call.

The teleconference meeting of the Rolling Hills CSD held on September 20, 2022, was called to order at 7:02 pm by Vice President Brenda Collette in accordance with the Brown Act as currently in effect under the State Emergency Act, Governor Gavin Newson'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, Ed McGowan, and Gordon Fawkes, and Board Clerk Linda Stone were present at roll call. Director Matt Sites was absent. A member of the public joined the meeting during discussion of the GM duties.

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

None.

3. Monthly Reports

a. Report Regarding General Manager Duties. The Clerk prepared a list for discussion of activities falling under the General Manager duties. Discussion of the items is reflected on the report attached to these Minutes.

b. The Long-Range Funding Ad Hoc committee did not meet.

4. Consent Items

Consent items 4.a. including various monthly minutes were pulled from the Consent calendar. Consent items 4.b. including the monthly financial reports prepared by the El Dorado County Auditor Controller's office for the monthly period ended June 30, 2022, the fiscal year 2021-2022 period ended June 30, 2022, and the monthly period ended August 31, 2022; and correspondence items 4.c. including Umpqua Bank statement for the period ending August 2022, and Memo from the Auditor-Controller dated August 31, 2022 re Property Tax Revenue Estimates for FY 2022/23 Lien Date Tax Rolls were considered. Director Gordon Fawkes made a motion to approve and accept/file Consent items 4.b. and 4.c., Director Brenda Collette seconded. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, McGowan and Magee

NOES: None

ABSENT: Sites

ABSTAIN: None

5. Old Business

a. Folsom Heights Development Project Update. The Board reported that it has received no new information on the project since last reported. The item was placed on the agenda at the request of a resident, Stephanie Haley, who is very dedicated to the issue. The Board recapped generally the matter for a new resident attending the meeting and noted that the road at issue was approved by the Folsom City Council as an emergency vehicle only road. The Board agreed it needs to hear from Matt Sites who was formerly handling the communications between the Board and the new owner of the project, Elliott Homes.

5.b. Sidewalk Issues on White Rock Road near Bailey Circle. This item was listed as a follow-up of action taken on August 16, 2022 approving a cost of not-to-exceed \$999 for the work needed for replacement and/or maintenance of portions of the sidewalk on White Rock Road near Bailey Circle. Now that the Board has received written bids for the work, it appears \$999 is not sufficient funding to complete the entire scope of work. After discussion, Director Gordon made a motion to accept the

proposal from NewGen in the amount of \$850 and authorize expenditure from the approved budget in that amount for removal and replacement of the designated sidewalk section closest to the Shadow Hills entrance to eliminate the hazard caused by the lifted section from roots and realign the new section with the existing sidewalk, which motion will replace the prior August 16, 2022, motion; Director Brenda Collette seconded the motion. Discussion included the fact that the District's budget is lean and the Board wants to remove the most hazardous of the conditions first. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, McGowan and Magee

NOES: None

ABSENT: Sites

ABSTAIN: None

Director Mark Magee will let NewGen know of the acceptance of that bid.

c. Encroachment Issue 5047 Winterfield – Installation of Stairs at Rear of Property. The Board discussed its observations after having looked at the stairs installed by the owner without permission and which encroach on District property. Director Gordon Fawkes made a motion that the District direct the homeowner to remove the stairs constructed at the rear of his property at his own expense as they are an illegal encroachment on Rolling Hills CSD property and are unsafe. Further, the Board recognizes that the El Dorado Hills Fire Department advised it has no requirement for an access at the back of the owner's property. Director Ed McGowan seconded the motion. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, and McGowan

NOES: None

ABSENT: Sites

ABSTAIN: Magee

The Board asked the Clerk to prepare a draft of a letter for Directors Fawkes and McGowan's review before dispatch.

d. Summerfield Wetlands/Culvert Maintenance – Further Discussion. Director Brenda Collette requested that this item be listed on the agenda for further discussion because she had communications with a community volunteer who may be able to assist with the needed work in a cost-effective way. Brenda reiterated her concern that the work needs to be addressed. Brenda will put her contact in touch with Director Gordon Fawkes to discuss the specific scope of work and project.

