

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

December 16, 2014

CALL TO ORDER:

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday December 16, 2014, at the Lodge at Saddle Creek, 1001 Saddle Creek Dr. President Lazarus called the meeting to order at 2:07 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:	Kent Lazarus
Director	Kenneth Albertson
Director	Sue Russ
Director	Charlie Robinson
Director	Lawrence Hoffman

Staff:	The following staff members were present:	
	General Manager	Peter Kampa
	Site Manager:	Ralph McGeorge for Greg Hebard
	Clerk:	Michele Menzies

Public:	Castle & Cooke	Dave Haley
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CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

No public addressed the Board.

CONSENT CALENDAR:

- a. Review of monthly financial report and approval of bills and claims for the month of November 2014.
- b. Approval of the minutes of the Regular Board Meeting of November 11, 2014.

Motion by Director Robinson and Second by Director Russ to move approval of expenditures incurred by the district during the month of November as presented, and approval of the minutes with minor changes as mentioned, Motion passed unanimously.

OLD BUSINESS:

None

NEW BUSINESS:

a. Public Hearing

A public hearing was conducted to receive public comments and questions regarding the proposed draft 2015 budget.

President Lazarus opened the Public Hearing at 2:15 PM. General Manager Kampa reviewed the Budget supporting documents including Budget Preparation Memorandum and 2015 budget worksheets. Mr. Kampa provided a PowerPoint presentation covering the budget as follows:

- We are doing budget for accounting purposes not necessarily because of law.
- Budgets are helpful in explaining what we do so it's helpful for the public to understand it.
- Important to set service standard for year having a level of expenditures to support the level or service desired.
- The District, through the General Manager is accountable for upholding budget and working within it.
- Special tax per parcel (amount per year) x (number of parcels) = amount expected to receive (revenue).
- Intention for next year is to have chunks of money for reserves to be spent for future things, we are going to start working on that right away.
- Many things for budget...regulations, material costs, community capacity/pressures etc. and any changes throughout year, will need to be updated but reality it's a pretty standard budget.
- Proposing a 25% increase in the starting wage for our Landscape Maintenance 1 position as we have not had good success in recruitment and retention of high quality employees in that position.
- The proposed budget requires an allocation from accumulated reserves to balance the budget.
- There will be a 5.2% increase from last year's expense budget, including replacement of major equipment such as landscape carts and addition of one new pickup truck.
- We project that revenue will exceed expenses for the close of 2014 by \$70,000.

No public comments were received and the Public Hearing Closed at 3:11 PM.

Board members asked for clarification on various items contained within the budget proposal and recommended that, due to the fact that we are estimating closing the year with approximately \$70,000 in revenue over expenses, and that the 2015 budget proposal is in the red, that the General Manager purchase the equipment proposed in the 2015 budget right away before the first of the year, providing for a balanced budget in 2015. The consensus of board was to modify the 2015 budget to balance by the purchase of equipment in 2014.

b. Second review and approval of a Resolution adopting the 2015 Budget.

- Motion by Director Robinson and Second by Director Hoffman to move approval of the 2015 Budget as amended. Motion passed unanimously

c. Consideration of providing recognition to outgoing Board Directors for their years of service.

- General Manager Kampa suggested that the Board recognize the service of Board members who have completed their term in office; through adoption of a Resolution of Appreciation or presenting them with a plaque. Directors explained that in the past, outgoing board members were given a recognition plaque. The Board agreed to prepare a resolution signed and framed, and presented at the next meeting.

STAFF REPORTS:

- Operations Superintendent Ralph McGeorge reported: Staff member who was injured will be returning to light duty.
- Dave Haley-Signs for roundabout were ordered cost was \$7500 will be installed in January.
- New parcels for 2015 tied into new entrance (57 more lots)-Final map is done.

DIRECTORS REPORTS:

President Lazarus – “Welcome new board members, Happy Holidays.”

Director Albertson – None

Secretary Robinson – “Welcome new board members,” to Dave Haley, “Golf course is in incredible condition.”

Director Russ – Welcome new board members.

Director Hoffman - None

ADJOURNMENT – Having no further business, President Lazarus adjourned the meeting at 3:35PM. CSD’s next board meeting date is January 20, 2015.

Michele Menzies, CSD Clerk

Peter Kampa, General Manager

APPROVED BY:

Kent Lazarus, Board President

Charlie Robinson, Secretary

SEAL