



**SADDLE CREEK COMMUNITY SERVICES DISTRICT**

1000 Saddle Creek Drive  
Copperopolis, CA 95228  
(209) 785-0100 – saddlecreekcsd.org

**DIRECTORS**

Darlene DeBaldo, President  
Roger Golden, Vice President  
Ken Albertson  
Larry Hoffman  
Don Kurtz

**BOARD OF DIRECTORS REGULAR MEETING AGENDA**

**July 16, 2019**

**Saddle Creek Lodge**

**1001 Saddle Creek Drive, Copperopolis, CA**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. CHANGES TO ORDER OF AGENDA**

**5. PUBLIC COMMENT** (Each speaker is limited to two (2) minutes) Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Any member of the public may address the Board relating to any matter within the Board’s jurisdiction. This need not be related to any item on the agenda; however, the Board cannot act on an item unless it was noticed on the agenda

**6. CONSENT CALENDAR**

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

- a) Review of monthly financial report, approval of bills and claims for the month of June 2019.
- b) Approval of the minutes from the Regular Board Meeting held June 18, 2019.

**7. DISCUSSION AND ACTION ITEMS**

The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

- a) **PUBLIC HEARING** – The Board of Directors will hold a public hearing to receive public comment and input on the draft final 2019/2020 fiscal year budget. Following the public hearing, the Board will take action on approval of the budget.
  - i. Adoption of Resolution approving the Final Budget and appropriations limit for the 2019/2020 fiscal year effective July 1, 2019
  - ii. Adoption of a Resolution approving the employee salary schedule for the 2019/2020 fiscal year
  - iii. Adoption of a Resolution establishing the Measure “A” Special Tax Rates for the 2019/2020 fiscal year and authorizing the general manager to certify and submit the special tax rolls to Calaveras County
- b) Appoint General Manager Peter Kampa as the District’s negotiator in the development of a memorandum of understanding with CV Saddle Creek, LLC, CV Saddle Creek Holdings, LLC and Saddle Creek Golf Club, LLC.
- c) Submit a Vote for up to Three (3) Candidates to be Elected to the SDRMA Board of Directors

**8. STAFF AND DIRECTOR REPORTS**

Brief reports may be provided by District staff and/or Board members as information on matters of general interest. No action will be taken by the Board during Reports, however items discussed may be recommended for discussion and action on a future agenda.

- a) General Managers Report
- b) Site Managers Report

**9. CLOSED SESSION**

**Conference with Real Property Negotiator**

The Board will receive public comment on this agenda item, then convene into closed session to confer with its appointed negotiator, General Manager Peter J. Kampa to discuss price, terms and conditions of a potential real property transaction related to equipment ownership and use for joint benefit, sharing of utility costs, and the appropriate distribution of other operating costs between the District and CV Saddle Creek, LLC, CV Saddle Creek Holdings, LLC and Saddle Creek Golf Club, LLC

**10. ADJOURNMENT**

Agenda Materials: May be viewed on the bulletin boards outside the Saddle Creek Pro Shop, on the Sports Club Bulletin Board, in the viewing box outside the CSD main office and at the CSD Website typically three days preceding each meeting date. Materials will also be available at the meeting.

Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact the CSD Clerk at (209) 785-0100. Advance notification will enable the District to make reasonable arrangements to insure accessibility.



*Saddle Creek Community Services District*

***Treasurer's Report***  
*June 30, 2019*

**Saddle Creek Comm Srvs District**  
**Treasurer's Report**  
**June 2019**

**Statement of Cash Flows**

For the 12 Months Ending June 30, 2019

	Umpqua Bank Checking	2018 Road Improvement Project	Calaveras Co Fund 2188	LAIF	YTD Total
<b>Net Income</b>	(1,105)	(700,006)	(46,606)	2,149	(745,568)
<b>OPERATING ACTIVITIES</b>					
Adjustments to reconcile Net Income to Net Cash provided by Operations:					
1200 Accounts Receivable	(3,186)				(3,186)
2000 Accounts Payable	14,930				14,930
2050 Umpqua CSDA Visa	7,829				7,829
2100 Payroll Taxes Payable	6,063				6,063
2110 Garnishments Payable	(179)				(179)
2150 Accrued Payroll	13,026				13,026
2200 Sales Tax Payable	(2)				(2)
<b>Net cash provided by operating activities</b>	<b>37,376</b>	<b>(700,006)</b>	<b>(46,606)</b>	<b>2,149</b>	<b>(707,087)</b>
<b>FINANCING ACTIVITIES</b>					
2500 Lease Payable - John Deere	54,970				54,970
<b>Net cash increase for period</b>	<b>92,346</b>	<b>(700,006)</b>	<b>(46,606)</b>	<b>2,149</b>	<b>(652,117)</b>
<b>Cash at beginning of period (7/1/2018)</b>	<b>543,490</b>	<b>700,006</b>	<b>46,632</b>	<b>100,000</b>	<b>1,390,128</b>
<b>Cash at end of period</b>	<b>635,836</b>	<b>-</b>	<b>26</b>	<b>102,149</b>	<b>738,011</b>

**Saddle Creek Comm Srvs District  
Treasurer's Report  
June 2019**

**Cash Flow Projection**

FY 2018-19							
Jun-2019	Jul-2019	Aug-2019	Sep-2019	Oct-2019	Nov-2019	Dec-2019	Jan-2020

**REGULAR CHECKING**

Beginning Checking Account Balance	\$	722,865	\$	635,011	\$	557,691	\$	526,340	\$	464,988	\$	403,637	\$	342,286	\$	280,934	
Deposits	\$	-	\$	30,000	\$	30,000	\$		\$		\$		\$		\$		
Assessments	\$	-	\$		\$		\$		\$		\$		\$		\$		
Other Income	\$	3,402	\$		\$		\$		\$		\$		\$		\$		
<b>Disbursements</b>																	
Paychecks	\$	10,861	\$	19,000	\$	19,000	\$	19,000	\$	19,000	\$	19,000	\$	19,000	\$	19,000	
Payroll Taxes	\$	8,082	(9)	\$	8,200	\$	8,200	\$	8,200	\$	8,200	\$	8,200	\$	8,200	\$	8,200
Checks Written	\$			\$		\$		\$		\$		\$		\$		\$	
Other Operating & Admin Costs	\$	36,930	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	
Bonuses - IRA payments	\$			\$		\$		\$		\$		\$		\$		\$	
Property Liability Insurance	\$	10,767		\$		\$		\$		\$		\$		\$		\$	
Worker's Comp Insurance	\$	12,975		\$		\$		\$		\$		\$		\$		\$	
New Lease payments	\$	1,051	(2)	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051
Capital Outlay	\$	-	(3)		8802		( Budget for this period is unknown at this time)										
Projects Costs							(Radar Unit)(Spray Rig										
Human Resources Practioners	\$	1,000					( Budget for this period is unknown at this time)										
Willdan	\$	-			6080		( Budget for this period is unknown at this time)										
NBS	\$				1087		( Budget for this period is unknown at this time)										
SDFA (Road Construction Loan)	\$	-	(4)														
Landscape Architect	\$	-	(5)				( Budget for this period is unknown at this time)										
Credit Card Payments	\$	7,520		\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000
ACS Debits - (Utilities, Lease Pymts,P/R processing)	\$	2,069		\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100
<b>Total Disbursements</b>	<b>\$</b>	<b>91,256</b>		<b>\$</b>	<b>77,320</b>	<b>\$</b>	<b>61,351</b>	<b>\$</b>	<b>61,351</b>	<b>\$</b>	<b>61,351</b>	<b>\$</b>	<b>61,351</b>	<b>\$</b>	<b>61,351</b>	<b>\$</b>	<b>61,351</b>
<b>Ending Checking Account Balance</b>	<b>\$</b>	<b>635,011</b>		<b>\$</b>	<b>557,691</b>	<b>\$</b>	<b>526,340</b>	<b>\$</b>	<b>464,988</b>	<b>\$</b>	<b>403,637</b>	<b>\$</b>	<b>342,286</b>	<b>\$</b>	<b>280,934</b>	<b>\$</b>	<b>219,583</b>
check	\$	0															
Check	\$	-															

- (2) New \$55K lease for Compact tractor per Budget
- (3) \$1450.- Shed and \$10698. for trailer both within budget
- (4) Loan payment due May 4, 2019
- (5) Prelim Design \$25K, \$2K contingency - Budget

NOTE: This cash flow projection uses estimates of outlays using information available at the time of preparation



# Saddle Creek Comm Srvs District

## BALANCE SHEET

As of June 30, 2019

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Umpqua Bank Checking	635,011
1020 Cash - Fund 2188	26
1040 Local Agency Investment Fund (LAIF)	102,149
<b>Total Bank Accounts</b>	<b>\$737,187</b>
Accounts Receivable	
1200 Accounts Receivable	3,000
<b>Total Accounts Receivable</b>	<b>\$3,000</b>
Other Current Assets	
1300 A/R CLEARING	186
1400 Undeposited Funds	825
<b>Total Other Current Assets</b>	<b>\$1,011</b>
<b>Total Current Assets</b>	<b>\$741,198</b>
Fixed Assets	
1500 Capital Assets	
1501 Equipment	397,708
1503 Roads	2,360,462
1504 Easements	10,344,000
1505 Buildings	79,000
<b>Total 1500 Capital Assets</b>	<b>13,181,170</b>
1550 Construction in Progress	39,718
1600 Accumulated Depreciation	
1601 Equipment	-265,516
1603 Roads	-782,098
1605 Buildings	-22,120
<b>Total 1600 Accumulated Depreciation</b>	<b>-1,069,734</b>
<b>Total Fixed Assets</b>	<b>\$12,151,155</b>
<b>TOTAL ASSETS</b>	<b>\$12,892,353</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	14,930
<b>Total Accounts Payable</b>	<b>\$14,930</b>
Credit Cards	
2050 Umpqua CSDA Visa	7,729
<b>Total Credit Cards</b>	<b>\$7,729</b>
Other Current Liabilities	
2100 Payroll Taxes Payable	1,138
2150 Accrued Payroll	13,026

	TOTAL
2200 Sales Tax Payable	-1
<b>Total Other Current Liabilities</b>	<b>\$14,163</b>
<b>Total Current Liabilities</b>	<b>\$36,821</b>
Long-Term Liabilities	
2500 Lease Payable - John Deere	97,387
2600 Series 2018 Installment Sale	700,000
<b>Total Long-Term Liabilities</b>	<b>\$797,387</b>
<b>Total Liabilities</b>	<b>\$834,208</b>
Equity	
3800 Developer Capital Contributions	12,198,796
3900 Fund Balance	604,916
Net Income	-745,568
<b>Total Equity</b>	<b>\$12,058,144</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$12,892,353</b>

