

REGULAR MEETING AGENDA
SADDLE CREEK COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
February 12, 2006

(OPEN TO THE PUBLIC)

Location: Saddle Creek Lodge, Member's Lounge, 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 and Claims

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

- a. None

9. OLD BUSINESS

a. INFORMATION ITEM/NO ACTION REQUIRED: Mandatory Sexual Harassment & Ethics Training: The Board is reminded that CSD Attorney Robert Lanzone is tentatively scheduled to provide Sexual Harassment Training to Board Members and Management/Supervisory Staff on March 12, 2005. The training session will begin after adjournment of the board meeting and is expected to be approximately two hours in duration. Director Russ and Treasurer/Clerk Richards are both scheduling to attend Ethics Training on February 24th, in South San Francisco, and Director Marsden is scheduled to attend Ethics Training on April 17th, in Sacramento.

10. NEW BUSINESS

- a. Action Item/Motion: Staff recommends the Board designate Director Sue Russ as the Authorized Officer for Visa Business Card Accounts. This action is necessary to enable the District to close old Visa Card Accounts issued through Elan Financial Services. Director Russ is suggested as the Designated Officer because of her past involvement with this process during her service as CSD Clerk. The Visa Business Company Profile Form is being provided for Board review.
- b. Action Item/Motion: Staff recommends the Board accept the Independent Auditors Report for FY 2004. The report, prepared by Independent Auditor Larry Bain, CPA was provided to Board Members as part of the February 12, 2006 Agenda packet.
- c. Information Item/Discussion: During earlier meetings, the Board expressed interest in acquiring a Radar Trailer. Research reveals that the costs for Radar Trailers range from approximately \$6,000 to \$26,000. Staff believes that the basic (\$6,000) Smart 600 Radar Trailer, which reportedly has minimal operational costs, would be most suitable for our needs. A product description flyer is included in the Agenda packet.
- d. Information/Discussion: Bonds have not yet been secured for the General Manager, District Treasurer and Bookkeeper for the following reasons: 1) Dishonesty coverage (\$400,000 total) is currently provided for the General Manager, District Treasurer and all other District employees as part of our SDRMA Insurance coverage. Staff is attempting to determine if this coverage satisfies the SB 135 Bonding requirement and 2) A Bond will be needed for the Bookkeeper (who as a contractor is not covered under our SDRMA Insurance), but SB 135 does not specify the bonding requirements. Staff is working on this matter and the bond will be secured as soon as the SB 135 Bonding requirements are clarified.
- e. Development Issues: Due to the requirement for a minor road re-alignment in the new development adjacent to the sales office, Castle & Cooke is requesting District abandonment/acceptance of the public easements identified below. Required maps, documents and other information necessary for final action on these matters has not yet been received/reviewed by staff. Staff recommends Board approval of Castle and Cooke's request, contingent upon receipt, review and acceptance of requested maps, documents and information. The proposed Abandonment/Acceptance Resolutions reflect these requirements. A separate action, by Resolution, is required for each of the following Easement Abandonment's/Acceptances.
- 1) Action Item/Resolution: District Acceptance of Grant Easement of Public Easement for Portions of A.P.N.s 55-051-38, 55-051-55 and 55-051-55, as more particularly described in Exhibit "A".
 - 2) Action Item/Resolution: District Acceptance of Grant Easement of Public Easement for Portions of A.P.N. 55-051-32, as more particularly described in Exhibit "A".
 - 3) Action Item/Resolution: District Abandonment of Public Easement for Portions of "B" and "F" Roads, as more particularly described in Exhibit "A".

- 4) Action Item/Resolution: District Abandonment of Public easement in Portions of "D" Drive, as more particularly described in Exhibit "A"

11. STAFF REPORTS

Site Manager: Greg Hubbard will update the board on the MVCAC (Mosquito Vector Control Agency California) Conference that he attended in Reno.

General Manager:

12. DIRECTORS REPORTS:

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

13. ADJOURNMENT

Prepared by: _____
Phyllis Richards, CSD Clerk

Reviewed By: _____
Charles Martin, General Manager