

**ROLLING HILLS COMMUNITY SERVICES DISTRICT**  
**MINUTES OF AUGUST 19, 2025 MEETING OF THE BOARD OF DIRECTORS**

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

The meeting of the Rolling Hills CSD held on August 19, 2025, was called to order at 7:00 p.m. by Vice President Adam Olson. The in-person meeting was held at the Patra Corporation Conference Center, 4207 Town Center Blvd., Bldg. A, Suite 100, El Dorado Hills, CA. In addition to Vice President Olson, Directors Brenda Collette and Gordon Fawkes were present at roll call. Also present was Clerk Linda Stone and members of the public. Directors Bill Grava and Dave Gagetta were absent.

**2. Monthly Reports**

**a. General Manager Report.** The General Manager presented his report orally.

**b. GM Report on Action Items.** No new updates to report aside from items listed on the agenda.

**c. District Budget Report.** The Clerk presented the monthly report for fiscal year 2026, a copy of which was included in the meeting materials.

**3. Consent Items.** The consent items including the Minutes of the Board of Directors meeting held on July 15, 2025; and correspondence including Umpqua bank statement for period ended June 30, 2025; Certificates of Insurance for Bailey Tree Company; Notice of Exemption re Stonebriar Drive Pond Leveler Installation Project dated August 4, 2025; Auditor-Controller Office 2025/26 Direct Charge Levy Memo – Processed Successfully; El Dorado County Notice to Taxing Agency of Sale of Tax-Defaulted Parcels and Opportunity for Agency to Object to the Sale; SDRMA President’s Special Acknowledgment Award-Property/Liability Program; and Rolling Hills Postcard “Greetings Community Residents” were considered. Vice President Olson moved to accept and file the consent items as listed, Director Fawkes seconded. A roll call vote was taken; the motion carried as follows:

AYES: Olson, Collette, and Fawkes

NOES: None

ABSENT: Grava and Gagetta

ABSTAIN: None

**4. Business Items**

**a. Additional Maintenance of Open Space and Culvert Area Along Summerfield Drive.** General Manager Mark Magee discussed the status of his efforts to obtain proposals for the needed work. To date he has two verbal proposals and is expecting a third written proposal. He is still negotiating with the vendors. Vice President Olson posed the preliminary question of whether the Board wants to consider authorizing funds for work before the General Manager is finished negotiating. Discussion ensued by the Board with Director Olson expressing the desire for full proposals with pictures and the ability for the Board to consider apples to apples proposals. The residents present provided input about their concerns to get the work done. Director Fawkes made a motion to approve items (1) and (2) listed in the agenda at the not to exceed amounts listed with the General Manager to complete negotiations within the authorized amounts. The motion failed for lack of a second. Director Collette said she would like more clarity in the proposals presented.

**b. Replacement of Fence Section at Stonebriar Exit.** General Manager seeks authorization for an expenditure of funds in an amount not to exceed \$1,000 for replacement of the damaged fence section at the Stonebriar Exit. The Board inquired about the proposed scope of work for the replacement fence. Mark said it would be a custom-built fence to match the existing fence on the other side of the road and that he would do the installation, noting he will need to purchase a new post. Vice President Olson asked if Mark had considered replacing the fence with off the shelf fencing material. Director Brenda Collette said she would rather include the installation in the authorization for the work. Director Collette made a motion to approve not to exceed \$1,500 for the fabrication and installation of a custom replacement fence section to match the existing fencing. The motion failed for lack of

a second. Director Gordon Fawkes made a motion to approve not to exceed \$1,000 for the fabrication of a custom replacement fence section to match the existing with the fencing, labor for installation and incidental materials included. Mark advised the Board that he does not know if the vendor that provided the bid is licensed. Director Fawkes withdrew his motion. Director Brenda Collette made a motion to approve not to exceed \$1,500 for the fabrication of a custom replacement fence section to match the existing fencing, with that authorized amount including labor and materials for installation. Director Gordon Fawkes seconded the motion. A roll call vote was taken; the motion carried as follows:

AYES: Collette and Fawkes

NOES: Olson

ABSENT: Grava and Gagetta

ABSTAIN: None

**c. Planning Discussion for RHCS D Special Assessment Increase for Placement on the November 2026 Ballot.**

In light of President Grava's absence, the item was continued to the next meeting of the Board.

**5. Public Comment (Items not on the agenda).** Brenda Collette provided comment as a member of the public noting an issue with the sidewalk coming up in two spots between White Rock Road and Bailey Circle, a little closer to Bailey. She would like to see this issue addressed sooner rather than later.

**6. Adjournment.** Upon motion and second, the meeting was adjourned at 8:20 p.m.

Submitted by:

/s/

Linda Stone, Board Clerk

Approved by Board: September 16, 2025