SADDLE CREEK COMMUNITY SERVICES DISTRICT  
 FY 2018-19 MONTHLY BUDGET REPORT ANALYSIS

June 2019

		ACTUALS			BUDGET		
		Last Year Jul-June	This Year Jul-June	Variance Incl/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
<b>EXPENDITURES</b>							
<b>SERVICES AND SUPPLIES</b>							
<b>ADMINISTRATION</b>							
OE01	Audit Expense	\$ 7,500	\$ 11,500	\$ 4,000	\$ 11,700	\$ 200	2%
OE02	Finance Expenses	\$ 447	\$ 453	\$ 6	\$ 600	\$ 147	25%
OE02-1	Parcel Tax Implementation	\$ 4,832	\$ 5,441	\$ 610	\$ 5,500	\$ 59	1%
OE03	Advertising	\$ 1,125	\$ 378	\$ (747)	\$ 500	\$ 122	24%
OE04	Legal Expenses	\$ (25)	\$ 1,575	\$ 1,600	\$ 1,700	\$ 125	7%
OE05	Management Fees	\$ 67,058	\$ 75,521	\$ 8,463	\$ 69,400	\$ (6,121)	-9%
OE06	Insurance (Property Loss/Liability)	\$ 10,430	\$ 10,767	\$ 337	\$ 9,500	\$ (1,267)	-13%
OE07	Miscellaneous/Contingency	\$ 6,655	\$ 4,682	\$ (1,974)	\$ 8,000	\$ 3,318	41%
OE08	Professional Development (Travel/Training)	\$ 11,496	\$ 10,409	\$ (1,086)	\$ 11,000	\$ 591	5%
OE09	Dues, Certifications & Subscriptions	\$ 7,608	\$ 8,117	\$ 509	\$ 7,300	\$ (817)	-11%
OE10	Uniform Expenses	\$ 2,792	\$ 3,055	\$ 263	\$ 3,000	\$ (55)	-2%
OE11	Electric Power/Water/Sewer	\$ 11,763	\$ 9,819	\$ (1,944)	\$ 5,800	\$ (4,019)	-69%
OE12	Telephone/Internet Service	\$ 6,257	\$ 6,517	\$ 260	\$ 6,000	\$ (517)	-9%
OE14	Office Supplies/Postage	\$ 5,732	\$ 4,948	\$ (785)	\$ 5,700	\$ 752	13%
OE15	Office Equipment Repair/Replacement	\$ 6,540	\$ 7,541	\$ 1,000	\$ 8,000	\$ 459	6%
OE21	Office Equipment Lease	\$ 2,187	\$ 2,253	\$ 67	\$ 2,700	\$ 447	17%
OE26	County Fees/LAFCO	\$ 9,642	\$ 5,602	\$ (4,040)	\$ 10,500	\$ 4,898	47%
OE29	Accounting Services		\$ 5,400				
OE30	Reimbursable Maint/Repair Expense	\$ 9,552	\$ 690	\$ (8,862)	\$ 3,000	\$ 2,310	77%
OE41	HR Consultant	\$ 4,000	\$ 7,400	\$ 3,400	\$ 6,000	\$ (1,400)	-23%
PE03-1	Payroll Taxes - Administration	\$ 7,566	\$ 13,199	\$ 5,633	\$ -		
PE06-1	Employee Wages - Administration	\$ 113,475	\$ 126,515	\$ 13,040	\$ -		
	<b>Total Administration</b>	\$ 296,631	\$ 321,782	\$ 25,150	\$ 175,900	\$ (768)	0%
<b>COMMON AREAS</b>							
				\$ -		\$ -	
OE16	Gate Maintenance & Opener Purchase	\$ 15,141	\$ 18,435	\$ 3,295	\$ 18,400	\$ (35)	0%
OE17	Streets/Sidewalks/Lighting Maint & Repair	\$ 17,998	\$ 17,463	\$ (534)	\$ 11,100	\$ (6,363)	-57%
OE17-2	Storm Drains		\$ 2,182	\$ 2,182			
PE03-5	Payroll Taxes - Streets	\$ 6	\$ 740	\$ 734	\$ -		
PE06 -5	Employee Wages - Streets	\$ 80	\$ 9,426	\$ 9,345	\$ -		
OE18-1	Landscape Supplies & Repairs	\$ 30,996	\$ 29,677	\$ (1,319)	\$ 29,900	\$ 223	1%
OE18-3	Landscape Equipment Gas & Oil	\$ 5,156	\$ 6,432	\$ 1,276	\$ 5,500	\$ (932)	-17%
OE18-4	Landscape Equipment Repair/Replacement	\$ 16,600	\$ 15,786	\$ (814)	\$ 17,500	\$ 1,714	10%
PE03-2	Payroll Taxes - Common Areas	\$ 11,669	\$ 15,686	\$ 4,017	\$ -		
PE06 -2	Employee Wages - Common Areas	\$ 144,158	\$ 191,257	\$ 47,099	\$ -		
	<b>Total Common Areas</b>	\$ 241,803	\$ 307,084	\$ 65,282	\$ 82,400	\$ (5,394)	-7%
<b>MOSQUITO ABATEMENT</b>							
				\$ -			

SADDLE CREEK COMMUNITY SERVICES DISTRICT  
FY 2018-19 MONTHLY BUDGET REPORT ANALYSIS

June 2019

		ACTUALS			BUDGET		
		Last Year Jul-June	This Year Jul-June	Variance Incl/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
<b>EXPENDITURES</b>							
OE22-1	Mosquito Control Products	\$ 21,648	\$ 15,553	\$ (6,095)	\$ 16,000	\$ 447	3%
OE22-2	Mosquito Abatement Monitoring & Testing	\$ 3,357	\$ 3,534	\$ 177	\$ 3,800	\$ 266	7%
OE22-3	Mosquito Abatement Vehicles Gas & Oil	\$ 6,956	\$ 11,642	\$ 4,686	\$ 11,600	\$ (42)	0%
OE22-4	Mosquito Abatement Equipment Maintenance	\$ 10,198	\$ 8,906	\$ (1,292)	\$ 9,200	\$ 294	3%
PE03-4	Payroll Taxes - Mosquito Abatement	\$ 996	\$ 1,484	\$ 488			
PE06-4	Employee Wages - Mosquito Abatement	\$ 12,806	\$ 18,968	\$ 6,162			
	<b>Total Mosquito Abatement</b>	\$ 55,961	\$ 60,087	\$ 4,126	\$ 40,600	\$ 965	2%
	<i>Less: Distributed Payroll to Service Areas</i>	\$ (290,756)	\$ (377,274)	\$ (86,518)			
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	\$ 303,640	\$ 311,679	\$ 8,039	\$ 298,900	\$ (5,197)	-2%
<b>PERSONNEL COSTS</b>				\$ -		\$ -	
PE01	Worker Compensation Insurance	\$ 12,407	\$ 13,536	\$ 1,129	\$ 14,700	\$ 1,164	8%
PE02	Health Insurance	\$ 42,001	\$ 48,581	\$ 6,580	\$ 73,800	\$ 25,219	34%
PE03	Payroll Taxes	\$ 20,237	\$ 31,109	\$ 10,872	\$ 28,600	\$ (2,509)	-9%
PE04	Processing Fees	\$ 1,420	\$ 1,728	\$ 308	\$ 1,900	\$ 172	9%
PE05	Directors Stipend	\$ 5,600	\$ 6,500	\$ 900	\$ 6,000	\$ (500)	-8%
PE06	Employee Wages	\$ 270,518	\$ 346,165	\$ 75,646	\$ 351,400	\$ 5,235	1%
	<b>TOTAL PERSONNEL COSTS</b>	\$ 352,184	\$ 447,619	\$ 95,435	\$ 476,400	\$ 28,781	6%
<b>EQUIPMENT OUTLAY</b>				\$ -		\$ -	
	(1) Cart & (1) Fogger	\$ -		\$ -			
CO04	Trailer/Spray Rig/Tractor		\$ 65,667		\$ 67,700	\$ 2,033	3%
CO09	Carport		\$ 11,605		\$ 12,000	\$ 395	3%
CO10	Depreciation	\$ 88,960					
CO04	Radar Unit			\$ -	\$ 6,800	\$ 6,800	100%
	<b>TOTAL EQUIPMENT OUTLAY</b>	\$ 88,960	\$ 77,273	\$ (11,687)	\$ 86,500	\$ 9,227	11%
<b>CAPITAL OUTLAY/STUDIES/ASSESEMENTS</b>				\$ -		\$ -	
OE53-2	Landscape Design	\$ 6,125	\$ 9,904	\$ 3,779	\$ 25,875	\$ 15,971	62%
OE53-1	Landscape Improvements	\$ 40,983	\$ 11,916	\$ (29,068)	\$ -	\$ (11,916)	
OE51-4	Road Improvement (1)		\$ 718,875	\$ 718,875	\$ 724,063	\$ 5,188	1%
OE51-1	Road Project Design/Mgmt (Willdan)	\$ -	\$ 63,388	\$ 63,388	\$ 56,762	\$ (6,626)	-12%
	<b>TOTAL STUDIES &amp; ASSESSMENTS</b>	\$ 47,108	\$ 804,082	\$ 756,974	\$ 806,700	\$ 2,618	0%
<b>DEBT SERVICE</b>				\$ -		\$ -	
OE20	John Deere Financing	\$ -	\$ 21,285	\$ 21,285	\$ 16,100	\$ (5,185)	-32%
OE21	John Deere Financing				\$ 12,300		
OE20-01	Interest Expense	\$ 1,839					
	Series 2018 Installment Sale		\$ 83,745		\$ 83,800		
	<b>TOTAL DEBT SERVICE</b>	\$ 1,839	\$ 105,030	\$ 103,191	\$ 112,200	\$ (5,185)	-5%

SADDLE CREEK COMMUNITY SERVICES DISTRICT  
 FY 2018-19 MONTHLY BUDGET REPORT ANALYSIS

June 2019

	ACTUALS			BUDGET		
	Last Year Jul-June	This Year Jul-June	Variance Inc/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
<b>EXPENDITURES</b>						
<b>TOTAL EXPENSES</b>	\$ 793,730	\$ 1,745,683	\$ 951,952	\$ 1,780,700	\$ 30,245	2%

**PAYMENTS AND ASSESSMENTS RECEIVED**

<u>Assessment Income</u>						
Pymt No. 3: (5%) Aug 2017 (FY18)	\$ 29,983		\$ (29,983)	\$ 51,275	\$ 51,275	
Pymt No. 1: (55%) Feb 2018 (FY19)	\$ 508,738	\$ 567,157	\$ 58,419	\$ 564,025	\$ (3,132)	
Pymt No. 2: (40%) May 2018 (FY19)	\$ 386,354	\$ 407,427	\$ 21,073	\$ 410,200	\$ 2,773	
Total Assessment Income	\$ 925,075	\$ 974,584	\$ 28,436	\$ 1,025,500	\$ 50,916	
<u>Reimbursement Income</u>						
Total Reimbursement Income			\$ -	\$ 7,700	\$ 7,700	
<u>Other Income</u>						
IN03 Weed Abatement	\$ 5,450	\$ 19,725				
IN05 Investment Interest	\$ 1,015	\$ 2,305				
IN30 Exp Reimbursement Income	\$ 8,468	\$ 774				
IN41 Gate Opener Income	\$ 1,187	\$ 670				
IN59 Rebates	\$ 2,435	\$ 2,057				
Total Other Income	\$ 18,555	\$ 25,531	\$ 6,976	\$ 3,000	\$ (22,531)	
<b>TOTAL PAYMENTS &amp; ASSESSMENTS</b>	<b>\$ 943,630</b>	<b>\$ 1,000,115</b>	<b>\$ 56,485</b>	<b>\$ 1,036,200</b>	<b>\$ 36,085</b>	
<b>Net Income</b>	<b>\$ 149,900</b>	<b>\$ (745,568)</b>	<b>\$ (895,467)</b>	<b>\$ (744,500)</b>	<b>\$ 1,068</b>	
<u>Other Financing Sources &amp; Uses</u>						
Budget Balance		<b>\$ 700,000</b>		<b>\$ 708,500</b>		
		<b>\$ (45,568)</b>		<b>\$ -</b>		

(1) \$36,000 has been added to the Road Project budget per Resolution #2018-16  
 Oct-18

