

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF NOVEMBER 19, 2024 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on November 19, 2024, was called to order at 7:00 pm by President Brenda Collette. The in-person meeting was held at the Raley's Market Gather Room, 3935 Park Drive, El Dorado Hills, CA. In addition to President Collette, Directors Adam Olson, Bill Grava, and Gordon Fawkes were present at roll call. Also present were General Manager Mark Magee, and Clerk Linda Stone

2. Public Comment (Items not on the agenda). At the request of Liz Kmiec, Brenda Collette commented that Liz does not like the dead trees in the park. She showed photos of the trees Liz provided.

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. In addition, Director Grava said he will work with Mark about the water issues. Mark noted he is working on identifying the street lights and said if a pole has a number on it, it belongs to PG&E. Director Olson requested that all photographs included in the GM Report or provided with agenda items be labelled with the location, date and time they were taken.

b. District Budget Report. The Clerk presented a written updated monthly report for fiscal year 2025. There was no discussion.

4. Consent Items. The consent items including the financial reports prepared by the County Auditor-Controller's office for October 2024; and correspondence including iStorage notice of increase in monthly storage cost; EDD Notice dated 10-23-24 employer account closed due to no employees; EDD notice dated 12-31-24 re contribution rate for CY2025; Certificates of insurance for vendors Capra Environmental Services, Corp and STC Tree Care, Inc; and employer reports for 3rd quarter 2024 prepared by the County (no employees) were considered. The Clerk requested removal of the minutes of the board meeting held on October 15, 2024 this month. Director Fawkes moved to file the financial reports prepared by the County and accept and file the correspondence items; President Collette seconded. A roll call vote was taken; the motion carried as follows:

AYES: Collette, Olson, Grava, and Fawkes

NOES: None

ABSENT: Gagetta

ABSTAIN: None

Old Business

5.a. Complete Demolition of Beaver Dams and Debris Removal which is Impeding Water Flow.

Mark Magee reported that an extensive review was done on November 13 when he and Director Grava walked the affected property areas. A large beaver dam exists by the lift station and another dam was found further upstream. The Board discussed the scope of work included in the NewGen maintenance contract and the extent of what it includes. Director Grava commented that the District is required by its Hazardous Mitigation Plan to do the needed work. Bill commented further that he wants the General Manager to be on site when the work is done to ensure it is done to the District's specifications and the debris hauled off. Discussion included the results of the District's prior inquiry about this work which found that the vegetation may not be disturbed and only hand tools may be used. Director Grava made a motion to approve an expenditure of not to exceed \$5,000 from the approved budget account no. 4190, Drainage Maintenance, for removal of the beaver dam debris in a specifically defined area to be delineated by the GM and Director Grava from the lift station upstream. The motion was seconded by Director Fawkes. A roll call vote was taken; the motion carried as follows:

AYES: Collette, Olson, Grava, and Fawkes

NOES: None

ABSENT: Gagetta

ABSTAIN: None

New Business

6.a. Review of the RHCS D 2016 Hazardous Mitigation Plan. The District's Hazardous Mitigation Plan was adopted in 2016. Discussion was had about the possible need to update the plan. Director Fawkes reviewed the plan in detail and provided a summary and highlighted copy noting areas for suggested revisions. He noted that the boundary map included in the plan should be updated to include Sierramonte. Also, in light of residential and commercial development projects now completed adjacent to District boundaries, the threat of wildfire is lessened on the east, west and south boundaries. During the discussion, Director Grava commented that he is looking for funding methods for drainage. The question was posed about whether there are any requirements for the District to update the plan. Director Olson said he thinks only if the District wants to receive grant money, noting the District faces a number of competing project priorities. Director Fawkes said that since the plan is on the District website, he would like to see it corrected.

6.b. Tree Encroachment Issue at 2026 Stonebriar Drive. As noted on the GM Report, the Board considered the resident's request that the District remove the tree branches hanging over the resident's fence and a cost which the General Manager estimates at between \$400-\$900. The General Manager previously gave the resident permission to cut the branches. He invited the resident to attend the meeting, but in their absence, presented the request. After discussion, Director Olson made a motion that the District do nothing; second by Director Grava. A roll call vote was taken; motion failed as follows. The motion to expend funds was not approved.

AYES: Olson and Grava

NOES: Collette and Fawkes

ABSENT: Gagetta

ABSTAIN: None

6.c. Regular Board Meeting Dates for Calendar Year 2025 and Consideration of Meeting Locations. The Clerk presented proposed meeting dates for calendar year 2025 and corresponding meeting locations now confirmed. The Clerk said she will strive to secure an El Dorado Hills Fire Department conference room for four of the five remaining dates as allowed by the EDH process. Director Olson made a motion to approval the meeting calendar as presented; second by Director Grava. A roll call vote was taken; motion carried as follows:

AYES: Collette, Olson, Grava, and Fawkes

NOES: None

ABSENT: Gagetta

ABSTAIN: None

7. Adjournment. Upon motion and second, the President adjourned the meeting at 9:05 p.m.

Submitted by:

/s/ Linda Stone

Linda Stone, Clerk

Approved by Board: January 21, 2025