

Sunset Heights Community Services District By-Laws

Sunset Heights Community Services District (SHCSD) provides street maintenance, drainage, street lighting, weed abatement, and brush management services.

Article I **Purpose.**

These By-laws set for the terms, conditions and general governance of
Sunset Heights Community Services District
 (Hereinafter referred to as SHCSD)

Article II **Contact Information**

Name: Sunset Heights Community Services District (SHCSD)
 Address: 17910 Sharon Court, Pine Grove, CA 95665
 Email: sunsetheightscsd@gmail.com
 Website: www.amadorgov.org/services/special-districts/sunset-heights-csd
 In Person: All meetings are open to the public.

Article III **Meetings**

Section 1: Public Notification Locations:

Road Sign at Bowman/Marc/Lynn intersection
 Mailboxes on Bowman just before Steven Lane
 Mailboxes at Lynn's Circle at Marc/Lynn intersection

Section 2: Regularly Scheduled Meetings:

Regular meetings are held 4 times per year (January, April, July, and October tentatively.) Agendas are posted at public notification locations and the website no less than 72 hours prior. Minutes are taken at each meeting and made public via website within one week of meeting.

Section 3: Public Comments:

Residents and members of the public may make comments during the "Public Comments" section of the meeting as long as the comment is within the jurisdiction of SHCSD's board. Necessary items not on the agenda may be added to the next meeting's agenda for discussion/decision.

Article IV **Assessments**

General funds received from the district road benefit assessment, as provided for the SHCSD Road Benefit Assessment adopted September 10, 2005, as well as indirect sources will be used to pay for current district operating expenses, liability insurance, and road maintenance and improvement. For more information see SHCSD Policy and Procedures.

Article V **Board of Directors**

Members on the Board of Directors are property owners of Sunset Heights Community and are volunteers. Board members are elected or appointed to the position they hold. The board consists of 3 officers (President, Vice President, and Secretary), 2 directors, and a general manager. For more information see SHCSD Policy and Procedures.