

**ROLLING HILLS COMMUNITY SERVICES DISTRICT  
MINUTES OF AUGUST 15, 2023 MEETING OF THE BOARD OF DIRECTORS**

**1. Call to Order/Roll Call.**

The meeting of the Rolling Hills CSD held on August 15, 2023, was called to order at 7:01 pm by President Brenda Collette. The meeting was held at the Gather Room at Raley's Market, 3935 Park Drive, El Dorado Hills, CA. In addition to President Collette, Directors Adam Olson and Gordon Fawkes were present at roll call. Also present were General Manager Mark Magee, Board Clerk Linda Stone, and members of the public.

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

Director Fawkes said he was asked to pass along a comment from resident Butch Arietta, who requests that color be installed at the Springfield Meadows entrance. It was noted that the District's landscape maintenance agreement does not include annual color.

**3. Monthly Reports**

**a. Report Regarding General Manager Duties.** Mark Magee presented a written and oral report about activities over the last month, copy 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 July 11, 2023, minutes of the special meeting held on August 1, 2023, and correspondence including iStorage Rental Rate increase notice effective August 1, State Social Security Administrator for PERS Annual Information Request, Certificate of Insurance for Bailey tree Company, Inc., SDRMA letter dated August 1, 2023 re MemberPlus services, and Umpqua Bank statement for the period through July 31, 2023, were considered. Director Adam Olson moved to approve and accept/file all Consent items; Director Gordon Fawkes seconded. The Clerk took a roll call vote; the motion carried as follows:

AYES: Collette, Olson, and Fawkes

NOES: None

ABSENT: None

ABSTAIN: None

**5. Old Business**

**5.a. Update Regarding Wetland Areas and Vegetation Growth.** (1) General Manager Mark Magee advised the Board about his discussion with the foreman for the landscape maintenance company regarding its compliance with the terms of the agreement for services. Issues discussed included maintenance in front of all culverts, Joeger Park weed abatement, trees hanging low over the roadway, and overall debris. Director Fawkes noted that he doesn't think 10' clearance behind fences is included in the contract's scope of work. Director Adam Olson referenced specific sections of the agreement for the Board's review. Residents Ed and Nancy Nurano spoke to the Board about their ongoing concerns. President Brenda Collette made a motion to approve a cost not-to-exceed \$500 to allow the residents' own landscapers to perform the needed work behind the Nurano fence line, which runs parallel to the wetland area. Director Adam Olson seconded the motion. During discussion, Director Fawkes expressed that it may be more cost effective to do a more extended area. He noted also that when meeting with the Fire Department Defensible Space inspector, 10' was deemed acceptable, and that information needs to be shared with the person or company doing the work. President Brenda Collette amended her motion to approve a not-to-exceed cost of \$300 to perform the work. President Collette called for a vote. The clerk took a roll call vote; the motion carried as follows:

AYES: Collette and Fawkes  
NOES: Olson  
ABSENT: None  
ABSTAIN: None

President Collette asked that the Nuranos bring the invoice to her once the work is completed.

(2) The Board discussed other areas within the District where maintenance is needed in wetland areas. It was the consensus of the Board members that the landscaping company is expected to perform all of the tasks included in the agreement, and noted that the contract includes a map identifying the culverts and ditches which are to be kept free and clear. Resident Norm Bechler suggested that the landscapers provide a systematic schedule of cutting trees and bushes, and performing other required maintenance work.

The Board took New Business item 6.a. out of order since time permitted before the 8:00 p.m. designated for item 5.b.

## **6. New Business**

**6.a. Irrigation Maintenance.** The General Manager requested that the Board ratify approval of the expenditure of funds from the approved budget at a cost not-to-exceed \$1,300 to address the water issues along White Rock Road which resulted in a safety issue. Photographs were presented of the issues and slime resulting on the sidewalks. Director Gordon Fawkes made a motion to ratify approval of an expenditure not exceeding \$1,300 to address the safety issues; second by President Brenda Collette. The Clerk took a roll call vote; the motion carried as follows:

AYES: Collette, Olson, and Fawkes  
NOES: None  
ABSENT: None  
ABSTAIN: None

## **Old Business**

**5.b. Direct Charge Assessment; Discuss Need for Increased Revenue for Future Sustainability.** At the request of the Board, Danielle Wood of NBS Consulting joined the meeting by telephone at 8:00 p.m. She noted she had reviewed the information provided by the District including its prior Reserve Study, some financial materials, and overall information about the District. She said her company is very experienced in assisting Districts in similar circumstances with recommendations and assistance regarding the need for increased revenue.

She explained in some detail the steps her company suggests to approach this issue. The first involves the exploration of revenue options, including a clear understanding of the revenue needs, both currently and in the future, collection of the data, and a review of funding options. The next involves polling and surveying to determine any sticking points and what the community will or will not support. Often this may require more community education and the development of messaging tools to use when employing boots on the ground efforts for communication. The Board asked questions about the timeframe for the services if its target is the Fall 2024 ballot. Ms. Wood said there is sufficient time available, but the District should move quickly to allow time for full engagement. Overall ballpark cost for the general range of services is \$40,000-\$70,000, which depends in part on which funding mechanism is selected and the results of the polling. The services are through a phased approach, as noted, so the Board has the ability to pivot and alter course depending on the findings. Director Fawkes

raised the issue of the different neighborhoods in the District and allocation of costs. Ms. Wood confirmed having different zones based on the funding is possible. She also said a special benefit assessment is more complicated than a special tax. The discussion included possible pitfalls. A resident commented that it might be more palpable the community if a phased approach for increases is used. Ms. Wood said that the feasibility analysis and polling process will dictate this. She discussed services provided to other neighboring clients including El Dorado and Placer County, and the cities of Lincoln, Folsom, and Sacramento. The Board requested that NBS provide a proposal for the services. Ms. Wood said she will work with her team to provide a proposal for the first phase of the project. Director Olson asked that this item be placed on the next regular meeting agenda.

As a result of the discussion during the meeting, Director Gordon Fawkes requested that the General Manager have installed fresh color plantings at the entrance to Springfield Meadows. After discussion, the request was amended to include the other two entrances also at Prima and Stonebriar, at a cost not to exceed \$200 and that the plants not obscure the monument signs. Since this expenditure amount is within the General Manager's procurement authority, a motion was not needed.

**7. Adjournment.** Upon motion and second, the President adjourned the meeting at 8:46 pm.

Submitted by:

/s/

Linda Stone, Board Clerk/Secretary

Approved by Board: September 19, 2023

General Manager Report

8/15/2023

- For Item 6.a.
- Walked White Rock with Francisco, 2 valves needed to stop slim on sidewalk, 4 more valves leaking and need to be replaced.
  - Broken ½" line on White Rock by Shadow Hills, tie rapped both ends to stop leak.
  - Removed Sign at entrance advertising house painting.
  - Refilled and emptied doggie stations 2X.
  - Talked with Don Neher (Black Stone resident) about Vinyard around EDH sign.
- For Item 5.a.
- Reviewed Landscaping Service Agreement, highlighted and given to Francisco (landscaper) see attached.
- For Item 5.a.
- Nancy call and wanted to know when bushes were going to be removed.
  - Looking for mapping of all valves and area they control.



