

Saddle Creek Community Services District

MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 9, 2002

President Bill VanPeeren called the meeting to order at 8:00 AM.

ROLL CALL: Board members present: Lou Chemis, Dennis Merrill, Charles Robinson, Bill Van Peeren. Absent: Chris Jette. Also present: Site Manager Greg Hebard, General Manager Leslie Bates and homeowners Paul Filson and Chuck Gallo.

OWNER FORUM It was announced that the topic of availability of minutes will be discussed during the meeting.

APPROVAL OF MINUTES The minutes were reviewed and approved with one change.

PRESIDENT REPORT It was announced that guest Bob Lanzone was unable to attend the meeting due to an emergency. This item was tabled to a future meeting.

Mosquito Abatement President Bill Van Peeren distributed a Summary of Meeting on October 29, 2002 regarding Mosquito Abatement. Attendees at the meeting were Mark G. Novak, Ph.D., State of Department of Health Services, Biologist; Brian Moss, Calaveras County Department of Environmental Health, Director; John R. Shtrh, San Joaquin County Mosquito and Vector Control District, Manager; Dennis Merrill, Saddle Creek Community Services District, Director; Bill Van Peeren, Saddle Creek Community Services District, Manager; Greg Hebard, Saddle Creek Community Services District On-Site Manager.

The meeting report was summarized as follows: San Joaquin County has volunteered to do the initial evaluation and identification of species of mosquitoes within the SCCSD boundaries. Trap set up will be on November 14, 2002. San Joaquin County will also provide training for employees of the SCCSD for certification in the application of pesticides and other chemicals. Certification will be in the May of 2003. San Joaquin County will also treat any areas that have mosquitos for the interim period. Mosquito abatement is part of Wetland Maintenance. The ponds and associated wetlands are used to beautify the golf course and provide a filtration system for golf course watering. When the chemicals used on the golf course drain to the ponds it is high in nutrients and provides a thriving environment for cattails and duckweed. Mosquito's thrive in shaded, still water such as ponds with cattails. SCCSD needs to develop a community awareness program. The University of California has information on mosquito abatement. Contacts for assistance are Vicki at the California State Health Department of California State Assistance and Mary of San Joaquin County Training Department (209) 754-6504. The CSD will need to identify endangered species with Agricultural Commissioner prior to pesticide use. The CSD will also need to check on insurance obligations. CSD will have to adopt a resolution to initiate the program. Copies of the business cards for the contact persons were made available and Board members were encouraged to contact them as they have questions.

Privacy Service & Wetlands President Bill Van Peeren reported he requested information from Dave Haley of Castle & Cooke pertaining to the CSD's responsibility to provide guard house and the CSD's responsibility to maintain wetlands. A response was received on November 8, 2002 and a copy of the response will be mailed to all Board members. It referenced no documents that those that are included in the binders provided by the Developer.

In-House Maintenance Budget President Bill Van Peeren circulated Draft Budget Projections, including cost for on-site maintenance personnel. Based on this budget, he proposed that the Board go ahead with the hiring of the maintenance individuals. It is the intent of the Board to go to full in-house management on January 1, 2003. Manager Bates was directed to give notice of cancellation to Frog Hollow on December 1, 2002, with a request for their cost for consulting and irrigation services.

County Sheriff President Bill Van Peeren reported he met with the County Sheriff on Friday to discuss patrolling the area under a contract basis. The Sheriff indicated he is already patrolling the area, and President Van Peeren asked him to do so at least twice per day. A follow up meeting will be held to understand what additional services they could provide.

Saddle Creek Community Services District

MANAGER REPORT General Manager Bates reported that a letter to the contractors and subs regarding the clean construction site and speed limit has been mailed. Manager Bates reported that during preparation of the tax roll for 2002-2003, it was identified that thirty-six (36) parcels that were reported to be on the roll, were not on the rolls for the year 2001-2002 and were not in the data base for 2002-2003. A supplemental tax bill will be prepared for each of these lots for these years. Manager Bates recommended the Board have a review prepared by a third party CPA firm for the year/s prior to 2002. Lou Chemis will take on this task. Check payment to each Board member for meeting attendance will be cut in the month of December annually. Payment is based on Board members' attendance at Board meetings. Manager Bates was directed to obtain the definition of "meeting" for the purpose of compensation.

TREASURER REPORT Lou Chemis reported on the following:

- The Profit and loss Statement for January through September 2002
- The Board will use the Strong Budget for the upcoming year.

ON-SITE MANAGER REPORT Greg Hebard reported the following:

- Street trees have been replaced, with a few exceptions.
- Street repairs are due to be made pending receipt of a proposal and the encroachment easement.
- Asbestos plant tour. They have an open door policy and everyone is invited to visit the site.
- Speed limit signs should be delivered within a couple of weeks. The order was on hold while Dave Haley prepared to request the addition of twelve (12) more signs to the current list, based on their insurance company's recommendation. The Board approved the 12 additional signs.

UNFINISHED BUSINESS Bill Van Peeren reported Dave Haley has offered to store the CSD containers at the Maintenance Yard location. Greg Hebard will be ordering the containers following the meeting.

NEW BUSINESS

j Site Clean Up Citation Program Effective immediately, the On-Site Manager will 'tag' any contractor, sub-contractor or owner who has a littered job site. Dave Haley indicated the Architectural Design Committee will cooperate with such a program. A license agreement from the ADC will be delivered to the CSD to allow them to enforce the policy on the building pads.

Castle & Cooke Request for Easement Resolution Castle & Cooke requested an easement to allow them to make repairs to streets when they damage them. Director Van Peeren made a motion to approve this Resolution. Director Robinson seconded the motion. The motion carried unanimously.

Budget, Benefits and Uniforms for Employees

The uniforms for employees will include vests all year long.

Effective January 1, 2002 Health and Dental benefits will be in place for Greg Hebard.

Publishing a Newsletter & Hosting a Web-site President Bill Van Peeren reported that the domain names Saddle Creek-CSD and Saddle Creek CSD are both available. A web-site will be designed by a webmaster at Apple Computer at a minimal cost. The web-site will include approved minutes, budget, financials, general information, description of what the CSD is all about, duties, what we are working on, achievements to date. This is intended to eliminate communications gaps. Board members' E-mail addresses will be available to the CSD members. E-mails will continue to be addressed by the Manager as the current policy states. Bill Van Peeren will draft a newsletter to be circulated to Board members for comments and distribution to take place.

ANNOUNCEMENTS The next meeting of the Board will be held on December 21, 2002 at 8:00 AM in the Gold Room.

The meeting was adjourned at 9:10 AM. /f~ f\

Recorded by Leslie Bates 1 ^"^\ ^ |»/- \> - --•• -^_

! Approved ^kj ^Date