

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

Tuesday, February 21, 2023 - 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: 875 4305 4532

Or Join by Computer: <https://us06web.zoom.us/j/87543054532>

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 prior 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 January 17, 2023
- b. Approve and file the Financial Reports for the District prepared by the El Dorado County Auditor Controller's office for the month ending January 31, 2023
- c. Correspondence accept and file:
 - SDRMA Notification of Nominations-2023 Election SDRMA Board of Directors
 - SDRMA 2023-2024 Property/Liability Estimates
 - CSDA Board of Directors Call for Nominations Seat C
 - Employer Quarterly Payroll Tax Returns for the 4th quarter of 2022

Consent Items Pulled for Discussion: _____

5. Old Business

- a. **Folsom Heights Development Project** – Staff to provide update regarding new information received by the District. *(Informational/Discussion Item)*
- b. **Sidewalk Issues on White Rock Road near Bailey Circle** – Item continued from prior meetings. Board to receive update regarding progress toward getting the needed maintenance work done. *(Discussion/Possible Action Item)*
- c. **Weed Abatement & Fire Mitigation Services for 2023 Utilizing Goats** – Proposal received for 2023 weed abatement services utilizing goats as eco-friendly and cost-effective alternative from Capra Environmental Services Corp at a cost of \$8,775.00 for grazing of 15 acres. The cost is exclusive of water supply for the goats and an area for the shepherd camp site. Board to consider approval of the amount of not-to-exceed \$8,775.00 from the approved budget for the Capra Environmental services per its proposal and authorization for a representative of the Board to execute the agreement to carry out these services. *(Discussion/Possible Action Item)*

6. New Business

- a. **Notice of Vacancy on the Board of Directors; Consider Appointment of Adam Olson to the Board of Directors to Fill the 4-year term office which runs through December 2026.** The Notice of Vacancy was posted by the District Clerk to its website and the community bulletin boards on January 28, 2023. Resident Adam Olson has expressed interest in serving on

the Board of Directors. Mr. Olson has regularly attended board meeting and offered valuable insight and comments for Board consideration. *(Discussion/Possible Action Item)*

- b. 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)*
- c. Damaged Fence at Entrance to Stonebriar As a Result of Fallen Tree –** Staff to review the condition of the fence damaged when a tree fell as a result of the heavy rains and consider its alternatives. *(Discussion/Possible Action Item)*
- d. Meeting Location for RHCS D Board Meetings 2023 –** Staff to discuss available alternatives and associated costs for the rental of a meeting room for the District's monthly board meetings. Consider authorization of funds from the approved budget to defray the expense. *(Discussion and Possible Action Item)*

7. Adjournment

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF JANUARY 17, 2023 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The teleconference meeting of the Rolling Hills CSD held on January 17, 2023, was called to order at 7:04 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 and Gordon Fawkes, were present at roll call. Also present were Board Clerk Linda Stone and two members of the public.

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

None.

3. Remote Teleconference Meetings of the Board for the 30-Day Period January 17, 2023 through February 16, 2023 per AB 361. Director Brenda Collette made a motion to adopt Resolution 22-20 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 January 17, 2023 through February 16, 2023; second by Director Gordon Fawkes. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

4. 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.

5. Consent Items

Consent items 5.a. including the minutes of the regular Board of Directors meeting held on November 15, 2022, and meeting notes for December 13, 2022; 5.b. monthly financial reports prepared by the El Dorado County Auditor Controller's office for the months ending November 30, 2022, and December 31, 2022; and 5.c. correspondence including Umpqua Bank statements for November 2022 and December 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, December 1, 2022 letter from Albano Dale Dunn & Lewis, bonding company, re retirement and new contact at company, December 2, 2022 letter from Betty T. Yee, State Controller, regarding new data portal for Government Compensation in California Report submissions, December 9, 2022 letter from CSDA providing information for newly elected or appointed Board members were considered.

Director Gordon Fawkes made a motion to approve and accept/file all Consent items; Director Brenda Collette seconded. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

6. Old Business

a. Folsom Heights Development Project Update. The Board had no new formal updates regarding the project but said it heard from residents about flooding issues in and around the project area. This was noted under the Report of GM activities. Elliott Homes apparently said it will pay for cleaning or issues resulting from water issues from its project. The Clerk presented the article which appeared in the EID publication, The Waterfront, November-December 2022 issue about providing water to this project.

6.b. Sidewalk Issues on White Rock Road near Bailey Circle. Due to the extensive rain and weather, there is nothing further to report. Director Fawkes noted that a nearby neighbor does concrete work and he plans to talk with him about whether he can assist with the needed work. The board asked this again be placed on the agenda for next month.

6.c. Tree and Shrub Overgrowth at 7965 Belhaven Drive. The board reviewed the photos provided and said it appears there is adequate fee space at this address, however, follow up is still needed heading into the growing season. Director Fawkes said his concern is about the property nearest to Dunnwood. Depending on weather and availability, a meeting will be scheduled in the February-March timeframe.

7. New Business

7.a. Weed Abatement & Fire Mitigation Services for 2023 Utilizing Goats. This item was continued to a future meeting of the Board when a proposal is received for consideration. Director Magee said he has provided an updated map to the vendor for review.

7.b. Amendment to Policy Number 5010, entitled Board Meetings. The Board discussed its existing policy number 5010 (amended February 21, 2017) entitled Board Meetings in possible contemplation of changing the regular monthly meeting date. After discussion, the Board determined to leave the meeting date on the third Tuesday of each month as that day does work for the schedules of existing Board members and others who have expressed an interest in serving on the Board. Resident Adam Olson offered a suggestion that the Board consider an amendment to the policy to allow that meeting may take place at the Holiday Inn Express, "or at such other location as the Board may direct." Director Brenda Collette made a motion to so amend Policy 5010; second by Director Gordon Fawkes. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

7.c. Board Meeting Dates for Calendar year 2023 considered proposed regular monthly meeting dates for calendar year 2023. After discussion, the Board did not consider a change in the regular meeting dates of the third Tuesday of each month at 7:00 p.m.

7.d. Annual Organizational Meeting; Selection of President and Vice President of the Board. This item was continued to the next regular meeting of the Board.

8. 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 8:05pm.

Submitted by:

Linda Stone, Board Clerk/Secretary

Approved by Board:

DRAFT

ATTACHMENT TO MINUTES

Report of General Manager Activities continued from December 13, 2022, where a quorum was not achieved:

1. Tree down at Entrance to Stonebriar. On Saturday, December 10, during the excessive rain storm, a tree went down at the entrance to Stonebriar and was blocking the road. The CHP was called but there was nothing they could. A big thank you to Bret Collette and another resident who graciously volunteered to cut up the tree and clear the roadway. Brenda Collette reported that the black metal fence at the site of the tree fall was damaged and that the wood is still on site. Mark Magee reported that the landscapers would haul the wood away. **The Board members noted half of the fallen tree remains, is causing no harm, and is close to the damaged fence. Director Fawkes said he will take photos and make them available. The board requested this matter be added to the February meeting agenda.**
2. Fire Mitigation for 2023. The goat company contacted Mark Magee about securing a spot for the 2023 goat fire mitigation weed clearing services. Recalling from prior years, former General Manager was concerned about making sure the District got on the calendar each year to secure a spot as requests for goat services have increased dramatically over the past years. Mark is working to obtain a proposal for the coming year for consideration at the first meeting in January. He commented about whether the area for services is reduced due to the new development. **This item will be on the agenda when a proposal for services is received.**
3. Landscape/Park Maintenance Issues.
 - a. Irrigation. Additional call and email received from residents about overwatering. References were made to Stonebriar Park and most recent report as to area on Dunnwood. Mark Magee checked the areas and found an additional area where the water was still on. Berkshire Parks being soggy, muddy, boggy, and concerns about damaging the turf walking on it in this condition. Mark discussed the water with the landscapers and the park water was turned off on Friday, November 11. The residents were advised.
 - b. Valve replacement maintenance work at Stonebriar Park. Mark Magee reported that the valve has **been** replaced.