6. New Business

a. Irrigation Maintenance. Director Mark Magee requested this item be added to the agenda because the landscape provider identified irrigation issues requiring maintenance, including the supply and replacement of a valve at Berkshire Park at a cost of \$450, and to perform maintenance on Dunnwood Drive at a cost of \$350. During discussion, Mark reported that he and the landscapers were able to get the valve at Berkshire Park working, and stop the water loss on Dunnwood Drive. Therefore, due to budget constraints, the Board members present unanimously determined to delay these maintenance items until next year and revisit them after the rainy season. However, Director Gordon Fawkes said he plans to look at the value issues to get fully educated.

b. Director Appointments Due to Insufficient Nominees for Election. In light of the fact that no persons filed for the two Board seats which expire on December 2, 2022, the Board discussed the option to submit nominees to fill the four-year term positions by appointment. To date, no residents of the District have expressed a firm desire to serve on the Board. In the interests of time and to aid the process, Director Brenda Collette made a motion to nominate Adam Olson as a Board member if he is

willing to serve for a four-year term which will become available in December. The motion was seconded by Director Gordon Fawkes. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, McGowan and Magee

NOES: None

ABSENT: Sites

ABSTAIN: None

DRAFT

c. Remote Teleconference Meetings of the Board for the 30-Day Period September 21, 2022, through October 20, 2022. Vice President Brenda Collette made a motion to approve Resolution No. 22-17 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 September 21, 2022, through October 20, 2022. Director Gordon Fawkes seconded the motion. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, McGowan and Magee

NOES: None

ABSENT: Sites

ABSTAIN: None

7. Adjournment. The Board thanked the new resident of the District for attending the meeting and welcomed her back. Upon motion and second, the meeting was adjourned at 8:16 pm.

Submitted by:

Linda Stone, Board Clerk/Secretary

Approved by Board:

September 21, 2022 Discussion of Activities Falling Under General Manager Duties

In light of the recruitment to fill the now vacant General Manager position, the Board has parsed out various of the General Manager duties to Board Members. The following activities were discussed at the September 21, 2022 meeting: **Note: Additions in green font reflect information presented during the meeting.**

1. To do item per Board member Gordon Fawkes – need to assess and replace the stakes on trees on the west side of the Stonebriar entrance as they are no longer providing support to the trees. **Directors Fawkes and Magee discussed this with the landscapers. The stakes cost \$8. each and eight stakes are estimated as needed. This item is of very low priority as compared to the concrete work needed. Director Fawkes is willing to wait on the staking of the trees. Director Magee will send an email to the landscapers about holding off on the stakes.**
2. Resident reported a car parked illegally and with flat tire in Springfield Meadows for months near 380 Haddington. Neighbor's requests that the vehicle be removed/relocated have been unsuccessful. The vehicle was cited with a Warning Sticker on September 6, 2022, per policy. **We will advise the resident who reported the vehicle issue that the District is taking the steps called for by its policies.** Board member Mark Magee is following up for issuance of citation if not removed.
3. GM Recruitment-Get Involved flyers printed and ready for distribution. How would the Board like to approach this task? **The Clerk reported that she had created the flyer for dissemination throughout the District advising residents of the upcoming opportunities to serve on the Board of Directors for the District, and also recruitment for the GM position. The Board asked that a Reply By date be added to the flyer. The Clerk will make the change, print sufficient copies, and deliver them to Director Collette's home. The Board agreed it would divide the labor in distributing the flyers.**
4. The two speed bumps near the entrance to Springfield Meadows were removed by the resident who installed them at the direction of the El Dorado Hills Fire Department. "Slow" painted on the street to deter speeding. **Director Fawkes commented that he likes the yellow strips painted where the speed bumps were removed and he yellow slow. He plans to ask the resident the name of the contractor who performed the painting work. He commented that all of the speed bumps in Springfield Meadows need a coat of paint as they are very hard to see.**
5. Streetlight in Springfield Meadows across from the mouth of Dover Circle (nearest to 1281 Manchester) was repaired on August 30, 2022. It had a defective photocell which was replaced at a cost of \$187. **Noted.**
6. Any issues with Landscapers? **None other than as noted in the Minutes or this list.**

