

DRAFT

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

September 18, 2007

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday September 18, 2007. President Russ called the meeting to order at 2:00PM 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:	Sue Russ
Vice-President:	Steve Marsden
Secretary:	Bob Kenyon
Director	Dennis Merrill
Director	Charles Robinson

Staff: The following staff members were present:

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

Public: Castle & Cooke Dave Haley
Castle & Cooke Bruce McClenahan

APPROVAL OF MINUTES:

M/ by Director Robinson and S/ by Director Marsden to approve the minutes of the August 21, 2007, meeting as submitted. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

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

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

- a. GM Martin indicated that we did have correspondence that came in late from Calaveras County LAFCO. They would like to know if there is any interest by the district in participating in a management type training program. This program would be restricted to the county, public agencies and district agencies. The county would contract with a firm to provide some of the training, which would be an on going training program. They estimate the cost to be between \$4,000.00 to \$5,000.00, with approximately \$1,200.00 to be paid by the Special Districts. If all Special Districts participate they expect the cost to be approximately \$25.00 per Special District. GM Martin recommended that CSD send a letter stating that we do have interest in participating in this program; however, we would like a firm quote on the cost for the district. The Board agreed with GM Martins recommendation, and he will draft the letter.

OLD BUSINESS

- a. Action/Simple Motion: Staff recommends Board accept California Department of Health, (Phase 6) Mosquito Control Award (Grant) in the amount of \$9,200. Funding must be used for the following, 1) \$1,000 for mosquito surveillance (purchase of a microscope) and 2) \$8,200 for mosquito control (abatement products). Grant award letter was provided for Board review. GM Martin advised the Board that we

have received approximately \$90,000 grant money over the past two seasons. As with past mosquito grants, the District is expected to provide assistance to areas outside our boundaries when possible. Greg advised that if anyone in our community has any problems with mosquitoes, all they have to do is give him a call and he will come out and use the hand sprayer around the property. M/ by Director Kenyon and S/ by Director Robinson to move acceptance of Mosquito Control Award. M/passed unanimously.

NEW BUSINESS

- a. Information/Discussion: Board President Russ requested a staff update on pending street repair issues. Greg stated that he has received a letter from Bruce McClenahan advising that some of the minor street repairs are expected to be completed by October 2008 or sooner if they pave the roads for Phase 7 prior to that date. GM Martin wanted the Board to be aware that typically you will find reluctance to do road repair in areas where construction is on going, as they continue to damage the roads. Dave Haley advised that C&C will be slurry sealing Saddle Creek Dr. and Oak Creek Drive, however, he would like to wait until the economic condition changes.
- b. Information/Discussion: Golf Course Manager Bill Troyanoski planned to attend the meeting and inform the Board of his plans for “animal waste convenience bags” along walking trails. Mr. Troyanoski was unable to attend the meeting, therefore the Board agreed to put this back on next months agenda.
- c. Director Kenyon stated that several residence are complaining about the ponds, that there is odors coming from them, and that they have Duck Weed growing on the top of them. Greg stated that the smell was due to water quality as there are several pond that have not had water added to them, even though he has requested it repeatedly by e-mail to the Golf Course Superintendent. Greg is reasonably sure that when water is added to the

ponds that the smell will go away and the plant life will come back.
Dave
Haley suggested that a document be created requiring the Golf Course Maintenance to check the ponds on a monthly bases and report back the status of each pond. GM Martin will draft a document that he will send via e-mail in which he will state that this is a legal obligation per the Army Core of Engineers. He will copy the Board Members and Dave Haley when the e-mail is sent.

11. GENERAL MANAGER:

As a result from a visit from OSHA, we had to purchase an Ice Machine. They felt that it was too hot at this location, and we need to provide this for our employees as well as the waters and other liquids that we currently provide.

Charlie also advised the Board of the proposed timing for the approval of this year's budget. He indicated that we will have the Preliminary Budget on Novembers Agenda and the Final Budget Approval on the Decembers Agenda. We will have to have a Public Hearing for both meetings. He would like the Board Members to send him an e-mail should they have anything to request or if they would like anything included. When the Board receives the Tentative Budget they can add or remove any items at that time.

12. SITE MANAGER:

With regards to accepting the neighborhoods, Greg said that he is comfortable accepting Phase 3 and 5 by the end of the week. He needs a key to open the box for the irrigation in Phase 3 and would like to meet with Frog Hollow to discuss the program they running to control the irrigation in Phase 5. There are still two small issues with accepting Phase 4. One has to do with a valve, and the other is

around the park area on #9. They will hydro-seal fescue grass and fix the irrigation problem at that location. He doesn't expect to accept this area until November or December.

Greg indicated that he has only three (3) employees at this time. He will need to hire someone by January and in the spring. Currently CSD has double the sprinkler heads as the Golf Course. He would like to hire someone that can work and fix the irrigation system. They will have to fix, monitor, water and repair heads and valves.

DIRECTORS REPORTS:

President Russ – None

V/President Marsden – None

Secretary Kenyon – None

Director Robinson – None

Director Merrill – Mentioned that there was a problem with security down by the Admin Building and would like to know if we have any video surveillance equipment. A couple of boats had their tires cut and the canvases slit, and Ed Diamond's trailer was removed off of the property. Mr. Haley indicated that he was aware of Mr. Diamond's trailer being removed, which was later found in the Knolls; however, he was not aware of the other issues. He will probably require all of the boats to be removed from that area.

Secondly Director Merrill wanted to know if Dave Haley's offices are going to move down to Copper Village. Mr. Haley indicated that they will be moving to the new town, probably within the next month or so. They will remove all the trailers that have been rented and will give his trailer to CSD so that Greg can use this as the new CSD office. Greg said that the new trailer will be bigger and better, and he thanked Dave Haley for his generous offer.

Mr. Haley said that there will be 38 stores in the town, 31 have been finalized with 17 moving in on December 1st. The restaurants will open in the spring, which will include a bakery, coffee house, and ice cream pallor.

ADJOURNMENT – Having no further business, President Russ adjourned the meeting at 2:45 PM. CSD’s next board meeting date is October 16, 2007.

Phyllis Richards, CSD Clerk/Treasurer

Charles Martin, General Manager

APPROVED BY:

Sue Russ, Board President

Robert Kenyon, Board Secretary

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