

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF MARCH 21, 2023 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on March 21, 2023, was called to order at 7:06 pm by President Brenda Collette. The District returned to in-person meetings this month, and the meeting was held at 3098 Montrose Way, El Dorado Hills, CA. In addition to President Collette, Directors Adam Olson, Mark Magee, and Gordon Fawkes were present at roll call. Also present were Board Clerk Linda Stone and a member of the public.

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

Resident Adam Smith expressed his support for repainting the speed bumps in Springfield Meadows yellow and voiced concern about cracking in areas of the roads and the need for slurry seal.

President Collette commented that a resident had reported a leak on Winterfield. Mark Magee said he had reported a problem with the water main to Elliott Homes. Adam Olson commented that the District should advise Elliott Homes that it's changing the slope in the new development project and the encroachment of dirt into our property is causing detriment to the District. The construction activities have changed the whole terrain of the land. Further, water running under the roadways and obliteration of the previously existing drainage ditch is causing the deterioration of the roads in our District. To avoid a future claim, the District requests that Elliott Homes fix the activities causing the issues now.

3. Monthly Reports

a. Report Regarding General Manager Duties. Linda Stone reviewed the items on this list she prepared of Report of General Manager Type Activities over the past month, a copy of which is attached.

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

4. Consent Items

Consent items including the Minutes of the regular Board of Directors meeting held on February 21, 2023; the Financial Reports for the District prepared by the El Dorado County Auditor Controller's office for the month ending February 28, 2023; and correspondence for acceptance and filing including February 10, 2023 letter from California State Controller re 2022 Government Compensation in California Report due by April 30, 2023; February 22, 2023 letter from El Dorado County Clerk-Registrar of Voters Office re Timeline of Upcoming District Requirements; and February 2023 Reminder for Filing Statement of Facts for the Year 2023 were considered. Director Gordon Fawkes moved to approve and accept/file all Consent items; Director Adam Olson seconded. The Clerk took a roll call vote; the motion carried as follows:

AYES: Collette, Olson, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

5. Old Business

5.a. Sidewalk Issus on White Rock Road near Bailey Circle.

Director Gordon Fawkes updated the Board on his efforts to find a Contractor to perform the work. He obtained a bid for the concrete replacement work, which was also higher than the cost initially anticipated. The Board agreed that the roots underneath the sidewalk caused the issue. The matter was tabled until next month.

5.b. Weed Abatement and Fire Mitigation Services for 2023. Director Mark Magee presented the bid he received from NewGen Landscaping for weed abatement of the project area using weed eaters. The Board requested a comparison of the acreage included in prior Capra Environmental proposals before considering approval of the work. The matter was continued to the next Board meeting.

5.c. Meeting Location for RHCSO Board Meetings 2023. President Brenda Collette graciously offered the use of her home for the April Board meeting while other meeting location options are researched.

5.d. Recruitment of General Manager Position. The Clerk gave an update about a potential candidate recommended through CSDA. With direction from the Board, the Clerk will endeavor to schedule interviews with the two interested persons at the next Board meeting. The interviews will be held in Closed Session.

6. New Business

6.a. Review Status of the District's FY2023-2024 Approved Budget. The Board did a line-by-line review of the year-to-date expenses of the District against the approved budget. They concluded that overall it is on target. Director Adam Olson requested that budget review be a standing agenda item on the monthly agendas through the end of the fiscal year.

In conjunction with the budget discussion, the Board expressed that due to its limited resources, discretionary projects could not be funded at this time. Resident Adam Smith commented that he and fellow resident(s) would pay for repainting the speed bumps in Springfield Meadows at their own expense if the Board approved.

