

GREENHORN CREEK COMMUNITY SERVICES DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
September 18, 2008

A meeting of the Board of Directors of the Greenhorn Creek Community Services District was held on September 18, 2008, at the Greenhorn fire station. Persons in attendance included:

Board Members: Susan Lake, Candy Miller, Roy Mills, Brian Morris
District Staff and Volunteers: Roy Carter

1. Approval of Minutes

Upon a motion made by Candy Miller, seconded by Roy Mills, and unanimously approved, the minutes from the meeting of August 21, 2008, were approved with one correction.

2. Public Comment Opportunity

There were no comments from the public.

3. Finance Report

Mr. Carter presented the monthly financial report. As of September 17, Water Department revenue was \$33,067 and expenditures were \$14,901. Fire Department revenue was \$1,788 and expenditures were \$19,123. Cash on hand was \$276,228.

Mr. Carter reported that progress had been made in collecting on past due accounts. There was only one account that was completely unresponsive, and a lien on the property was in place.

4. Insurance

Mr. Carter reported that the CSD's insurance carrier, the Special District Risk Management Association (SDRMA), had sent a representative to conduct an OSHA review and go over the CSD's files.

Mr. Carter presented a document establishing an Injury and Illness Prevention Program, which had been provided as a template by SDRMA. Following discussion, upon a motion made by Brian Morris, seconded by Candy Miller, and unanimously approved, the Board approved the proposed Injury and Illness Prevention Program and directed Mr. Carter to put it into final form.

Mr. Carter reported that SDRMA had provided checklists for regular inspections of the fire engines and fire department and that following the SDRMA review of CSD facilities a prioritized punch list would be provided to help the CSD increase safety and preparedness.

Mr. Carter requested that the Board authorize him to look for an outside consultant to assist the CSD in developing a compliance program to ensure that the CSD was addressed the requirements of OSHA, employment and human resources laws, and SDRMA. Following discussion, upon a motion made by Roy Mills, seconded by Candy Miller, and unanimously approved, the Board authorized Mr. Carter to search for a human resources and safety consultant.

5. Road Maintenance

Mr. Morris presented an initial draft of a Road Maintenance Agreement between the CSD and the two Greenhorn road associations. It was the consensus of the Board that the agreement should be forwarded to the road associations' board members for review, and that the road association board members should be invited to the CSD's October board meeting to discuss the agreement.

6. Water System Report

Mr. Carter reported that some water lines on Pathfinder Trail has broken and that a precautionary boil-water notice was issued after they were repaired.

Mr. Carter reported that the Phase 1 water system improvements were out to bid and that the bid package had been requested by half a dozen contractors. A pre-bid walk through is scheduled for September 30, and the bid opening is October 9.

Mr. Carter reviewed an updated engineer's cost estimate for Phase 2 work and reported that the new estimate exceeded funds available for the project. Following discussion, upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously approved, the Board authorized Mr. Carter to further segment the improvements that needed to be made and to place top priority on replacing 900 feet of pipe between Well No. 1 and Crooked Creek Trail to install pipe that was rated for the anticipated water pressure in the system.

The Board tabled any action on extending the Engineering Services Agreement with Shaw Engineering.

7. Fire Department Report

Mr. Carter reported that the Fire Department was prepared to conduct all of the safety meetings and inspections that were required by SDRMA and that he would conduct the daily inspections of the fire engines.

Mr. Carter reported that the Fire Department conducted four hours of training on Engine 8322 on Shooting Star Trail, running hoses and practicing other tasks. The Fire Department responded to two medical calls during the month.

Mr. Carter reported that no bids were received by the Fire Department's Army-surplus 1943 Chevrolet fire engine. The engine is in a very deteriorated condition, and the only interest was from a company that offered to try to sell it for a fee. Following discussion,

it was the consensus of the Board that Mr. Carter should attempt to find someone who would haul the engine away at no cost to the CSD.

8. Adjournment

The meeting adjourned at 8:50 p.m. The next meeting is scheduled for Thursday, October 16, at 7:00 p.m.

I, Brian L. Morris, Secretary of the Board of Directors, certify that the foregoing minutes of the Greenhorn Creek Community Services District Board of Directors are correct as recorded.

/s/ Brian L. Morris

Brian L. Morris, Secretary