8028280 - 8028280 GENERAL FUNDPrinted 10/13/2022
4:01:36 PM**General Ledger****Summary for the Accounting Period Ended: September 30, 2022**

	Debit	Credit	Balance
80280280 ROLLING HILLS			
ASSETS			
100 EQUITY IN POOLED CASH	440,329.87	28,438.85	411,891.02
102 IMPREST (PETTY) CASH	5,000.00	0.00	5,000.00
ASSETS	445,329.87	28,438.85	416,891.02
LIABILITIES			
201 VOUCHERS PAYABLE	28,438.85	28,438.85	0.00
LIABILITIES	28,438.85	28,438.85	0.00
FUND BALANCE			
310 FND BAL: RSVD GENERAL	0.00	53,834.00	-53,834.00
313 FND BAL: RSVD IMPREST CASH	0.00	5,000.00	-5,000.00
350 FND BAL: UNRSVD UNDESIGNATED	0.00	376,825.52	-376,825.52
411 ACTUAL REVENUES	0.00	3,384.72	-3,384.72
431 EXPENDITURES	22,153.22	0.00	22,153.22
FUND BALANCE	22,153.22	439,044.24	-416,891.02
80280280 ROLLING HILLS	495,921.94	495,921.94	0.00

8028280 - 8028280 GENERAL FUNDPrinted 10/13/2022
4:01:39 PM**General Ledger****Details for the Accounting Period Ended: September 30, 2022**

	Debit	Credit	Balance
80280280 ROLLING HILLS			
ASSETS			
100 EQUITY IN POOLED CASH			
9/1/2022 BEGINNING BALANCE	437,635.42	6,285.63	431,349.79
9/1/2022 GNI 202303 365	19.34	0.00	431,369.13
9/1/2022 GNI 202303 371	222.34	0.00	431,591.47
9/1/2022 GNI 202303 372	8.42	0.00	431,599.89
9/1/2022 GNI 202303 373	15.55	0.00	431,615.44
9/1/2022 GNI 202303 374	496.11	0.00	432,111.55
9/1/2022 GNI 202303 711	1,562.24	0.00	433,673.79
9/1/2022 GNI 202303 712	41.48	0.00	433,715.27
9/9/2022 GEN 202303 150	328.97	0.00	434,044.24
9/14/2022 APP 202303 1003	0.00	22,153.22	411,891.02
100 EQUITY IN POOLED CASH	440,329.87	28,438.85	411,891.02
102 IMPREST (PETTY) CASH			
9/1/2022 BEGINNING BALANCE	5,000.00	0.00	5,000.00
102 IMPREST (PETTY) CASH	5,000.00	0.00	5,000.00
ASSETS	445,329.87	28,438.85	416,891.02
LIABILITIES			
201 VOUCHERS PAYABLE			
9/1/2022 BEGINNING BALANCE	6,285.63	6,285.63	0.00
9/12/2022 API 202303 982	0.00	22,153.22	-22,153.22
9/14/2022 APP 202303 1003	22,153.22	0.00	0.00
201 VOUCHERS PAYABLE	28,438.85	28,438.85	0.00
LIABILITIES	28,438.85	28,438.85	0.00
FUND BALANCE			
310 FND BAL: RSVD GENERAL			
9/1/2022 BEGINNING BALANCE	0.00	53,834.00	-53,834.00
310 FND BAL: RSVD GENERAL	0.00	53,834.00	-53,834.00
313 FND BAL: RSVD IMPREST CASH			
9/1/2022 BEGINNING BALANCE	0.00	5,000.00	-5,000.00
313 FND BAL: RSVD IMPREST CASH	0.00	5,000.00	-5,000.00
350 FND BAL: UNRSVD UNDESIGNATED			
9/1/2022 BEGINNING BALANCE	0.00	376,825.52	-376,825.52
350 FND BAL: UNRSVD UNDESIGNATED	0.00	376,825.52	-376,825.52
411 ACTUAL REVENUES			
9/1/2022 BEGINNING BALANCE	0.00	690.27	-690.27
9/1/2022 GNI 202303 365	0.00	19.34	-709.61
9/1/2022 GNI 202303 371	0.00	222.34	-931.95
9/1/2022 GNI 202303 372	0.00	8.42	-940.37
9/1/2022 GNI 202303 373	0.00	15.55	-955.92
9/1/2022 GNI 202303 374	0.00	496.11	-1,452.03
9/1/2022 GNI 202303 711	0.00	1,562.24	-3,014.27

