

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF JANUARY 23, 2024 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on January 23, 2024, was called to order at 7:00 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, Clerk Linda Stone, and two members of the public.

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

Resident Bill Grava commented on the raised sidewalk sections which continue to present a hazard by Bailey Circle and the Park. Comments included that this work does not lend itself to a volunteer project. This matter will be placed on the next agenda. Resident Ed McGowan commented about sidewalk issues near his home also, and he inquired about the beavers. Brenda Collette commented that trappers removed two beavers. Although the water is flowing, the remaining dam needs to be removed. The Board asked that this matter also be placed on the next agenda for discussion.

3. Monthly Reports

a. General Manager Report. Mark Magee presented an oral and written report about activities during December and January, copies are attached.

4. Consent Items

Minutes of the regular Board of Directors meeting held on November 14, 2023; Financial Reports for the District prepared by the El Dorado County Auditor Controller's office for the months ending November 30, 2023, and December 31, 2023; and correspondence including Umpqua Bank statements for November and December 2023, CSDA letter regarding available resources, El Dorado County Planning and Building Department Notice of Availability of Third partial Recirculated Draft Environmental Impact Report for the Central El Dorado Hills Specific Plan, Mr. Handyman customer letter, Pioneer Community Energy 2022 Power Content Label, SDRMA letter re 2024-2025 Renewal Questionnaire, USPS Advance Notice of Price Change effective January 2024, and Email from Scott Bare re El Dorado County Hazard Mitigation Planning Committee meeting set for January 23, 2024 were considered. Director Adam Olson 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

Agenda items were taken out of order.

5. Old Business

5.b. Board Meeting Schedule for 2024. As a result of Raley's Gather Room not being available for various of the regular meeting dates approved on November 14, 2023, the Board considered revising the schedule. The Board determined to take no action and hold the meetings at the home of President Brenda Collette when Raley's Gather Room is not available.

5.c. Dead Trees and Fallen Trees Within the District. The General Manager presented various proposals he obtained for the removal, cutting, and/or disposal of fallen or dead trees in the District. There were variations to the bids for services proposed, and the Board wanted to make like comparisons for the

services. Various situations were discussed including trees down affecting a resident's backyard and fence, a tree in the culvert area, trees in Berkshire Park, trees at the Stonebriar entrance, and dead trees on Dunnwood. Through discussion, the situations were prioritized, and the Board noted that the General Manager may deal with emergencies without having to first seek approval from the Board. Such emergency situations include when trees are affecting an owner's use of their property, they are causing a hazard such as flooding or damming up waterways, or property damage. Comments from residents agreed with the priorities discussed. Director Adam Olson made a motion to approve an expenditure of funds up to \$1,500 for the General Manager to move forward with the most cost-effective services to address the tree issues addressing the most immediate needs of trees in resident backyards, removal of the fallen tree in Berkshire Park, the tree in the culvert, and then trees at the Stonebriar entrance. The motion was seconded by Director Gordon Fawkes. A roll call vote was taken; the motion carried as follows:

AYES: Collette, Olson, and Fawkes

NOES: None

ABSENT: None

ABSTAIN: None

New Business

6.a. District Budget Report. Staff presented the updated budget report showing expenditures by budget category and monthly through claims submitted to the County. The accounts causing the most concern are Maintenance of Grounds and Maintenance of Water Systems. Director Olson suggested that during February, the General Manager obtain bids for a full-scale clean out of the drainage areas, starting at the tail end and working back up. Also needed are bids to address the irrigation system. With all bids and work needed, it was noted that with the rain and soft dirt, be cautious not to damage the pipes. Ground mats may be used to spread the load. The Board requested this matter be placed on the March meeting agenda.

Return to Old Business

5.a. Revenue Options; Need for Increased Revenue for Future Sustainability. The Board discussed the draft Memo provided by NBS Consulting. All agreed the Memo needs to include a legitimate revenue target – how much money is needed on an annual basis, and secondly, how can that target be reached. It was also noted that getting the information right is the priority, not rushing to ballot. The Clerk will respond to NBS to advise of the Board's comments. It hopes for an updated draft Memo for review next month. The goal is clear, concise, and compelling information.

Closed Session

7. Public Employee Performance Evaluation. The Board went into Closed Session at 8:40 p.m. It returned to Open Session at 8:47 p.m. There was no reportable action taken during Closed Session. The Board and the General Manager discussed the GM's role going forward.

