

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

July 18, 2006

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday, **July 18, 2006**. President Merrill called the meeting to order at 2:00 PM in the Saddle Creek Gold Room and led Directors and staff in the Pledge of Allegiance.

ROLL CALL:

Roll call indicated the following directors were present:

President:	Dennis Merrill
Vice-President:	Charles Robinson
Secretary:	Bob Kenyon
Director:	Steve Marsden

Staff:

The following staff members were present:

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

Public:

Castle & Cooke	Dave Haley
Resident	Bernie Tolentino
CSD Attorney	Bob Lanzone
CSD Auditor	Larry Bain
Calaveras County Sheriff's Dept.	Lieutenant Jim Macedo
	Sheriff Dennis Downum

APPROVAL OF MINUTES:

M/ by Director Keynon and S/ by Director Robinson to approve the minutes of the **June 11, 2006**, meeting as submitted. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

Mr. Bernie Tolentino expressed concerns regarding vehicle speeding on District streets. His presentation was deferred until the scheduled Agenda Item was being addressed.

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 Robinson and S/ by Director Kenyon to move approval of expenditures incurred by the district during the month of **June**. M/ passed unanimously.

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

None this month.

OLD BUSINESS

- a. Information Item/No Action Required: Sexual Harassment Training is scheduled immediately following the Board Meeting. This mandated two (2) hour training will be provided by CSD Attorney Bob Lanzone.

NEW BUSINESS

- a. Information Item/Discussion: At the request of Director Kenyon, discussion of vehicle speeding concerns was placed on the agenda for Board/Public discussion.

Saddle Creek resident, Mr. Bernie Tolentino was very upset about the continued speeding within Saddle Creek. He felt that the construction people are the main offenders. He wants CSD to enforce the speeding limit and to issue citations to the offenders. He then presented the Board Members with a folder containing the following documents:

1. Castle & Cook Saddle Creek, Inc., On Site Construction Rules.
2. Saddle Creek CSD letter to Residence/Visitors advising that the maximum speed limit within Saddle Creek is 25 mph.
3. Saddle Creek CSD letter to Residence/Guest dated 4/25/06, advising that we have a new Radar Unit and that the maximum speed limit within Saddle Creek is 25 mph.
4. Petition signed by 40 property owners in Saddle Creek requesting that the maximum speed limit of 25 mph be strictly upheld and enforced.

Director Robinson pointed out that the roads within Saddle Creek are Public Streets. Sheriff Dennis Downum and Lieutenant Jim Macedo from the Calaveras County Sheriff's, who were invited to make a presentation during the meeting, advised that the county is growing faster than they can hire new deputies and due to their limited manpower they average about one patrol a day within the District. The Sheriff's Office is currently seeking funding sources that would enable them to increase patrol activities within the Copperopolis area. There was a discussion on the cost to contract with the Sheriff's Dept. to provide patrol for Saddle Creek. The discussion concluded with Directors expressing their commitment that the District will continue to seek ways of controlling on-site traffic problems.

- b. Action Item/Simple Motion: The District's Independent Auditor, CPA Larry Bain has

Members completed the FY 2005 Financial Audit, copies of which have been provided to Board and are available for review by members of the public. Mr. Bain was present at the meeting to answer any questions regarding the audits findings and recommendations. In his opinion, our record keeping is organized and we have good control over our assets. There seems to be good communication between GM Martin and our accountant Karen Roberts. M/ by Director Keynon and S/ by Director Merrill to approve the acceptance of the FY 2005 Independent Audit. M/ passed unanimously.

c. Action/Simple Motion: Staff recommends the Board establish the 2006-2007 Lot Assessment Fee at \$875.28. This reflects a 2% increase from the 2005-2006 Lot Assessment Fee of \$858.12. Annual Lot Assessment Fee increases are authorized by SCCSD Resolution No. 05-004. The District must provide the 2006-2007 Lot Assessment Fee Schedule to the Calaveras County Auditor/Controller by August 4, 2006. GM Martin advised that there are 170 lots that do not currently have APN's, and will not have them assigned by August 4th cut off date. As a result we will not be getting any additional lot revenue this year. Our revenue projections for this year might be off by as much as \$25,000. Next year we will have the assigned APN's, and Lot Assessment Fees will be sent out. Mr. Haley indicated that the county can charge based on lot number, and suggested that we contact Mr. Tom Mitchell at the County Administrative Office. Clerk/Treasurer Phyllis Richards will follow up with Mr. Mitchell and advise the board at the next meeting. M/ by Director Keynon and S/by Director Merrill to approve the 2% increase in Lot Assessment Fee. M/ passed unanimously.

GENERAL MANAGER:

Commented during Site Manager's report on gift of equipment/supplies from County.

SITE MANAGER:

- a. New Employee - Ms. Schwartz has been hired as our new Maintenance I Worker.
- b. New Foggers and Abatement Chemicals- The County just gave the District Grant (2) foggers and some mosquito abatement chemicals. This was surplus equipment and

supplies the County purchased with West Nile Grant funds. GM pointed out that this equipment and product are considered gifts from the County to the District and are not handled in the same manner as is required for grant funds. We will be sending a thank you note for the gift.

c. Mosquito Control Programs

1) State Audit of Grant – It was a clean audit; we have accepted and spent the money appropriately.

2) Application for Additional Grant Funds for Supplies – Last year the state gave \$12 Million Grant money, this year they will only be giving \$3 Million, so we have down sized our request. We have applied for this money starting August 1st, 2006 through July 2007. We should know if we will be receiving the grant money by August 1st, 2006.

e. We will be hosting the quarterly San Joaquin Valley Regional Mosquito Abatement meeting.

Greg requested up to \$400 for food, possibly a BBQ, which was approved.

f. Greg would like to purchase a dozen official CSD decals for the truck and equipment.

The cost

is between \$25-\$35 for each. The signs that say Mosquito & Vector Control will only be

used on

equipment that was purchased by grant funds. The purchase of the decals was

approved.

g. A “Thank You for You Cooperation” sign will also be purchased to place on the Radar Unit.

DIRECTORS REPORTS:

Director Marsden – None

Director Russ – None

Director Kenyon – None

Director Robinson – None

President Merrill – None

ADJOURNMENT – Having no further business, President Merrill adjourned the meeting at 3:05 PM. CSD’s next board meeting date is August 15, 2006.

Phyllis Richards, CSD Clerk/Treasurer

Charles Martin, General Manager

APPROVED BY:

Dennis Merrill, Board President

Robert Kenyon, Board Secretary

SEAL