The board generally noted water issues reported by residents coming from the Elliott development project area. The noted the existence of an old drainage ditch and queried whether it is still functioning as designed. Director Collette said on December 31st people were on site trying to divert the water flow. She also mentioned that residents have photographs and that there are many water holding areas in the Elliott project. Mark Magee said he will take a look.
4. Flyer for GM Recruitment and Get Involved. Updated flyers were delivered. Clerk received inquiry from one person potentially interested but has not yet made contact. This item will be on the January organizational agenda for discussion.

5. Ongoing Sidewalk Issue. This item is for discussion under an agenda business item.
6. Other issues - None

Additional Activities added for January 17, 2023:

7. **Fence Down at End of Dunnwood Drive in Cul-De-Sac.** On January 7, 2023, during the high winds and storm, the fence at the end of Dunnwood Drive blew down. Thanks to the volunteer efforts of resident, John Salmon, the fence was propped up and is now in the process of receiving proper repairs to replace rotted posts to extend the life of the fence a bit longer. Mr. Salmon graciously is doing the work for the betterment of the community. The board commented that they are happy to reimburse Mr. Salmon for costs he incurs for materials. The work is appreciated.

8. **Doggie Bag Locations.** All doggie bag locations have been refilled this past week. Director Magee reported that he has inventory for one or two more fills.

8028280 - 8028280 GENERAL FUNDPrinted 2/2/2023
8:44:18 AM**General Ledger****Summary for the Accounting Period Ended: January 31, 2023**

	Debit	Credit	Balance
80280280 ROLLING HILLS			
ASSETS			
100 EQUITY IN POOLED CASH	549,510.44	104,447.77	445,062.67
102 IMPREST (PETTY) CASH	5,000.00	0.00	5,000.00
ASSETS	554,510.44	104,447.77	450,062.67
LIABILITIES			
201 VOUCHERS PAYABLE	101,921.54	101,921.54	0.00
LIABILITIES	101,921.54	101,921.54	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
401 ESTIMATED REVENUE	183,304.00	0.00	183,304.00
411 ACTUAL REVENUES	2,359.19	112,549.65	-110,190.46
420 ORIGINAL BUDGET (APPROPTNS.)	0.00	183,304.00	-183,304.00
431 EXPENDITURES	95,802.95	15.64	95,787.31
FUND BALANCE	281,466.14	731,528.81	-450,062.67
80280280 ROLLING HILLS	937,898.12	937,898.12	0.00

8028280 - 8028280 GENERAL FUND

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General Ledger

Details for the Accounting Period Ended: January 31, 2023

		Debit	Credit	Balance
80280280 ROLLING HILLS				
ASSETS				
100 EQUITY IN POOLED CASH				
1/1/2023	BEGINNING BALANCE	544,785.04	73,981.26	470,803.78
1/4/2023	GNI 202307 350	2.29	0.00	470,806.07
1/4/2023	GNI 202307 351	3.78	0.00	470,809.85
1/4/2023	GNI 202307 352	14.29	0.00	470,824.14
1/4/2023	GNI 202307 353	545.51	0.00	471,369.65
1/4/2023	GNI 202307 354	13.14	0.00	471,382.79
1/4/2023	GNI 202307 355	3,514.43	0.00	474,897.22
1/6/2023	GEN 202307 311	360.87	0.00	475,258.09
1/9/2023	APP 202307 752	0.00	30,440.95	444,817.14
1/18/2023	GNI 202307 1411	271.09	0.00	445,088.23
1/18/2023	GNI 202307 1443	0.00	0.04	445,088.19
1/18/2023	GNI 202307 1448	0.00	0.54	445,087.65
1/18/2023	GNI 202307 1449	0.00	24.39	445,063.26
1/18/2023	GNI 202307 1451	0.00	0.26	445,063.00
1/19/2023	GNI 202307 1543	0.00	0.33	445,062.67
	100 EQUITY IN POOLED CASH	549,510.44	104,447.77	445,062.67
102 IMPREST (PETTY) CASH				
1/1/2023	BEGINNING BALANCE	5,000.00	0.00	5,000.00
	102 IMPREST (PETTY) CASH	5,000.00	0.00	5,000.00
	ASSETS	554,510.44	104,447.77	450,062.67
LIABILITIES				
201 VOUCHERS PAYABLE				
1/1/2023	BEGINNING BALANCE	71,480.59	71,480.59	0.00
1/6/2023	API 202307 736	0.00	30,440.95	-30,440.95
1/9/2023	APP 202307 752	30,440.95	0.00	0.00
	201 VOUCHERS PAYABLE	101,921.54	101,921.54	0.00
	LIABILITIES	101,921.54	101,921.54	0.00
FUND BALANCE				
310 FND BAL: RSVD GENERAL				
1/1/2023	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				
1/1/2023	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				
1/1/2023	BEGINNING BALANCE	0.00	376,825.52	-376,825.52
	350 FND BAL: UNRSVD UNDESIGNATED	0.00	376,825.52	-376,825.52

8028280 - 8028280 GENERAL FUNDPrinted 2/2/2023
8:44:21 AM**General Ledger****Details for the Accounting Period Ended: January 31, 2023**

	Debit	Credit	Balance
401 ESTIMATED REVENUE			
1/1/2023 BEGINNING BALANCE	183,304.00	0.00	183,304.00
401 ESTIMATED REVENUE	183,304.00	0.00	183,304.00
411 ACTUAL REVENUES			
1/1/2023 BEGINNING BALANCE	2,333.63	107,824.25	-105,490.62
1/4/2023 GNI 202307 350	0.00	2.29	-105,492.91
1/4/2023 GNI 202307 351	0.00	3.78	-105,496.69
1/4/2023 GNI 202307 352	0.00	14.29	-105,510.98
1/4/2023 GNI 202307 353	0.00	545.51	-106,056.49
1/4/2023 GNI 202307 354	0.00	13.14	-106,069.63
1/4/2023 GNI 202307 355	0.00	3,514.43	-109,584.06
1/6/2023 GEN 202307 311	0.00	360.87	-109,944.93
1/18/2023 GNI 202307 1411	0.00	271.09	-110,216.02
1/18/2023 GNI 202307 1443	0.04	0.00	-110,215.98
1/18/2023 GNI 202307 1448	0.54	0.00	-110,215.44
1/18/2023 GNI 202307 1449	24.39	0.00	-110,191.05
1/18/2023 GNI 202307 1451	0.26	0.00	-110,190.79
1/19/2023 GNI 202307 1543	0.33	0.00	-110,190.46
411 ACTUAL REVENUES	2,359.19	112,549.65	-110,190.46
420 ORIGINAL BUDGET (APPROPTNS.)			
1/1/2023 BEGINNING BALANCE	0.00	183,304.00	-183,304.00
420 ORIGINAL BUDGET (APPROPTNS.)	0.00	183,304.00	-183,304.00
431 EXPENDITURES			
1/1/2023 BEGINNING BALANCE	65,362.00	15.64	65,346.36
1/6/2023 API 202307 736	30,440.95	0.00	95,787.31
431 EXPENDITURES	95,802.95	15.64	95,787.31
FUND BALANCE	281,466.14	731,528.81	-450,062.67
80280280 ROLLING HILLS	937,898.12	937,898.12	0.00

