

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

September 18, 2012

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday September 18, 2012. President DeBaldo called the meeting to order at 2:00 PM in the Members Lounge and led Directors and staff in the Pledge of Allegiance.

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

President:	Darlene DeBaldo
Vice President:	Sue Russ
Secretary:	Kent Lazarus
Director:	Charles Robinson

Staff:	The following staff members were present:	
	General Manager:	Charles Martin
	Site Manager:	Greg Hebard
	Clerk/Treasurer:	Phyllis Richards

Public:	Castle & Cooke	Dave Haley
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APPROVAL OF MINUTES:

M/ by Director Robinson and S/ by Director Lazarus to approve the minutes of the August 21, 2012. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

None

CONSENT CALENDAR: Consent Calendar items are considered routine and will be acted upon by one motion. There will be no separate discussion of these

items unless a member of the Board, Staff or a member of the public requests specific items to be set aside for separate action.

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

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

- a. GM Martin advised the Board that he has received a letter stating that the County in conjunction with a Special Districts Law Firm is offering Ethics training. It is up to the Board members if they would like to attend this training or if they would like to do the online training. Directors Robinson, Russ and Baker will need to complete the Ethics training at this time.
- b. Greg's operation has received an SDRMA award for no claims. As a result our Workers' Compensation premium will be lower.

OLD BUSINESS

None

NEW BUSINESS

- a. ACTION/RESOLUTION: Staff recommends the Board pass a Resolutions requiring Consolidation of District Elections with Statewide General Elections. Information received from Calaveras County Elections Department is included with the agenda packet. M/ by Director Robinson and S/ by Director Lazarus to move approval of Consolidation of District Elections with Statewide General Elections. M/ passed unanimously
- b. ACTION/SIMPLE MOTION: In accordance with past practice staff recommends the following time schedule for the FY 2013 Budget Process:

- 1) Regular Meeting of November 20, 2012– Draft Budget presented.
- 2) Regular Meeting of December 18, 2012– Board action on Budget.

Public Notices and Public Hearings will be included as a part of the Budget Process.

Director Robinson commented that several categories on the Budget Report have gone over the approved limit, which he finds very unusual as we are usually very close. He would like to know why the Accounting/Bookkeeping and Landscape, Supplies & Repairs are over Budget.

GM Martin indicates that the overall expenditures for the year will be in line with what was approved. The reason for the Accounting/Bookkeeping overage is because of ongoing training with Karen Roberts, our current Bookkeeper and Phyllis Richards. He expects this training to go on through the end of the year. He believes that the training has been very successful.

With regards to the Landscape, Supplies and Repairs, we had some unexpected irrigation repairs due to damage from the winter. GM Martin stated that we will probably have to increase this budget as there are areas that need to be addressed.

M/ by Director Robinson and S/ by Director Lazarus to move approval of the time schedule for the FY 2013 Budget Process as recommended by staff. M/ passed unanimously

STAFF REPORTS

Site Manager: With regards to the fire on Blue Oak Court that was mentioned in last months meeting, Greg indicated that he arrived at Saddle Creek at approximately 6:30AM on the day of the fire, and spoke with the Fire Department and was advised that they did not know what started the fire. He again spoke with the Fire Department last week and they still advised that they do not know what started the fire on the deck in the back yard.

He also advised that next months meeting will be held at the Sports Center.

General Manager: Nothing

DIRECTORS REPORTS:

President DeBaldo – None

V/President Russ – None

Secretary Lazarus – None

Director Baker – Absent

Director Robinson – None

ADJOURNMENT – Having no further business, President DeBaldo adjourned the meeting at 2:12PM. CSD's next board meeting date is October 16, 2012.

Phyllis Richards, CSD Clerk/Treasurer

Charles Martin, General Manager

APPROVED BY:

Darlene DeBaldo, Board President

Kent Lazarus, Board Secretary

SEAL