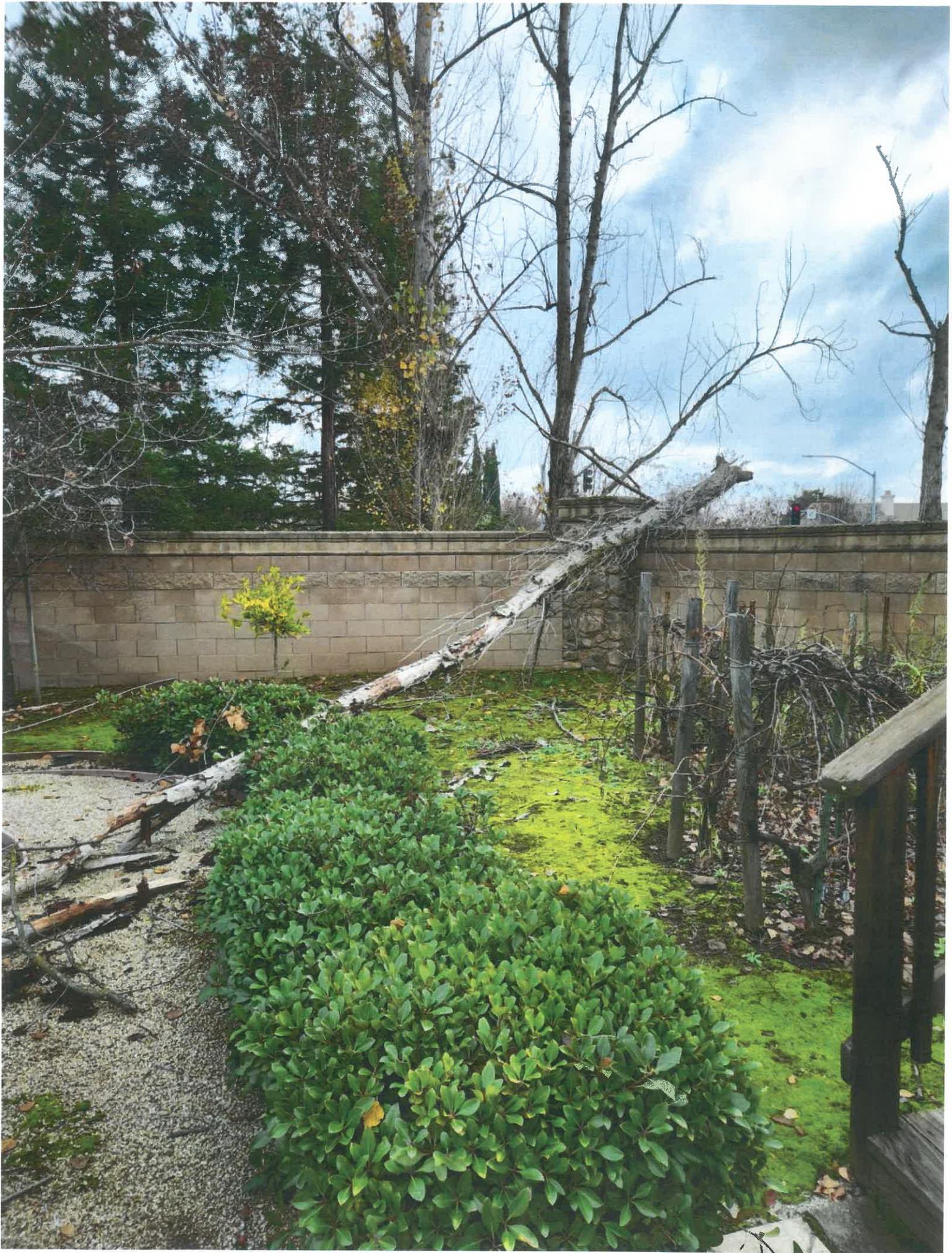
8. Adjournment. Upon motion and second, the President adjourned the meeting at 8:59 p.m.

Submitted by:

/s/ Linda Stone
Linda Stone, Clerk

Approved by Board: February 20, 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.
 - All clear
- Landscaping repairs all 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.
- Tree Estimate: 1 estimate about 1.5 hour.
- Tree down in neighbor's yard, by entrance, talked with Hiep and he's ok to wait on estimates.





