

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

September 20, 2011

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday September 20, 2011. President Robinson called the meeting to order at 2:00 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:	Charles Robinson
Vice President:	Steve Marsden
Secretary:	Darlene DeBaldo
Director	Bob Kenyon
Director	Sue Russ

Staff: The following staff members were present:

General Manager:	Charles Martin
Site Manager:	Greg Hebard
Clerk/Treasurer:	Phyllis Richards

Public:	Castle & Cooke	Dave Haley
	Resident	Beth Portfolio

APPROVAL OF MINUTES:

M/ by Director Kenyon and S/ by Director Russ to approve the minutes of the August 16, 2011 with the changes as mentioned. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

Resident Ms. Beth Portfolio had several issues that she would like to bring to the Boards attention.

1. There are broken tiles in front of lot #356, which is a vacant lot. She stated that

construction vehicles and golf maintenance crew use this as a short cut to get to other areas within Saddle Creek. She also stated that within the last week a truck drove over the tiles and left an oil stain all the way from lot #356 to where the machinery is kept. She said that there are a lot of oil stains on Oakwood Court as well. She would like to know if there is anyway of getting this cleaned off of the road?

Mr. Haley said he will put a stop to the vehicle using this as a short cut. President Robinson said he is not sure that there is anything that we can do; however, we will look into the problem.

Greg advised that if a side walk has a crack that is a safety hazard they will grind it down or remove it and put new concrete down.

2. She said that there is a smell on the ponds on #14, and now the smell is coming onto her porch. She would like to know if there is anything that we can do about the smell coming off of the pond? She would also like to know if the ponds have Mosquito fish in them?

Greg stated that the pond is loaded with Mosquito fish, however the cattle ranch near her home does not do spraying for Mosquito's. He said that they would spray this Thursday and make sure to get her back yard.

3. She wanted to know if the water that is used in the ponds effects the wild life. President Robinson stated that the Board has been told that there is no effect.
4. She thanked the Board for getting new cameras at the gate and wanted to know if there are cameras at the pool. President Robinson advised her that we do not have anything to do with the pool area.
5. She said that the trees are doing better on Oakwood Court since Greg staked the trees. She was wondering if he could stake the little tree on the lot next to her. Greg advised that the little trees do better if you do not stake them and just let them grow. We only stake trees if they are large transplanted trees that do not have established roots.
6. With regards to the CSD annual dues, she wanted to know if we have a plan for collecting the funds if not paid. Director Russ advised that the annual dues are placed on the tax bill and if not paid then there is a Tax Lien.
7. With regards to the basket ball hoop on the street on Red Tail Cr., she check with the HOA and that street is not in the association. Staff is not sure who owns the hoop, or if it has been abandoned. GM Martin advised that if it is in the

street we can direct that it be moved. Greg will move the hoop off of the street, and Mr. Haley will send notice to the resident.

Mr. Haley advised the Board that the SCHOA (Saddle Creek Homeowners Association) and SCABC (Saddle Creek Association for Builders and Contractors) are working on new parking guidelines for Phase I. They will be submitting the guidelines to the Board and Saddle Creek residents for review and comments. He was told that the CSD has a 72 hour parking restriction. President Robinson advised that CSD does not control parking. Vice President Marsden wanted to know if this change is done by majority of votes. Mr. Haley advised that it is an SCABC Board action and they are asking for comments out of courtesy.

Castle & Cooke is considering putting a flag pole in the center of the round-about and would like to know if the Board would allow this. It was agreed that the Board would not have a problem with the flag pole. If this happens, Greg will over see the installation of the flag pole.

CONSENT CALENDAR: Consent Calendar items are considered routine and will be acted upon by one motion. There will be no separate discussion of these items unless a member of the Board, Staff or a member of the public requests specific items to be set aside for separate action.

- a. M/ by Director Kenyon and S/ by Director DeBaldo to move approval of expenditures incurred by the district during the month of August.
M/ passed unanimously.

CORRESPONDENCE: (Board will briefly address/respond/refer)

None

OLD BUSINESS

None

NEW BUSINESS

- a. ACTION/SIMPLE MOTION: In accordance with past practice staff recommends the following time schedule for the FY 2012 Saddle Creek CSD budget process:
 - 1) Regular Meeting of November 15, 2011.

2) Regular Meeting of December 20, 2011.

Public Hearings will be included as a part of this review process.

M/ by Director Kenyon and S/ by Director Russ to move approval of the time schedule for the FY 2012 Saddle Creek CSD budget process. M/ passed unanimously.

Director DeBaldo advised that she would not be at the November meeting, and Director Kenyon advised that he would not be at the October meeting. GM Martin advised that he will send copies of the budget material to Director Elect Kent Lazarus.

- b. INFORMATION/DISCUSSION: Independent Auditor
Larry Bain, CPA, is tentatively scheduled to present the FY 2010 Saddle CSD Audit to the Board at the October 18, 2010 Meeting. Copies of the Audit Report will be mailed to the District within the next few days and will be provided to the Board upon their receipt. A copy will also be maintained in the CSD Maintenance Office for review by the public. GM Martin advised that if the Board accepts the FY 2010 Audit it will be approved at the next meeting.

STAFF REPORTS

Site Manager:

- a. Greg advised that the employees have been trained in CPR and First Aid.

General Manager:

- a. GM Martin advised that our bookkeeper Karen Roberts will be leaving us. She has agreed to stay on through January 2012 to give us time to look for a replacement.
- b. He would like the Board's approval to change our checking account from the Mother Load Bank in Sonora to Umpqua Bank in Copperopolis. Hearing no objections from the Board GM Martin will proceed with processing the change. Martin noted that some of our e CD's will remain with Mother Load Bank.

- c. He advised the Board that it's important that we have a quorum for the budget meeting and also next months meeting because Mr. Bain will be here to make a presentation and it is costly to have him back.

DIRECTORS REPORTS:

President Robinson – None

V/President Marsden – None

Secretary DeBaldo – None

Director Kenyon – None

Director Russ – Stated that the smell is gone in the pond on #9. The aerators seem to be working.

ADJOURNMENT – Having no further business, President Robinson adjourned the meeting at 2:27 PM. CSD's next board meeting date is October 18, 2011.

Phyllis Richards, CSD Clerk/Treasurer

Charles Martin, General Manager

APPROVED BY:

Charlie Robinson, Board President

Darlene DeBaldo, Board Secretary

SEAL