**Revenues and
Expenditures****8028280 CSD: ROLLING HILLS CSD**

Summary For the Month ended: January 31, 2023

	Estimated / Budget	Actual Amount	Balance
8028280 CSD: ROLLING HILLS CSD			
Revenue			
01 Taxes			
0100 PROP TAX: CURR SECURED	102,010.00	59,149.38	42,860.62
0110 PROP TAX: CURR UNSECURED	0.00	2,027.50	-2,027.50
0120 PROP TAX: PRIOR SECURED	0.00	-23.87	23.87
0130 PROP TAX: PRIOR UNSECURED	0.00	46.98	-46.98
0140 PROP TAX: SUPP CURRENT	0.00	2,292.25	-2,292.25
0150 PROP TAX: SUPP PRIOR	0.00	280.59	-280.59
01 Taxes	102,010.00	63,772.83	38,237.17
03 Fines & Penalties			
0360 PEN & COST DELINQUENT TAXES	0.00	190.00	-190.00
03 Fines & Penalties	0.00	190.00	-190.00
04 Rev Use Money/Prop			
0400 REV: INTEREST	1,836.00	1,940.43	-104.43
04 Rev Use Money/Prop	1,836.00	1,940.43	-104.43
05 IG Rev - State			
0820 ST: HOMEOWNER PROP TAX RELIEF	0.00	387.27	-387.27
05 IG Rev - State	0.00	387.27	-387.27
13 Service Charges			
1310 SPECIAL ASSESSMENTS	78,438.00	43,899.93	34,538.07
13 Service Charges	78,438.00	43,899.93	34,538.07
19 Miscellaneous Rev			
1940 MISC: REVENUE	1,020.00	0.00	1,020.00
19 Miscellaneous Rev	1,020.00	0.00	1,020.00
Total Revenue	183,304.00	110,190.46	73,113.54
Expense			
40 Services & Supplies			
4040 TELEPHONE VENDOR PAYMENTS	360.00	0.00	360.00
4100 INSURANCE: PREMIUM	5,430.00	5,454.74	-24.74
4183 MAINT: GROUNDS	7,000.00	8,025.00	-1,025.00
4185 MAINT: PARK	82,740.00	48,265.00	34,475.00

**Revenues and
Expenditures****8028280 CSD: ROLLING HILLS CSD**

Summary For the Month ended: January 31, 2023

	Estimated / Budget	Actual Amount	Balance
4189 MAINT: WATER SYSTEM	725.00	800.00	-75.00
4192 MAINT: LIGHTING	200.00	187.00	13.00
4197 MAINT: BUILDINGSUPPLIES	300.00	0.00	300.00
4220 MEMBERSHIPS	1,102.00	1,185.00	-83.00
4240 MISC: EXPENSE	14,082.00	0.00	14,082.00
4260 OFFICE EXPENSE	30.00	0.00	30.00
4261 POSTAGE	50.00	0.00	50.00
4267 ON-LINE SUBSCRIPTIONS	550.00	0.00	550.00
4300 PROFESSIONAL & SPECIAL SRVS	23,580.00	5,538.00	18,042.00
4304 AGENCY ADMINISTRATION FEE	325.00	151.40	173.60
4305 AUDIT & ACCOUNTING SERVICES	6,000.00	0.00	6,000.00
4313 LEGAL SERVICES	210.00	472.50	-262.50
4345 SPECIAL DISTRICT DIRECTOR SRVS	5,625.00	1,875.00	3,750.00
4440 RENT & LEASE: BUILD & IMPRV	2,460.00	0.00	2,460.00
4700 UTILITIES	32,535.00	23,833.67	8,701.33
40 Services & Supplies	183,304.00	95,787.31	87,516.69
Total Expense	183,304.00	95,787.31	87,516.69
8028280 CSD: ROLLING HILLS CSD	0.00	14,403.15	-14,403.15
Report Total			
Total Revenue	183,304.00	110,190.46	73,113.54
Total Expense	183,304.00	95,787.31	87,516.69
	0.00	14,403.15	-14,403.15

**Revenues and
Expenditures**

8028280 CSD: ROLLING HILLS CSD
Details For the Accounting Period ended: January 31, 2023

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	Estimated / Budget	Actual Amount	Balance
8028280 CSD: ROLLING HILLS CSD			
Revenue			
01 Taxes			
0100 PROP TAX: CURR SECURED			
1/1/2023 BEGINNING BALANCE	102,010.00	57,334.95	
1/4/2023 GNI 924 CS ROLL 14321 1% GENERAL TAX CS-B	0.00	12.18	
1/4/2023 GNI 924 CS ROLL 14321 1% GENERAL TAX CS-S	0.00	1,802.25	
0100 PROP TAX: CURR SECURED	102,010.00	59,149.38	42,860.62
0110 PROP TAX: CURR UNSECURED			
1/1/2023 BEGINNING BALANCE	0.00	2,025.21	
1/4/2023 GNI 928 CU ROLL 14321 1% GENERAL TAX CU-U	0.00	2.29	
0110 PROP TAX: CURR UNSECURED	0.00	2,027.50	-2,027.50
0120 PROP TAX: PRIOR SECURED			
1/1/2023 BEGINNING BALANCE	0.00	0.52	
1/18/2023 GNI 932 RC DS 14321 1% GENERAL TAX DS-I	0.00	-24.39	
0120 PROP TAX: PRIOR SECURED	0.00	-23.87	23.87
0130 PROP TAX: PRIOR UNSECURED			
1/1/2023 BEGINNING BALANCE	0.00	43.54	
1/4/2023 GNI 929 DU ROLL 14321 1% GENERAL TAX DU-K	0.00	1.75	
1/4/2023 GNI 929 DU ROLL 14321 1% GENERAL TAX DU-Y	0.00	2.03	
1/18/2023 GNI 933 DU PYNSF 14321 1% GENERAL TAX DU-K	0.00	-0.34	
0130 PROP TAX: PRIOR UNSECURED	0.00	46.98	-46.98
0140 PROP TAX: SUPP CURRENT			
1/1/2023 BEGINNING BALANCE	0.00	1,732.78	
1/4/2023 GNI 926 SS ROLL 14321 1% GENERAL TAX SUPP SS-C	0.00	541.08	
1/4/2023 GNI 926 SS ROLL 14321 1% GENERAL TAX SUPP SS-M	0.00	4.43	
1/4/2023 GNI 927 SU ROLL 14321 1% GENERAL TAX SUPP SU-Q	0.00	14.29	
1/19/2023 GNI 934 SS PYNSF 14321 1% GENERAL TAX SUPP SS-C	0.00	-0.33	
0140 PROP TAX: SUPP CURRENT	0.00	2,292.25	-2,292.25
0150 PROP TAX: SUPP PRIOR			
1/1/2023 BEGINNING BALANCE	0.00	270.42	
1/4/2023 GNI 925 DS ROLL 14321 1% GENERAL TAX SUPP DS-E	0.00	10.64	
1/18/2023 GNI 931 DS PYNSF 14321 1% GENERAL TAX SUPP DS-E	0.00	-0.26	
1/18/2023 GNI 933 DU PYNSF 14321 1% GENERAL TAX SUPP DU-G	0.00	-0.20	
1/18/2023 GNI 935 TAX SALE 14321 1% GENERAL TAX SUPP DS-E	0.00	-0.01	
0150 PROP TAX: SUPP PRIOR	0.00	280.59	-280.59
01 Taxes	102,010.00	63,772.83	38,237.17

