

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

January 9, 2005

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Sunday, January 9, 2005. President Robinson called the meeting to order at 8:30 AM in the Saddle Creek Members' Lounge and led Directors and staff in the Pledge of Allegiance.

ROLL CALL

Directors: The roll call indicated the following Directors were present:

President:	Charles Robinson
Vice-President:	Dennis Merrill
Secretary:	Robert Kenyon
Treasurer:	Lou Cherniss

The following Directors were absent:

Member-at-Large: Chris Jette

Staff: The following staff members were present:

General Manager:	Charles Martin
Site Manager:	Greg Hebard
Acting Clerk:	Vicki Robinson

Public: Dave Haley, Castle & Cooke

APPROVAL OF MINUTES:

M/ by Director Merrill and S/ by Director Cherniss to approve the minutes of the December 12, 2004, meeting as submitted. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA: None

PUBLIC COMMENT: None

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 Dennis and S/ by Director Cherniss to approve expenditures incurred by the district during the month of December. M/ passed unanimously.

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

a. General Manager discussed letter. Geo Tech requesting copies of documents.

OLD BUSINESS

a. Action Item/Resolution: Update on abandonment of a portion of the wildlife habitat located in the rear of Martha Fagoni's property, Saddle Creek Lot #39

General Manager reported that all parties had reached agreement, however Mr. Manuelli was not prepared to present to the Board.

M/ Director Kenyon and S/ by Director Merrill to table this item until the February Meeting. M/passed unanimously.

b. Information Item: General Manager updated Board on Staff review of District participation in NPDES Permit with Castle & Cooke/CCWD.

Mr. Haley stated that Caste & Cooke would pay CSD's attorney fees for work connected with this matter.

Consensus was reached among the Board members to move forward with the NPDS Permit process.

NEW BUSINESS

a. Action Item/Motion: Board Review/Acceptance of Independent (Financial) Auditor's Findings and Recommendations for FY 2003.
Discussion by Director Cherniss; CSD will be implementing vacation accrual process and reviewing payroll schedule.

M/ by Director Cherniss and S/ Director Kenyon to accept Auditor's Findings and Recommendations.

b. Action Item/Motion: Board Re-Organization/Election of Officers. Directors elected the following Officers to serve through December, 2005:

- | | |
|-----------------|------------------|
| a. President: | Dennis Merrill |
| b. V/President: | Charles Robinson |
| c. Secretary: | Robert Kenyon |
| d. Treasurer: | Lou Cherniss |

c. Information Item: FY 2005 Meeting Schedule. Pursuant to Board Resolution, 03-016, meetings are held on the second Sunday of each calendar month beginning at 8:30 AM. When the scheduled date conflicts with a holiday or special event, the meeting is automatically re-scheduled for the following Sunday. When an unexpected special event is being held, Public Notification is made of the meeting date/time change.

STAFF REPORTS

General Manager: Board members will be receiving financial disclosure forms. New office space is set up; however, there is no power, water or sewage yet.

Site Manager:

1. Sentinel chicken flock, to be used for West Nile virus testing, will arrive in April.
2. MVCAC Conference is January 31 through February 2, in Monterey
3. AMCA Conference is February 8 and 9.

DIRECTORS REPORTS

Director Kenyon – None

Director Jette – Absent

Director Cherniss – Applying for credit card for use by Staff for purchase of offices supplies, etc. Will be implementing process to track hours worked along with vacation and sick leave days. Reported that Audit Engagement Letter has been signed.

Director Merrill – None

President Robinson – Working on year end report to public which will be circulated for review. CSD website has been redesigned.

ADJOURNMENT – Having no further business, President Robinson adjourned the meeting at 9:00 AM. The next meeting date is February 13, 2005.

Vicki Robison, Acting, CSD Clerk

Charles Martin, General Manager

Approved by:

Charles Robinson, Board President

Robert Kenyon, Board Secretary

(Seal)