8028280 - 8028280 GENERAL FUNDPrinted 10/13/2022
4:01:39 PM**General Ledger****Details for the Accounting Period Ended: September 30, 2022**

		Debit	Credit	Balance
9/1/2022	GNI 202303 712	0.00	41.48	-3,055.75
9/9/2022	GEN 202303 150	0.00	328.97	-3,384.72
	411 ACTUAL REVENUES	0.00	3,384.72	-3,384.72
431 EXPENDITURES				
9/1/2022	BEGINNING BALANCE	0.00	0.00	0.00
9/12/2022	API 202303 982	22,153.22	0.00	22,153.22
	431 EXPENDITURES	22,153.22	0.00	22,153.22
	FUND BALANCE	22,153.22	439,044.24	-416,891.02
	80280280 ROLLING HILLS	495,921.94	495,921.94	0.00

**Revenues and
Expenditures**
8028280 CSD: ROLLING HILLS CSD
Summary For the Month ended: September 30, 2022

 Printed 10/13/2022
 4:01:42 PM

	Estimated / Budget	Actual Amount	Balance
8028280 CSD: ROLLING HILLS CSD			
Revenue			
01 Taxes			
0110 PROP TAX: CURR UNSECURED	0.00	1,603.72	-1,603.72
0130 PROP TAX: PRIOR UNSECURED	0.00	24.54	-24.54
0140 PROP TAX: SUPP CURRENT	0.00	742.42	-742.42
0150 PROP TAX: SUPP PRIOR	0.00	35.66	-35.66
01 Taxes	0.00	2,406.34	-2,406.34
03 Fines & Penalties			
0360 PEN & COST DELINQUENT TAXES	0.00	39.14	-39.14
03 Fines & Penalties	0.00	39.14	-39.14
04 Rev Use Money/Prop			
0400 REV: INTEREST	0.00	639.24	-639.24
04 Rev Use Money/Prop	0.00	639.24	-639.24
13 Service Charges			
1310 SPECIAL ASSESSMENTS	0.00	300.00	-300.00
13 Service Charges	0.00	300.00	-300.00
Total Revenue	0.00	3,384.72	-3,384.72
Expense			
40 Services & Supplies			
4100 INSURANCE: PREMIUM	0.00	5,426.73	-5,426.73
4185 MAINT: PARK	0.00	13,790.00	-13,790.00
4189 MAINT: WATER SYSTEM	0.00	725.00	-725.00
4300 PROFESSIONAL & SPECIAL SRVS	0.00	915.00	-915.00
4313 LEGAL SERVICES	0.00	210.00	-210.00
4345 SPECIAL DISTRICT DIRECTOR SRVS	0.00	525.00	-525.00
4700 UTILITIES	0.00	561.49	-561.49
40 Services & Supplies	0.00	22,153.22	-22,153.22
Total Expense	0.00	22,153.22	-22,153.22
8028280 CSD: ROLLING HILLS CSD	0.00	-18,768.50	18,768.50

**Revenues and
Expenditures**

8028280 CSD: ROLLING HILLS CSD
Summary For the Month ended: September 30, 2022

Printed 10/13/2022
4:01:42 PM

Report Total			
Total Revenue	0.00	3,384.72	-3,384.72
Total Expense	0.00	22,153.22	-22,153.22
	0.00	-18,768.50	18,768.50

