

Peter J. Kampa

PO Box 3221, Sonora, CA 95370 | 209.694.7023 (office) 209.591-7100 (cell) | pkampa@kampacs.com

June 23, 2014

Kent Lazarus, Board President
Saddle Creek Community Services District
1000 Saddle Creek Drive
Copperopolis, CA 95228

Dear Kent:

I am truly honored and appreciate the opportunity to serve as General Manager of the Saddle Creek Community Services District. I believe that this opportunity is the perfect match for the both of us, and I as well look forward to a long term relationship with the District and community.

I have reviewed, accepted and executed both the General Manager job description and offer agreement letter from you dated June 20, 2014. There are several employment and agreement matters listed below and on which I want to make sure we have clarity. I would like to meet with you on these items if necessary and when your schedule allows.

1. I request that payment be made to Kampa Community Solutions, LLC as a contract manager to the SCCSD, rather than payment on standard payroll where both the District and I pay employment taxes, workers compensation, etc. I maintain professional liability insurance adequate to cover the District as an independent contractor and this will save the District critically needed dollars to invest in capital projects, etc. Payment should occur on the same schedule as payroll, with the annual salary divided by the number of pay periods, and with no deductions for taxes. I will be issued a Form 1099 on the appropriate schedule with other contractors.
2. In accordance with the job description and considering the needs of the District, I suggest that we jointly develop annual General Manager Performance objectives to provide clarity in Board expectations and direction for the upcoming year. These objectives will serve as a work plan above and beyond the day to day management of the District and will be placed on the agenda for Board input and approval. Typically I develop a draft slate of objectives following initial interviews with staff, the Board and review of current issues and future needs. During the public meeting in which the objectives are approved, the public and Board are provided the opportunity to add, amend, clarify, reject or simply approve the objectives as presented. The objectives also assist the Board in its annual performance evaluation of the manager and serve as a public outreach and staff information tool.

Again, I truly look forward to serving the District and await y July 1 start date! Please do not hesitate to contact me at any time in my office or on my cell phone; 209 694-7023 and 209 591-7100 respectively.

Sincerely,



Peter J. Kampa



Saddle Creek Community Services District, 1000 Saddle Creek Drive, Copperopolis, CA 95228
Tel: 209.785.0100 Fax: 209.785.6260
"Committed to Serving our Community"

Board of Directors: President Kent Lazarus; Vice-President Scott Baker;
Director/Secretary Charles Robinson; Director Darlene DeBaldo; Director Sue Russ

June 20, 2014

Peter J. Kampa, SDA
PO Box Box 3221
Sonora, CA 95370

Dear Mr. Kampa:

Welcome to the Saddle Creek Community Services District (hereinafter denoted "SCCSD") located in Calaveras County, California. We are pleased you have accepted our offer of employment. As you know, we are confident that you will make significant contributions to SCCSD, and are extremely glad that you will be joining our agency. The following will confirm the terms of your acceptance:

BASIC TERMS

1. Your job title is General Manager – this will be a part-time EXEMPT position; you will not be required to keep a record of your time and that your hours may fluctuate with the needs of the job.
2. Your duties are listed in the attached job description.
3. You will report to the elected Board of Directors.
4. Your salary will be \$57,000 per year payable in accordance with our standard payroll practices.
5. Your start date will be July 1, 2014.
6. You will not participate in health insurance benefits nor benefits of any kind that we may offer other District employees.
7. You will be eligible for reimbursement of employment related expenses including mileage (other than mileage from your residence to the SCCSD).
8. The SCCSD Board will conduct annual reviews of your performance.

New Hire Documents/Confidentiality/Non-Solicitation/Employment at will

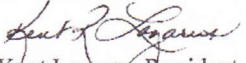
- This offer is contingent upon your signing all required new hire materials.
- By signing below, you are confirming that no breach or other violation of any past, current or contemplated oral or written contractual arrangement to which you are a party (including, but not limited to any non-compete or non-solicitation agreement with any former employer) has or will occur by virtue of your acceptance of this offer of employment or your performing services for the Company.
- By signing below you are confirming that no one has made any representations regarding the terms of your employment other than those contained herein and that you are not relying on any such representations in accepting this offer of employment.

- You will be considered an employee at will, and nothing in this letter will be deemed to constitute an agreement of employment for any specific period of time. This means that either you or the SCCSD may terminate the relationship at any time, with or without cause, and it is understood that neither party has an obligation to base a decision to terminate the employment relationship on any reason other than the intent not to continue the relationship.