Director Adam Olson made a motion pursuant to District policy no. 3070 to approve the issuance of an Encroachment Permit to Adam Smith and Butch Arietta to paint the speed bumps in Springfield Meadows using Cal Trans-approved paint at their own expense. Director Mark Magee seconded the motion. During discussion, a Board member asked if the residents do not carry out the work, may the Board do so at a later time? The answer was yes; approval of a motion does not preclude the Board from undertaking work if the residents do not have it done. The Clerk took a roll call vote; the motion carried as follows:

AYES: Collette, Olson, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

Resident Adam Smith said Butch Arietta would love to receive permission to fix the roads in Springfield Meadows. Director Adam Olson made a motion pursuant to District policy no. 3070 to approve the issuance of an Encroachment Permit to Adam Smith and Butch Arietta to repair the roadway in Springfield Meadows to reasonable standards of completeness at their own expense. Director Mark Magee seconded the motion. The Clerk took a roll call vote; the motion carried as follows:

AYES: Collette, Olson, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

6.b. Berkshire Park Development Project. Director Adam Olson said he is reviewing the plans for Berkshire Park and intends to bring to the Board at its next meeting a proposal for modification of the

plan. One item he mentioned was the inclusion of a multi-sport court. Adam will talk with Matt Sites about the project status.

7. Adjournment. Upon motion and second, the President adjourned the meeting at 8:50 pm.

Submitted by:

/s/

Linda Stone, Board Clerk/Secretary

Approved by Board: 4/18/2023

Report of General Manager Type Activities

March 20, 2023

1. Resident reported CSD sign at Prima Drive barrier which fell over.
2. CSDA Notification of legislation to continue remote meetings. See attached.
3. Ring Central SMS registration by March 31
4. Compliance Reminders for Board Members
 - Form 700 due annually for filing by April 1
 - Harassment Training – required every two years. See attached.
 - AB 1234 Ethics Training – required every two years and within one year of taking office. See attached.

Expenditures for discussion under Agenda item reviewing status of FY23 budget:

- Resident and Springfield Meadows ACC request that the District paint the seven remaining speed bumps within Springfield Meadows at a cost not-to-exceed 775.00. Resident obtained a proposal from Salvador Ruelas which includes two coats of commercial Cal Trans approved yellow road paint. Note: Resident paid the cost to paint the first three nearest to the entrance at White Rock Road.
- Meeting signs – are the sandwich signs used previously for hotel meeting location able to be used going forward?
- Compliance for website – Bob Hollis inquired whether we want to make edit to website to bring it into compliance with new requirement. I asked for detail as to the compliance requirement and the cost to do so.

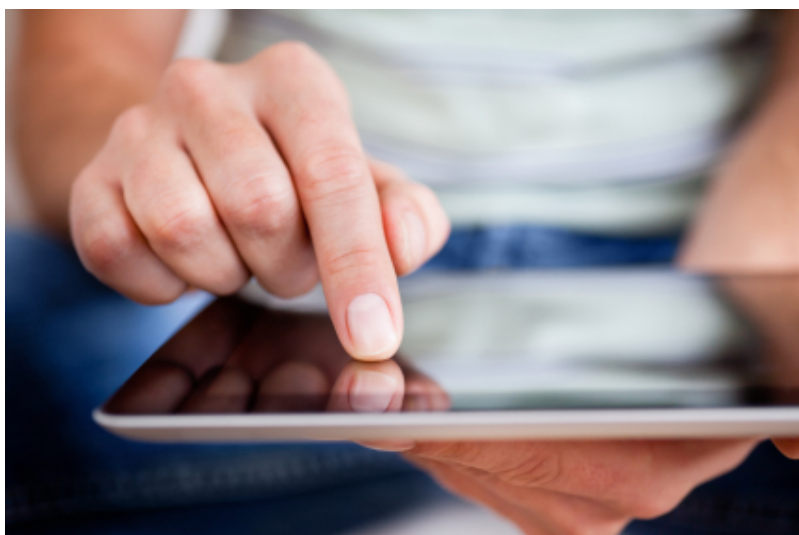
Action Alert: Support AB 557 to Extend Authorization of Emergency Remote Meetings



By [Kristin Withrow](#) posted 21 days ago

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Assembly Member Gregg Hart (D–Santa Barbara) has introduced [Assembly Bill 557](#), CSDA's 2023 sponsored bill on the Brown Act. This bill follows the successful passage of [Assembly Bill 361 \(R. Rivas, 2021\)](#), which established modified remote meeting procedures within the Brown Act for local agencies meeting during specified emergencies. CSDA is calling upon all special districts to register a support position.

