

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF OCTOBER 15, 2024 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on October 15, 2024, was called to order at 7:00 pm by President Brenda Collette. The in-person meeting was held at the El Dorado Hills Fire Station No. 86 Conference Room, 3670 Bass Lake Road, El Dorado Hills, CA. In addition to President Collette, Directors Adam Olson, Bill Grava, and David Gagetta were present at roll call. Also present were General Manager Mark Magee, Clerk Linda Stone, and four members of the public.

2. Public Comment (Items not on the agenda). Resident Liz Kmiec inquired if the final report was received from the consultant doing work for the District regarding a revenue options analysis. The Board confirmed the final report was received.

3. Monthly Reports

a. General Manager Report. The General Manager presented his written report and spoke on the items listed, a copy of which was attached to the meeting materials. Mark confirmed that there is one complete Stonebriar entrance sign in storage. He also commented about the half gate at the Stonebriar entrance which he said he could cut in half to accomplish maintenance needed at the entrance. He said he is coming up to speed on the citation process working with DataTicket. He reported that he is meeting with a person regarding storm drains tomorrow.

b. District Budget Report. The Clerk presented a written updated monthly report for fiscal year 2025, a copy of which was included in the meeting materials. There was no discussion.

4. Consent Items. The consent items including the draft Minutes of the regular meeting held on September 17, 2024; financial reports prepared by the County Auditor-Controller's office for September 2024; and correspondence including Umpqua bank statement for the monthly period ending August 2024, County of El Dorado Auditor-Controller property tax revenue estimates for FY25 lien date tax rolls; and Pioneer Energy information entitled "Understanding your energy choice" were considered. Director Adam Olson moved to approve and accept/file the Consent items; Director Bill Grava seconded. A roll call vote was taken; the motion carried as follows:

AYES: Collette, Olson, Grava, and Gagetta

NOES: None

ABSENT: Fawkes

ABSTAIN: None

Old Business

5.a. Folsom Heights Development Project-Stonebriar Lift Station Improvement Project.

(1) The Board reviewed a presentation submitted by Mike Brink, Civil Engineer for El Dorado Irrigation District, regarding the proposed Stonebriar Lift Station Improvements Project. Director Bill Grava provided supplemental information advising that at its Board meeting today, EID approved the project agreement for completion of the public facility improvements and noted that Elliott Homes is paying for the cost estimated at about \$400,000. Bill noted that it is EID's responsibility to do upgrades on the lift station as needed, and that the facility requires upgrades even without the additional 400 homes to be served. The decision to upgrade the lift station rests with EID and is outside of the District's jurisdiction. He noted further that EID rate payers will not pay for the cost of the upgrade; Elliott Homes will. During the comment period, resident Stephanie Haley said the Lift Station is for the benefit of Elliott Homes and that she still thinks the lay-down area will look terrible.

(2) The Board also briefly discussed the utility parking and lay down area during the course of the Lift Station Improvements Project. Director Bill Grava is taking the lead for the District on this matter. He said these issues are nothing new and we can control much of how that will occur.

5.b. Status of Outstanding Maintenance Issues. The Board discussed the list of outstanding maintenance items included in the Agenda including the debris remaining at the Stonebriar entrance from trees previously cut down, dead trees by the broken metal gate also at the Stonebriar entrance and some in Stonebriar park, replacement of the broken metal gate, replacement or repair of the Stonebriar signs that are missing letters, and overgrown drainage areas. General Manager Mark Magee commented that he is planning to address the dead tree debris at the upcoming Volunteer Day targeted for November 2. Director Grava said he thinks the CSD needs to get all of this work done to make the District presentable, and it was noted that dead wood is a fire hazard. Bill commented we need to be responsible for these issues and we need a concerted effort to get the work accomplished. He suggested the use of a Gantt chart for project management to hold people accountable. Mark will obtain quotes for hauling off debris and repair of the metal gate. Comments received included that the gate should be repaired and not just removed. Regarding the overgrown drainage areas, the approach needs to be from the bottom working up to the top. This is not volunteer work and needs to be addressed.

5.c. Update Regarding Landscaping Services Contract with NewGen Integrated Services, Inc. Mark Magee provided an overview of the contract and noted the 2022 contract has a five-year term through 2027. It is not a “mow and blow” agreement but one that includes various additional tasks, some of which have not been addressed. Mark said he understands the need to hold the contractor accountable to the terms of the contract, but also has concerns about how hard he can push them to perform on items such as drainage issues and debris clean up. Mark said he is looking to get bids for some specific tasks included in the contract to consider splitting up the contract work. Director Grava requested that NewGen provide a written schedule of when they are on premises and how many hours they expect to devote to performance of the work. Mark will request schedule from the contractor, and will bring back a recommendation going forward.

New Business

6.a. RHCSO Website. Director Bill Grava introduced this item and said, “we can do better.” Bill would like to take on the project to refresh and update the website, and especially focus on making the links work for contacting the district. Bill made a motion that the District address a website refresh and update, with focus on ensuring the contact information works. The motion was seconded by Director Dave Gagetta. A roll call vote was taken; the motion carried as follows:

AYES: Collette, Olson, Grava, and Gagetta

NOES: None

ABSENT: Fawkes

ABSTAIN: None

Closed Session

7. Public Employee Performance Evaluation - Pursuant to California Government Code Section 54957, one category: General Manager. The Board moved to Closed Session at 8:18 p.m.

The Board reconvened to Open Session at 8:45 p.m.

8. Report from Closed Session. The Chair confirmed there was no reportable action taken during Closed Session.

9. Adjournment. Upon motion and second, the President adjourned the meeting at 9:10 p.m.

Submitted by:

/s/ Linda Stone
Linda Stone, Clerk

Approved by Board: January 21, 2025