8028280 CSD: ROLLING HILLS CSDPrinted 10/13/2022
4:01:43 PM**Revenues and
Expenditures**

Details For the Accounting Period ended: September 30, 2022

	Estimated / Budget	Actual Amount	Balance
8028280 CSD: ROLLING HILLS CSD			
Revenue			
01 Taxes			
0110 PROP TAX: CURR UNSECURED			
9/1/2022 BEGINNING BALANCE	0.00	0.00	
9/1/2022 GNI 889 CU ROLL 14321 1% GENERAL TAX CU-U	0.00	41.48	
9/1/2022 GNI 897 CU ROLL 14321 1% GENERAL TAX CU-U	0.00	1,562.24	
0110 PROP TAX: CURR UNSECURED	0.00	1,603.72	-1,603.72
0130 PROP TAX: PRIOR UNSECURED			
9/1/2022 BEGINNING BALANCE	0.00	6.90	
9/1/2022 GNI 892 DU ROLL 14321 1% GENERAL TAX DU-K	0.00	4.77	
9/1/2022 GNI 892 DU ROLL 14321 1% GENERAL TAX DU-Y	0.00	12.87	
0130 PROP TAX: PRIOR UNSECURED	0.00	24.54	-24.54
0140 PROP TAX: SUPP CURRENT			
9/1/2022 BEGINNING BALANCE	0.00	0.00	
9/1/2022 GNI 886 SS ROLL 14321 1% GENERAL TAX SUPP SS-C	0.00	494.21	
9/1/2022 GNI 886 SS ROLL 14321 1% GENERAL TAX SUPP SS-M	0.00	1.90	
9/1/2022 GNI 887 SU ROLL 14321 1% GENERAL TAX SUPP SU-Q	0.00	8.42	
9/1/2022 GNI 893 SS ROLL 14321 1% GENERAL TAX SUPP SS-C	0.00	221.98	
9/1/2022 GNI 893 SS ROLL 14321 1% GENERAL TAX SUPP SS-M	0.00	0.36	
9/1/2022 GNI 894 SU ROLL 14321 1% GENERAL TAX SUPP SU-Q	0.00	15.55	
0140 PROP TAX: SUPP CURRENT	0.00	742.42	-742.42
0150 PROP TAX: SUPP PRIOR			
9/1/2022 BEGINNING BALANCE	0.00	33.96	
9/1/2022 GNI 892 DU ROLL 14321 1% GENERAL TAX SUPP DU-G	0.00	0.61	
9/1/2022 GNI 892 DU ROLL 14321 1% GENERAL TAX SUPP DU-J	0.00	1.03	
9/1/2022 GNI 892 DU ROLL 14321 1% GENERAL TAX SUPP DU-X	0.00	0.06	
0150 PROP TAX: SUPP PRIOR	0.00	35.66	-35.66
01 Taxes	0.00	2,406.34	-2,406.34
03 Fines & Penalties			
0360 PEN & COST DELINQUENT TAXES			
9/1/2022 BEGINNING BALANCE	0.00	39.14	
0360 PEN & COST DELINQUENT TAXES	0.00	39.14	-39.14
03 Fines & Penalties	0.00	39.14	-39.14
04 Rev Use Money/Prop			
0400 REV: INTEREST			
9/1/2022 BEGINNING BALANCE	0.00	310.27	
9/9/2022 GEN INT AUG 22 Interest Allocation Entry	0.00	328.97	
0400 REV: INTEREST	0.00	639.24	-639.24
04 Rev Use Money/Prop	0.00	639.24	-639.24

8028280 CSD: ROLLING HILLS CSDPrinted 10/13/2022
4:01:43 PM**Revenues and
Expenditures****Details For the Accounting Period ended: September 30, 2022**