# Saddle Creek Comm Srvs District

## CHECK DETAIL

June 2019

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
1000 Umpqua Bank Checking				
06/01/2019	2165521	John Deere Financial	Tractor Payment	(1,051.30)
06/01/2019	2484	Kampa Community Solutions, LLC	May Management Fees	(5,962.18)
06/01/2019	2165164	John Deere Financial	Tractor Payment	(1,335.71)
06/04/2019		Intuit Full Service Payroll	Payroll Processing Fee	(141.00)
06/05/2019	DD	MICHAEL S STROMBERG	Pay Period: 05/16/2019-05/31/2019	(1,332.73)
06/05/2019	DD	Ralph M. McGeorge	Pay Period: 05/16/2019-05/31/2019	(1,952.97)
06/05/2019	DD	Gregory Hebard	Pay Period: 05/16/2019-05/31/2019	(2,437.48)
06/05/2019	DD	KYLE W CEARLEY	Pay Period: 05/16/2019-05/31/2019	(1,299.77)
06/05/2019	DD	Gregory Hebard	Direct Deposit 2	(50.00)
06/05/2019	DD	BRADLEY S KURTZER	Pay Period: 05/16/2019-05/31/2019	(649.67)
06/05/2019	DD	JEROD S MCELROY	Pay Period: 05/16/2019-05/31/2019	(1,197.14)
06/05/2019	DD	DAMON H WAITE	Pay Period: 05/16/2019-05/31/2019	(1,197.14)
06/05/2019	DD	NICOLE D MC CUTCHEN	Pay Period: 05/16/2019-05/31/2019	(744.58)
06/06/2019		SDU Child Support	Garnishment	(103.00)
06/12/2019		IRS	Tax Payment for Period: 06/05/2019-06/07/2019	(3,555.74)
06/12/2019		CA EDD	Tax Payment for Period: 06/05/2019-06/07/2019	(630.76)
06/18/2019	2493	Jim Wilson Excavation	Invoice #3333	(4,000.00)
06/18/2019	2496	SDRMA-Health Ins.	Invoice #29167	(4,014.72)
06/18/2019	2494	Mark Seeding Services Inc	Invoice #28393	(7,915.50)
06/18/2019	2498	SDRMA-Prop/Liability Insurance	Invoice #66655	(10,766.65)
06/18/2019	2497	SDRMA-Workers Comp Authority	Invoice #66206	(12,974.75)
06/18/2019	2488	Warmerdam CPA Group	Invoice #'s 16272 & 16218	(3,600.00)
06/18/2019	2486	Nicole Mc Cutchen	Reimbursement for stamps	(22.00)
06/18/2019	2495	Merced County Mosquito Abatement District	Saddle Creek Continuing Education 4-11-19	(47.52)
06/18/2019	2492	DMV Renewal	License No: 82LF04	(52.00)
06/18/2019	2489	Turf Star, Inc.	Invoice #7064661-00	(69.69)
06/18/2019	2491	Aaronson, Dickerson etal	Invoice #519202	(75.00)
06/18/2019	2490	VALLEY ENTRY SYSTEMS, INC.	Invoice #32116	(150.00)
06/18/2019	2487	Signco	Invoice #37902	(860.97)
06/18/2019	2485	Human Resources Practitioners	Invoice #115 & 116	(1,000.00)
06/20/2019	DD	NICOLE D MC CUTCHEN	Pay Period: 06/01/2019-06/15/2019	(970.87)
06/20/2019	DD	Ralph M. McGeorge	Pay Period: 06/01/2019-06/15/2019	(1,952.89)
06/20/2019	DD	MICHAEL S STROMBERG	Pay Period: 06/01/2019-06/15/2019	(1,123.73)
06/20/2019	DD	KYLE W CEARLEY	Pay Period: 06/01/2019-06/15/2019	(1,099.17)
06/20/2019	DD	DAMON H WAITE	Pay Period: 06/01/2019-06/15/2019	(1,011.63)
06/20/2019	DD	BRADLEY S KURTZER	Pay Period: 06/01/2019-06/15/2019	(503.51)
06/20/2019	DD	JEROD S MCELROY	Pay Period: 06/01/2019-06/15/2019	(1,011.63)
06/20/2019	DD	Gregory Hebard	Pay Period: 06/01/2019-06/15/2019	(2,437.40)
06/20/2019	DD	Gregory Hebard	Direct Deposit 2	(50.00)
06/24/2019		SDU Child Support	Garnishment	(103.00)
06/25/2019		Umpqua Bank Commerical CC	Umpqua CSDA Visa	(7,520.28)
06/26/2019		CA EDD	Tax Payment for Period: 06/19/2019-06/21/2019	(577.89)

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
06/26/2019		IRS	Tax Payment for Period: 06/19/2019-06/21/2019	(3,317.64)
06/27/2019	dm	PG&E - 7193	8271717193-6 6/10/2019 STMT	(386.26)
<b>Total for 1000 Umpqua Bank Checking</b>				<b>\$ (91,255.87)</b>

Saddle Creek Comm Svcs District  
1000 Umpqua Bank Checking, Period Ending 06/30/2019

RECONCILIATION REPORT

Reconciled on: 07/11/2019

Reconciled by: Ever Ventura

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	835,969.29
Checks and payments cleared (52).....	-205,305.43
Deposits and other credits cleared (3).....	3,402.42
Statement ending balance.....	<u>634,066.28</u>
Uncleared transactions as of 06/30/2019.....	-5,017.06
Register balance as of 06/30/2019.....	635,011.40
Cleared transactions after 06/30/2019.....	-5,962.18
Uncleared transactions after 06/30/2019.....	-21,424.01
Register balance as of 07/11/2019.....	607,625.21

Details

Checks and payments cleared (52)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/19/2019	Bill Payment	2450	Cunningham Manufacturing	-10,697.55
05/28/2019	Bill Payment	2474	City National Bank	-83,745.26
05/28/2019	Bill Payment	2475	Jim Wilson Excavation	-2,292.00
05/28/2019	Bill Payment	2482	SDRMA-Health Ins.	-4,014.72
05/28/2019	Bill Payment	2478	MVCAC	-120.00
05/28/2019	Bill Payment	2483	Cisco Fire Sprinklers Inc	-240.00
05/28/2019	Bill Payment	2480	ORR Design Office	-9,904.00
05/28/2019	Bill Payment	2481	Turf Star, Inc.	-350.82
05/28/2019	Bill Payment	2473	Willdan	-950.00
05/28/2019	Bill Payment	2477	Vector-borne Surveillance Acc...	-286.00
06/01/2019	Bill Payment	2484	Kampa Community Solutions, ...	-5,962.18
06/01/2019	Expense	2165521	John Deere Financial	-1,051.30
06/01/2019	Expense	2165164	John Deere Financial	-1,335.71
06/04/2019	Expense		Intuit Full Service Payroll	-141.00
06/05/2019	Check	DD	Gregory Hebard	-2,437.48
06/05/2019	Check	DD	Gregory Hebard	-50.00
06/05/2019	Check	DD	BRADLEY S KURTZER	-649.67
06/05/2019	Check	DD	KYLE W GEARLEY	-1,299.77
06/05/2019	Check	DD	NICOLE D MC CUTCHEN	-744.58
06/05/2019	Check	DD	JEROD S MCELROY	-1,197.14
06/05/2019	Check	DD	Ralph M. McGeorge	-1,952.97
06/05/2019	Check	DD	MICHAEL S STROMBERG	-1,332.73
06/05/2019	Check	DD	DAMON H WAITE	-1,197.14
06/06/2019	Expense		SDU Child Support	-103.00
06/12/2019	Check		IRS	-3,555.74
06/12/2019	Check		CA EDD	-630.76
06/18/2019	Bill Payment	2493	Jim Wilson Excavation	-4,000.00
06/18/2019	Bill Payment	2491	Aaronson, Dickerson etal	-75.00
06/18/2019	Bill Payment	2490	VALLEY ENTRY SYSTEMS, I...	-150.00
06/18/2019	Bill Payment	2489	Turf Star, Inc.	-69.69
06/18/2019	Bill Payment	2486	Nicole Mc Cutchen	-22.00
06/18/2019	Bill Payment	2496	SDRMA-Health Ins.	-4,014.72
06/18/2019	Bill Payment	2498	SDRMA-Prop/Liability Insurance	-10,766.65
06/18/2019	Bill Payment	2497	SDRMA-Workers Comp Autho...	-12,974.75
06/18/2019	Bill Payment	2494	Mark Seeding Services Inc	-7,915.50
06/18/2019	Bill Payment	2495	Merced County Mosquito Abat...	-47.52
06/18/2019	Bill Payment	2485	Human Resources Practitioners	-1,000.00
06/20/2019	Check	DD	JEROD S MCELROY	-1,011.63
06/20/2019	Check	DD	NICOLE D MC CUTCHEN	-970.87



DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/20/2019	Check	DD	BRADLEY S KURTZER	-503.51
06/20/2019	Check	DD	Gregory Hebard	-50.00
06/20/2019	Check	DD	Gregory Hebard	-2,437.40
06/20/2019	Check	DD	KYLE W CEARLEY	-1,099.17
06/20/2019	Check	DD	Ralph M. McGeorge	-1,952.89
06/20/2019	Check	DD	DAMON H WAITE	-1,011.63
06/20/2019	Check	DD	MICHAEL S STROMBERG	-1,123.73
06/24/2019	Expense		SDU Child Support	-103.00
06/25/2019	Expense		Umpqua Bank Commerical CC	-7,520.28
06/26/2019	Check		IRS	-3,317.64
06/26/2019	Check		CA EDD	-577.89
06/27/2019	Check	dm	PG&E - 7193	-386.26
07/01/2019	Bill Payment	2499	Kampa Community Solutions, ...	-5,962.18
<b>Total</b>				<b>-205,305.43</b>

## Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/12/2019	Deposit			1,200.00
06/12/2019	Deposit			1,152.42
06/24/2019	Deposit			1,050.00
<b>Total</b>				<b>3,402.42</b>

**Additional Information**

## Uncleared checks and payments as of 06/30/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/01/2018	Check	2374	BRADLEY D NICKELL	-257.97
05/28/2019	Bill Payment	2479	DMV Renewal	-52.00
05/28/2019	Bill Payment	2476	Saddle Creek 2	-194.12
06/18/2019	Bill Payment	2488	Warmerdam CPA Group	-3,600.00
06/18/2019	Bill Payment	2487	Signco	-860.97
06/18/2019	Bill Payment	2492	DMV Renewal	-52.00
<b>Total</b>				<b>-5,017.06</b>

## Uncleared checks and payments after 06/30/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/01/2019	Check	dm	USBank Equipment Finance	-144.79
07/01/2019	Check	dm	John Deere Financial	-1,051.30
07/01/2019	Check	dm	John Deere Financial	-1,335.71
07/01/2019	Bill Payment	2500	Willdan	-6,080.50
07/05/2019	Check	DD	KYLE W CEARLEY	-1,099.18
07/05/2019	Check	DD	DAMON H WAITE	-1,011.63
07/05/2019	Check	DD	MICHAEL S STROMBERG	-1,123.74
07/05/2019	Check	DD	Ralph M. McGeorge	-1,952.90
07/05/2019	Check	DD	Gregory Hebard	-2,437.40
07/05/2019	Check	DD	Gregory Hebard	-50.00
07/05/2019	Check	DD	BRADLEY S KURTZER	-519.75
07/05/2019	Check	DD	NICOLE D MC CUTCHEN	-859.16
07/05/2019	Check	DD	JEROD S MCELROY	-1,011.63
07/08/2019	Expense		SDU Child Support	-103.00
07/10/2019	Check		CA EDD	-570.57
07/10/2019	Check		IRS	-3,283.67
<b>Total</b>				<b>-22,634.93</b>

## Uncleared deposits and other credits after 06/30/2019

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/01/2019	Deposit			1,210.92
Total				1,210.92

# Saddle Creek Comm Srvs District

## CREDIT CARD - TRANSACTION DETAIL BY ACCOUNT

June 2019

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
<b>2050 Umpqua CSDA Visa</b>					
06/02/2019	Expense	61242	Hunt & Sons, Inc.	Mosquito supplies	1,166.12
06/02/2019	Expense		Amazon		14.92
06/02/2019	Expense		Verizon Wireless	Verizon telephone	106.26
06/03/2019	Expense		MVCAC		500.00
06/05/2019	Expense		Cal Waste Recovery Systems		72.58
06/06/2019	Expense		Saddle Creek Golf Course		53.48
06/10/2019	Expense		Dollar Tree Store		158.40
06/10/2019	Expense		Microsoft Office	Microsoft 360 Subscription	12.50
06/11/2019	Expense		Intuit - QBO Online		30.99
06/11/2019	Expense		Belkorp Ag, LLC		168.39
06/12/2019	Expense		Payless IGA		85.26
06/12/2019	Expense		CVS Pharmacy		11.00
06/12/2019	Expense		Aramark Uniform Service		171.86
06/13/2019	Expense		Drifters Marina & Grill		56.99
06/14/2019	Expense		Hunt & Sons, Inc.	Mosquito supplies	256.43
06/15/2019	Expense		Calaveras Telephone Co.	Calaveras utilities	339.05
06/18/2019	Expense		Saddle Creek Country Club		34.52
06/20/2019	Expense		Drifters Marina & Grill		90.46
06/25/2019	Expense		Staples		170.27
06/26/2019	Expense		Napa Auto Parts		12.92
06/26/2019	Expense		Lowe's		40.79
06/27/2019	Expense		Saddle Creek Country Club		53.05
06/27/2019	Expense		Conlin Supply - Modesto		21.56
06/27/2019	Expense		Hughson Farm Supply		2,095.31
06/27/2019	Expense		Hughson Farm Supply		266.38
06/27/2019	Expense		Drifters Marina & Grill		59.88
06/27/2019	Expense		McDillard's Feed & Supply	Mosquito supplies	70.00
06/28/2019	Expense		J.Milano Co., Inc.		1,249.35
06/28/2019	Expense		Larson Marine		244.16
06/28/2019	Expense		Young's Copper Ace Hardware		115.65
<b>Total for 2050 Umpqua CSDA Visa</b>					<b>\$7,728.53</b>
<b>TE TOTAL EXPENSES</b>					
<b>1SS SERVICES &amp; SUPPLIES</b>					
<b>AE Administrative Expenses</b>					
<b>OE02 Finance Expenses</b>					
06/11/2019	Expense		Intuit - QBO Online	Monthly QuickBooks Online Fee	30.99
<b>Total for OE02 Finance Expenses</b>					<b>\$30.99</b>
<b>OE07 Miscellaneous/Contingency</b>					
06/10/2019	Expense		Dollar Tree Store		158.40
06/12/2019	Expense		Payless IGA		85.26
06/28/2019	Expense		J.Milano Co., Inc.		1,249.35
<b>Total for OE07 Miscellaneous/Contingency</b>					<b>\$1,493.01</b>

