

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

March 20, 2012

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday February 14, 2012. President Marsden 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:	Steve Marsden
Vice President:	Darlene DeBaldo
Secretary:	Sue Russ
Director	Kent Lazarus
Director	Charlie 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
	Resident	Judi Hagen
	Resident	Kenny Roberts

APPROVAL OF MINUTES:

M/ by Director Russ and S/ by Director DeBaldo to approve the minutes of the February 14, 2012. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

Judi Hagen stated that many times she comes home late at night and the Public Gate is open and she was wondering why the gate is left open. Greg indicated that the gate personnel have a button to open and close the gate to let vehicles into Saddle Creek. They are probably forgetting to close it after each vehicle, however, all vehicles have to stop and talk to the gate attendant before they

enter the property unless they are a resident. Greg will advise the gate personnel that the Public Gate is to be closed after every vehicle that enters through the gate.

Director Robinson indicated that the gate used to close automatically, but they had a lot of problems with that because it closed too soon and damage vehicles.

Mr. Roberts was upset about an incident that happened a few weeks ago where several solicitors gained entrance to Saddle Creek by lying to the gate personnel. Evidently several residents called the Sheriff's Dept. as well as many calls to the gate personnel. Mr. Roberts was told by the Sheriff that we do not have "No Soliciting or No Trespassing" signs posted; therefore they could not arrest the individuals. He presented several pictures to the Board of signs that he would like the Board to consider adding to the front gate that clearly say "No Soliciting" or "No Trespassing" and a "25 Miles an Hour" sign.

He would also like a "Children at Play" sign posed on Leaf Crest Court as he has small children. He stated that he would be willing to pay for this sign.

Greg provided the Board with a copy of the questions that the gate personnel ask every vehicle that enters Saddle Creek.

1. They welcome the visitor to the community.
2. Ask where they are going.
3. The persons name that they are going to see.
4. Verify with resident.

Greg said that the staff at the gate now knows that if they have any problems, they are to call the Sheriff's Dept. They can also call Greg and he will come down as he doesn't live that far from Saddle Creek. They can also call Greg's assistant, Ralph McGeorge.

Greg also stated that Linda Beck (Saddle Creek Events, Membership & Tournament Director), used to provide the gate with a monthly calendar of events so that the gate personnel was aware of happenings within Saddle Creek, but at some point that stopped happening. President Marsden said that we should put a request into Linda Beck asking that she put a calendar together for events that are happening in Saddle Creek so that it can be given to the gate staff.

Director Robinson felt that this is only the second time that this has happened; the last time was three years ago so it seems that they don't gain entrance very

often. Staff will conduct routine reviews with gate attendance in effort to insure compliance with entry policies.

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 Lazarus to move approval of expenditures incurred by the district during the month of February. M/ passed unanimously.

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

None

OLD BUSINESS

None

NEW BUSINESS

- a. INFORMATION/DISCUSSION: Director DeBaldo has requested that the Board discusses issues related to the gate entry policy.

After a lengthy discussion in the “Public Comment” section, the Board directed Site Manager Hebard to make the following changes.

1. Move the “25 Miles and Hour” sign that is posted outside the gate to a new location about 25–30 yards inside the gate on the right hand side.
2. Install a “No Trespassing or Soliciting” sign and a “25 Miles and Hour Speed Limit” sign at the entrance gate.
3. Install a “Children at Play” sign at Leaf Crest Court. Mr. Roberts will be responsible for the cost of this sign.

- b. ACTION/SIMPLE MOTION: Staff requests Board authorization to submit the Final FY 2012 Budget to the Calaveras County Auditor Controller as required by provisions of the California Government Code. The following documents were provided along with this Agenda: FY 2012 Final Budget, Budget Overview Letter and Submission Letter to the Calaveras County Auditor Controller.

As GM Martin mentioned in a prior meeting, the Budget documents that they are looking at here is what they approved for the 2012 Budget, the only changes that they see on this Budget is basically in revenues and expenditures for 2011. There was also a correction in the Salary Section, Steps for the Maintenance Supervisor of about \$400-\$500, which was just a typo. Other than that the actual expenditures for FY 2011 were a little lower than what he had expected. They need to make a motion to authorize the changes and approval for submission to the County Auditor Controller that is required by SB135.

In response to Mr. Haley's request, the Budget Overview Letter which includes comments that Castle & Cooke currently augments some of the District's expenses, will be included with the FY 2012 Budget's submission to the Calaveras County Auditor Controller.

M/ by Director Robinson and S/ by Director DeBaldo to approve changes and authorize the staff to submit the Final FY 2012 Budget to the Calaveras County Auditor Controller's office. M/ passed unanimously.

STAFF REPORTS

Site Manager: He attended a conference in Austin, TX and he has booklets available for the Boards review of the entire symposium that he attended.

He also attended an MVCAC meeting in Sacramento for the Legislative and Regulatory Committee for the state. They have hired a new firm, Alstead and Berg to represent them as they have some very large issues coming up. Another District Manager in our region has stepped up to the plate and he is going to be a part of that regulatory committee for the American Mosquito Association.

President Marsden wanted to know how we got through the storms, were there any issues. Greg stated that there were no issues, they just had to clean up a little bit of a mess, but not bad.

In the beginning of April they will put out the notices for upcoming Mosquito Abatement. Greg again reminded the Board that any resident that is having a party can call Greg and they will come to the home and hand spray the area for Mosquito's.

General Manager: The Board signed four (4) checks today in the amount of \$25,000.00 each for Umpqua Bank. These checks will be used to purchase CD's. The money was transferred from Mother Load to Umpqua. Two (2) directors will have to go to the bank to sign for the CD's once we get everything set up with the bank. These CD purchases were authorized in an earlier CSD meeting by the Board of Directors and this is just a follow up on that meeting.

In order that we may receive some interest on our checking funds staff recommends that we transfer them to a Money Market Checking Account.

The Board concurred with this recommendation and two (2) directors will sign the necessary paper work at Umpqua when the changeover is ready.

The Board concurred with this approach.

He also confirmed that everyone turned in their 700 forms. Greg advised Ralph McGeorge took all forms to the County Offices in San Andreas.

DIRECTORS REPORTS:

President Marsden - None

V/President DeBaldo - None

Secretary Russ - She wanted to know if the issue with regards to residents burning on individual property here in Saddle Creek has been addressed. Mr. Haley said that he will have a letter sent to the resident advising him that this is not allowed.

Director Lazarus - None

Director Robinson - None

ADJOURNMENT - Having no further business, President Marsden adjourned the meeting at 3:06PM. CSD's next board meeting date is April 17, 2012.

Phyllis Richards, CSD Clerk/Treasurer

Charles Martin, General Manager

APPROVED BY:

Steve Marsden, Board President

Sue Russ, Board Secretary

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