**Revenues and
Expenditures****8028280 CSD: ROLLING HILLS CSD**
Details For the Accounting Period ended: January 31, 2023

	Estimated / Budget	Actual Amount	Balance
03 Fines & Penalties			
0360 PEN & COST DELINQUENT TAXES			
1/1/2023 BEGINNING BALANCE	0.00	187.53	
1/4/2023 GNI 925 DS ROLL 14321 PENALTIES SUPP DS-E	0.00	2.50	
1/18/2023 GNI 935 TAX SALE 14321 PENALTIES SUPP DS-E	0.00	-0.03	
0360 PEN & COST DELINQUENT TAXES	0.00	190.00	-190.00
03 Fines & Penalties	0.00	190.00	-190.00
04 Rev Use Money/Prop			
0400 REV: INTEREST			
1/1/2023 BEGINNING BALANCE	1,836.00	1,579.56	
1/6/2023 GEN INT DEC 22 Interest Allocation Entry	0.00	360.87	
0400 REV: INTEREST	1,836.00	1,940.43	-104.43
04 Rev Use Money/Prop	1,836.00	1,940.43	-104.43
05 IG Rev - State			
0820 ST: HOMEOWNER PROP TAX RELIEF			
1/1/2023 BEGINNING BALANCE	0.00	116.18	
1/18/2023 GNI 936 HO EXMPT 14321 1% HOMEOWNER EXEMPTN 35%	0.00	271.09	
0820 ST: HOMEOWNER PROP TAX RELIEF	0.00	387.27	-387.27
05 IG Rev - State	0.00	387.27	-387.27
13 Service Charges			
1310 SPECIAL ASSESSMENTS			
1/1/2023 BEGINNING BALANCE	78,438.00	42,199.93	
1/4/2023 GNI 924 CS ROLL 64801 DIRECT CHARGE-S	0.00	1,700.00	
1310 SPECIAL ASSESSMENTS	78,438.00	43,899.93	34,538.07
13 Service Charges	78,438.00	43,899.93	34,538.07
19 Miscellaneous Rev			
1940 MISC: REVENUE			
1/1/2023 BEGINNING BALANCE	1,020.00	0.00	
1940 MISC: REVENUE	1,020.00	0.00	1,020.00
19 Miscellaneous Rev	1,020.00	0.00	1,020.00
Total Revenue	183,304.00	110,190.46	73,113.54
Expense			
40 Services & Supplies			
4040 TELEPHONE VENDOR PAYMENTS			
1/1/2023 BEGINNING BALANCE	360.00	0.00	
4040 TELEPHONE VENDOR PAYMENTS	360.00	0.00	360.00

**Revenues and
Expenditures****8028280 CSD: ROLLING HILLS CSD**
Details For the Accounting Period ended: January 31, 2023

	Estimated / Budget	Actual Amount	Balance
4100 INSURANCE: PREMIUM			
1/1/2023 BEGINNING BALANCE	5,430.00	5,454.74	
4100 INSURANCE: PREMIUM	5,430.00	5,454.74	-24.74
4183 MAINT: GROUNDS			
1/1/2023 BEGINNING BALANCE	7,000.00	0.00	
1/6/2023 API 898452 RHCSO fire mitigation goat gra	0.00	8,025.00	
4183 MAINT: GROUNDS	7,000.00	8,025.00	-1,025.00
4185 MAINT: PARK			
1/1/2023 BEGINNING BALANCE	82,740.00	34,475.00	
1/6/2023 API 898437 RHCSO landscape service Decemb	0.00	6,895.00	
1/6/2023 API 898450 RHCSO landscape service Decemb <i>January</i>	0.00	6,895.00	
4185 MAINT: PARK	82,740.00	48,265.00	34,475.00
4189 MAINT: WATER SYSTEM			
1/1/2023 BEGINNING BALANCE	725.00	725.00	
1/6/2023 API 898438 RHCSO irrigation work value at	0.00	75.00	
4189 MAINT: WATER SYSTEM	725.00	800.00	-75.00
4192 MAINT: LIGHTING			
1/1/2023 BEGINNING BALANCE	200.00	187.00	
4192 MAINT: LIGHTING	200.00	187.00	13.00
4197 MAINT: BUILDINGSUPPLIES			
1/1/2023 BEGINNING BALANCE	300.00	0.00	
4197 MAINT: BUILDINGSUPPLIES	300.00	0.00	300.00
4220 MEMBERSHIPS			
1/1/2023 BEGINNING BALANCE	1,102.00	1,185.00	
4220 MEMBERSHIPS	1,102.00	1,185.00	-83.00
4240 MISC: EXPENSE			
1/1/2023 BEGINNING BALANCE	14,082.00	0.00	
4240 MISC: EXPENSE	14,082.00	0.00	14,082.00
4260 OFFICE EXPENSE			
1/1/2023 BEGINNING BALANCE	30.00	0.00	
4260 OFFICE EXPENSE	30.00	0.00	30.00
4261 POSTAGE			
1/1/2023 BEGINNING BALANCE	50.00	0.00	
4261 POSTAGE	50.00	0.00	50.00
4267 ON-LINE SUBSCRIPTIONS			
1/1/2023 BEGINNING BALANCE	550.00	0.00	
4267 ON-LINE SUBSCRIPTIONS	550.00	0.00	550.00
4300 PROFESSIONAL & SPECIAL SRVS			
1/1/2023 BEGINNING BALANCE	23,580.00	3,888.00	
1/6/2023 API 898436 RHCSO Clerk services November	0.00	900.00	
1/6/2023 API 898451 RHCSO Clerk services December	0.00	750.00	
4300 PROFESSIONAL & SPECIAL SRVS	23,580.00	5,538.00	18,042.00

**Revenues and
Expenditures****8028280 CSD: ROLLING HILLS CSD**
Details For the Accounting Period ended: January 31, 2023