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
OE08 Professional Development					
06/06/2019	Expense		Saddle Creek Golf Course		53.48
06/13/2019	Expense		Drifters Marina & Grill		56.99
06/18/2019	Expense		Saddle Creek Country Club		34.52
06/20/2019	Expense		Drifters Marina & Grill		90.46
06/27/2019	Expense		Drifters Marina & Grill		59.88
06/27/2019	Expense		Saddle Creek Country Club		53.05
<b>Total for OE08 Professional Development</b>					<b>\$348.38</b>
OE09 Dues, Certs, Bonds & Subscriptions					
06/03/2019	Expense		MVCAC	2019-20 Corporate Membership Dues	500.00
<b>Total for OE09 Dues, Certs, Bonds &amp; Subscriptions</b>					<b>\$500.00</b>
OE12 Telephone					
06/02/2019	Expense		Verizon Wireless		106.26
06/15/2019	Expense		Calaveras Telephone Co.		339.05
<b>Total for OE12 Telephone</b>					<b>\$445.31</b>
OE14 Office Supplies/Postage					
06/02/2019	Expense		Amazon		14.92
06/10/2019	Expense		Microsoft Office		12.50
06/12/2019	Expense		CVS Pharmacy		11.00
06/25/2019	Expense		Staples	Office Supplies	170.27
<b>Total for OE14 Office Supplies/Postage</b>					<b>\$208.69</b>
OE15 Office Equipment Repair/Replace					
06/12/2019	Expense		Aramark Uniform Service		171.86
06/26/2019	Expense		Lowe's		40.79
06/27/2019	Expense		Hughson Farm Supply	Equipment repairs	266.38
06/27/2019	Expense		Conlin Supply - Modesto		21.56
06/28/2019	Expense		Larson Marine		244.16
<b>Total for OE15 Office Equipment Repair/Replace</b>					<b>\$744.75</b>
<b>Total for AE Administrative Expenses</b>					<b>\$3,771.13</b>
OE Operational Expenses					
OE22 Mosquito Abatement Expense					
OE22-2 Mosquito Abatement Monitor/Test					
06/05/2019	Expense		Cal Waste Recovery Systems	Trash pickup	72.58
<b>Total for OE22-2 Mosquito Abatement Monitor/Test</b>					<b>\$72.58</b>
OE22-3 Mosquito Abate Vehicles Gas/Oil					
06/02/2019	Expense	61242	Hunt & Sons, Inc.		1,166.12
06/14/2019	Expense		Hunt & Sons, Inc.		256.43
06/28/2019	Expense		Young's Copper Ace Hardware		115.65
<b>Total for OE22-3 Mosquito Abate Vehicles Gas/Oil</b>					<b>\$1,538.20</b>
OE22-4 Mosquito Abatement Equip Maint					
06/11/2019	Expense		Belcorp Ag, LLC		168.39
06/26/2019	Expense		Napa Auto Parts	Mosquito Abatement Vehicle Expense	12.92
06/27/2019	Expense		McDillard's Feed & Supply		70.00
06/27/2019	Expense		Hughson Farm Supply	Equipment repairs	2,095.31
<b>Total for OE22-4 Mosquito Abatement Equip Maint</b>					<b>\$2,346.62</b>
<b>Total for OE22 Mosquito Abatement Expense</b>					<b>\$3,957.40</b>

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
	<b>Total for OE Operational Expenses</b>				<b>\$3,957.40</b>
	<b>Total for 1SS SERVICES &amp; SUPPLIES</b>				<b>\$7,728.53</b>
	<b>Total for TE TOTAL EXPENSES</b>				<b>\$7,728.53</b>



## SADDLE CREEK COMMUNITY SERVICES DISTRICT

1000 Saddle Creek Drive  
Copperopolis, CA 95228  
(209) 785-0100 – saddlecreekcsd.org

## DIRECTORS

Darlene DeBaldo, President  
Roger Golden, Vice President  
Ken Albertson  
Larry Hoffman  
Don Kurtz

### BOARD OF DIRECTORS REGULAR MEETING MINUTES

June 18, 2019

Saddle Creek Lodge

1001 Saddle Creek Drive, Copperopolis, CA

1. **CALL TO ORDER 2:01pm**
2. **ROLL CALL** President DeBaldo, Director Kurtz, Director Hoffman, Vice President Golden, Board Clerk McCutchen, General Manager Kampa, Site Manager Hebard. Director Albertson-ABSENT.
3. **PLEDGE OF ALLEGIANCE** President Lead Pledge of Allegiance
4. **CHANGES TO ORDER OF AGENDA** None
5. **PUBLIC COMMENT** (Each speaker is limited to two (2) minutes) Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Any member of the public may address the Board relating to any matter within the Board's jurisdiction. This need not be related to any item on the agenda; however, the Board cannot act on an item unless it was noticed on the agenda
6. **CONSENT CALENDAR**

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

  - a) Review of monthly financial report, approval of bills and claims for the month of May 2019.
  - b) Approval of the minutes from the Regular Board Meeting held May 26, 2019.

Motion made by Vice President Golden to accept the consent calendar, second made by Hoffman. Motion passes unanimously.
7. **DISCUSSION AND ACTION ITEMS**

The Board of Directors intends to consider each of the following items and may take action at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

  - a) Consideration of solutions and actions related to the storm drain odor occurring on Rockridge a discussion took place, outcome-please call Site Manager Hebard, he will respond in a 4-hour window.
  - b) Adoption of a Resolution approving a revised fee schedule including Engineering fees with 10% administrative markup Director Hoffman makes a motion to approve the adoption of a resolution approving a revised fee schedule with an amendment for removing the Surveyor fee for encroachment issues off the fee schedule, Director Golden seconds. Motion passes unanimously.
  - c) Adoption of the 5-Year Road Maintenance Program and related annual improvements for final budget development Director Hoffman approves the adoption of the 5-Year Road Maintenance Program related to annual improvements for the budget development, Director Golden seconds. Motion passes unanimously.
  - d) Adoption of a Resolution approving the Preliminary Budget for the 2019/2020 fiscal year effective July 1, 2019 and set the date for a budget public hearing and final budget adoption. Director Golden moves adoption of a Resolution approving the preliminary budget for 2019/2020 fiscal year and establishing the July 16, 2019 Public Hearing date, second made by Director Hoffman. Motion passes unanimously.
  - e) Consideration of draft terms and conditions of an Memorandum of Agreement/Understanding with CV Partners, Inc. regarding equipment and property donations, joint operating expenses, community common area maintenance responsibilities, utility costs and related expenses discussion took place and the General Manager was directed to place the item on the July agenda for discussion in closed session. President DeBaldo also appointed an ad-hoc committee consisting of herself and Director Golden to work with the GM in negotiations.
8. **STAFF AND DIRECTOR REPORTS**

Brief reports may be provided by District staff and/or Board members as information on matters of general interest. No action will be taken by the Board during Reports, however items discussed may be recommended for discussion and action on a future agenda.

  - a) General Managers Report GM spoke of upcoming annual CSDA workshop
  - b) Site Managers Report Site Manager gave update to the weed abatement mowing schedule
9. **ADJOURNMENT 4:11pm**

Agenda Materials: May be viewed on the bulletin boards outside the Saddle Creek Pro Shop, on the Sports Club Bulletin Board, in the viewing box outside the CSD main office and at the CSD Website typically three days preceding each meeting date. Materials will also be available at the meeting.

Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact the CSD Clerk at (209) 785-0100. Advance notification will enable the District to make reasonable arrangements to insure accessibility.

# Saddle Creek Community Services District

## Regular Board Meeting July 16, 2019

### AGENDA SUPPORTING DATA

#### 7. DISCUSSION AND ACTION ITEMS

- i. Adoption of Resolution approving the Final Budget and appropriations limit for the 2019/2020 fiscal year effective July 1, 2019

#### Recommended Motion

Staff recommends that following the Public Hearing, the board adopt the following resolutions (in a single action or separately):

1. Adopt a Resolution approving the Final Budget and appropriations limit for the 2019/2020 fiscal year effective July 1, 2019
2. Adopt a Resolution approving the employee salary schedule for the 2019/2020 fiscal year
3. Adoption of a Resolution establishing the Measure “A” Special Tax Rates for the 2019/2020 fiscal year and authorizing the general manager to certify and submit the special tax rolls to Calaveras County

#### Background

During the May Board meeting, the Board of Directors reviewed a preliminary draft of the 2019/20 fiscal year budget. Following significant discussion, direction was given to staff to provide alternative funding scenarios to balance the budget and provide the desired level of revenue and services. In addition, staff was directed to evaluate the cost and opportunities to fund the entire 5 year project with a loan.

During the Board’s June 18, 2019 meeting, staff presented and thoroughly reviewed a variety of budget options/impacts based on levying the Measure A special tax at four different levels (all amounts listed are per residential parcel per year):

- \$1,579 – Which represents the amount of the current levy plus \$100 and the Cost of Living increase
- \$1,750 – Which is the amount staff felt best covered all expected costs and met the Board goals
- \$1,832 – Which represents the maximum amount allowed to be levied in 2019/20 based on the approved \$1703 increased annually by the Cost of Living
- \$1,660 – Which represents the approximate amount to be levied had the District implemented the tax at the increase rate initially proposed in 2017

Following significant Board and public input, the Board directed the development of a final draft budget for adoption on July 16, 2019 that includes the following:

- Adequate funding to allow the District to secure a loan for completion of the remaining road improvements as estimated in the 2019 Road Maintenance Plan. The estimated project cost and estimated debt service are detailed below:

<b>Full Road Project Estimated Cost 2019</b>	<b>\$</b>	<b>1,330,242</b>
<b>Full Road Project Estimated Cost 2020</b>	<b>\$</b>	<b>1,396,754</b>
<b>Contingency 10%</b>	<b>\$</b>	<b>1,536,430</b>
<b>Debt Payment (10 years @ 3.4%)</b>	<b>\$</b>	<b>184,000</b>



The draft final budget as proposed contains \$233,566 in funding for road improvements for the 2019/20 fiscal year. The budget also includes annual debt service payments of \$83,745 for the 2018 road improvement project; for an annual total of \$317,311. Depending upon the outcome of the loan offer and associated debt service, remaining road funding will be allocated for the proposed infrastructure engineering evaluation and reserve study; and/or carried forward in a designated road reserve.

- \$22,437 for renovation of the existing District maintenance office should it be donated to the CSD.
- Designated equipment replacement reserve funded at \$46,550 as detailed in the reserve study.

To meet the above budget objectives, the Measure A special tax must be levied at the rate of a minimum of \$1750 per residential parcel. The draft final budget, attached hereto, is developed with the assumption of the levy at \$1750.

Public questions raised in June 2019 also showed some confusion regarding the status of the special tax prior to Measure A, and the amount of the Measure A levy now; and where the Measure A money is being spent. Attached is a chart showing that 65% of the increase of \$488,428 in revenue generated by Measure A is proposed to be spent on road improvements and maintenance, and the remainder split among equipment replacement and reserves and other cost increases.

As discussed in June 2019:

**Option 1** (\$1579) does not provide adequate funding for debt service for the total project, to fund the average annual cash for pay-as-you-go, or cover the cost of the recommended first year expended project (as detailed in the 5-year report). Option 1 would provide adequate cash to fund the first year base project, with no contingency. Option 1 provides no funding for contingencies or infrastructure reserves.

**Option 2** (\$1750) provides adequate funding for debt service for the entire project, assuming we can secure a loan at terms comparable to 2018. Option 2 also provides nearly enough funding for the 6-year average cash Pay/Go alternative (in the event a loan is impractical), and covers the estimated cost of the first year expended project with an acceptable contingency. Option 2 appears to allow cash funding of the projects on an annual basis, thus saving an estimated \$300,000 in loan interest costs. Option 2 provides adequate funding for contingencies and if reasonable loan funding is found for the total project, will provide cash for infrastructure/road reserves.

