



# De Luz Community Services District

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BOARD OF DIRECTORS  
MICHAEL ADAMS  
GENE BIANCHI  
BRYAN BUESCHER  
SUSAN EGGE  
STEVE RUBIN

GENERAL MANAGER  
ROB HOLMES

## MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS AUGUST 16, 2010 6:00 P.M.

### A. Call to Order & Roll Call

A Regular Meeting of the De Luz Community Services District was held at the Rancho California Water District Community Room commencing at 6:00 p.m. on August 16, 2010. Present at the meeting were the following Directors:

Director Adams  
Director Bianchi  
Director Buescher  
Director Egge  
Director Rubin

General Manager Holmes and General Counsel Jackson were also present.

President Rubin led the flag salute.

### B. Sheriff

Deputy Folia gave the Sheriff's Report for June 2010 and updated the Board on August activities. The written report is on file with the District. He also discussed a theft at a new home construction site; recovery of a truck with a large load of stolen avocados and stated that the deputies had increased their surveillance of mailboxes do to recent report of theft.

Deputy Folia introduced Rick Young, new lieutenant overseeing the District Deputies. Lt. Young expressed interest in placing an article in our community newsletter.

**C. Public Comment**

None.

**D. Information Only**

The Board received the July Financial Report and the Statement of Investment Policy.

**E. Consent Calendar**

Motion was made by Bianchi, seconded by Buescher, to approve the Consent Calendar.

The motion carried unanimously.

**F. Discussion of Legal Matters**

General Counsel Jackson discussed insurance requirements placed by the District for contractors to be awarded District funded contracts. Of note is the requirement that the insurance carrier be an admitted California carrier which provides additional relief from the California Insurance Commissioner's office in the event of dispute or failure of carrier.

**G. Contract for 2010 Slurry Seal Project**

General Counsel Jackson explained that the low bidder, Wheeler Engineering have not provided insurance acceptable to the District, specifically, with a California admitted carrier, however Wheeler Paving has notified the District that is has obtain a policy from an admitted carrier. The Board was asked to allow the contract to be awarded to the next lowest responsible bidder should Wheeler Paving be unable to obtain the required coverage. Although it is not anticipated that the change in award will be necessary, this action will allow the project to move forward and not wait until next month's Board meeting to re-award.

Motion was made by Egge, seconded by Adams to allow the substitution of the second low bidder only in the event Wheeler Paving is unable to meet the insurance requirements by Friday, August 20, 2010.

The motion carried unanimously.

**H. Zone Designation of District Roads**

District Counsel stated that any change to the zone designation of any road would need to be accomplished through the public hearing process. Discussion followed regarding which roads may be appropriate to move from primary to secondary and consider a District wide study to address usage and potential re-designation.

**I. Approval of Plans and Scope of Work: 2010 Grading and Paving of a Portion of Via Los Ventos**

General Manager Holmes presented the plans and scope of work for the 2010 Grading and Paving of a Portion of Via Los Ventos. The engineer's estimate is \$202,000 and the project will be funded with Roadway Rehabilitation Funds from Zone I Special Paving.

Motion was made by Buescher, seconded by Bianchi, to adopt Resolution No. 10-19:

Approving the Plans and Scope of Work for the 2010 Grading and Paving of a Portion of Via Los Ventos.

The motion carried unanimously.

**J. Award of Contract: 2010 Rehabilitation of Portions of Via Santa Rosa**

General Manager Holmes reported that there were seven valid bids received for this project. The Engineer's estimate was \$559,975.00 and the low bidder was S & S Grading and Paving in the amount of \$412,751.00. This project will be funded with Roadway Rehabilitation Funds from Zones V (\$134,978.00) and Primary (\$277,773.00).

Motion was made by Rubin, seconded by Buescher, to adopt Resolution No. 10-20:

Awarding a Contract for the 2010 Rehabilitation of Portions of Via Santa Rosa.

The motion carried unanimously.

**K. Acceptance of Project: Grading and Drainage improvements Via Los Ventos (Las Casitas to Vista Del Mar)**

General Manager Holmes reported that this project was for the Grading and Drainage improvements Via Los Ventos in Zone I (Las Casitas to Vista Del Mar). The work was performed by Peters Paving and Grading Inc. for a total cost of \$96,089.37, funded by Zone I Special Paving. He recommended that the Board approve the Final Inspection Notice and accept the project as complete in accordance with District Standards and Specifications.

Motion was made by Bianchi, seconded by Buescher, to accept the Grading and Drainage improvements Via Los Ventos (Las Casitas to Vista Del Mar) project as complete.

The motion carried unanimously.

**L. Finance Committee Report**

Director Bianchi reported that at their recent meeting, the Finance Committee discussed that the District audit was near completion and submittal to County for placement of assessments on the tax rolls is complete. Director Bianchi reported that Jill Gipson had checked into finding used furniture that might work for the board room but she found that specialized furniture that might be functional is not available used. Director Bianchi stated that he believed that the District should look into hiring a cabinet/furniture builder to construct appropriate furniture or built in. He offered to spearhead the effort to accomplish this task.

**M. Engineering Committee Report**

Director Buescher reported that at their recent meeting, the Engineering Committee discussed the contracts discussed earlier this evening, the construction schedule, and the newsletter. Director Buescher also noted that a potential lot split was being considered on a parcel near the end of Carancho Road on Vuelta Grande and that electrical service to this area to this area has been considered before and is extremely expensive.

**N. General Manager's Report**

General Manager Holmes presented his written August report which is on file with the District Office.

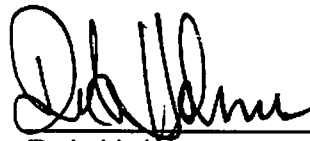
**O. Executive Session**

The Board met in closed session pursuant to the provisions of Government Code §54956.9(b)(1): potential litigation against the District (one case).

*The Board reconvened in open session.*

**P. Adjournment**

There being no further business, President Rubin adjourned the meeting at 7:15 p.m.



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Rob Holmes  
Secretary, Board of Directors

ATTEST:



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Steve Rubin  
President, Board of Directors