	Estimated / Budget	Actual Amount	Balance
13 Service Charges			
1310 SPECIAL ASSESSMENTS			
9/1/2022 BEGINNING BALANCE	0.00	300.00	
1310 SPECIAL ASSESSMENTS	0.00	300.00	-300.00
13 Service Charges	0.00	300.00	-300.00
Total Revenue	0.00	3,384.72	-3,384.72
Expense			
40 Services & Supplies			
4100 INSURANCE: PREMIUM			
9/1/2022 BEGINNING BALANCE	0.00	0.00	
9/12/2022 API 845900 RHCSO property liability inura	0.00	5,426.73	
4100 INSURANCE: PREMIUM	0.00	5,426.73	-5,426.73
4185 MAINT: PARK			
9/1/2022 BEGINNING BALANCE	0.00	0.00	
9/12/2022 API 845902 RHCSO landscape service July	0.00	6,895.00	
9/12/2022 API 845903 RHCSO landscape service August	0.00	6,895.00	
4185 MAINT: PARK	0.00	13,790.00	-13,790.00
4189 MAINT: WATER SYSTEM			
9/1/2022 BEGINNING BALANCE	0.00	0.00	
9/12/2022 API 845904 RHCSO replace valve & 10 emitt	0.00	725.00	
4189 MAINT: WATER SYSTEM	0.00	725.00	-725.00
4300 PROFESSIONAL & SPECIAL SRVS			
9/1/2022 BEGINNING BALANCE	0.00	0.00	
9/12/2022 API 845899 RHCSO Clerk services July 2022	0.00	915.00	
4300 PROFESSIONAL & SPECIAL SRVS	0.00	915.00	-915.00
4313 LEGAL SERVICES			
9/1/2022 BEGINNING BALANCE	0.00	0.00	
9/12/2022 API 845901 RHCSO legal services June 2022	0.00	210.00	
4313 LEGAL SERVICES	0.00	210.00	-210.00
4345 SPECIAL DISTRICT DIRECTOR SRVS			
9/1/2022 BEGINNING BALANCE	0.00	0.00	
9/12/2022 API 845892 RHCSO 7/19/2022 Director stipe	0.00	75.00	
9/12/2022 API 845893 RHCSO 7/19/2022 Director stipe	0.00	75.00	
9/12/2022 API 845894 RHCSO 7/19/2022 Director stipe	0.00	75.00	
9/12/2022 API 845895 RHCSO 8/16/2022 Director stipe	0.00	75.00	
9/12/2022 API 845896 RHCSO 8/16/2022 Director stipe	0.00	75.00	
9/12/2022 API 845897 RHCSO 8/16/2022 Director stipe	0.00	75.00	
9/12/2022 API 845898 RHCSO 8/16/2022 Director stipe	0.00	75.00	
4345 SPECIAL DISTRICT DIRECTOR SRVS	0.00	525.00	-525.00
4700 UTILITIES			
9/1/2022 BEGINNING BALANCE	0.00	0.00	
9/12/2022 API 845886 RHCSO power no. 1211321236-4	0.00	11.25	

8028280 CSD: ROLLING HILLS CSDPrinted 10/13/2022
4:01:43 PM**Revenues and
Expenditures****Details For the Accounting Period ended: September 30, 2022**

	Estimated / Budget	Actual Amount	Balance
9/12/2022 API 845887 RHCSD power no. 6085621545-8	0.00	48.77	
9/12/2022 API 845888 RHCSD power no. 4570858285-8	0.00	350.11	
9/12/2022 API 845889 RHCSD power no. 1857646705-6	0.00	86.76	
9/12/2022 API 845890 RHCSD power no. 6085621545-8	0.00	52.54	
9/12/2022 API 845891 RHCSD power no. 1211321236-4	0.00	12.06	
4700 UTILITIES	0.00	561.49	-561.49
40 Services & Supplies	0.00	22,153.22	-22,153.22
Total Expense	0.00	22,153.22	-22,153.22
8028280 CSD: ROLLING HILLS CSD	0.00	-18,768.50	18,768.50
Report Total			
Total Revenue	0.00	3,384.72	-3,384.72
Total Expense	0.00	22,153.22	-22,153.22
	0.00	-18,768.50	18,768.50



UMPQUA BANK

September 30, 2022 Page: 1 of 2

Customer Service:
1-866-486-7782

ROLLING HILLS COMMUNITY SERVICES DIST
CSD REVOLVING ACCOUNT
PO BOX 5266
EL DORADO HILLS CA 95762-0005

Last statement: August 31, 2022
This statement: September 30, 2022

Please be aware that items may be presented for payment multiple times when your account does not contain sufficient funds to pay the item(s). We may charge you a fee each time an item is presented and you do not have sufficient funds in your account to pay the item. For services to help you manage your account, visit www.umpquabank.com/globalassets/media/documents/overdraft_disclosure_for_business_accounts.pdf