**Option 3** (\$1832) is the maximum allowable levy rate for the 2019/20 year, and provides adequate funding for debt service for the entire project, the 6-year average cash Pay/Go alternative, and covers the estimated cost of each year's expanded project with an acceptable contingency. Option 3 allows cash funding of the projects on an annual basis, thus saving an estimated \$300,000 in interest costs. Option 3 provides adequate funding for contingencies and will provide cash for infrastructure/road and/or landscape improvement reserves.

**Option 4** (\$1660) appeared to provide adequate funding for project loan payments, but left no contingency for higher loan payments or other cost increases.

Based on the priorities of the District and intent of Measure A, staff recommends levy of the special tax at Option 2 (\$1750) in 2019/20. We are in the process of securing loan quotes and will have a proposal for Board consideration in August 2019. Meanwhile, on approval of the budget as proposed, staff will proceed immediately to secure engineering design proposals for the entire remaining road work (Five Year Improvements plus the remaining streets per the Maintenance Plan). The goal is to have 100% bid ready plans and specifications by December 2019, with project bidding occurring in December and January, with a construction contract award at the District's February 2020 meeting, contingent upon financing.

Should the Board choose to levy the Measure A special tax at a rate below \$1750, the budget and related projects will need to be reduced proportionally. The amount of 2019/20 Measure A special tax levy must be decided at this meeting, to meet the Calaveras County submittal deadline.

***Attachments:***

- Draft Final 2019/20 fiscal year budget
- Appropriations (Gann) limit document and calculation
- Measure A appropriation chart
- Budget and appropriations limit approval resolution
- Proposed Salary Schedule for 2019/20 and cost of living increase data
- Measure A special tax memo from NBS
- Measure A special tax levy resolution

Saddle Creek Community Services District  
**2019-20 Draft Final Budget**

7/16/19

**Income**

	<b>Budget</b>	<b>Projected Actuals 6-30-2019</b>	<b>Proposed BUDGET</b>	<b>Proposed Change</b>	<b>Proposed Change Notes</b>
IN01 Assessments	1,025,500.00	975,684.10	1,244,442	218,942.27	Proposed levy at \$1750 per parcel
IN05 Interest Income		2,766.00	2,900	2,900.00	
IN06 Interest - County		0.00	0	0.00	
IN07 Rebates Received		1,268.40	1,300	1,300.00	
IN30 Expense Reimbursement Revenue	7,700.00	928.80	1,000	(6,700.00)	
IN41 Gate Opener Income		684.00	700	700.00	
IN59 Other Misc. Revenue	3,000.00	0.00	0	(3,000.00)	
Services		15,060.00	15,800	15,800.00	
<b>TOTAL INCOME</b>	<b>\$ 1,036,200.00</b>	<b>\$ 996,391.30</b>	<b>\$1,266,142.27</b>	<b>\$ 229,942.27</b>	

**Expenses**

**Services & Supplies**

**Administrative Expenses**

OE01 Audit Expense	11,700.00	11,500.00	8,000	(3,700)	Based on prior Audits, prior to last one
OE02 Finance Expenses	600.00	469.20	500	(100)	
OE02-1 Financial Assessment (NBS)	5,500.00	5,224.80	5,500	0	
OE03 Advertising	500.00	453.60	500	0	
OE04 Legal Expenses	1,700.00	1,800.00	1,900	200	
OE05 Management Fees	69,400.00	76,316.40	77,000	7,600	
OE41 HR Consultant	6,000.00	7,680.00	6,000	0	
OE06 Insurance (Prop Loss & Liab)	9,500.00	10,169.15	10,700	1,200	
OE07 Miscellaneous/Contingency	8,000.00	3,826.80	4,000	(4,000)	
OE08 Professional Development	11,000.00	11,746.80	12,300	1,300	
OE09 Dues, Certs, Bonds & Subscriptions	7,300.00	5,139.60	5,400	(1,900)	
OE10 Uniform Expense	3,000.00	3,666.00	3,800	800	
OE11 Electric Power/Water/Sewer	5,800.00	12,474.00	13,100	7,300	
OE12 Telephone & Internet	6,000.00	6,747.60	7,100	1,100	
OE14 Office Supplies/Postage	5,700.00	5,550.00	5,800	100.00	
OE15 Office Equipment Repair/Replace	8,000.00	7,561.20	7,900	(100.00)	

Saddle Creek Community Services District  
**2019-20 Draft Final Budget**

7/16/19

	Budget	Projected Actuals 6-30-2019	Proposed BUDGET	Proposed Change	Proposed Change Notes
OE21 Office Equipment Lease	2,700.00	2,529.60	2,700	0.00	\$1,800 monthly fees
OE26 County Fees/LAFCO	10,500.00	6,722.40	7,100	(3,400.00)	
Accounting Services		0.00	21,600	21,600.00	
OE30 Reimbursable Maintenance Exp	3,000.00	828.00	900	(2,100.00)	
<b>Total Administrative Expenses</b>	<b>\$ 175,900.00</b>	<b>180,405.15</b>	<b>\$ 201,800.00</b>	<b>\$ 25,900.00</b>	

53%

**Common Areas**

OE16 Gate Maint/Repair/Staff/Openers	18,400.00	21,942.00	23,000.00	4,600.00	SCCSD to begin paying for fuel Added \$10K for water truck transmission
OE18 Landscape Supplies & Repairs	29,900.00	35,612.40	37,400.00	7,500.00	
OE18-3 Landscape Equip Gas & Oil	5,500.00	7,261.20	12,500.00	7,000.00	
OE18-4 Landscape Equipment Repair & Replacement	17,500.00	17,523.60	28,400.00	10,900.00	
<b>Total Common Areas</b>	<b>\$ 71,300.00</b>	<b>82,339.20</b>	<b>\$ 101,300.00</b>	<b>\$ 30,000.00</b>	

27%

**OE22 Mosquito Abatement Expense**

OE22-1 Mosquito Control Products	16,000.00	18,066.00	19,000.00	3,000.00	SCCSD to begin paying for fuel
OE22-2 Mosquito Abatement Monitor/Test	3,800.00	3,831.60	4,000.00	200.00	
OE22-3 Mosquito Abate Vehicles Gas/Oil	11,600.00	10,773.60	18,600.00	7,000.00	
OE22-4 Mosquito Abatement Equip Maint	9,200.00	7,620.00	8,000.00	(1,200.00)	
<b>Total OE22 Mosquito Abatement Expense</b>	<b>\$ 40,600.00</b>	<b>40,291.20</b>	<b>\$ 49,600.00</b>	<b>\$ 9,000.00</b>	

13%

**Total OE17 Streets**

	\$ 11,100.00	\$ 23,574.00	\$ 24,800.00	\$ 13,700.00	7%
<b>Total Services &amp; Supplies</b>	<b>\$ 298,900.00</b>	<b>\$ 326,609.55</b>	<b>\$ 377,500.00</b>	<b>\$ 78,600.00</b>	100%

**PE Personnel Expense**

PE01 Workers' Compensation Insurance	14,700.00	13,288.47	17,600.00	2,900.00	See Payroll Info Worksheet
PE02 Health Insurance	73,800.00	48,661.20	75,900.00	2,100.00	See Payroll Info Worksheet
PE03 Payroll Taxes	28,600.00	32,283.60	27,600.00	(1,000.00)	8% of projected wages
PE04 Processing Fees	1,900.00	1,735.20	1,800.00	(100.00)	Actual plus 5%
PE05 Directors' Stipend	6,000.00	7,800.00	6,000.00	0.00	See Payroll Info Worksheet
<b>PE06 Employee Wages</b>	<b>351,400.00</b>	<b>349,887.60</b>	<b>344,800.00</b>	<b>(6,600.00)</b>	See Payroll Info Worksheet
<b>Total Salaries &amp; Benefits</b>	<b>\$ 476,400.00</b>	<b>\$ 453,656.07</b>	<b>\$ 473,700.00</b>	<b>\$ (2,700.00)</b>	

Saddle Creek Community Services District  
**2019-20 Draft Final Budget**

7/16/19

	Budget	Projected Actuals 6-30-2019	Proposed BUDGET	Proposed Change	Proposed Change Notes
<b>Equipment Replacement</b>					
CO04 Shop/Grounds Equipment	67,700.00	65,667.00	0.00	(67,700.00)	
24' Flat Bed Trailer w/Tail gate			0.00	0.00	
Radar Unit	6,800.00	0.00	0.00	(6,800.00)	
Spray Rig			0.00	0.00	
John Deer Tractor - to replace old C&C tractor			0.00	0.00	
Equipment Storage Car Port	12,000.00		0.00	(12,000.00)	
<b>Total Equipment Replacement</b>	<b>\$ 86,500.00</b>	<b>\$ 77,272.00</b>	<b>\$ -</b>	<b>\$ (86,500.00)</b>	
<b>Capital Projects</b>					
OE53-2 Landscape Improvements		7,915.50	0.00	0.00	
OE53-1 Landscape Design/Survey	25,875.00	11,884.80	0.00	(25,875.00)	
<b>Total Landscape Project</b>	<b>\$ 25,875.00</b>	<b>11,884.80</b>	<b>\$ -</b>	<b>\$ (25,875.00)</b>	
OE51-4 Road Improvements	724,063.00	718,875.00	198,531.01	(525,531.99)	
OE51-1 Road Project Design & Constr Mgmt	56,762.00	57,307.00	35,034.88	(21,727.12)	
OE51-2 Road Project Administration (SCCSD)		0.00	0.00	0.00	
OE51-3 Road Improvement Contingency		0.00	0.00	0.00	
Office Building Paint			10,437.00	10,437.00	
Office Building Siding and Trim			12,000.00	12,000.00	
<b>Total Road Improvement Project</b>	<b>\$ 780,825.00</b>	<b>776,182.00</b>	<b>\$ 256,002.89</b>	<b>\$ (524,822.11)</b>	
<b>Total Capital Projects</b>	<b>\$ 806,700.00</b>	<b>\$ 788,066.80</b>	<b>\$ 256,002.89</b>	<b>\$ (550,697.11)</b>	
<b>Debt Service</b>					
OE20 John Deere Financing	16,100.00	21,285.02	16,028.52	(71.48)	Per amortization schedule
OE21 John Deere Financing	12,300.00	0.00	12,615.60	24,915.60	Per amortization schedule
Series 2018 Install Pymts (Road Improv Loan)	83,800.00	83,745.00	83,745.26	(54.74)	Per amortization schedule
<b>Total Debt Service</b>	<b>\$ 112,200.00</b>	<b>\$ 105,030.02</b>	<b>\$ 112,389.38</b>	<b>\$ 24,789.38</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,780,700.00</b>	<b>\$ 1,750,634.44</b>	<b>\$1,219,592.27</b>	<b>\$ (536,507.73)</b>	

Saddle Creek Community Services District  
**2019-20 Draft Final Budget**

7/16/19

**Other Financing Sources/(Uses)**

	<b>Budget</b>	<i>Projected Actuals 6-30-2019</i>	<b>Proposed BUDGET</b>	<b>Proposed Change</b>	<b>Proposed Change Notes</b>
New Tractor Lease/ purchase	55,000.00	55,000.00	0.00	(55,000.00)	
Road Loan Draw down	700,000.00	700,000.00	0.00	(700,000.00)	
Equipment Replacement Reserve	(10,500.00)	(756.86)	(46,550.00)	(36,050.00)	
	<b>\$ 744,500.00</b>	<b>\$ 754,243.14</b>	<b>\$ (46,550.00)</b>	<b>\$ (791,050.00)</b>	
<b>Excess of revenues over expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (24,600.00)</b>	

SADDLE CREEK COMMUNITY SERVICES DISTRICT  
**Proposed Calculation of 2019-20 Gann Limit**

**Background:**

Proposition 4, which was co-sponsored by Proposition 13 author Paul Gann and commonly known as the Gann Initiative, was passed by California voters in 1979. It established Article XIII B of the State Constitution and set limits on the growth of most appropriations from tax sources made by the state and affected local governmental entities. Most local governments and districts are subject to the limit. Starting in the 1980-81 fiscal year, Article XIII B limited the annual growth of applicable appropriation levels to calculated percentages, above the previous year's level, based upon regional population growth and the rate of inflation as measured by the lower of the percentage change in the Consumer Price Index, CPI, or California's per capita personal income.

