

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

May 21, 2006

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Sunday, May 21, 2006. President Merrill 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:

Roll call indicated the following directors were present:

President:	Dennis Merrill
Secretary:	Bob Kenyon
Director	Sue Russ

Staff:

The following staff members were present:

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

Public:

Castle & Cooke	Dave Haley
Resident	Phyllis Richards

APPROVAL OF MINUTES:

M/ by Director Kenyon and S/ by Director Russ to approve the minutes of the April 14, 2006 meeting as submitted. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

Mr. Haley - Brian Moss of Copperopolis County gave credit to Gregg Hebard for all his help with Mosquito Abatement activities, it has been greatly appreciated.

Several residence have complained about the loud generator noise that is coming from the CCWD. The blowers should be turned off after the Reginal Meeting scheduled for August 2, 2006. Until that time Castle & Cook has suggested that they switch to using PG&E and that they put a blanket around the pump to cut down on the noise. If this option doesn't work, they will request that the pumps be shut down at night.

Mr. Haley gave an update on the new home site. There will be 48 new custom homes to the left as you come into the entrance of Saddle Creek, 11 have been sold. There will be 57 Foothill Homes down Hawkridge, and 26 Custom Homes on Fairway 6. Phase 5, 6 & 7 will be given to the Supervisors for approval later this year. They are still working on the new 9 holes, and are exploring building a new Banquet Facility.

Regarding the town square he indicated that they are ½ way through grading and should be finished grading within 2-3 weeks. They should start building in about 1 ½ months. They still expect to open stores in the summer of 07.

Mrs. Richards – Would like to know if there are plans for a new spa and swimming pool for adults only, or just for residents, as she has received complaints from residence. Mr. Haley

indicated that there will be an attendant on duty at the pool on the weekends through out the summer. Last year they were using an outside Pool Cleaning Service, this year Castle & Cook are handling the cleaning and chemical usage them self and found it to be much better. The pool is monitored on regular bases by the Health Dept. They will consider putting in a new spa for residence only.

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

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

None this month.

OLD BUSINESS

- a. Information Item/No Action Required: Sexual Harassment Training is tentatively scheduled for July 18, 2006 immediately following the Board Meeting. This mandated two (2) hour training will be provided by CSD Attorney Bob Lanzone.
- b. Action/Resolution: During the April 9, 2006 Meeting, the Board expressed a desire to change the regular monthly meeting date/time from the second Sunday of each month beginning at 8:30 AM to the third Tuesday of each month beginning at 2:00 PM. Board adoption of the "proposed" Resolution would make this change of Meeting date/time effective Tuesday, July 18, 2006.M/ by Director Kenyon and S/ by Director Russ to move approval of change of the regular monthly meeting date/time. M/ passed unanimously.

NEW BUSINESS

- a. Action/Simple Motion: The California Government Code mandates that Special District's have a written Ethics Policy. A "proposed Code of Conduct and Ethics Policy has been drafted and provided to Board Members for their review. Staff recommends that the "proposed" policy be adopted. Board had a discussion of the importance of following the policy as set forth in the written document. M/ by Director Kenyon and S/ by Director Russ to move approval of the Special District's Ethics Policy M/ passed unanimously.
- b. Action/Simple Motion: In order that we may more efficiently address payroll issues, staff recommends Board approval of the following: M/ by Director Kenyon and S/ by Director Russ to move approval of change in payroll date. M/ passed unanimously.
 - i. Regular paydays are established as the 20th of each month, for the 1st-15th pay period and the 5th of each month, for the 16th- through the last day of the month.

- ii. When a regular payday falls on a weekend or holiday, checks would be issued the day prior.
- iii. In effort to minimize cash flow problems for hourly employees, payday for the work period of June 16th-June 30th would be July 3rd. Subsequent regular paydays would be the 5th and the 20th. A proposed 2006 Payroll Schedule has been prepared and is provided for Board review.

GENERAL MANAGER: GM Martin advised that they have received comments from residence with regards to the Oak Creek Fire and the response time from the Fire Dept. As a result he has made inquiries with the Copperopolis Fire Dept. and reviewed the time table from when the first 911 call was received to when the first fire unit arrived at the scene. He felt that the transfer time may have been a little long but overall it was a good response time.

Mr. Haley said that Castle and Cook were not happy with the overall 16 minutes of response time, and that he is working with the Copperopolis Fire Dept. to resolve the problem.

With regards to the gate damage, the company that damaged the gate was charged for the repairs to the gate and staff time dealing with the situation. The insurance company has reimbursed CSD for the cost. Mr. Haley indicated that they might widen the gates within the next few years.

SITE MANAGER: Greg Hubard indicated that the Radar Unit is working very well, and that he is quite happy with it.

Director Russ was very helpful in talking with the Principle and Teacher's to set up the Mosquito Abatement informational program to the schools of Copperopolis.

On May 16, 2006 the Maintenance I Position was filled by Amy Barboza. On her first day she sprained her wrist and has been on light duty since the injury. After she recovers Greg fills that she will be an asset to CSD. He also reviewed Sexual Harassment training with his employees on Amy's first day on the job.

DIRECTORS REPORTS:

Director Marsden – Absent

Director Russ – Wanted an update of the extension of Hawkridge, which was discussed by Mr. Haley.

Director Kenyon – None

Director Robinson – Absent

President Merrill – Suggested that there be a map of Saddle Creek handed out to guest coming through the gate. Mr. Haley said he will get this done. It was also suggested that an "Exit" sign would also be helpful.

ADJOURNMENT – Having no further business, President Merrill adjourned the meeting at 9:15 AM. CSD’s next board meeting date is June 11, 2006.

Phyllis Richards, CSD Clerk/Treasurer

Charles Martin, General Manager

APPROVED BY:

Dennis Merrill, Board President

Robert Kenyon, Board Secretary

SEAL