

DRAFT

**SADDLE CREEK COMMUNITY SERVICES DISTRICT
MINUTES FOR THE MEETING OF THE BOARD OF DIRECTORS**

November 18, 2008

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday November 18, 2008. Vice-President Kenyon called the meeting to order at 2:02 PM in the Members Lounge and led Directors and staff in the Pledge of Allegiance.

ROLL CALL: Roll call indicated the following directors were present:

Vice-President:	Bob Kenyon
Secretary:	Steve Marsden
Director	Charles Robinson
Director	Dennis Merrill

Staff: The following staff members were present:

General Manager:	Charles Martin
Site Manager:	Greg Hebard
Clerk/Treasurer:	Phyllis Richards

Public: CSD Attorney Mr. Bob Lanzone

APPROVAL OF MINUTES:

M/ by Director Merrill and S/ by Director Marsden to approve the minutes of the October 21, 2008. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

None.

CONSENT CALENDAR: Consent Calendar items are considered routine and will be acted upon by one motion. There will be no separate discussion of these items unless a member of the Board, Staff or a member of the public requests specific items to be set aside for separate action.

- a. M/ by Director Robinson and S/ by Director Merrill to move approval of expenditures incurred by the district during the month of October. M/ passed unanimously.

CORRESPONDENCE: (Board will briefly address/respond/refer)

None.

OLD BUSINESS

- a. INFORMATION/ITEM DISCUSSION: Board had directed the staff to set up procedures and bring back to the Board for review with regards to SB 1137. GM Martin advised that he has done some research, he has spoke with CSD Attorney, however, at this time he is not ready to make his final recommendation to the Board.

NEW BUSINESS

- a. INFORMATION ITEM/DISCUSSION: Golf Course Manager William Troyanoski had requested to address the Board regarding Main Gate operations. Mr. Troyanoski was unable to attend the meeting, so Site Manager Hubbard advised the Board that he met with John Maness and Bill Troyanoski last week and there was nothing new at that time.
- b. ACTION/SIMPLE MOTION: Staff recommends CSD contract with Larry Bain, CPA for preparation of the FY 2008 independent audit for a fee of \$7,150 and authorize Board President Sue Russ to sign the Engagement Letter. M/by Director Merrill and S/ by Director Robinson to move approval to authorize Board President Sue Russ to sign the Engagement Letter for Larry Bain to prepare FY 2008 independent audit. M/ passed unanimously.

Vice-President Kenyon wanted to confirm that under the Audit Expense Year to Date figure, which was \$13,000, is for two years. GM Martin confirmed that this figure is for two years.

- c. INFORMATION ITEM/DISCUSSION: Introduction of FY 2009 Draft Budget: Staff introduced FY 2009 Draft Budget. Board Members discussed and made recommendations on the Draft Budget. The Draft Budget, with changes directed by the Board, will be placed on the December 16, 2008 Agenda for final review/approval.

GM indicated that FY 2009 Budget is fairly standard to last years except for the Lease/purchase of the tractor.

Director Robinson wanted the Board to be aware that Castle & Cooke is asking the County to extend its agreement with the County for the development in this area for another 10 years. He also wanted to know if the County was charging us for any additional money other than the fee for collection of the CSD taxes. GM Martin advised that they are charging no other fees to CSD.

Director Marsden would like the Budget to reflect the 2008 Actual Revenue received. GM Martin will have that corrected to reflect this information.

- d. PUBLIC HEARING ON FY 2009 DRAFT BUDGET: The Board Vice-President opened a Public Hearing on the Draft Budget. There were no comments or recommendations on the Draft Budget by the public. A second Public Hearing on the Districts FY 2009 Budget will be held on December 16, 2008.
- e. ACTION ITEM/SIMPLE MOTION: Staff recommends the Board designate Board President Russ as Labor Negotiator with GM Martin. Labor issues with GM to be addressed at the December 16, 2008 Board Meeting where final review/action will be taken on the FY 2009 District Budget. M/ by Director Robinson and S/ by Director Merrill to move approval for Board President Russ as Labor Negotiator with GM Martin. M/ passed unanimously.

STAFF REPORTS

Site Manager: Greg advised that with regards to his meeting with Bill Troyanoski, John, and Paul Stein there was nothing new to report, hopefully he will have something to report next month.

NBCA has a new way to record and test employees which can be down loaded so that the staff can meet the state regulation. Greg will down load the 2009 test as soon as it starts raining so that our employees can take the test.

He also advised that our chickens did test positive for West Nile Virus last month. It was as the end of the season, so he did extra spraying.

Director Marsden wanted an update on the form that Scott Dixon (Castle & Cooke) was to design for the "Chemical Applications" for the ponds. Greg advised that there is no report or progress as yet. He will keep the Board updated.

General Manager: Reminded Board that there would be a Sexual Harassment class after the meeting.

DIRECTORS REPORTS:

President Russ – Absent

V/President Kenyon – None

Secretary Marsden – None

Director Robinson – None

Director Merrill – Wanted to know if the Board was doing anything for the employees for Thanksgiving. It was suggested that the Board give the employees Turkey's for the Holiday Season. The Board Members unanimously agreed to do so. Clerk/Treasurer Phyllis Richards will purchase the Turkeys.

ADJOURNMENT – Having no further business, Vice-President Kenyon adjourned the meeting at 2:50PM. CSD's next board meeting date is December 16, 2008.

Phyllis Richards, CSD Clerk/Treasurer

Charles Martin, General Manager

APPROVED BY:

Bob Kenyon, Board Vice-President

Steve Marsden, Board Secretary

SEAL