

Saddle Creek Community Services District

MEETING OF THE BOARD OF DIRECTORS

DECEMBER 21, 2002

President Bill Van Peeren called the meeting of the Board of Directors to order at 8:00 AM in the Gold Room at the Saddle Creek Lodge.

ROLL CALL Board members present: Lou Chemiss, Chris Jette, Dennis Men-ill, Bill Van Peeren, Charles Robinson. Absent: None. Also present: Community Services District citizen Tom Akeman, On-Site Manager Greg Hebard, and General Manager Leslie Bates.

OWNER FORUM No comments.

APPROVAL OF THE MINUTES By motion made by Director Van Peeren, seconded by Director Chemiss, the minutes of the meeting held November 9, 2002 were approved as presented.

PRESIDENT REPORT

Meeting with Attorney Regarding Wetlands Bill Van Peeren reported the CSD attorney determined after his review of all applicable documents that the CSD does have the responsibility of the Wetlands Maintenance. The level of maintenance services, however, is up to the discretion of the CSD. It was pointed out that since the wetlands are here for the operations and beautification of the golf course, that the golf course could be asked to partner with this maintenance. The wetlands have a great impact on the mosquito population. Charles Robinson and Bill Van Peeren volunteered to serve as an ad hoc committee to talk with Castle & Cooke regarding a shared-cost program for maintenance of the wetlands. Discussion took place. Dave Haley of Castle & Cooke commented that Castle & Cooke thought it should help with the wetlands. Lou Chemiss requested the record reflect that he has reservations about the CSD taking over Wetlands maintenance. The attorney will be present at the January 2003 meeting to answer questions related to maintenance responsibilities. Director Robinson made a motion, which was seconded by Director Jette, and approved unanimously that Bill Van Peeren and Charles Robinson to work as an ad hoc team to discuss the long term maintenance and cost sharing issues with Castle and Cooke. A December 11, 2002 letter from Castle & Cooke to Ground Control regarding spraying herbicides to control Duckweed was reviewed. It was confirmed that future actions that require a Board vote would take place by formal process.

Mosquito Abatement Progress Weekly reports have been submitted to the CSD by San Joaquin Mosquito and Vector Department. They reported there are three different types of mosquitoes in the vicinity. As many as twenty-six of one type were found during one visit. These reports will be kept in a permanent file by Greg Hebard and are available to view upon request. President Van Peeren reported he would get with San Joaquin County representatives and find out what the next steps are in the program.

Gated Community Privacy Since the last meeting, Bill Van Peeren reported he met with the County Sheriffs Department representatives who indicated they would patrol the Saddle Creek community once or twice per day. Greg Hebard confirmed that he sees a Sheriff in the community between three or five times a week, usually during the morning hours. The Sheriffs Department has indicated they could have a 40 hour per week uniformed Sheriff exclusively in the Saddle Creek community for \$65,000.00 per year. A 24-hour, 7 days per week Sheriff could be provided for under \$200,000.00 per year, which is under the budget amount projected by the Strong report for Guard Service. There was discussion regarding the level of guard service needed for the community. It was pointed out that the draft of the reserve study reflects the reserves and operating budget are under-funded. Director Robinson made a motion that as of February 1, 2003 the CSD would cease the privacy guard service and the gates would be kept closed, with the specific hours of closure to be decided. Director Men-ill seconded the motion. Discussion took place about Castle & Cooke using the guardhouse to provide Guard service as a marketing tool and gate operations for personnel deliveries and contractors. Following discussion, the vote was taken and the motion passed unanimously. The hours that the gates will be opened and closed will be on the next agenda. Greg Hebard will be trained to program gate openers and to operate the entry gate computer system.

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MANAGER REPORT Compensation checks for Board members attendance at meetings through the year 2002 were distributed. Director Chemiss made a motion that Board members would be compensated for meetings that are a regularly schedule meeting of the Board of Directors or a noticed emergency meeting with an agenda; further the attendee must be present during the entire meeting. Director Robinson seconded the motion. The motion carried unanimously.

TREASURER REPORT Treasurer Chemiss gave a report on the Draft copy of the Reserve Study. Chemiss indicated the study is simple and thorough and generally reports the CSD is under funded in long-term reserves. The study recommends fully fund reserves each year in the amount of \$83,000 per year. The Draft was passed to Dennis Men-ill for review. Further discussion and report of the study will be added to the agenda of the next meeting.

Lou Chemiss asked Manager Bates to use Quick Books as the CSD accounting program. If Bates cannot accommodate this request, Treasurer Chemiss will recommend to the Board that the CSD bookkeeping be accomplished in another manner.

Director Chemiss requested Manager Bates send a letter to the County requesting an accounting of CSD funds beginning with the period of July 2000, and continuing through July 2002. The accounting would demonstrate which properties were billed, at what rate, and include a report of what monies were remitted to the CSD, showing calculation of how those figures were derived.

ON SITE MAINTENANCE MANAGER REPORT

Greg Hebard reported one employee, John Martin, has been hired already. The next new employee will start January 1, 2003. Dennis Merrill has ordered vests for the staff.

Credit accounts are being set up with several vendors to accommodate the needs of the on-site maintenance staff. They include Toro, LC Bryant Fuel, and Stockton Honda.

UNFINISHED BUSINESS

Dave Haley presented a document titled "Temporary Authorization for use of Corporate Name and Logo" which allows the CSD to use the "Saddle Creek" name and "Quail" logo in conjunction with CSD operations. Mr. Haley distributed another document titled "Saddle Creek Home Construction Site Regulations" which contractors within the community will be expected to follow. Greg Hebard will monitor contractor's compliance with the regulations.

Chris Jette has volunteered to prepare the website, which will be located at "Saddlecreekcsd.org". Vicki Robinson has volunteered to prepare a newsletter, with the first edition ready to mail in January 2003.

DATE OF NEXT MEETING The next meeting will be January 10, 2003 at 6:00 PM, with location to be announced.

The meeting was adjourned at 9:30 AM.

Recorded by Leslie Bates

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Approved

Date

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