PUBLIC FUNDS CHECKING

Account number	[REDACTED]	Beginning balance	\$2,874.23
Low balance	\$2,530.23	Deposits/Additions	\$0.00
Average balance	\$2,657.53	Withdrawals/Subtractions	\$344.00
Interest earned	\$0.00	Ending balance	\$2,530.23

Card Transactions/Withdrawals

<u>Date</u>	<u>Description</u>	<u>Subtractions</u>
09-02	POS Purchase Terminal 00010001 Istorage-el Dorado Hil 916-93399 CA XXXXXXXXXX4549	205.00
09-27	POS Purchase Terminal 50039863 Terrabound Solutio Ns I 877-85729 Tx XXXXXXXXXX4549	139.00
Total Card Transactions/Withdrawals		\$344.00

Daily Balances

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
08-31	2,874.23	09-02	2,669.23	09-27	2,530.23
				09-30	2,530.23

Overdraft Fee Summary

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$0.00	\$0.00
Total Returned Item Fees	\$0.00	\$0.00

Checks

(* Skip in check sequence, R-Check has been returned, + Electronified check))

Total Checks paid: 0 for **-\$0.00**

Linda Stone

To: Central Files - McDiarmid
Subject: FW: Outside District Transition

----- Forwarded message -----

From: **Keegan McVey** <keegan.mcvey@edcgov.us>

Date: Thu, Sep 22, 2022, 3:17 PM

Subject: Outside District Transition

To: Alana Jenkins <ajenkins@gdrd.org>, Sharlyn Fields <mfpdclerk@mfpd.us>, Brian Robertson <knolls.property.owners.csd@gmail.com>, <ahess@gdrd.org>, Karen Case <dove2448@gmail.com>, Sherry Shannon <sshannon@edhcsd.org>, Ian Stevenson <ian_landset@yahoo.com>, Stu Macy <stu@retiredranger.net>, John Reiner <jreiner963@gmail.com>, Cathy McMillan <edlawlibrary@gmail.com>, Marianne Agudo <mpagudo@yahoo.com>, Admin Contact <admin@pioneerfire.org>, Lisa Howard <lhoward@gardenvalley.org>, Dave Boucke <dboucke57@gmail.com>, Alice Alk <aalk@edcoe.org>, Elaine Judd <lanemeyer1966@gmail.com>, Tom Meyer <tommeyer001@gmail.com>, Eason, Kim <eason@ntfire.net>, <Kristine.melton@att.net>, Jason Jurrens <jjurrens@gmail.com>, Bob Villalobos <vlobo.1@juno.com>, Kayla Galvan <galvan@lakevalleyfire.org>, Linda Stone <csdclerk@gmail.com>, Catherine Kitaura <twarecatherine@yahoo.com>, Ben Thompson <ben@sierrabg.com>, Rescue Admin <admin@rescuefiredepartment.org>, John larsen <jlarsen2212@gmail.com>, Steve Griffin <griffin95667@yahoo.com>, Kelly Molloy <kmolloy@geofire.org>, Kathleen Freeman <Freemank@eldofire.com>, Sheryl Baldwin <Treasurer@holidaylakecsd.org>, Cristy Jorgensen <cjorgensen@edcipa.org>, Janna Buwalda <jabuwalda@sbcglobal.net>, Shelly Greene <GreenstoneCSD@outlook.com>, Mattias V Bergman <mvbbergman@gmail.com>, Jacqui Brunton <jbrunton@gdrd.org>, Tami Scowcroft <tami.scowcroft@edcgov.us>, Karen Moonitz <cecsd@att.net>, Garland Gagnon <ggagnoninbox@gmail.com>, Happy Homestead Cemetery District <h.dist@att.net>, mark egbert <Mark.Egbert@ca.usda.gov>, Joanne Bridges <jgrrl2@yahoo.com>, Lundin, Blanca <lundin@ntfire.net>, Kileigh Labrado <labrado@lakevalleyfire.org>, Lori Tuthill <ltuthill@diamondfire.org>, Kathy Guerrero <kguerrero@edcoe.org>, Dan Bowden <dtbowden3@earthlink.net>, Fred Hjerpe <hjerpef@gmail.com>, Audrey Keebler <akeebler@comcast.net>, Longwill, Amy - FPAC-NRCS, PLACERVILLE, CA <Amy.Longwill@ca.nacdnet.net>, lee hodge <hodgeleea@yahoo.com>
Cc: Melanie Young <melanie.young@edcgov.us>

Hi everyone,

It has been a pleasure to serve your district for the last year. I appreciate your patience in the initial transition while I was learning the process.

