



**MEMORANDUM**

Date: December 9, 2022  
To: Rolling Hills CSD Board Members  
From: Brenda Collette, Vice Chair  
Subject: **Notice of December 13, 2022 RHCS D Special Board Meeting**

**PLEASE TAKE NOTICE** that pursuant to Government Code section 54956, a special meeting of the Rolling Hills Community Services District is hereby called for Tuesday, December 13, 2022, at 7:00 p.m. to discuss those matters listed on the attached Agenda. The meeting will be held by teleconference 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.

A handwritten signature in cursive script that reads "Brenda Collette".

Brenda Collette, RHCS D Vice Chair

Board of Directors **SPECIAL** Meeting AGENDA  
ROLLING HILLS COMMUNITY SERVICES DISTRICT

Tuesday, December 13, 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: 810 1417 6301

Or Join by Computer: <https://us06web.zoom.us/j/81014176301>

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 regular Board of Directors meeting held on October 18, 2022, and November 15, 2022
- b. Approve and file the Financial Reports for the District prepared by the El Dorado County Auditor Controller’s office including for the month ending November 30, 2022.
- c. Correspondence accept and file:
  - Umpqua Bank statement for November 2022
  - United States Department of Commerce Notice Requesting participation in 2022 Census of Governments
  - Official State Social Security Administrator, California Public Employees’ Retirement System Annual Information Request
  - Employment Development Department Notice of Contribution Rates and Statement of UI Reserve Account for Calendar Year 2023
  - Certificates of Liability Insurance for vendor STC Tree Care Inc.
  - CSDA 2022 Highlights
  - November 16, 2022 email from El Dorado Hills Community Council with attached Minutes of the November 14, 2022 meeting
  - November 18, 2022 email from El Dorado Local Agency Formation Commission (LAFCo) sending copy of the agenda for the December 7, 2022 meeting
  - December 7, 2022 email from El Dorado Hills Area Planning Advisory Committee providing notice of and Agenda for its meeting on December 14, 2022

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

#### 5. Old Business

- a. **Sidewalk Issues on White Rock Road near Bailey Circle** – item again continued from prior meetings. Board to receive update regarding vendors’ availability to perform the needed and authorized work; consideration of increased authorization of funds to complete the work based on next lowest bid received if timing is unfavorable; next steps. (*Discussion/Possible Action Item*)

- b. Tree and Shrub Overgrowth at 7965 Belhaven Drive** – item continued from November meeting. Continued discussion of overgrowth issues and access to the property to perform the work; consideration of approval of funds based on bids received to perform the work. *(Discussion/Possible Action Item)*

## **6. New Business**

- a. Amendment to Policy Number 5010, entitled Board Meetings** - Discussion of existing policy number 5010 (amended February 21, 2017) entitled Board Meetings and consideration of amendment to change the regular monthly meeting date from the third Tuesday of the month to a different day to better accommodate schedules of existing Board members and others who have expressed an interest in serving on the Board. *(Discussion/Possible Action Item)*
- b. Board Meeting Dates for Calendar Year 2023** – Consideration of proposed regular monthly meeting dates for calendar year 2023. *(Discussion/Possible Action Item)*
- c. Annual Organizational Meeting; Selection of President and Vice President of the Board** – The Board to consider and select the President and Vice President to serve during calendar year 2023. *(Discussion/Possible Action Item)*
- d. Remote Teleconference Meetings of the Board for the 30-Day Period December 14, 2022 through January 12, 2023 per AB 361** – Consideration of adoption of Resolution 22-20 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 December 14, 2022 through January 12, 2023. *(Discussion/Possible Action Item)*

## **7. Adjournment**