

Saddle Creek Community Services District

BOARD OF DIRECTORS

JULY 19, 2002

President Bill Van Peeren called the meeting to order at 5:30 PM in the Design Center.

ROLL CALL Board members present: Lou Chemiss, Chris Jette, Dennis Men-ill, Bill Van Peeren and Charles Robinson. Also present: General Manager Leslie Bates and Castle & Cooke Representative Dave Haley.

REVIEW AGENDA The agenda was reviewed and no changes were made.

OWNER FORUM Chuck Gallo requested that the newspaper deliver personnel be given a gate opener to facilitate the delivery of newspapers in mornings. The offices of Castle & Cooke will arrange to disperse this person an opener for a \$25.00 deposit. Attempts will be made to program this clicker to operate only during hours of delivery. An agreement will be drafted and signed which obligates the user of the opener not to share the equipment with others.

APPROVAL OF MINUTES Director Van Peeren made a motion to approve the minutes of June 21, 2002 as written. Director Men-ill seconded the motion. The motion carried.

MANAGERS' REPORT

- General Manager Bates reported that the Board's request to strictly observe the \$500.00 spending limit is being adhered to. Vendors have been notified of this policy. Vendors have been instructed to only take directions from CSD Board and Management.
- All streetlights have been relamped. Light #67 has not been hooked up and Scott Wallace is working Gold Electric and PG&E to energize this lamp. The flagpole lamps have broken twice, and there may be a problem with water getting into the lamps and causing corrosion.

TREASURER REPORT

- Treasurer Chemiss gave a report on the finances to date.
- Budget preparation continues for the calendar year beginning 2003.
- The reserve study analysis contract has not been let.
- The accounting department will be sure to send all operating and reserve account bank statements to the Treasurer every month.
- The tax role will be updated to include 68 new lots during the month of August.

ON-SITE MANAGER Manager Bates gave the On-Site Maintenance Manager report in Greb Hebard's absence.

- Areas on concentration the first month on the job have been street cleaning, weed abatement for fire prevention purposes and trash removal throughout.
- Arrangements have been made for a new cellular phone for 24-hour access twenty-four hours a day, seven days a week. Director Chemiss made a motion to approve the cellular phone contract. Director Robinson seconded the motion. The motion carried. The new cellular phone number is (209) 768-5678.
- The equipment list and tear sheets for equipment needed were reviewed. That equipment included water trucks and tanks, rotary mowers, box scrapers, storage containers, tractor, edger, and spreader.
- Equipment already procured includes weed eater, protective eyewear, and blower.
- Mr. Hebard has the authority to approve irrigation repairs.

UNFINISHED BUSINESS Dave Haley of Castle & Cooke reported that Prism Engineering is performing a traffic study which is expected to cost \$2,500 - \$3,000, paid for by Castle & Cooke. The report is due to be complete the first week of August. A copy of the report will be mailed to all Board members before the next meeting.

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Guard service duties and service was discussed. Manager Bates will work with MC&I to initiate service on Saturday and Sunday during sales hours. These hours will be billed to Castle & Cooke.

NEW BUSINESS A discussion regarding the CSD identity took place. A set of magnetic vehicle decals would cost \$129.00 plus tax. Castle & Cooke is willing to allow the CSD to use the logo under a license agreement. Uniforms, decals and vehicle magnets will be discussed at a future meeting.

ANNOUNCEMENTS: The date of the next meeting is Friday, August 16, 2003 at 5:30 PM in the Design Center.

The meeting was adjourned at 6:15 PM

Recorded by Leslie Bates

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Approved \Date
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