

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF JULY 11, 2023 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on July 11, 2023, was called to order at 7:03 pm by President Brenda Collette. 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 members of the public.

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

None.

3. Monthly Reports

a. Report Regarding General Manager Duties. Mark Magee presented an oral report about activities over the last month including status of the weed abatement performed by the goats and an abandoned car on Summerfield which was reported by a resident. The remaining items about vegetation issues will be discussed under item 5.a.

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 June 13, 2023, and correspondence including Nationwide bond renewal correspondence, SDRMA 2023-24 Property/Liability renewal correspondence and invoices notification, EL Dorado County notification regarding fiscal year 2023 year-end close instructions, and Umpqua bank statement for the period through June 30, 2023, were considered. Director Gordon Fawkes moved to approve and accept/file all Consent items; Director Mark Magee 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

Vice President Adam Olson suggested that the Board take the Public Hearing agenda items out of order and address them at this time.

6. New Business

6.a. Public Hearing – Open Public Hearing Regarding Authorizing the Continued Collection of the Direct Charge Assessment for Fiscal Year 2023-2024. President Brenda Collette opened the public hearing for this item. She asked if there was any public comment. There was none. President Collette closed the public hearing. Director Mark Magee made a motion to adopt Resolution 23-01 Authorizing Continued Collection of the Direct Charge Assessment of \$200 for FY24 for the purposes of maintaining and improving community infrastructure and for other lawful purposes of the District. The motion was seconded by Director Adam Olson. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Olson, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

6.b. Public Hearing – Open Public Hearing regarding Establishing the Appropriation Limit for Fiscal Year 2023-2024 for RHCS D as Described in Article XII B of the State Constitution. President Brenda Collette opened the public hearing for this item. She asked if there was any public comment. There was none. President Collette closed the public hearing. Director Adam Olson made a motion to approve Resolution 23-02 Establishing the Appropriation Limits for FY24 for the Rolling Hills Community Services District as described in Article XII B of the State Constitution in the amount of \$131,103.33 calculated as follows: \$126,012.43 (FY23 limit) x 1.0404 = \$131,103.33. The motion was seconded by Director Gordon Fawkes. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Olson, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

6.c. Public Hearing – Open Public Hearing Regarding Approval and Adoption of Final Budget for Fiscal Year 2023-2024. President Brenda Collette opened the public hearing for this item. She asked if there was any public comment. There was none. President Collette closed the public hearing. The Board then discussed the proposed budget with respect to drainage costs and professional services. Director Adam Olson made a motion to approve Resolution 23-03 adopting the final budget for FY2023-2024 in the amount of \$197,031.03. President Brenda Collette seconded the motion. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Olson, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

5. Old Business

5.a. Further Discussion of Wetland Areas and Vegetation Growth. The Clerk presented information about a further communication received from a second El Dorado Hills Fire Department Defensible Space Inspector stemming from complaints from the property owner on Summerfield Way. She also presented new and prior photographs of outstanding vegetation issues raised by residents and a copy of the Scope of Work for the contracted landscape maintenance provider.

Summerfield resident Nancy and her husband attended the meeting and she talked about her ongoing concerns about the growth behind her back fence, which runs parallel with a wetlands area, and said she thinks it is a fire danger. The Board discussed the Summerfield issues, and additional issues on Belhaven and Montrose, the beaver and mosquito issues near the Stonebriar entrance, and the communications received from EDH Fire. As a means for addressing each situation, Director Olson posed two questions for consideration: (1) is the issue on CSD property; and (2) is the issue included in the scope of work of the landscaper's contract with the district? If the answer to both questions is yes, then the landscapers need to be directed to complete the work as stated in the agreement and we need to communicate directly with them. For vegetation or growth issues above 12', the Board discussed that it would have to hire someone else to perform that work.

Following the discussion, Board members volunteered as follows: Director Olson will address the safety issue on Summerfield as to clearance, visibility and branches impeding the sidewalk; Director Collette will respond to Bonnie from mosquito control regarding the issues resulting from the beaver dams built near the entrance to Stonebriar; the Clerk will send the beaver information to Director Olson; and Director Fawkes will contact Alex Dietrich and Alex Bourriage, Defensible Space Inspectors.

5.b. Discussion of Scope of Work for Updated Reserve Study. The Board generally discussed the timeline for activities in order to be ready for an election in November of 2024. Discussion circled around about whether an updated Reserve Study is needed. Director Olson pointed out that at the June meeting the Board approved a motion to obtain an updated Reserve Study to identify the immediate critical maintenance needs, long term needs, and a plan for funding. He suggested that instead of revisiting the same issues, if a Board member wishes to move to rescind that motion, they may do so. President Collette made a motion to rescind last month's motion approving an updated reserve study and instead utilize the 2018 study. There was no second to the motion. After more discussion, the Board asked that the Clerk post on the CSDA listserv a request for recommendations, information, and strategy for help moving toward a successful ballot measure to increase the assessment. The Board agreed to hold a special meeting on August 1 to discuss the matter further.

The Board took item 6.e. out of order and item 6.d. will be addressed after Closed Session.

6.e. Irrigation Maintenance. Director Mark Magee discussed the cost information he received to address irrigation issues. After discussion, Director Magee made a motion to approve an expenditure of funds from approved budget to: (1) Replace broken valve and rotor in Stonebriar Park at a cost of \$550; and (2) Replace broken valve and filter on Dunnwood Drive at a cost of \$550. The motion did not include the third item. Director Olson seconded the motion. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Olson, Fawkes, and Magee

NOES: None

ABSENT: None

ABSTAIN: None

Director Collette requested that the irrigation issues on White Rock Road which are creating a slime issue on the sidewalks be added to next month's agenda with a cost estimate to address the issues.

7. Closed Session. The Board went into closed session to discuss Public Employee appointment and Employment – Position to be Filled: General Manager.

The Board reconvened to Open Session at 9:04 p.m. There was no reportable action.

After discussion, Director Olson made a motion to offer Mark Magee a contract to serve as the General Manager for the District contingent on first resigning from the Board, on terms and conditions to be negotiated. The motion was seconded by President Collette. The Clerk took a roll call vote; motion carried as follows:

AYES: Collette, Olson, and Fawkes

NOES: None

ABSENT: None

ABSTAIN: Magee

The Clerk will prepare an initial draft of the agreement as directed and forward it to Director Olson for review and input.

6.d. Notice of Vacancy on the Board of Directors; Consider Appointment to the Board of Directors to Consider Filling the Expired Term of Ed McGowan which Runs Through December 4, 2026. After discussion, Director Mark Magee made a motion to appoint Norman Bechler to fill the vacant position on the Board of Directors. There was no second to the motion. Although requested, the Board did not receive a letter, resume, or statement of interest from Mr. Bechler. The Board would like to see more of a commitment to attend the board meetings.

8. Adjournment. Upon motion and second, the President adjourned the meeting at 9:10 pm.

Submitted by:

/s/

Linda Stone, Board Clerk/Secretary

Approved by Board: August 15, 2023