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- Entrance side Fence Estimate by Mauricio Sainz, 2 metal galvanized panels, 2 post replacement, demo 2 existing broken post, paint everything black, estimation is \$2,500.
- Tree Estimates: 4 more estimates about 1 to 1.5 hours each, see attached.
- Tree down in neighbor's yard, 516 Prima Ct, continue for last month. Talked with Heip and he's ok to wait on estimates, see attached.
- Tree down in Berkshire Park, see attached.

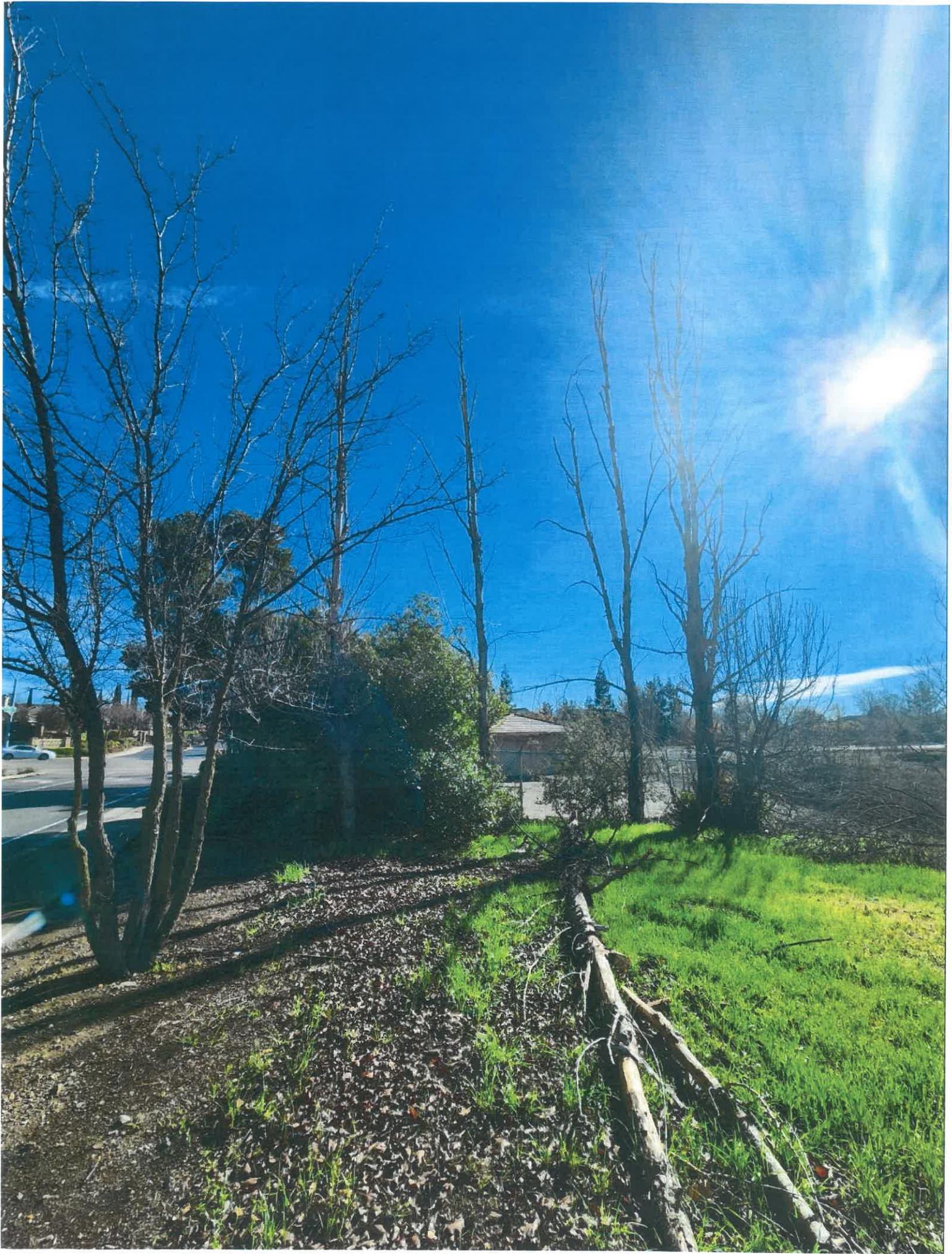
Also discussed during the meeting:

- Mail box break-ins
- Landscaping Crew, cleaning out culvert
- Lost top of garbage can missing after big storm.



STONEBRIA









STOP