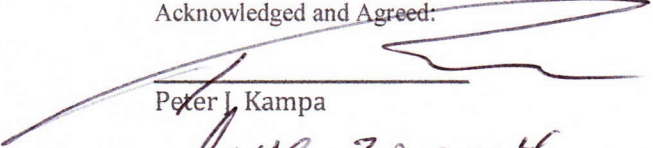
The SCCSD is an Equal Opportunity Employer, and is in full support and compliance with the Immigration Reform and Control Act of 1986. Therefore, our offer must be contingent upon satisfactory completion of the forms required by this Act. Please have available for us two forms of documentation supporting your authorization to work in the U.S. (e.g., driver's license, passport and/or birth certificate and social security card).

PLEASE SIGN BELOW TO INDICATE THAT YOU HAVE REVIEWED THIS OFFER LETTER AND ARE IN AGREEMENT WITH ITS CONTENTS.

Best regards,


Kent Lazarus, President
SCCSD Board of Directors

Acknowledged and Agreed:


Peter J. Kampa

Date

JUNE 20, 2014

GENERAL MANAGER

SUMMARY: In charge of the administrative, legal, engineering, operations, and financial activities of the District; represent the Board's policies and programs with employees, community organizations, and the general public; review budget requests and make recommendations to the Board on final expenditure levels; responsible for employer-employee relations; responsible for development, maintenance, and improvement of District facilities and services; and perform other related duties as required.

SUPERVISION: Under administrative direction of the Board of Directors. Direct supervision to department heads.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Serves as chief executive officer for the District; sets vision and long range goals for District;
- Provides advice and consultation on the development of District services, functions, and policies;
- Oversees the preparation of the annual budget, making recommendations to the Board on final expenditure levels;
- Reviews and approves purchase order and budget requests;
- Coordinates the preparation of the agenda for Board of Directors' meetings;
- Conducts a variety of special studies and surveys to determine effectiveness of District programs and services;
- Maintains continuous awareness of administrative practices and recommends changes which increase the efficiency and economy of District operations and services;
- Represents the Board's policies and programs with employees, community representatives, developers, and other government agencies;
- Oversees the development and administration of capital improvement budgets and plans;
- Directs personnel matters, including employment procedures, grievances, affirmative action, and employer-employee relations;
- Oversees negotiations with bargaining groups;
- Negotiates leases, agreements, and contracts;
- Oversees and directs legal counsel;
- Coordinates District engineering functions; confers with developers and contractors as necessary;
- Serves as District representative with other public agencies.
- Maintains media and public relations;



Peter J. Kampa

6-20-14

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Ability to plan, organize, direct, coordinate, and supervise the functions and activities of the organization to achieve efficient operations and meet service goals. Exercise leadership, authority, and management tactfully and effectively. Prepare and administer District budgeting and fiscal control processes. Collect and analyze data on a variety of topics. Effectively organize and carry out public and media relations. Coordinate the preparation of Board agendas. Administer personnel and employer-employee relations programs. Oversee the development and improvement of District facilities and services. Provide advice and consultation to the Board of Directors on the development of ordinances, regulations, policies, and programs. Prepare comprehensive technical reports and recommendations. Effectively represent the District policies, programs, and services with employees, contractors, representatives of other agencies, and the public. Establish and maintain cooperative working relationships.

EDUCATION AND/OR EXPERIENCE:

Minimum Education: High School diploma and/or equivalent.

Equivalent to graduation from an accredited four year college or university with a major in Business Administration, Public Administration, Civil Engineering or a closely related field.

Five years of broad and extensive work experience in a management or administrative position in a private or public utility agency. Background should include responsibility for formulation and implementation of programs, budgets and administrative operations.

LICENSE AND/OR CERTIFICATES:

Possession of the category of California Driver's license required by the State Department of Motor Vehicles to perform the essential duties of the position. Continued maintenance of a valid driver's license, insurability, and compliance with established District vehicle operation standards are a condition of continuing employment.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee is occasionally required to stand; walk; and stoop, kneel, or crouch.



Peter J. Kampa

6-20-14

Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

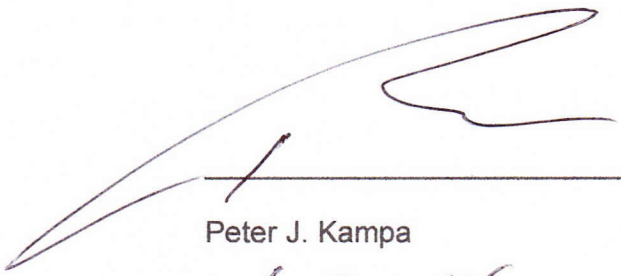
WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

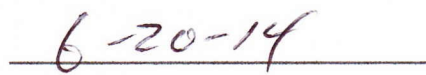
The noise level in the work environment is usually quiet.

COMMENTS:

Appointments to this position are made in accordance with California Government Code section 61240.

A large, stylized handwritten signature in black ink, appearing to read 'Peter J. Kampa', is written over a horizontal line.

Peter J. Kampa

A handwritten date '6-20-14' is written in black ink over a horizontal line.

Date