

DRAFT
SADDLE CREEK COMMUNITY SERVICES DISTRICT
MINUTES FOR THE MEETING OF THE BOARD OF DIRECTORS
May 21, 2013

CALL TO ORDER

The Saddle Creek Community Services District (CSD) Board of Directors held their monthly meeting on Tuesday May 21, 2013. President DeBaldo called the meeting to order at 2:00 PM in the Gold Room and led the Directors and staff in the Pledge of Allegiance.

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

President:	Darlene DeBaldo
Vice President:	Sue Russ
Director:	Scott Baker
Director:	Charlie Robinson
Director:	Kent Lazarus

Staff: The following staff members were present:

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

Public: Castle & Cooke Dave Haley

APPROVAL OF MINUTES:

M/ by Director Lazarus and S/ by Director Russ to approve the minutes of the April 16, 2013. M/ passed unanimously.

CHANGES TO THE ORDER OF AGENDA:

None suggested.

PUBLIC COMMENT:

Mrs. Portfolio had the following comments:

1. The curb is missing at 118 Oakwood Ct. She would like to know what happened to the curb. Greg will look into the matter.
2. The Board previously stated that when the gate is open people are deemed permitted to enter Saddle Creek. How does that work with the "No Trespassing" sign? Mr. Haley stated that it is a deterrent. Director Robinson said that the "No Soliciting" sign would apply and if anyone does solicit, it would be considered trespassing.
3. She would like to know if the Board plans on voting on closing the gate 24/7 today or in the near future, as most of the residents would like it to be. GM Martin advised that the Board took action at the last meeting and at this point it is complete. The Board can certainly change their mind at any time. Until a change is directed by the Board at a public meeting the gate policy will remain as it is.

Mr. Dave Haley wanted to make a correction to last month's meeting which he was unable to attend. GM Martins stated that Castle and Cooke pay assessment fees on finished lots that are ready for sale. Mr. Haley said it is actually Final Map Lots that they pay assessment fees on.

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 Baker and S/ by Director Robinson 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

OLD BUSINESS

None

NEW BUSINESS

- a. ACTION/SIMPLE MOTION: As authorized by SCCSD Resolution No. 00-40 the Board of Directors must set the 2013-2014 Lot Assessment Fee for collection by the Calaveras County Auditor/Controller. Staff recommends a 2.0% increase from the current \$982.24 to \$1,001.88. The number of assessable lots remains at 560.

M/ by Director Robinson and S/ by Director Lazarus to move approval the Assessment Fee increase by 2% from the current \$982.24 to \$1,001.88. M/ passed unanimously.

- b. ACTION/SIMPLE MOTION: Current policy provides that health insurance coverage for full-time CSD maintenance employees begins the first day of the month following completion of a 90 day probationary period. The District's current insurance carrier (SDRMA) requires that that coverage begin for new hires on the first day of the month which in some cases may result in coverage not being provided within 90 days after employment. In order to avoid possible conflicts with the new federal health care law staff recommends the policy be changed to insure coverage is provided within 90 days of full-time employment. Exhibit "A" which sets forth the current and proposed policy is included with the agenda packet.

M/ by Director Baker and S/ by Director Russ to move approval of changing coverage for full time employees to be provided within 90 days after employment. M/ passed unanimously.

STAFF REPORTS

Site Manager: Staff was requested to look into cost to have a spare gate made in the event of one of our gates being damaged. The cost of the spare gate would be \$1,850.00 plus approximately 4 hours of labor to install the gate each time. The gate company would keep the spare gate at their location and when we have a damaged gate they would bring out the spare gate and change it out with the damaged gate so that we would have minimal time without a gate.

Director Baker complimented the staff on the quick repair of the gate when it was recently damaged. Greg explained that it was a vendor that damaged the gate and that they will be paying for the repair of the damage.

General Manager: Nothing

DIRECTORS REPORTS:

President DeBaldo – Complemented Greg on weed abatement.

V/President Russ – None

Secretary Lazarus – None

Director Baker – He would like to make an informational request to staff to give the Board a list of 15 work items in priority of time spent on each item, with the most time consuming at the top of the list. He would just like to know what our staff does. Greg will work up a list for the Boards review, to be placed on next month’s agenda. Greg will provide a memo under staff report for next month’s meeting.

Director Robinson – None

ADJOURNMENT – Having no further business, President DeBaldo adjourned the meeting at 2:26 PM. CSD’s next board meeting date is June 18, 2013.

Phyllis Richards, CSD Clerk/Treasurer

Charles Martin, General Manager

APPROVED BY:

Darlene DeBaldo, Board President

Sue Russ, Vice President

SEAL