	Estimated / Budget	Actual Amount	Balance
4304 AGENCY ADMINISTRATION FEE			
1/1/2023 BEGINNING BALANCE	325.00	151.40	
4304 AGENCY ADMINISTRATION FEE	325.00	151.40	173.60
4305 AUDIT & ACCOUNTING SERVICES			
1/1/2023 BEGINNING BALANCE	6,000.00	0.00	
4305 AUDIT & ACCOUNTING SERVICES	6,000.00	0.00	6,000.00
4313 LEGAL SERVICES			
1/1/2023 BEGINNING BALANCE	210.00	472.50	
4313 LEGAL SERVICES	210.00	472.50	-262.50
4345 SPECIAL DISTRICT DIRECTOR SRVS			
1/1/2023 BEGINNING BALANCE	5,625.00	1,650.00	
1/6/2023 API 898439 RHCSD 12/13/2022 Regular mtg s	0.00	75.00	
1/6/2023 API 898440 RHCSD 12/13/2022 Regular mtg s	0.00	75.00	
1/6/2023 API 898441 RHCSD 12/13/2022 Regular mtg s	0.00	75.00	
4345 SPECIAL DISTRICT DIRECTOR SRVS	5,625.00	1,875.00	3,750.00
4440 RENT & LEASE: BUILD & IMPRV			
1/1/2023 BEGINNING BALANCE	2,460.00	0.00	
4440 RENT & LEASE: BUILD & IMPRV	2,460.00	0.00	2,460.00
4700 UTILITIES			
1/1/2023 BEGINNING BALANCE	32,535.00	17,157.72	
1/6/2023 API 898434 RHCSD power no. 4570858285-8	0.00	349.86	
1/6/2023 API 898435 RHCSD power no. 1857646705-6	0.00	86.58	
1/6/2023 API 898442 RHCSD water no. 118388-001	0.00	126.13	
1/6/2023 API 898443 RHCSD water no. 118386-001	0.00	245.93	
1/6/2023 API 898444 RHCSD water no. 084490-002	0.00	2,098.45	
1/6/2023 API 898445 RHCSD water no. 126908-002	0.00	724.32	
1/6/2023 API 898446 RHCSD water no. 083214-001	0.00	1,100.12	
1/6/2023 API 898447 RHCSD water no. 126932-002	0.00	1,506.98	
1/6/2023 API 898448 RHCSD power no. 4570858285-8	0.00	350.55	
1/6/2023 API 898449 RHCSD power no. 1857646705-6	0.00	87.03	
4700 UTILITIES	32,535.00	23,833.67	8,701.33
40 Services & Supplies	183,304.00	95,787.31	87,516.69
Total Expense	183,304.00	95,787.31	87,516.69
8028280 CSD: ROLLING HILLS CSD	0.00	14,403.15	-14,403.15
Report Total			
Total Revenue	183,304.00	110,190.46	73,113.54
Total Expense	183,304.00	95,787.31	87,516.69
	0.00	14,403.15	-14,403.15

Notification of Nominations – 2023 Election
SDRMA Board of Directors

January 18, 2023

Mr. Matt Sites
Board President
Rolling Hills Community Services District
Post Office Box 5266
El Dorado Hills, California 95762-5266

Dear Mr. Sites:

Notice of Nominations for the Special District Risk Management Authority (SDRMA) Board of Directors 2023 Election is being provided in accordance with the SDRMA Sixth Amended and Restated Joint Powers Agreement. The following nomination information has been posted to the SDRMA website: Nomination Packet Checklist, Board of Director Fact Sheet, Nomination/Election Schedule, SDRMA Election Policy No. 2022-06, Sample Resolution for Candidate Nomination and Candidate Statement of Qualifications.

General Election Information - Three (3) Directors seats are up for election. The nomination filing deadline is Monday, May 1, 2023. Nomination submissions must be received by 4:30 pm at the SDRMA office on May 1, 2023, in original format with wet signatures. *Digital/Electronic signatures will not be accepted.* Ballots will be mailed to all SDRMA member agencies in mid-May. Mail-in ballots will be due Tuesday, August 8, 2023.

Nominee Qualifications - Nominees must be a member or the agency's governing body or full-time management employee (see SDRMA Election Policy 2022-06, Section 4.1) and be an active member agency of both SDRMA's property/liability and workers' compensation programs. Candidates must be nominated by resolution of their member agency's governing body and complete and submit a "Statement of Qualifications".

Nomination Documents and Information - Nomination documents (Nominating Resolution and Candidates Statement of Qualifications) and nomination guideline information may be obtained on SDRMA's website at www.sdrma.org. To obtain documents electronically:

From the SDRMA homepage, click on the "2023 Nomination & Election Information" button. All necessary nomination documents and election information may be downloaded and printed.



Nomination Filing Deadline – Nomination documents must be received in SDRMA's office no later than 5:00 P.M. on Monday, May 1, 2023.

Please do not hesitate to contact us memberplus@sdrma.org or 800-537-7790, if you have any questions regarding the 2023 SDRMA Board of Director Nominations or the election process.

Sincerely,
Special District Risk Management Authority

Ellen Doughty, ARM
Chief Member Services Officer



1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916.231.4141 or 800.537.7790 * F 916.231.4111

Maximizing Protection. Minimizing Risk. *www.sdrma.org

January 26, 2023

Rolling Hills Community Services District
Ms. Linda Stone
Board Secretary/Clerk
Post Office Box 5266
El Dorado Hills, California 95762-5266

Re: 2023-24 Property/Liability Estimates

Dear Ms. Stone,

In preparation for the 2023-24 Property/Liability Program renewal on July 1, 2023, we are providing our program members with a preliminary renewal contribution estimate to help with budget planning for the 2023-24 fiscal year. We will continue to provide updates as we obtain renewal cost information from our program excess/reinsurers over the next few months. **Final contribution amounts will not be confirmed until we issue the 2023-24 renewal invoices in early June.**

Your agency's Property/Liability 2023-24 estimated contribution is **\$5,375 to \$5,523** based on the following assumptions:

- A 8% increase in operating budget from the 2023-24 program year
- Your agency's current exposures and losses currently on record with SDRMA, which include a 7.5% increase to the value of scheduled buildings and 7.5% increase to the value of scheduled contents*
- Pool reinsurance rate increases of 15% to 20% based on early estimates from our reinsurance brokers
- Credit Incentive Program (CIP) points for 2022-23 that your agency may have earned are not yet calculated and, therefore, not considered in this estimate

*Per board policy, SDRMA trends property values based on trending factors published by Marshall & Swift. Marshall & Swift trending factors can represent increases or decreases to property values to reflect inflation of construction, building materials and other costs associated with replacement or repair of damaged property. Trending factors apply to both buildings/structures and contents. Properties added to your policy during the current policy year or appraised within the last year will not be impacted by the trending factors until the next renewal for 2024-25.



This budget estimate is specifically provided to assist you with preliminary budgeting and is NOT a renewal indication, renewal quote, or a “not-to-exceed” contribution. The final renewal contribution amount may be in excess of this estimate depending on the changing conditions of the insurance market over the next few months. Since we do not have the 2023-24 renewal rates from the program excess/reinsurers, we recommend you budget towards the upper end of the range, plus any differences in exposure or losses which have not yet been reported to SDRMA.

