

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

January 16, 2007

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday, January 16, 2007. President Russ called the meeting to order at 2:10 PM in the Saddle Creek Members Lounge and led Directors and staff in the Pledge of Allegiance.

ROLL CALL: Roll call indicated the following directors were present:

President:	Sue Russ
Vice-President:	Steve Marsden
Secretary:	Bob Kenyon
Director	Charles Robinson

Staff: The following staff members were present:

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

Public:

APPROVAL OF MINUTES:

M/ by Director Kenyon and S/ by Director Robinson to approve the minutes of the December 19, 2006, meeting as submitted. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

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

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

None

OLD BUSINESS

None

NEW BUSINESS

- a. Action/Simple Motion: Staff recommends the District contract with CPA (Government Accountant) Larry Bain for preparation of the FY 2006 Independent Audit. The anticipated cost for the audit is \$6,500. A copy of Mr. Bain's letter of engagement was included with the agenda packet. Board Members recommend that GM Martin start looking for a new CPA for next year. M/ by Director Robinson and S/ by Director Marsden to move approval of the District contract with CPA (Government Accountant) Larry Bain. M/ passed unanimously.

GENERAL MANAGER:

- a. GM advised that two (2) copies of "Roberts Rules of Order" had been purchased. One copy was given to the Board President and the other is available to other Board Members on request.

SITE MANAGER:

- a. As a result of President Merrill's concerns about smoke caused from the burning of debris Greg received a bid from A&M Fredrickson's Hauling Service for \$3,600 to haul approximately 18 loads from Saddle Creek (copy of bid included with agenda packet.) Castle and Cook have a permit that allows us to burn on their land. The burning should stop when the build-out is complete. It was agreed by all Board Members to continue burning at this time.
- b. A copy of the letter from Greg regarding Saddle Creek CSD's Responsibility for Ponds & Wetlands was included for review and approval by the Board Members. It was reviewed and agreed that there are no changes and Greg should send letter out to all residence.
- c. Greg handed out a list of employee cell phone and pagers numbers. An availability schedule will be submitted soon.

- d. Greg handed out a copy of the CSD's "Procedure for Handling Ruptured Gas Lines" to the Board Members.
- e. Greg handed out a list of Castle and Cooke's repairs within the Districts development.
The list included work that has been completed by Castle and Cooke and approved by CSD, and items that still require Castle and Cooke's attention and development.

DIRECTORS REPORTS:

V/Presidnet Marsden – None

President Russ – Handed out a list of Saddle Creek CSD Parcels. The new APN numbers have been assigned. She said that approximately \$140,000 income was lost last year. GM Martin indicated that it was a result of a difference of opinion of when the assessments could be levied. GM Martin has a meeting with Mr. Dave Haley of Castle and Cooke to discuss various items, including movement towards building an office for CSD. He will report back to the Board of Directors after this meeting takes place.

She also mentioned that she attended a meeting to meet the new Sheriff. She said that she liked him and that he hopes to provide more of a presence in Saddle Creek. A discussion again followed with regards to contracting with the Sheriff's Dept. It was determined that it would not be cost effective at this time.

Director Kenyon – None

Director Robinson – Wanted to know who will be responsible for the propane and tanks when the build-out for Saddle Creek is completed? GM Martin said that they might turn it over to the Golf Course or they might ask CSD to take over. Director Robinson also expressed concerns over problems with current propane operation. GM Martin will draft a letter to JS West for the Board to review and approve.

Director Merrill – Absent

ADJOURNMENT – Having no further business, President Russ adjourned the meeting at 3:04 PM. CSD's next board meeting date is February 20, 2007

Phyllis Richards, CSD Clerk/Treasurer

Charles Martin, General Manager

APPROVED BY:

Sue Russ, Board President

Robert Kenyon, Board Secretary

SEAL