

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF NOVEMBER 14, 2023 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on November 14, 2023, was called to order at 7:01 pm by President Brenda Collette. The in-person meeting was held at 3098 Montrose Way, 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 and two members of the public.

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

Resident Liz Kmiec asked about the fence in front of Stonebriar.

3. Monthly Reports

a. General Manager Report. Mark Magee presented a report about activities over the last month, copy attached.

4. Consent Items

Minutes of the regular Board of Directors meeting held on October 17, 2023, Financial Reports for the District prepared by the El Dorado County Auditor Controller's office for the month ending October 31, 2023, and correspondence Umpqua Bank statements for September and October 2023, Umpqua Bank notice regarding change in overdraft fees effective December 5, 2023, and Pioneer Energy notice re generation charges September bills were considered. Director Gordon Fawkes moved to approve and accept/file all Consent items; President Brenda Collette seconded. A roll call vote was taken; the motion carried as follows:

AYES: Collette, Olson, and Fawkes

NOES: None

ABSENT: None

ABSTAIN: None

5. Old Business

5.a. Revenue Options; Need for Increased Revenue for Future Sustainability.

It was reported that NBS Consulting provided some materials for the District's information.

5.b. Culvert Maintenance. It was reported that the trapper caught and removed two beavers.

5.c. Dead Trees within the District. The Board discussed the dead trees in the District. After discussion. Director Gordon Fawkes made a motion to approve an expenditure of not to exceed \$350 from the approved budget for rental of a chipper and needed fuel to remove downed trees. Director Olson amended the motion to add that appropriate waivers must be signed by all volunteers performing work. The amendment to the motion was approved, and seconded. A roll call vote was taken; the motion carried as follows:

AYES: Collette, Olson, and Fawkes

NOES: None

ABSENT: None

ABSTAIN: None

6. Old Business

6.a. Board Meeting Schedule for 2024. The Board considered the meeting schedule proposed for calendar year 2024. Director Adam Olson made a motion to adopt the schedule with meetings on the

third Tuesday of each month beginning at 7:00 pm, with the locations to be determined. Director Fawkes seconded. A roll call vote was taken; the motion carried as follows:

AYES: Collette, Olson, and Fawkes

NOES: None

ABSENT: None

ABSTAIN: None

6.b. Audit of District for Fiscal Years Ended June 30, 2022, June 30, 2021, and June 30, 2020.

Staff proposed approval of the completed audit performed by Vaughn Johnson, Certified Public Accounting for fiscal years 2022, 2021, and 2020. Upon approval the Clerk will provide copies to the County and State Controller's office as required. After discussion, Director Adam Olson moved to approve the three-year audit report; President Brenda Collette seconded. A roll call vote was taken; the motion carried as follows:

AYES: Collette, Olson, and Fawkes

NOES: None

ABSENT: None

ABSTAIN: None

7. Adjournment. Upon motion and second, the President adjourned the meeting.

Submitted by:

/s/

Brenda Collette, President

Approved by Board: January 23, 2024

- Emptying and filling doggie stations, walking park and driving grounds. About 1 to 1.5 hours per visit. Usually 4 visits per month.
- Continue looking for parked vehicles and other violations. About 1 to 1.5 hours per visit. Usually 4 visits.
 - 1 car and van removed
 - 1 RV and Trailer needs to be addressed, need to look at CA ordinance ver. CSD
- Landscaping repairs to keep sidewalk dry along White Rock have been made.
 - About 1 to 2 hours per visit and about 4 visits per month.
 - Working on clearing inputs and outputs of culverts.
- Working on reports, GM Report and Hourly Tracking. About 1 to 2 hours per visit and about 2 visits per month.
- Working on investigating ordinances, service agreements and CSD Material. 1 to 2 hours, as needed.