Once we receive your agency’s 2023-24 Renewal Questionnaire in February, with updated exposure information, we will distribute an updated renewal estimate in late March. If you make any substantial changes to your policy over the next few months, please contact us memberplus@sdrma.org or 800-537-7790.

If your agency would like to consider other liability limits for the 2023-24 program year, you must notify SDRMA in writing no later than June 1, 2023. We are unable to accommodate changes received after June 1 due to our excess carrier requirements and deadlines. Please email memberplus@sdrma.org for liability limit options.

Members considering withdrawal from coverage with SDRMA for the 2023-24 program year are required to submit a **“Notice of Intent to Withdraw” by April 1, 2023**, in accordance with SDRMA Bylaws and must have completed the initial three full program year commitment period. If you have any questions about withdrawing from our program, please contact Ellen Doughty at edoughty@sdrma.org or 800-537-7790. *Withdrawal notices received after April 1, 2023, cannot be accepted based on the SDRMA Bylaws and Joint Powers Agreement.*

On behalf of the SDRMA Board of Directors and our entire risk management team, we thank you for your continued participation in our programs.

Sincerely,
Special District Risk Management Authority

A handwritten signature in blue ink, appearing to read "Edoughty", is placed above the printed name.

Ellen Doughty, ARM,
Chief Member Services Officer



**California Special
Districts Association**

Districts Stronger Together

DATE: January 30, 2023

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

SUBJECT: **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT C**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2024 - 2026 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*



**California Special
Districts Association**

Districts Stronger Together

2023 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office March 31, 2023, after 5:00 p.m. will not be included with the ballot.**



**California Special
Districts Association**

Districts Stronger Together

2023 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

**Return this form, a Board resolution/minute action supporting the candidate, and
Candidate Information Sheet by mail or email to:**

CSDA

Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

March 31, 2023 at 5:00 p.m.



California Special Districts Association

DISTRICT NETWORKS



8028

Form
(Rev. June 2022)**941 for 2022: Employer's QUARTERLY Federal Tax Return**

Department of the Treasury — Internal Revenue Service

750122

OMB No. 1545-0029

Employer identification number (EIN)	4	1	-	2	2	0	8	0	8	1
Name (not your trade name)	Rolling Hills Community Services District									
Trade name (if any)										
Address	360 Fair Lane									
	Number		Street					Suite or room number		
	Placerville					CA		95667		
	City					State		ZIP code		
	Foreign country name					Foreign province/county		Foreign postal code		

Report for this Quarter of 2022
(Check one.)

- ☐ 1: January, February, March
- ☐ 2: April, May, June
- ☐ 3: July, August, September
- ☒ 4: October, November, December

Go to www.irs.gov/Form941 for instructions and the latest information.

Read the separate instructions before you complete Form 941. Type or print within the boxes.

Part 1: Answer these questions for this quarter.

1	Number of employees who received wages, tips, or other compensation for the pay period including: June 12 (Quarter 2), Sept. 12 (Quarter 3), or Dec. 12 (Quarter 4)	1	0																												
2	Wages, tips, and other compensation	2	0.00																												
3	Federal income tax withheld from wages, tips, and other compensation	3	0.00																												
4	If no wages, tips, and other compensation are subject to social security or Medicare tax	<input checked="" type="checkbox"/> Check and go to line 6.																													
<table border="1"> <thead> <tr> <th></th> <th>Column 1</th> <th></th> <th>Column 2</th> </tr> </thead> <tbody> <tr> <td>5a</td> <td>Taxable social security wages*</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>5a</td> <td>(i) Qualified sick leave wages*</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>5a</td> <td>(ii) Qualified family leave wages*</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>5b</td> <td>Taxable social security tips</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>5c</td> <td>Taxable Medicare wages & tips</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>5d</td> <td>Taxable wages & tips subject to Additional Medicare Tax withholding</td> <td>0.00</td> <td>0.00</td> </tr> </tbody> </table>					Column 1		Column 2	5a	Taxable social security wages*	0.00	0.00	5a	(i) Qualified sick leave wages*	0.00	0.00	5a	(ii) Qualified family leave wages*	0.00	0.00	5b	Taxable social security tips	0.00	0.00	5c	Taxable Medicare wages & tips	0.00	0.00	5d	Taxable wages & tips subject to Additional Medicare Tax withholding	0.00	0.00
	Column 1		Column 2																												
5a	Taxable social security wages*	0.00	0.00																												
5a	(i) Qualified sick leave wages*	0.00	0.00																												
5a	(ii) Qualified family leave wages*	0.00	0.00																												
5b	Taxable social security tips	0.00	0.00																												
5c	Taxable Medicare wages & tips	0.00	0.00																												
5d	Taxable wages & tips subject to Additional Medicare Tax withholding	0.00	0.00																												
5e	Total social security and Medicare taxes. Add Column 2 from lines 5a, 5a(i), 5a(ii), 5b, 5c, and 5d	5e	0.00																												
5f	Section 3121(q) Notice and Demand—Tax due on unreported tips (see instructions)	5f	0.00																												
6	Total taxes before adjustments. Add lines 3, 5e, and 5f	6	0.00																												
7	Current quarter's adjustment for fractions of cents	7	0.00																												
8	Current quarter's adjustment for sick pay	8	0.00																												
9	Current quarter's adjustments for tips and group-term life insurance	9	0.00																												
10	Total taxes after adjustments. Combine lines 6 through 9	10	0.00																												
11a	Qualified small business payroll tax credit for increasing research activities. Attach Form 8974	11a	0.00																												
11b	Nonrefundable portion of credit for qualified sick and family leave wages for leave taken before April 1, 2021	11b	0.00																												
11c	Reserved for future use	11c																													

*Include taxable qualified sick and family leave wages paid in this quarter of 2022 for leave taken after March 31, 2021, and before October 1, 2021, on line 5a. Use lines 5a(i) and 5a(ii) only for taxable qualified sick and family leave wages paid in this quarter of 2022 for leave taken after March 31, 2020, and before April 1, 2021.

▶ You MUST complete all three pages of Form 941 and SIGN it.

Next ▶

For Privacy Act and Paperwork Reduction Act Notice, see the back of the Payment Voucher.