Types of revenue subject to the Article XIII B limit included tax revenues, interest earnings on invested tax revenues, and proceeds from regulatory and service licenses, fees and charges that exceed costs to cover administration and services provided. Appropriations for debt service and compliance with court orders and federal mandates were exempt from the limit. Voters within a jurisdiction were allowed to authorize an increase in the limit; however any increase approved could only be in effect for a maximum of four years. After four years, voters could approve another increase, otherwise the limit would return to the level it would have been without the first increase. The article further specified that tax revenues in excess of the limits were to be returned to taxpayers in the form of lower tax rates or reduced fee schedules.

In 1988 Proposition 98 allowed excess appropriations to be transferred to K-14 schools, up to 4 per cent of the schools minimum funding base. Proposition 99, also passed in 1988, increased taxes on cigarette and tobacco products and made these tax revenues exempt from the Article XIII B limit.

More comprehensive changes were implemented in 1990 with the approval of Proposition 111. One of the most significant changes under 111 was to extend the appropriations limit restriction to a two-year period. Excess revenues received in one year could be carried over to the following year, preventing a rebate if the revenues fell below the limit in the second year. The effect was to create a two year average, allowing the State and local entities more flexibility in managing appropriations and expenditures. In addition, Proposition 111 covered a gap in previous legislation that left the State and local governments open to spending limits that could prevent adequate funding of multi-year capital outlays and sufficient response to emergencies such as natural disasters. Subsequently costs associated with recovery from natural disasters and for qualified capital outlays were exempt from the Article XIII B limits.

The net effect of the three propositions was to soften the appropriations limit, adding new exemptions, allowing for a two-year average against the limit and increasing the funding available to schools. However, the State and each affected local governmental entity, must plan and budget against the Gann limit as it remains a binding constraint on governmental appropriations.

**Discussion**

Article XIII-B of the California Constitution and State law (Sections 7900-7914 of the Government Code) requires each local government agency to determine during each fiscal year the appropriations limit applicable during the following fiscal year. The Appropriations Limit is based on actual appropriations during the base year (1986-87) and is adjusted each year using specified growth factors. The Board, as the legislative body of Saddle Creek Community Services District, must

SADDLE CREEK COMMUNITY SERVICES DISTRICT  
**Proposed Calculation of 2019-20 Gann Limit**

establish by resolution the annual Appropriations Limit for the following fiscal year. The annual calculation must also be reviewed as part of the annual independent audit of the District's Financial Statements.

**Calculation of 2019/20 Appropriations Limit:**

Set out below is the methodology proposed to be used to calculate the fiscal year 2018-19 Appropriations Limit for the District, and the calculation sheet is attached:

1.	Appropriations Limit for Fiscal Year 2018-19:	\$1,331,995
2.	**Population Change:	-0.08%
3.	***Per Capita Change:	3.67%
4.	Fiscal Year 2019-20 Calculation of factor: (.9992 X 1.0367)	1.0359
5.	Fiscal Year 2019-20 Appropriations Limit (\$1,331,95 x 1.0359)	\$1,379,755

\*\* The Population Change percentage represents an average of the change in the population over the prior year within the unincorporated areas of Calaveras County per the Demographic Research Unit of the California Department of Finance.

Population converted to a ratio: 
$$\frac{-0.08 + 100}{100} = .9992$$

\*\*\* The Per Capita Change in Personal Income percentage represents the change in per capita personal income over the prior year per the Demographic Research Unit of the California Department of Finance.

Per Capita converted to a ratio: 
$$\frac{3.67 + 100}{100} = 1.0367$$

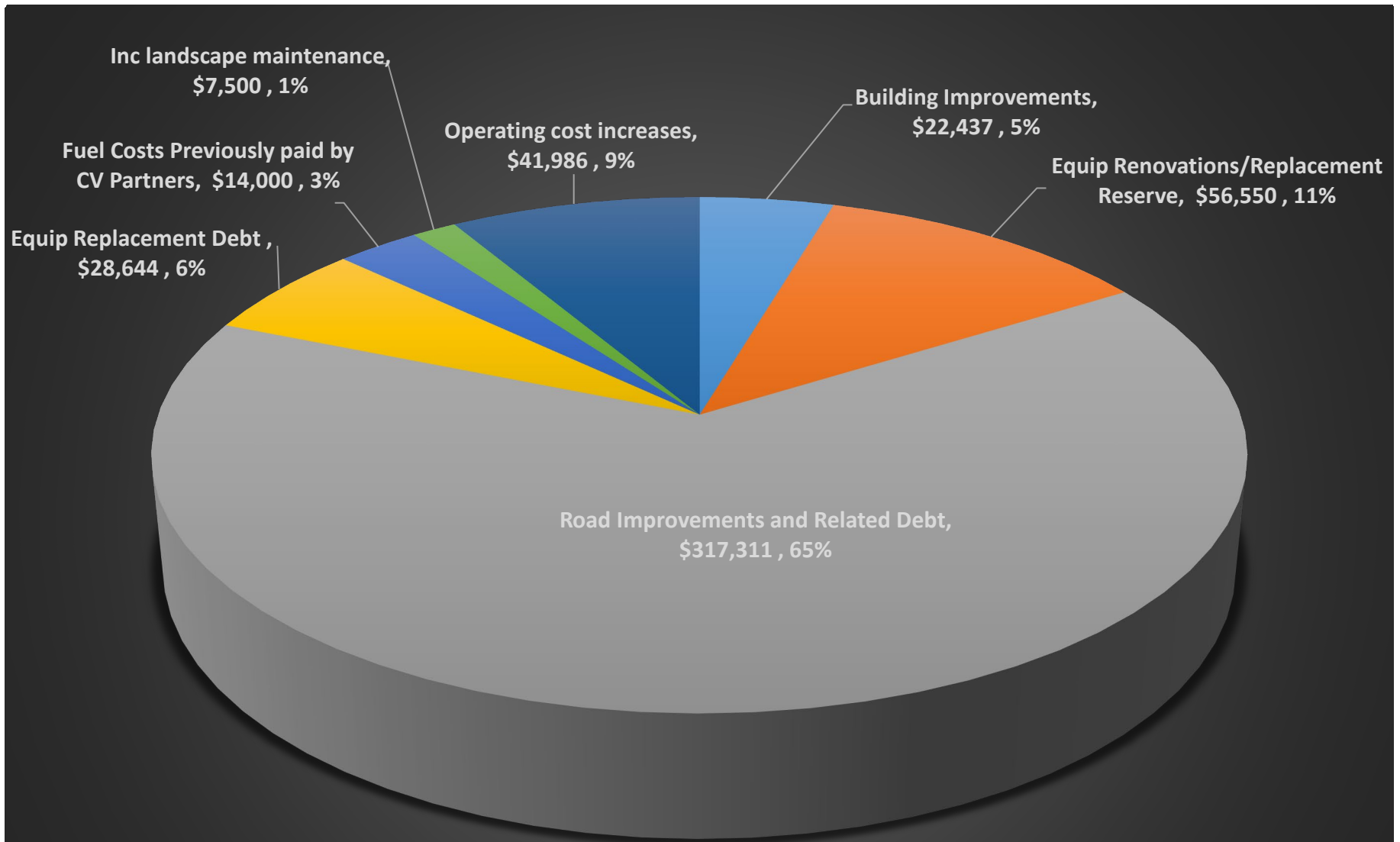


Saddle Creek CSD  
**Gann Limit**  
 6/30/1996-6/30/18

Date: 12/30/2018  
 Preparer: LB

							-2.54%	2.51%	3.77%	5.12%	-0.23%				
							-0.15%	0.23%	-0.49%	-0.64%	-0.71%				
	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Per Capita Change	1.0328	1.0526	1.0396	1.0442	1.0429	1.0062	0.9746	1.0251	1.0377	1.0512	0.9977	1.0382	1.0537	1.0369	1.0367
Population Change	1.0135	1.0182	1.0138	1.0089	1.0062	1.0023	0.9985	1.0023	0.9951	0.9936	0.9929	1.0027	0.9975	0.9988	0.9992
Calc for Growth Rate	1.0467	1.0718	1.0539	1.0535	1.0494	1.0085	0.9731	1.0275	1.0326	1.0445	0.9906	1.0410	1.0511	1.0357	1.0359
Prior Year Limit	834,700	873,716	936,411	986,927	1,039,721	1,091,048	1,100,338	1,070,781	1,100,182	1,136,065	1,186,588	1,175,453	1,223,651	1,286,137	1,331,995
Calculation Factor	1.0467	1.0718	1.0539	1.0535	1.0494	1.0085	0.9731	1.0275	1.0326	1.0445	0.9906	1.0410	1.0511	1.0357	1.0359
Current Year Limit	873,716	936,411	986,927	1,039,721	1,091,048	1,100,338	1,070,781	1,100,182	1,136,065	1,186,588	1,175,453	1,223,651	1,286,137	1,331,995	1,379,775

99.34  
 100  
 0.9934



**Distribution of \$488,428 Generated by Measure A**

**RESOLUTION \_\_, 2019**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SADDLE CREEK  
COMMUNITY SERVICES DISTRICT APPROVING THE DISTRICT'S FISCAL YEAR  
2019/20 FISCAL YEAR FINAL BUDGET AND APPROPRIATIONS LIMIT**

**WHEREAS**, the Saddle Creek Community Services District (District) Board of Directors reviews and accepts a monthly treasurer's report that includes statements of cash flows, account and investment balances, and budget to actual reports; and

**WHEREAS**, California Government Code Section 61110 (a) states that on or before July 1 of each year or, for districts using two one-year budgets or a biennial budget, every other year, the board of directors may adopt a preliminary budget that conforms to generally accepted accounting and budgeting procedures for special districts; and

**WHEREAS**, the District discussed the goals and objectives of the 2019/20 Budget preparation and approved a preliminary 2019/20 budget during its regular, public Board meeting held on June 18, 2019; and

**WHEREAS**, the District has prepared a Draft Final Budget for the 2019/20 Fiscal Year in accordance with the guidance and direction of the Board in public meetings and to provide funding for continued road improvements; and

**WHEREAS**, the Board has stated its intent to adopt a Final Budget for the 2019/20 Fiscal Year at its July 16, 2019 Regular Board meeting, and has caused the preparation and publication of the required Notice of Public Hearing in the newspaper of general circulation, regarding final budget adoption; and

**WHEREAS**, Article XIII B of the Constitution of the State of California was established in November of 1979 with the passage of Proposition 4 establishing a limit on spending by public agencies, including Special Districts, of funds from proceeds of taxes; and,

**WHEREAS**, Government Code Section 7901(a) and (b) states a special district use the "Change in California per capita personal income" as published by the United States Department of Commerce in the Survey of Current Business and "Change in population" as estimated by the State of California Department of Finance pursuant to Section 2228 of the Revenue and Taxation Code of each special district; and,

**WHEREAS**, the annual calculation of the appropriations limit shall be reviewed as part of the annual financial audit per Section 1.5 of Article XIII B of the Constitution of the State of California; and,

**WHEREAS**, the fiscal 2019/20 proposed operating budget of \$963,589 is well below the calculated appropriations limit of \$1,379,775.00.

**WHEREAS**, said draft final draft 2019/20 Budget and Appropriations Limit Calculation is included herein for consideration.

**NOW, THEREFORE, BE IT RESOLVED** that:

**SECTION 1.** Pursuant to Article XIII B Section 1.5 of the Constitution of the State of California, the annual calculation of the appropriations limit will be reviewed as part of the annual financial audit.

**SECTION 2.** In accordance with Article XIII B of the California Constitution and Government Code Section 7901and (a) and (b), the Saddle Creek Community Services District does hereby adopt the appropriation limit for 2019/20 of \$1,379,775.00, as reflected in Exhibit A;

**SECTION 3.** The Board of Directors of the District does hereby approve and adopt the 2019/20 Fiscal Year Preliminary Budget as presented.

**SECTION 4.** The District General Manager or his/her designee is hereby authorized to expend the funds contained within the 2019/20 Budget in accordance with financial policies adopted by the Board.

**PASSED AND ADOPTED** by the Board of Directors of the Saddle Creek Community Services District on June 16, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

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Darlene DeBaldo, President

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Peter Kampa, Board Secretary

Board of Directors

**RESOLUTION \_\_, 2019**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SADDLE CREEK  
COMMUNITY SERVICES DISTRICT APPROVING THE DISTRICT’S SALARY  
SCHEDULE FOR THE 2019/20 FISCAL YEAR**

**WHEREAS**, the Saddle Creek Community Services District (District) Board of Directors annually considers adoption of the District budget for the fiscal year beginning July 1; and

**WHEREAS**, the salaries paid to District employees, contract employees and Board stipends are integral components of the District budget; and

**WHEREAS**, the District annually establishes the Salary Schedule to reflect the compensation paid to all employees, as may be increased by the cost of living to reflect the current employment market, and to provide a system for employee recognition and advancement; and

**WHEREAS**, the District has prepared a Draft Final Salary Schedule which reflects a 3.2% increase from the 2018/19 fiscal year to reflect the 2019 cost of living, which is included herein.

