

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

December 20, 2011

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday September 20, 2011. President Robinson called the meeting to order at 2:00 PM in the Members Lounge and led Directors and staff in the Pledge of Allegiance.

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

President:	Charles Robinson
Vice President:	Steve Marsden
Secretary:	Darlene DeBaldo
Director	Kent Lazarus
Director	Sue Russ

Staff: The following staff members were present:

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

Public:	Castle & Cooke	Dave Haley
	Resident	Beth Portfolio
	Resident	Pam Woodford

APPROVAL OF MINUTES:

M/ by Director Russ and S/ by Director Marsden to approve the minutes of the November 20, 2011. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

Prior to the Public Comment President Robinson made a statement as follows:

I want to say that I made a comment at the last meeting that should not have been said. I was frustrated over the fact that Mrs. Portfolio wouldn't stop

talking after her two minutes were up, and began, in my mind, disrupting the meeting making it difficult for us to continue. Being both frustrated and tired – having just finished driving in from Arizona – I let my emotions get the better of me and regretfully said something that was inappropriate. I apologize to Mrs. Portfolio, for any embarrassment she was caused by the statement.

Mrs. Portfolio wanted to continue with her request that to increase property values and increase security she would like the Board to consider adding the 55 hours for closing the front gate in the budget. She stated that in January 2009 and 2003 Mr. Dave Haley made similar request to the Board stating that it would improve the quality of the community and increase property values. She would like the gate closed with manned people or by the residence using gate clicker to enter the premises. We currently have 64 hours manned and 55 not manned. President Robinson advised Mrs. Portfolio that her 2 minutes were up and requested that she rap it up please. She said that she would like the Board to consider these options when the budget is discussed.

Pam Woodford said that she would like to know if the Board could publicize what we are doing to the ponds because people are talking about it and no one knows what we are doing.

President Robinson stated that we used to do a yearly news letter, but that has stopped, but he thinks that is a good way to do it.

Director DeBaldo mentioned that a lot of work is being done by Saddle Creek Golf Course and she might want to also speak to GM Bob Higgins about this.

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

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

GM Martin stated that we received an advisory memo that gave the list of the SDRMA Officers that have been elected.

## OLD BUSINESS

- a. INFORMATION ITEM/DISCUSSION: Second Review of FY 2012 Proposed Budget: Staff reviewed the FY 2012 Proposed Budget.

GM Martin stated that the budget is the same as proposed at last months meeting. The only changes will be when the final figures, which will change 2011 from projected to actual figures. This will not change the 2012 budget. This final budget will come back to the Board in January or February just as an informational item only.

- b. HEARING ON FY 2011 PROPOSED BUDGET: The Board President will open a Public Hearing on the Proposed FY 2012 Budget. Members of the Public may ask questions or make comments on the Proposed Budget.

Due to the budget shortfall, Mr. Dave Haley recommended to the Board that they raise the CSD Assessments to the maximum possible this year. GM Martin advised that the assessments are calculated at mid year. Mr. Haley would like them to place it on the budget, which GM Martin doesn't think is a wise decision to do at this time because we don't know what the economy will be like. He doesn't think that the cost of living increase will be much more than 2%.

Mrs. Portfolio would like to know if the district took a vote to increase over the limitations that we have been discussing would it take a 2/3 vote? GM Martin advised yes it would. She thought it would just be lot owners, but was advised that it would be all registered voters in Saddle Creek.

Mr. Haley said that when the build out is completed we will have enough money to manage the CSD and man the gate 24 hours so he cautions increasing dues now. President Robinson stated that unfortunately the build out didn't happen as quickly as it was anticipated.

Director Marsden is confused, he thought Mr. Haley suggested that we increase the dues and now he is saying we should not increase the dues.

President Robinson said that Mr. Haley is suggesting that we raise them to the maximum allowed, not any higher.

c. INFORMATION ITEM/DISCUSSION: Board discussed the Proposed Budget and recommendations made by members of the public.

Director Lazarus is confused about the maximum increase for the CSD dues. President Robinson stated that he will get Director Lazarus founding copies for his review. We use the Western United States CPI (Western Region Price Index) for our calculations. Lot fees are collected by Calaveras County along with property taxes. They charge us 2% for their administrative cost. We receive 2 large checks and 1 small check throughout the year. It is on our budget on the second page. They send us a report for review and if we have a disagreement we can advise the county. Both our bookkeeper and accountant review the report for accuracy.

GM Martin advised that we send a copy of the approved budget to the County Auditor and we keep a copy on file for public review.

None of the other Directors had comments.

d. ACTION ITEM/RESOLUTION: Board acted to Approve FY 2012 Saddle Creek Community Services District Budget (Operational Expenses, Capitol Outlay Expenditures, and Employee Wages & Benefits & General Fund Reserve Policy).

e. ACTION/SIMPLE MOTION: As the Board authorized during the October 18, 2011 meeting a District checking account was opened with Umpqua Bank. After further review of this issue staff recommends that in addition to the Umpqua checking account we continue to maintain the Mother Lode Bank checking account which we had originally proposed to close. M/ by Director Marsden and S/ by Director Russ to move in addition to the Umpqua checking account that we continue to maintain the Mother Load Bank checking account. M/ passed unanimously

## NEW BUSINESS

Board  
the

a. ACTION ITEM/SIMPLE MOTION: In accordance with current Policy Directors acted to elect the following officers to serve for period of January 1, 2012 through December 31, 2012: 1) Board

- 3) President – Steve Marsden 2) V/President – Darlene DeBaldo and  
Secretary – Sue Russ. M/ by Director Robinson and S/ by Director Lazarus to move approval of new officers as suggested new officers.  
M/ passed unanimously

## STAFF REPORTS

Site Manager: Greg advised that since the last meeting we have obtained the MPDS Permit. We have all supporting documents in the office.

President Robinson wanted to know if CSD is doing work on pond #9, Greg advised that it is the golf course. President Robinson said he saw some of our people assisting the golf course on repairs to the 12 tee. Greg advised we helped with replanting grass and reseeding. We are also removing dead weeds on 18 by the greens.

General Manager: GM Martin reminded the Board Members that they need to complete the Economic Interest 700 forms. This is your responsibility to complete and return to the county.

He also advised that since there have been questions about various signs in Saddle Creek he as requested Greg to do a sign survey. All signs were installed at the direction of a Traffic Engineer of the County. CSD can change sign but it will take a formal action. Anytime we move any of the signs we accept the responsibility.

## DIRECTORS REPORTS:

President Robinson – None

V/President Marsden – None

Secretary DeBaldo – None

Director Lazarus – President Robinson welcomed Director Lazarus.

Director Russ – None

ADJOURNMENT – Having no further business, President Robinson adjourned the meeting at 2:36 PM. CSD’s next board meeting date is January 17, 2012 in the Gold Room.

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Phyllis Richards, CSD Clerk/Treasurer

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Charles Martin, General Manager

APPROVED BY:

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Charlie Robinson, Board President

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Darlene DeBaldo, Board Secretary

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