

REGULAR MEETING AGENDA
SADDLE CREEK COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
May 21, 2006

(OPEN TO THE PUBLIC)

Location: Saddle Creek Lodge, Gold Room, Copperopolis, CA

Starting Time: 8:30 AM

Agenda Materials: May be viewed at Saddle Creek Pro Shop, on the Sports Club Bulletin Boards and on the CSD Website on the Thursday proceeding 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.

Board Members: President Dennis Merrill, V/President Charlie Robinson, Director/Secretary Robert Kenyon, Director Sue Russ, Director Steve Marsden.

MEETING AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVAL OF MINUTES
5. CHANGES TO ORDER OF AGENDA

6. PUBLIC COMMENT (Each speaker is limited to two (2) minutes)

Members of the public are invited to address the Board on agenda or non-agenda items they deem of importance to the District. While Board Members/Staff may answer questions or briefly comment on non-agenda items, the general policy is to refer such matters for Staff review or place them on a future agenda in order to allow for more comprehensive response or action.

7. 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. Approval of Bills & Claims
- b. Approval of Monthly Financial Reports

8. CORRESPONDENCE (Board will briefly address/respond/refer)

- a. None

9. OLD BUSINESS

- a. Information Item/No Action Required: Sexual Harassment Training is scheduled for July 18, 2006 immediately following the Board Meeting. This mandated two (2) hour training will be provided by CSD Attorney Bob Lanzone.
- b. Action/Resolution: During the April 9, 2006 Meeting, the Board expressed a desire to change the regular monthly meeting date/time from the second Sunday of each month beginning at 8:30 AM to the third Tuesday of each month beginning at 2:00 PM. Board adoption of the "proposed" Resolution would make this change of Meeting date/time effective Tuesday, July 18, 2006.

10. NEW BUSINESS

- a. Action/Simple Motion: The California Government Code mandates that Special District's have a written Ethics Policy. A "proposed Code of Conduct and Ethics Policy has been drafted and provided to Board Members for their review. Staff recommends that the "proposed" policy be adopted.
- b. Action/Simple Motion: In order that we may more efficiently address payroll issues, staff recommends Board approval of the following:
 - 1) Regular paydays be established as the 20th of each month, for the 1st-15th pay period and the 5th of each month, for the 16th- through the last day of the month.
 - 2) When a regular payday falls on a weekend or holiday, checks would be issued the day prior.
 - 3) In effort to minimize cash flow problems for hourly employees, payday for the work period of June 16th-June 30th would be July 3rd. Subsequent regular paydays would be the 5th and the 20th. A proposed 2006 Payroll Schedule has been prepared and is provided for Board review.

11. STAFF REPORTS

Site Manager:

- a. Update on effectiveness of Radar Unit.
- b. Mosquito Abatement activities (informational program for schools & spraying activities)
- c. Vacant Maintenance I Position filled effective May 16, 2006.

General Manager:

- a. Staff comments on recent Oak Creek Drive house fire.
- b. Update on recent Gate Damage reimbursement.

12. DIRECTORS REPORTS:

Director Marsden:
Director Russ:
Director Kenyon:
V/President Robinson:
President Merrill:

13. ADJOURNMENT

Prepared by: _____
Phyllis Richards, CSD Clerk/Treasurer

Reviewed By: _____
Charles Martin, General Manager