**NOW, THEREFORE, BE IT RESOLVED** that the following Salary Schedule is approved and effective July 1, 2019 – June 30, 2020.

**PASSED AND ADOPTED** by the Board of Directors of the Saddle Creek Community Services District on June 16, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

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Darlene DeBaldo, President

Board of Directors

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Peter Kampa, Board Secretary





**For Release: Thursday, July 11, 2019**

**19-1264-SAN**

WESTERN INFORMATION OFFICE: San Francisco, Calif.

Technical information: (415) 625-2270 BLSinfoSF@bls.gov www.bls.gov/regions/west

Media contact: (415) 625-2270

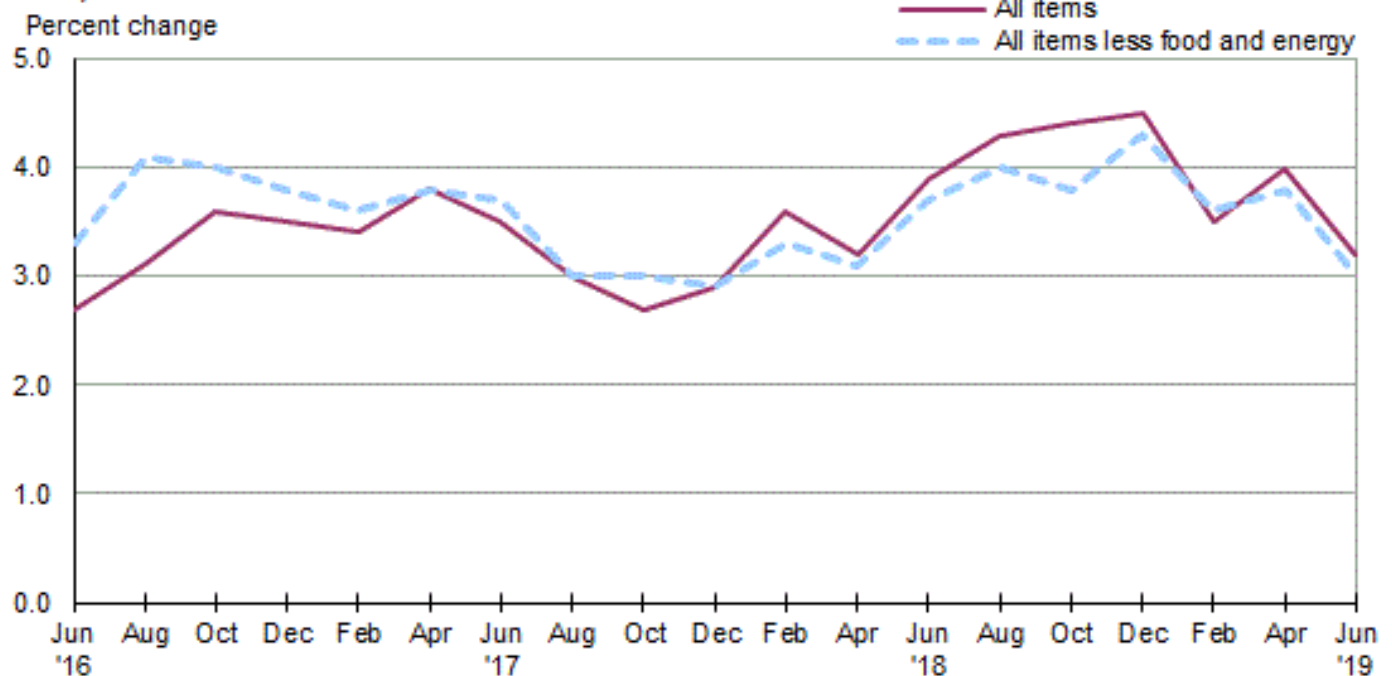
## Consumer Price Index, San Francisco Area — June 2019

**Area prices were up 0.2 percent over the past two months, up 3.2 percent from a year ago**

Prices in the San Francisco area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), rose 0.2 percent for the two months ending in June 2019, the U.S. Bureau of Labor Statistics reported today. (See [table A](#).) Assistant Commissioner for Regional Operations Richard Holden noted that the June increase was influenced by higher prices for shelter and food. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U advanced 3.2 percent. (See [chart 1](#) and [table A](#).) Energy prices increased 2.2 percent, largely the result of an increase in the price of electricity. The index for all items less food and energy rose 3.0 percent over the year. (See [table 1](#).)

**Chart 1. Over-the-year percent change in CPI-U, San Francisco-Oakland-Hayward, CA, June 2016–June 2019**



Source: U.S. Bureau of Labor Statistics.

**To: Saddle Creek Community Services District Board of Directors**  
**From: Andrew Kraus, NBS**  
**Date: July 12, 2019**  
**Re: Saddle Creek CSD – Measure A Fiscal Year 2019-20 Special Taxes**

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As the Measure A special tax was approved following votes being tallied from the May 2, 2017 special all-mail ballot election, special taxes will be levied at the following rates in Fiscal Year 2019-20:

<b>Land Use Category</b>	<b>Fiscal Year 2019-20 Special Tax Rate</b>
Residential Lot	\$1,750.00 per Residential Lot
Large Lot Undeveloped Property	\$739.85 per Acre or Portion Thereof
Sports Club Property	\$657.65 per Acre or Portion Thereof
Golf Course Property	\$65,622.42 per Parcel

The above special tax rates were reduced from the amounts originally intended to be levied, as a phased-in approach to the implementation of the special tax has been adopted. As such, the above special tax rates are expected to increase in future years until the maximum tax rates for each category are reached.

The following table provides the maximum Fiscal Year 2019-20 special tax rates. The maximum special tax rates listed below are adjusted annually by the greater of the annual change in the Consumer Price Index published by the U.S. Bureau of Labor Statistics for All Urban Consumers in the San Francisco-Oakland-San Jose Area, as measured as of the month of December in the calendar year which ends in the previous fiscal year, or two percent (2%). In Fiscal Year 2019-20, maximum special tax rates were increased by approximately 4.50%, based upon the change in the Consumer Price Index.

<b>Land Use Category</b>	<b>Maximum Fiscal Year 2019-20 Special Tax Rate</b>
Residential Lot	\$1,832.00 per Residential Lot
Large Lot Undeveloped Property	\$774.52 per Acre or Portion Thereof
Sports Club Property	\$688.47 per Acre or Portion Thereof
Golf Course Property	\$68,697.30 per Parcel





Applying the Fiscal Year 2019-20 special tax rates to the parcels that currently exist in the District, the estimated Fiscal Year 2019-20 special tax revenues are detailed below for each land use category.

<b>Land Use Category</b>	<b>Fiscal Year 2019/20 Special Tax Revenue</b>
Residential Lot	\$980,000.00
Large Lot Undeveloped Property	196,748.26
Sports Club Property	2,071.59
Golf Course Property	65,622.42
Common Area / Roads	0.00
<b>Total:</b>	<b>\$1,244,442.27</b>

The Fiscal Year 2019-20 Measure A special tax levy information is expected to be submitted to the Calaveras County Auditor Controller's Office prior to the levy submittal deadline of August 10, 2019. Once the County has confirmed that the special taxes have been placed on the Fiscal Year 2019-20 roll, NBS will provide an update to the Saddle Creek CSD accordingly.

**RESOLUTION NO. 2019-**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE SADDLE CREEK COMMUNITY SERVICES DISTRICT  
ESTABLISHING THE MEASURE “A” SPECIAL TAX RATES FOR  
2018/19 AND AUTHORIZING THE GENERAL MANAGER TO  
CERTIFY AND SUBMIT THE SPECIAL TAX ROLLS TO  
CALAVERAS COUNTY**

**WHEREAS**, the Saddle Creek Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

**WHEREAS**, the District Board of Directors has certified the May 2, 2017 election results which validate that Measure “A” was approved by the Saddle Creek Voters; and

**WHEREAS**, as approved by the voters, Measure “A” authorizes the levy of a special tax of not to exceed \$1,703 per residential parcel, or equivalent thereof, as adjusted by the consumer price index (CPI) annually; and

**WHEREAS**, the District Board of Directors has determined that the amount of the Measure “A” tax to be levied beginning in the fiscal year July 1, 2019 through June 30, 2020 shall be \$1,750 per residential parcel or equivalent thereof as applied to nonresidential parcels; and

**WHEREAS**, the amount of Measure A Special Taxes to be levied in the Fiscal Year 2019/20 are detailed in a memorandum from NBS dated July 12, 2019 and is attached hereto as Exhibit A.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE SADDLE CREEK COMMUNITY SERVICES DISTRICT DOES HEREBY APPROVE AS FOLLOWS:

1. The Measure A Special Tax maximum levy rate is established as detailed below, increased by 4.50% from the rates for the Fiscal Year 2018/19:

<b>Land Use Category</b>	<b>Maximum Fiscal Year 2019-20 Special Tax Rate</b>
Residential Lot	\$1,832.00 per Residential Lot
Large Lot Undeveloped Property	\$774.52 per Acre or Portion Thereof
Sports Club Property	\$688.47 per Acre or Portion Thereof
Golf Course Property	\$68,697.30 per Parcel

2. The Measure A Special Tax rate to be levied for the period of July 1, 2019 through June 30, 2020 shall be \$1,750 per single family residential parcel, or equivalent thereof as detailed in the attached special tax application memorandum.

3. The application of the above rates is hereby certified by this Board
4. The General Manager is authorized to direct the submittal of the parcel listings containing the above amounts, to the County of Calaveras for the collection on the tax rolls

**WHEREFORE**, this Resolution is passed and adopted by the Board of Directors of the Saddle Creek Community Services District on July 16, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

#### **CERTIFICATE OF SECRETARY**

I, Peter Kampa, the duly appointed and acting Secretary of the Board of Directors of the Saddle Creek Community Services District, do hereby declare that the foregoing Resolution 2019-\_\_\_\_ was duly passed and adopted at a Regular Meeting of the Board of Directors of the Saddle Creek Community Services District, duly called and held on July 16, 2019.

DATED: \_\_\_\_\_.

 **SADDLE CREEK** **BOARD MEETING AGENDA SUBMITTAL**

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**TO:** SCCSD Board of Directors  
**FROM:** Peter Kampa, General Manager  
**DATE:** July 16, 2019  
**SUBJECT:** Agenda Item 7c: Submit a Vote for up to Three (3) Candidates to be Elected to the SDRMA Board of Directors

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**RECOMMENDED ACTION**

Staff recommends the following action:

*I Move to submit the district's ballot in support of the following three (3) candidates to be elected to the SDRMA Board of Directors:*

- BOB SWAN (INCUMBENT)**  
Board Member, Groveland Community Services District
- JESSE D. CLAYPOOL**  
Board Chair, Honey Lake Valley Resource Conservation District
- PATRICK K. O'ROURKE, MPA/CFRM**  
Board Member, Redwood Region Economic Development Commission
- SANDY SEIFERT- RAFFELSON (INCUMBENT)**  
Finance Manager/Treasurer, Herlong Public Utility District
- JAMES (Jim) M. HAMLIN**  
Board President, Burney Water District

**BACKGROUND**

On May 2, 2019, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-10 Establishing Guidelines for Director Elections. The Election Committee confirmed that five (5) candidates met the qualification requirements and those names are included on the Official Election Ballot. Three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors are currently vacant.

**ATTACHMENTS:**

Official 2019 Board of Directors Election Ballot

**FINANCIAL IMPACT:**

None at this time





SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2019 BOARD OF DIRECTORS ELECTION

## OFFICIAL ELECTION BALLOT ENCLOSED

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This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

### ELECTION PACKET ENCLOSURES

- Election Ballot Instructions
- Official Election Ballot (Action Required)
- Candidate's Statements of Qualifications (5)
- Self-addressed, Stamped Envelope





## SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2019.

On May 2, 2019, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2017-10 Establishing Guidelines for Director Elections. The Election Committee confirmed that five (5) candidates met the qualification requirements and those names are included on the Official Election Ballot.

