

**ROLLING HILLS COMMUNITY SERVICES DISTRICT
MINUTES OF OCTOBER 21, 2025 MEETING OF THE BOARD OF DIRECTORS**

1. Call to Order/Roll Call.

The meeting of the Rolling Hills CSD held on October 21, 2025, was called to order at 7:00 p.m. by President Bill Grava. 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 President Grava, Directors Adam Olson, Brenda Collette, Dave Gagetta, and Gordon Fawkes were present at roll call. Also present was General Manager Mark Magee, Clerk Linda Stone, and five members of the public.

2. Public Comment. Adam Smith and Butch Arietta said the roads need sealing in Springfield Meadows. Mr. Arietta also said he would like to see flowers at that entrance. After comments about the District's various CC&Rs, Director Olson stated this Board meeting is a public meeting and attendees may not be disruptive. Ed McGowan asked when the Prima Drive extension will be finished and said the temporary fencing is unsightly.

3. Monthly Reports

a. General Manager Report. Mark Magee presented his report orally and in writing.

b. GM Report on Action Items. No updates.

c. District Budget Report. The Clerk presented the monthly report for fiscal year 2026, a copy of which was included in the meeting materials. Director Olson noted the month field needs to be updated but confirmed that does not affect the numbers.

d. Ad Hoc Committee Report. Director Fawkes presented a written Ad-Hoc Committee Report memorializing the work to date by committee members Gordon Fawkes, Dave Gagetta, Mark Magee, and resident representative Liz Kmiec. The committee members agreed the meetings thus far have been productive.

4. Consent Items. The consent items including the Minutes of the Board of Directors meeting held on September 16, 2025; Financial Reports prepared by the County of El Dorado Auditor Controller office for the periods ending August 31, 2025, and September 30, 2025; and correspondence including Umpqua bank statement for the period ended September 30, 2025; HV Tree Care mailer; Certificate of Insurance for Occidental Arts & Ecology Center and Bailey Tree Company, Inc.; SDRMA Renewal Questionnaire; PG&E Customer notice of rate decrease dated September 30, 2025; DMV CPD Jag Parking Notice Memo 25-07 re Reverse Auto License Plate Configuration; and CAPRA November newsletter were considered. President Grava 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: Grava, Olson, Collette, Fawkes, and Gagetta

NOES: None

ABSENT: None

ABSTAIN: None

5. Business Items

a. District Revolve Account. After discussion, Director Olson made a motion designating the individuals authorized to open/deposit/withdraw/close the District's Revolve Account with Columbia Bank to include the board President William Grava, General Manager Mark Magee, and Director Brenda Collette; second by Director Dave Gagetta. A roll call vote was taken; the motion carried as follows:

AYES: Grava, Olson, Collette, Fawkes, and Gagetta

NOES: None

ABSENT: None

ABSTAIN: None

b. Stonebriar Beaver Pond Bench and Informational Sign. President Grava introduced this item noting that the CDFW grant awarded to the District for installation of the beaver pond levelers includes a bench and informational signage intended for placement at the Stonebriar Beaver Pond. After discussion, request was made to move this item to the next meeting of the Board.

c. Sidewalk Maintenance Along White Rock Road. The Board considered staff's request for expenditure of funds for maintenance of two sections of sidewalk along White Rock Road. After discussion, Director Fawkes made a motion to approve expenditure of not to exceed \$1,100.00 for sidewalk work including at first location removal/cutting of roots and replacement of section of sidewalk; and at second location grinding down the raised area to be flush with the adjoining section; and authorization for the General Manager to execute an agreement with Coleman Concrete to carry out the work. President Grava seconded the motion. A roll call vote was taken; the motion carried as follows:

AYES: Grava, Olson, Collette, Fawkes, and Gagetta

NOES: None

ABSENT: None

ABSTAIN: None

d. Irrigation Maintenance re Backflow Relief Valve at Dunnwood Drive. The Board considered the issue of a leaking backflow relief valve at Dunnwood Drive. After discussion and given the time of year, the Board took no action noting the water should be turned off and the issue may be considered in springtime next year. However, the General Manager will obtain further bids for the work and bring back the item for review.

Director Olson made a motion to take item f. out of order, then return to item e.

f. Landscape Maintenance Services. The Board discussed the basic mow and blow landscape maintenance services for the District. President Grava made a motion to approve an amendment to the existing three-month agreement with Old Village Landscaping extending the term for an additional three-months through January 2026 with no change to the monthly cost of \$3,950.00. Director Fawkes seconded the motion. Director Adam Olson offered an amendment to the motion authorizing the General Manager to sign an Amendment to the Agreement, and allowing an increase of up to 3% or \$118.50, as may be requested by the vendor, for a not to exceed monthly cost of \$4,068.50. President Grava seconded the amended motion. A roll call vote was taken; the motion carried as follows:

AYES: Grava, Olson, Collette, Fawkes, and Gagetta

NOES: None

ABSENT: None

ABSTAIN: None

e. Shrub Pruning & Landscape Maintenance in Planted Areas Along White Rock Road from Stonebriar Drive to Manchester, Including the Entrances. The Board discussed the various proposals presented for pruning and maintenance of overgrown shrubs, vines, and plants along White Rock Road and at the three entrances to the neighborhoods. President Grava made a motion to approve the Old Village proposals for the three areas, including the entirety of the fence line at a cost not to exceed \$9,330.00. The motion died for lack of a second. Director Collette made a motion authorizing the tree/shrub/vine maintenance and clean up along White Rock Road at Stonebriar entrance, Stonebriar to Bailey Circle, and Bailey Circle to Manchester to the end of the fence, at a cost not to exceed \$8,700.00 and authorizing the General Manager to sign an agreement with Old Village Landscaping for the work. President Grava seconded the motion. A roll call vote was taken; the motion carried as follows:

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AYES: Grava, Collette, Fawkes, and Gagetta

NOES: Olson

ABSENT: None

ABSTAIN: None

6. Adjournment. Upon motion and second, the meeting was adjourned at 8:28 p.m.

Submitted by:

/S/ Linda Stone

Linda Stone, Board Clerk

Approved by Board: November 18, 2025