As of Monday, September 26th, 2022, I will no longer be working at the county auditor's office. There will be a new point of contact within the auditor's office soon.

In the interim, please make sure to include apinterfases@edcgov.us in all communication. It will then be forwarded to the appropriate staff within the office to ensure it is processed.

If you have any questions or concerns during this transition, please feel free to contact the AP Division Manager, Melanie Young, via email "melanie.young@edcgov.us" or her direct line at 530-621-5633.

Thanks,

Keegan McVey
El Dorado County

WARNING: This email and any attachments may contain private, confidential, and privileged material for the sole use of the intended recipient. Any unauthorized review, copying, or distribution of this email (or any attachments) by other than the intended recipient is strictly prohibited. If you are not the intended recipient, please contact the sender immediately and permanently delete the original and any copies of this email and any attachments.

RESOLUTION NO. 22-18

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROLLING HILLS COMMUNITY SERVICES DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY ISSUED BY GOVERNOR GAVIN NEWSOM, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODY OF ROLLING HILLS COMMUNITY SERVICES DISTRICT FOR THE PERIOD OCTOBER 19, 2022 THROUGH NOVEMBER 18, 2022 PURSUANT TO BROWN ACT PROVISIONS CURRENTLY IN EFFECT

WHEREAS, the ROLLING HILLS COMMUNITY SERVICES DISTRICT is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the ROLLING HILLS COMMUNITY SERVICES DISTRICT's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted Resolution No. 21-05 on September 21, 2021, finding that the requisite conditions exist for the legislative body of ROLLING HILLS COMMUNITY SERVICES DISTRICT to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, the Board of Directors previously adopted Resolutions No. 21-06, 21-07, 21-08, 22-01, 22-02, 22-03, 22-04, 22-05, 22-06, 22-07, 22-09, 22-10, 22-11, 22-15, 22-16, and 22-17 proclaiming a local emergency persists, re-ratifying the proclamation of a state of emergency issued by Governor Newsom, and re-authorizing remote teleconference meetings of the legislative body of ROLLING HILLS COMMUNITY SERVICES DISTRICT; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, the Board of Directors does hereby find that emergency conditions persist in the District due to the ongoing COVID-19 pandemic, the District's lack of a sufficiently sized meeting room to accommodate measures to promote social distancing for the protection of attendees, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to fully participate in

public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors does hereby find that those conditions have caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of the ROLLING HILLS COMMUNITY SERVICES DISTRICT shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the ROLLING HILLS COMMUNITY SERVICES DISTRICT will comply with all noticing and agenda requirements required by the Brown Act now in effect; provide the public with access to and participation in the meeting through a call-in or internet-based service; provide instructions in the posted notices or agenda for how to participate; ensure the public will be able to participate in the meeting in real time through call-in or internet-based service, ensure the public will be able to provide public comment during the meeting; and comply with the requirements of AB 361.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE ROLLING HILLS COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. Affirmation that Local Emergency Persists. The Board hereby proclaims that a local emergency continues to exist throughout the District due to the ongoing COVID-19 pandemic and that convening to attend an in-person meeting could present imminent risks to the health and safety of attendees due to the continued pandemic.
3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date.
4. Remote Teleconference Meetings. The staff and legislative bodies of the ROLLING HILLS COMMUNITY SERVICES DISTRICT are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.
5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of November 18, 2022, or such time as the Governor rescinds his Proclamation of a State of Emergency, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the ROLLING HILLS COMMUNITY SERVICES DISTRICT may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of the ROLLING HILLS COMMUNITY SERVICES DISTRICT this 18th day of October, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Brenda Collette, Vice President

ATTEST: _____
Linda Stone, District Clerk