Enclosed is the Official Election Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed Official Election Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Ballot at a public meeting. **Ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Ballot MUST be sealed and received by mail or hand delivery at SDRMA's office on or before 4:30 p.m. on Wednesday, August 21, 2019 to the address below. A self-addressed, stamped envelope is enclosed. Faxes or electronic transmissions are NOT acceptable.

Special District Risk Management Authority  
Election Committee  
1112 "I" Street, Suite 300  
Sacramento, California 95814

4. The four-year terms for newly elected Directors will begin on January 1, 2020 and terminate on December 31, 2023.
5. Important balloting and election dates are:

<b>August 21, 2019:</b>	<b>Deadline for members to return the signed Official Election Ballot</b>
August 22, 2019:	Ballots are opened and counted
August 23, 2019:	Election results are announced, and candidates notified
September 25, 2019:	Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Anaheim at the CSDA Annual Conference
November 6-7, 2019:	Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)
January 2020:	Newly elected Directors are seated, and Board officer elections are held

If you have any questions regarding the election and balloting process, please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790.







**OFFICIAL 2019 ELECTION BALLOT  
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY  
BOARD OF DIRECTORS**

**VOTE FOR ONLY THREE (3) CANDIDATES**

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 4:30 p.m., Wednesday, August 21, 2019. Faxes or electronic transmissions are NOT acceptable.

- BOB SWAN (INCUMBENT)**  
Board Member, Groveland Community Services District
- JESSE D. CLAYPOOL**  
Board Chair, Honey Lake Valley Resource Conservation District
- PATRICK K. O'ROURKE, MPA/CFRM**  
Board Member, Redwood Region Economic Development Commission
- SANDY SEIFERT- RAFFELSON (INCUMBENT)**  
Finance Manager/Treasurer, Herlong Public Utility District
- JAMES (Jim) M. HAMLIN**  
Board President, Burney Water District

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2019 by the Groveland Community Services District at a public meeting by the following votes:

AYES: \_\_\_\_\_  
 NOES: \_\_\_\_\_  
 ABSTAIN: \_\_\_\_\_  
 ABSENT: \_\_\_\_\_

ATTEST:  
\_\_\_\_\_

APPROVED:  
\_\_\_\_\_







**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

History: BS Physics, MS Computer Science. 3 years in USAF. 30 years in the semiconductor industry, first as an engineering manager, later as a business unit manager. Now retired (so I have plenty of time).

Skills, etc.: Very familiar with financial reports, cost accounting, quantitative analysis. Working knowledge of modern computer and communications technology. Managed distributed organizations with up to 150 technical people and up to \$120M in annual sales. Pretty good at listening to different views, and helping to achieve consensus (or, at least, compromise).

**What is your overall vision for SDRMA? (Response Required)**

Well, obviously I support our (newly revised) vision statement: "To be the exemplary public agency risk pool of choice for California special districts and other public agencies". In order to achieve this vision, I believe the key issues are:

1. Maintain long term financial stability. This includes ensuring that there is a fair allocation of cost versus risk across the pool membership.
2. Continue to retain / acquire highly qualified staff, and ensure that this is a desirable place to work.
3. Remember who are our target clientele, which in my opinion are small to mid-sized districts with limited options for insurance.
4. In light of ever-evolving California workers-compensation law, expand risk-management training even further than we now provide.
5. Maintain good relations with our re-insurers (who insulate us from catastrophe). In the long run, explore the possibility of joining a "captive" re-insurer to improve stability.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

4-24-2019





**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

My experience with special districts and governance, belief in the importance of quality governing policies, the ability to work effectively with the other board members and staff and a desire to give back to SDRMA and its membership will be what I bring to the SDRMA Board of Directors.

**What is your overall vision for SDRMA? (Response Required)**

For SDRMA to continually advance as an industry leader providing affordable solutions for special districts of any size enabling them to be effective within the communities they serve.

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature



Date

4-26-19

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted.** No statements are endorsed by SDRMA.

Candidate\* Patrick K. O'Rourke, MPA/CFRM  
District/Agency Redwood Region Economic Development Commission (RREDC)  
Work Address 520 E Street Eureka, CA 95501  
Work Phone 707-445-9651 Home Phone 707-726-6700

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

I have considerable interest, knowledge, and experience in board leadership; board service; and board governance/policy development & oversight in for-profits, nonprofits, a joint powers authority/SDRMA member organization, and as an elected city councilman. I also have considerable experience (as a top-level executive board leader and manager) in organizational risk management and risk mitigation/prevention. I would like to share my knowledge, skills, abilities, and experience in service to SDRMA members, via my service on SDRMA's board of directors. I believe that my knowledge, experience, and dedication to excellence and implementation of best practices in governance and policy development/oversight will serve SDRMA well, and will assist SDRMA in maintaining its "Excellence" accreditation via the California Association of Joint Powers Authorities (CAJPA).

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

Having served in board leadership roles (25+ years in for-profit entities; 25+ years in nonprofit & private/public foundations; and 2+ years in a Joint Powers Authority [SDRMA member organization]), I am well-versed and experienced in board governance; policy development; financial statement analysis and budget review; executive management search/selection, oversight and evaluation; organizational risk management/mitigation; litigation oversight; and best practices in organizational governance. At SDRMA member organization, Redwood Region Economic Development Commission (RREDC), I have served as 2019 Immediate Past Chair; 2018 Board Chair; 2017 Vice Chair; Chair of Executive Committee; and Member of the Loan Committee. I have in-depth knowledge of policy governance (Culver, et al.); I am an advocate for transparency & best practices; and I am knowledgeable & experienced in California's Ralph M. Brown Act and Roberts Rules of Order. I have also served in board governance and board leadership roles in several nonprofit organizations and in both public and private foundations, including as Board Chair (12+ years) and in President & Vice President roles. I have also Chaired Search/Selection committees; Public Relations committees; Fund Development committees; and Finance/Audit committees.



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**What special skills, talents, or experience (including volunteer experience) do you have?  
(Response Required)**

Besides holding a Master of Public Affairs degree, with a specialty in nonprofit management; having completed all coursework and written/oral exams (all except dissertation) for a PhD in Mass Communication, with a specialty in public relations and a cognate in organizational communication management, I have several other directly-relevant skills/talents/experience including: I am expertly adept at executive-level relationship development and stewardship, and have served as an organizational & industry advocate and liaison working closely with community organizations, local/county/state elected officials, and public/private entities/organizations and foundations. I am expertly adept at financial and operational analysis, and at asset/portfolio management and risk mitigation. I have taught for-credit university courses in corporate leadership; in entrepreneurial leadership research and practice; as well as having published peer-reviewed academic research on leadership in public relations.

**What is your overall vision for SDRMA? (Response Required)**

My vision for SDRMA would be for SDRMA to continue to add value to its members; operate with the highest ethical practices and transparency; continue in providing excellence in service, education, safety and compliance training; help members to mitigate and reduce risk; provide expedient claims review and response; provide members with state-of-the-art education and information; educate members to minimize losses/risk in member workplaces; and to continue to provide members with comprehensive coverage for property/liability, workers comp, and health benefits.

I would envision SDRMA management and staff enjoying a quality of life that will ensure their happiness and continue an atmosphere of dedicated service to SDRMA members. I would also envision that SDRMA will continue to operate with efficiencies that minimize costs/expenses, continue to enable SDRMA to maintain competitive premium rates, and (when possible) lower organizational and member costs. I would also envision a governing board that embraces and employs best governing practices in all areas of policy development; executive management oversight; financial review/audit; and in investing and spreading portfolio assets to minimize portfolio investment risks and maximize return on investments. Finally, I would envision SDRMA, and its management team/staff, operating in ways that will continue to earn accreditation "Excellence" from the California Association of Joint Powers Authorities (CAJPA).

**I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.**

Candidate Signature \_\_\_\_\_



Date \_\_\_\_\_

3/25/2019



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

**This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates No statements are endorsed by SDRMA.**

Candidate\* Sandy Seifert-Raffelson

District/Agency Herlong Public Utility District

Work Address 447-855 Plumas St., P o Box 115, Herlong, CA 96113

Work Phone (530) 827-3150 Cell Phone (530) 310-4320

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors?**

**I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I continue to improve my education of insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in Business and my 30 plus years' experience in accounting and auditing.**

**I understand the challenges that small District face every day when it comes to managing liability insurance, worker's compensation and health insurance for a few employees with limit revenue and staff. My education and experience give me an appreciation of the importance of risk management services and programs, especially for smaller District that lack expertise with insurance issues on a daily basis.**

**I feel I am an asset to this Board, and would love a chance to stay on 4 more years!**

**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)**

**While serving on the SDRMA Board, I have been privilege to be Secretary of the Board for two years, and currently the Vice-President. I have served on CSDA's Audit and Financial Committee's for 6 years; I have served on the SDLF Board; Northeastern Rural Health Clinic Board; Fair Board; School and Church boards; 4-H Council and leader for 15 years; and UC Davis Equine Board. In the past 25 years, I have learn that there is no "I" in Board and it can be very rewarding to be part of a team that makes a difference for others.**

**As part of my many duties working with Herlong PUD, I worked to form the District and was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the initial Board of Directors and first Policies for HPUD. I have administered the financial portion of 2 large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on a 4.2 million grant from California for new infrastructure for the small District HPUD absorb through LAFCo in 2017. I am also the primary administrator of a federal contract for utility services with the Federal Bureau of Prison and the US Army.**



**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have?

I have my Bachelor's Degree in Business with a minor in Sociology. I have audited Small Districts for 5 years, worked for a Small District for almost 15 years and have over 30 years of accounting experience. I am a good communicator and organizer. I have served on several Boards and feel I work well within groups or special committee. I am willing to go that extra mile to see things get completed.

I believe in recognition for jobs well done. I encourage incentive programs that get members motivated to participate and strive to do their very best to keep all losses at a minimum and reward those with no losses.

I have completed my Certificate for Special District Board Secretary/Clerk Program in both regular and advance course work through CSDA and co-sponsored by SDRMA. I have completed the CSDA Special District Leadership Academy and Special District Governance Academy. I am in the processes of getting my small District re-certified for their District of Transparency and hope one day to attain our District of Distinction.

I work for a District in Northeastern California that has under gone major changes from a Cooperative Company to a 501c12 Corporation, to finally a Public Utility District. I have worked with LAFCo to become a District. Also our small District consolidated another small District into our District. Through past experience I feel I make a great Board member representing the small districts of Northern California and their unique issues and will make decisions that would help all rural/small districts.

What is your overall vision for SDRMA?

For SDRMA to be at the top of the risk management field and to continue communicating and listening to the needs of all California Special Districts and meeting those needs at a reasonable price that Special Districts can afford. I would like to continue education and rewards for no claims and explore avenues of financial endeavors that will benefit our customers.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature



Date

4/16/19

**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted.** No statements are endorsed by SDRMA.

Candidate\* James (Jim) M. Hamlin  
District/Agency Burney Water District  
Work Address 20222 Hudson St. Burney, Ca. 96013  
Work Phone (530) 335-3582 Cell Phone \_\_\_\_\_

\*The name or nickname and any designations (i.e. CPA, SDA, etc.) you enter here will be printed on the official ballot, exactly as submitted.

**Why do you want to serve on the SDRMA Board of Directors? (Response Required)**

Hope to serve and help with decisions being made to both strengthen SDRMA and move into new areas. Our districts are facing new challenges constantly.

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**What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)**

**See Next**

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**Special District Risk Management Authority  
Board of Directors  
Candidate's Statement of Qualifications**

What special skills, talents, or experience (including volunteer experience) do you have? (Response Required)

September 1972 until January 2014, owned and operated a Insurance brokerage  
Sold business and retired.

Board Member of Mayers Memorial Hospital District From 1990 until 2014  
Served on the Associal of Hospital Districts for six years.

Served on the board of Burney Water District the previous six years. Current  
Serving on Mayers Memorial Hospital Financial Board.

What is your overall vision for SDRMA? (Response Required)

SDRMA Board must be strong and protect the concerns of their members. Need  
to have a listening ear for the districts that are represented. Need to  
use caution when jumping into new areas, not jepordise their strong programs  
and beliefs for new programs.

I certify that I meet the candidate qualifications as outlined in the SDRMA election policy. I further certify that I am willing to serve as a director on SDRMA's Board of Directors. I will commit the time and effort necessary to serve. Please consider my application for nomination/candidacy to the Board of Directors.

Candidate Signature James M. Hamble Date 3-27-2019