Visit CSDA's [Take Action page entry on AB 557](#)

Help advocate to preserve emergency remote meeting procedures by submitting a letter of support using CSDA's [Automated Form Letter](#)

Local agencies have effectively utilized the procedures established by AB 361 to meet remotely during the COVID-19 pandemic. The COVID-19 state of emergency in California will terminate at the end of February 2023, whereupon local agencies will no longer be able to use AB 361 for COVID-19-related reasons. However, local agencies may rely on AB 361's provisions after February should there be a different emergency (e.g., flooding, wildfires, earthquakes) that makes it unsafe to meet in-person, so long as that emergency is accompanied by a formal state of emergency declaration made by the Governor.

This will be the case until the end of 2023. After that point, the provisions added to the Brown Act by AB 361 "sunset", or expire, on their own terms and local agencies will lose statutory authority for remote emergency meetings established by AB 361. In order to preserve the modified remote meeting procedures beyond the end of 2023, CSDA has sponsored AB 557, which would abolish the sunset that would otherwise repeal these procedures.

AB 557 also makes one minor change to the timeframe for the renewal resolutions required under the AB 361 framework. Currently, the terms of AB 361 require an agency looking to rely on its provisions beyond 30 days to pass a resolution recognizing that the state of emergency prompting the transition to remote meetings remains active, and that conditions persist that prevent the agency from holding meetings safely in-person. AB 557 would change this to 45 days, providing agencies with an additional two weeks and accommodating those agencies that meet monthly on a fixed date that may occasionally fall outside of the original 30-day window provided by AB 361.

CSDA members are asked to submit a letter of support for AB 557 to help advocate for the successful passage of this measure. To assist its members, CSDA has established a page on its website where agencies can read background information, access sample letters, and/or authorize the submission of a letter of support on behalf of an agency using [an automated process](#). Those with additional questions should contact Marcus Detwiler, CSDA's legislative representative leading the effort behind AB 557, at marcusd@cda.net.

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All Events - Register

<p>Webinars</p> <p>DETAILS</p>	<p>Workshops</p> <p>DETAILS</p>	<p>On-Demand Webinars</p> <p>DETAILS</p>	<p>All Events</p> <p>DETAILS</p>
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On-Demand Webinars

- On-Demand Webinar**
Presenters: Gary Bell and Alexandra Jack, Colantuono, Highsmith & Whatley PC

[2023 Ethics AB 1234 Compliance Training](#)

State law requires two hours of ethics training every two years and within one year of taking office. The training is also required for certain employees. This webinar or presentation will fulfill this requirement with up-to-date examples, recent developments in the law, and current guidance from the Fair Political Practices Commission (FPPC).

Duration: 2 hours
- On-Demand Webinar**
Presenters: Cassandra Lo, Richards Watson Gershon

[2023 Sexual Harassment Prevention Training for Supervisors](#)

? This two-hour presentation will comply with the requirements of AB 1825 and AB 1661 and will cover: what constitutes sexual harassment and discrimination in the workplace, how to recognize and avoid harassment, what procedures to follow if you witness harassment or are harassed yourself, the potential consequences - including personal liability - of harassment, what constitutes abusive conduct in the workplace in compliance with AB 2053, and orientation, gender identity and gender expression in compliance with SB 396.

Duration: 2 hours

Board Member Resources

Required Training

Required Training - *required every two years*

- Ethics AB 1234*
- Sexual Harassment Prevention Training*

[ON-DEMAND](#) >

[WEBINARS](#) >

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Best Practices

Best Practices - *during 1st year*

- Repeat As Needed
- Finance, Brown Act, CA Public Records Act, and Liability

[ALL EVENTS](#) >

[BOARD MEMBER BUNDLE](#) >