Cat. No. 170012Z

Form 941 (Rev. 6-2022)

Name (not your trade name)

Employer identification number (EIN)

Rolling Hills Community Services District

41 - 2208081

Part 1: Answer these questions for this quarter. (continued)

11d	Nonrefundable portion of credit for qualified sick and family leave wages for leave taken after March 31, 2021, and before October 1, 2021	11d	0 . 00
11e	Reserved for future use	11e	
11f	Reserved for future use		
11g	Total nonrefundable credits. Add lines 11a, 11b, and 11d	11g	0 . 00
12	Total taxes after adjustments and nonrefundable credits. Subtract line 11g from line 10	12	0 . 00
13a	Total deposits for this quarter, including overpayment applied from a prior quarter and overpayments applied from Form 941-X, 941-X (PR), 944-X, or 944-X (SP) filed in the current quarter	13a	0 . 00
13b	Reserved for future use	13b	
13c	Refundable portion of credit for qualified sick and family leave wages for leave taken before April 1, 2021	13c	0 . 00
13d	Reserved for future use	13d	
13e	Refundable portion of credit for qualified sick and family leave wages for leave taken after March 31, 2021, and before October 1, 2021	13e	0 . 00
13f	Reserved for future use	13f	
13g	Total deposits and refundable credits. Add lines 13a, 13c, and 13e	13g	0 . 00
13h	Reserved for future use	13h	
13i	Reserved for future use	13i	
14	Balance due. If line 12 is more than line 13g, enter the difference and see instructions	14	0 . 00
15	Overpayment. If line 13g is more than line 12, enter the difference		

Check one: ☐ Apply to next return. ☐ Send a refund.**Part 2: Tell us about your deposit schedule and tax liability for this quarter.**

If you're unsure about whether you're a monthly schedule depositor or a semiweekly schedule depositor, see section 11 of Pub. 15.

16 Check one: ☒ Line 12 on this return is less than \$2,500 or line 12 on the return for the prior quarter was less than \$2,500, and you didn't incur a \$100,000 next-day deposit obligation during the current quarter. If line 12 for the prior quarter was less than \$2,500 but line 12 on this return is \$100,000 or more, you must provide a record of your federal tax liability. If you're a monthly schedule depositor, complete the deposit schedule below; if you're a semiweekly schedule depositor, attach Schedule B (Form 941). Go to Part 3.

☐ You were a monthly schedule depositor for the entire quarter. Enter your tax liability for each month and total liability for the quarter, then go to Part 3.

Tax liability:	Month 1	
	Month 2	
	Month 3	
Total liability for quarter		

Total must equal line 12.

☐ You were a semiweekly schedule depositor for any part of this quarter. Complete Schedule B (Form 941), Report of Tax Liability for Semiweekly Schedule Depositors, and attach it to Form 941. Go to Part 3.

► You MUST complete all three pages of Form 941 and SIGN it.

Next ►

Name (not your trade name)

Employer identification number (EIN)

Rolling Hills Community Services District

41 - 2208081

Part 3: Tell us about your business. If a question does NOT apply to your business, leave it blank.17 If your business has closed or you stopped paying wages ☐ Check here, andenter the final date you paid wages / / ; also attach a statement to your return. See instructions.18 If you're a seasonal employer and you don't have to file a return for every quarter of the year ☐ Check here.19 Qualified health plan expenses allocable to qualified sick leave wages for leave taken before April 1, 2021 19 0 . 0020 Qualified health plan expenses allocable to qualified family leave wages for leave taken before April 1, 2021 20 0 . 0021 Reserved for future use 21 .22 Reserved for future use 22 .23 Qualified sick leave wages for leave taken after March 31, 2021, and before October 1, 2021 23 0 . 0024 Qualified health plan expenses allocable to qualified sick leave wages reported on line 23 24 0 . 0025 Amounts under certain collectively bargained agreements allocable to qualified sick leave wages reported on line 23 25 0 . 0026 Qualified family leave wages for leave taken after March 31, 2021, and before October 1, 2021 26 0 . 0027 Qualified health plan expenses allocable to qualified family leave wages reported on line 26 27 0 . 0028 Amounts under certain collectively bargained agreements allocable to qualified family leave wages reported on line 26 28 0 . 00**Part 4: May we speak with your third-party designee?**

Do you want to allow an employee, a paid tax preparer, or another person to discuss this return with the IRS? See the instructions for details.

☐ Yes. Designee's name and phone number

Select a 5-digit personal identification number (PIN) to use when talking to the IRS.

 ☐ No.**Part 5: Sign here. You MUST complete all three pages of Form 941 and SIGN it.**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

X

Sign your name here



Print your name here

Tim Moore

Print your title here

Payroll Manager

Date

1/11/23

Best daytime phone

530-621-5485

Paid Preparer Use OnlyCheck if you're self-employed ☐

Preparer's name

PTIN

Preparer's signature

Date

 / /

Firm's name (or yours if self-employed)

EIN

Address

Phone

City

State

ZIP code

ROLLING HILLS COMMUNITY SERVICES DISTRICT

Page: 1

Quarterly Contribution Return and Report of Wages (DE 9)

Quarter Ended: December 31, 2022

A. No Wages Paid This Quarter ☒

B. Out of Business/No Employees ☐

C. Total Subject Wages Paid This Quarter \$0.00

D. Unemployment Insurance (UI) (Total employee wages up to 7,000.00 per employee per calendar year)

UI Rate %		UI Taxable Wages		
3.40	x	\$0.00	=	\$0.00

E. Employment Training Tax (ETT)

ETT Rate %		ETT Taxable Wages		
0.10	x	\$0.00	=	\$0.00

F. State Disability Insurance (Total employee wages up to 145,600.00 per employee per calendar year)

SDI Rate %		SDI Taxable Wages		
1.10	x	\$0.00	=	\$0.00

G. California Personal Income Tax (PIT) Withheld \$0.00

H. Subtotal \$0.00

I. Less: (Contributions and Withholdings Paid for the Year) \$0.00
(DO NOT Include Penalty and Interest Payments)

J. Total Taxes Due or Overpaid (Item H minus Item I) \$0.00

ROLLING HILLS COMMUNITY SERVICES DISTRICT

Quarterly Contribution Return and Report of Wages (Continuation) (DE 9C)

Quarter Ended: December 31, 2022

A. Employees full-time and part-time who worked during or received pay subject to UI for the payroll period which includes the 12th of the month.

☐ B. Reporting Voluntary DI wages
☒ C. No Payroll
☐ D. Out of Business

1st Month 2nd Month 3rd Month
0 0 0

E. SSN	F. First Name	MI	Last Name	G. Total Subject Wages	H. Total PIT Wages	I. Total PIT Withheld	Wage Code
M. Grand Total Subject Wages				N. Grand Total PIT Wages	O. Grand Total PIT Withheld		
				0.00	0.00	0.00	

2-21-23
JHM 5.c



February 9, 2023

Mark Magee
General Manager
Rolling Hills Community Services District
PO Box 5266
El Dorado Hills, CA 95762

Mark,

Thank you for allowing us to propose grazing services for another year. We value your business and want to continue grazing in the community of Rolling Hills not only next year, but each year thereafter.

We have the knowledge and experience to do the job right after three years of servicing your community. We have the resources to get the job done and we appreciate the trust you place in us.

Doing business in California is tough! In addition to rising labor costs, the cost of insurance and fuel have also increased. These cost increases are significant to Capra and as such, we must impose a minimal cost increase to our clients.

None the less, our commitment to complete the job professionally and efficiently is our highest priority. We look forward to continuing our relationship and grazing for Rolling Hills again next year.

Please contact me with any questions. Thanks again!

Sincerely,

Paul Abess



February 9, 2023

Mark Magee
General Manager
Rolling Hills Community Services District
PO Box 5266
El Dorado Hills, CA 95762

Did you know CAPRA is another word for goats? Goats are in our name!

CAPRA provides a service using goats and sheep as an eco-friendly way to manage vegetation, brush, weeds, and to help prevent wildfires.

