

DIRECTORS

Larry Hoffman, President
Ken Albertson, Vice President
Darlene DeBaldo, Secretary
Sue Russ
Roger Golden

REGULAR BOARD MEETING MINUTES

June 20th, 2017 2:00 PM
Saddle Creek Lodge
1001 Saddle Creek Drive, Copperopolis, CA

1. CALL TO ORDER – *President Hoffman called the meeting to order at 2:14pm following the arrival of General Manager Kampa*
2. ROLL CALL – *President Hoffman, Vice President Albertson, Director Russ and and Director Golden present, Secretary DeBaldo absent*
3. PLEDGE OF ALLEGIANCE
4. CHANGES TO ORDER OF AGENDA - None
5. **PUBLIC COMMENT** - *No public comment was received*
6. **CONSENT CALENDAR**
 - a. **Review of monthly financial report and approval of bills and claims for the month of May 2017**
 - b. **Approval of the minutes of the Regular Board Meeting of May 16th, 2017 and Special Meeting of May 30, 2017.**

Motion to approve the Consent Calendar was made by Director Russ. Vice President Albertson seconded the motion which was approved with four ayes, DeBaldo absent.

7. **DISCUSSION AND ACTION ITEMS**

a. **Status update regarding resolution of the reported storm drain odor at Rockridge Lane**

Site Manager Greg Hebard provided a verbal update on the situation, stating that the check valves have been installed on the storm drain outlets where the odor is originating, and being drawn into the system. The consensus was that the odor appears to be subsiding, but we will continue to monitor.

b. **Status update report on the turf restoration project**

Site Manager Hebard stated that the old sod had been removed by the contractor, new topsoil installed, wetting agents and seed installed. Due to the heat, it has been hard to keep everything wet, and the irrigation renovations and repairs have been constant. Castle & Cooke is being consulted to meet and discuss opportunities for conversion of the medians to some form of attractive, drought tolerant landscape.

c. **Adoption of a resolution approving the Preliminary Draft 2017-18 Fiscal Year budget and setting a public hearing for August 22, 2017 for adoption of the final budget.**

General Manager Kampa walked the Board through the anticipated revenue and expenses for the 2017/2018 fiscal year which begins on July 1, 2017 and ends on June 30, 2018. Site Manager Hebard requested that the Capital Improvement/Capital Equipment budget be increased to include a minimum of \$10,000 in gate renovations. Following discussion regard in the Board Clerk position, Kampa was directed to make sure we have adequate funding calculated into the budget to cover anticipated expenses in additional hours an higher compensation per hour to reflect added responsibility. Kampa answered questions from the Board.

Motion to adopt a resolution approving the Preliminary Draft 2017-18 Fiscal Year budget and setting a public hearing for August 22, 2017 for adoption of the final budget was made by Director Russ. Vice President Albertson seconded the motion which was approved with four ayes, DeBaldo absent.

d. Management report and discussion related to the District organizational chart, staffing and job responsibilities for the position of District Clerk

General Manager Kampa reviewed a memo with the Board detailing the critical, responsible and technical role of a Board Clerk. Kampa stated that the purpose of the agenda item was to inform the Board that he intended to hire a candidate with a high level of office administrative experience to be able to organize the district records, administer the meeting process, and deal with the massive paperwork expected to be generated with construction projects. All agreed on the urgency to fill the position, and Kampa assured the Board that the position would ultimately be part time, although it may start out more until the records are in order. Kampa stated that within the Preliminary Budget approved, he would likely be able to adjust the salary to where it needed to be to find the right candidate, and reduce the hours to balance the budget.

Kampa addressed Board questions regarding whether we are in compliance with various requirements and making sure that we are on track to submit the new special tax roll to the county. Kampa assured that Board that although we will be playing catch-up on records, we are in compliance with requirements.

e. Adoption of a resolution declaring the results of a special all mail ballot conducted on May 2, 2017 on Measure "A".

Motion to adopt a resolution declaring the results of a special all mail ballot conducted on May 2, 2017 on Measure "A" was made by Director Golden. Director Russ seconded the motion which was approved with four ayes, DeBaldo absent.

8. **STAFF AND DIRECTOR REPORTS:** - *No additional reports given*
9. **ADJOURNMENT:** *President Hoffman adjourned the meeting at 3:40pm*