Our large fleet of environmentally friendly, self-propelled weed eating goats and sheep have a very high metabolism to say the least, they are always hungry and ready to go to work! Our fleet consists of 5,000 head Boer Spanish Cross Goats and 2,000 head of Dorper Sheep.

We have worked in the past with homeowners' associations, city & county officials, fire departments, park & recreations and conservancy organizations to clear invasive weeds while protecting native plant life.

BENEFITS OF CHOOSING GOATS:

Eco-friendly - Goats do not pollute and they naturally fertilize as they work.

Reduce Wildfires - Goats work across the country consuming brush to reduce fires and saving lives in the process.

Natural Immunity - Goats are immune to thorns & poison oak and they love eating them!

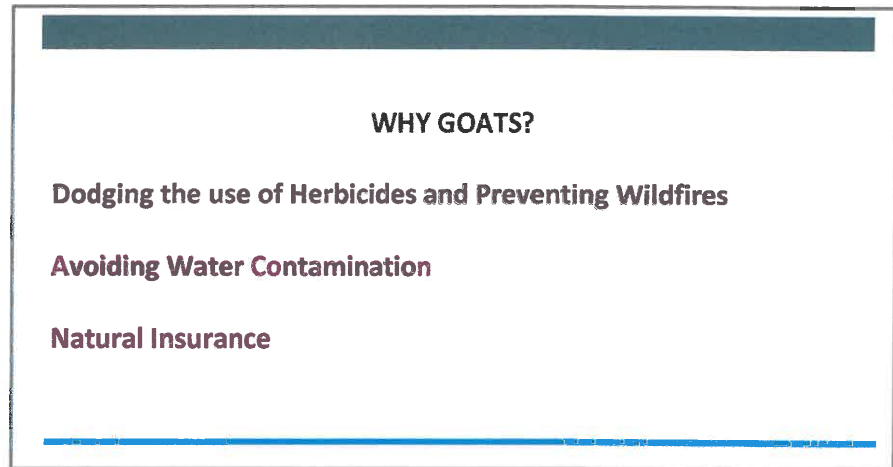
Cost - Using our goat service can save you up to 50% compared to hiring men and machinery to clear your property.

All our Goats are up to date with their vaccinations, de-wormer and get the right medical care when needed. A "goat herder" is present to ensure that all the goats stay where they are supposed to be

when on your property. The goats work when they want and take regular breaks, enjoying fresh water, beautiful views, and fresh air.

Our goats are not specifically trained to eat certain plants and keep away from others, but it is fortunate that many goats favorites are invasive or common nuisance species. These include:

- blackberry
- ragweed
- mulberry
- vetch
- autumn olive
- multiflora rose
- thistles
- poison oak
- horse weed
- garlic mustard
- leafy spurge
- plantain
- raspberry
- wild parsnip



We use Anatolian Shepherds as predator control dogs. They stay with the goats 24/7 and although generally friendly they take their jobs seriously. We also use a variety of Border Collies as herding dogs. These dogs facilitate the movement of goats from one area to another. Our Collies are bred for their herding abilities.

OUR STAFF:

Debbie Olympius – Veterinary Technician, Field Supervisor

That's right, we have a Vet Tech on staff! Debbie is not only an experienced Veterinary Technician, but she has also over 20 years of experience in the goat grazing business. As the founder and owner of KD Goat Ranch, she has the knowledge and experience to take our company to the next level.

Paul Abess – Operations Manager

As a former distribution company owner, Paul has extensive knowledge in directing the logistics operation. He has 30 years of experience in logistics and compliments our business by directing the movement of animals and scheduling the necessary tasks to complete the jobs effectively and efficiently.

Shepherds

Our shepherds are experienced goat and sheep managers from Peru. They live on site with the herds to ensure the safety of the animals and the public and care for the animals on the job site. We communicate with each shepherd daily to manage their and the animal's needs.

Behind the Scenes

Our company has an office staff that supports our field operations and manages all our administrative needs. With shepherds from Peru, a large fleet of 7,000 animals, our equipment, licenses, and records, our administrative staff is busy and instrumental in the success of our operation.

REFERENCES:

State of California Department of Transportation (Caltrans) – Alameda, Contra Costa, Solano, San Francisco, San Mateo, and Marin Counties

Clearing steep terrain along highways, on ramps, and off ramps for fire prevention.

Contact: Mr. Mike Benca, Field Services
(510) 715-8727

Sacramento County Department of Water Resources – Sacramento County

Clearing detention basins of unwanted weeds for fire prevention.

Contact: Mr. Paul Brokken
(916) 875-7136

Cosumnes Community Service District, Parks and Recreation Department – Elk Grove

Clearing unwanted weeds surrounding the vernal pool habitats, also aiding in fuel reduction for the surrounding residence.

Contact: Mr. Jeff Repetti, Park Maintenance Manager
(916) 869-2382

Meadowbrook Homeowners Association – Auburn, CA

Fuel reduction and weed abatement in steep terrain in public open spaces amongst residence properties.

Contact: Ms. Mimi Menzie, Manager
(916) 985-3633

Cosumnes River Preserve – Sacramento County

Clearing of invasive species in large areas for land restoration.

Contact: Mr. Mark Ackerman
(916) 202-2066

El Dorado Hills Community Service District – El Dorado Hills, CA

Fuel reduction and weed abatement in steep terrain in public open spaces amongst residence properties in multiple sights.

Contact: Mr. Dan Williams, Park Superintendent
(916) 825-1503

SCOPE OF SERVICES:

Graze approximately 15 acres in the Rolling Hills Community.

Temporary fencing, livestock hauling, on-site shepherd and daily maintenance fees are all included in the grazing fee. Temporary fencing will be removed at the completion of the job. Water supply and shepherd camp site to be provided by customer.

Depending on the vegetation, approximately 20% may be left in the area to prevent erosion.

PRICING:

Grazing fee - \$585.00 per acre

BILLING:

On a monthly basis, Capra will progress bill as a percentage of total completion. Each invoice will have terms of 14 days.

Thank you for the opportunity to provide grazing services.

2-21-23
Item 6.a

NOTICE OF VACANCY
ROLLING HILLS COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

NOTICE IS HEREBY GIVEN that there are presently two vacancies on the Board of Directors of the Rolling Hills Community Services District ("RHCS D") as a result of the expired terms of Matthew Sites and Ed McGowan. The term of office for the seat held by Matthew Sites runs through the general election in November, 2026. The Board intends to fill that vacancy by appointment at its regular meeting on February 15, 2023. The Board desires to fill the second vacancy as soon as possible.

Candidates for the Board must be a voter in the district and must be able to exercise their independent judgment on behalf of the interests of RHCS D, including the residents, property owners, and the public as a whole.

If interested, please send a Statement of Interest and Qualifications to:
Rolling Hills Community Services District
P. O. Box 5266
El Dorado Hills, CA 95762
Or email: csdclerk@gmail.com

Please limit your statement to 100 words or less. This Notice shall be posted in three conspicuous places in the district at least 15 days before the appointment is made. It shall also be posted on the District's website.

Thank you.

Linda Stone, Board Clerk
January 28, 2023

2-21-23
Item 6.C.



