



De Luz Community Services District

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BOARD OF DIRECTORS

MICHAEL ADAMS
GENE BIANCHI
BRYAN BUESCHER
RAMI MINA
~~STEVE RUBIN~~

GENERAL MANAGER
ROB HOLMES

MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS May 18, 2016 6:00 P.M.

A. Call to Order & Roll Call

A Regular Meeting of the De Luz Community Services District was held at the De Luz Community Services District Office commencing at 6:00 p.m. on May 18, 2016. Present at the meeting were the following Directors:

Director Adams
Director Bianchi
Director Buescher
Director Mina

General Manager Holmes, Assistant Secretary Ruzek, Accounting Administrator Snyder, and General Counsel Jackson were also present.

Vice President Buescher led the flag salute.

B. Sheriff

Assistant Secretary Ruzek reported that Deputy Garcia was unable to attend the meeting as he sustained a hand injury and has been assigned to light duty for approximately 4-6 weeks. The Sheriff's Department is currently working on a temporary replacement. The written report is on file with the District Office.

C. Public Comment

None.

D. Information Only

The Board received the April Financial Reports and Statement of Investment Policy.

E. Consent Calendar

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

1. Minutes of the April 20, 2016 Regular Board Meeting
2. Minutes of the April 25, 2016 Special Board Meeting
3. General Fund Claims (for ratification): \$59,366.15
4. Sheriff's Fund Claims: \$16,097.69
5. AD90-1 Redemption Fund Claims: 591.25

The motion carried unanimously

F. Discussion of Legal Matters

General Counsel Jackson reported that Director Rubin's resignation was received May 11, 2016 due to his relocation out of the District. He discussed the process for filling the vacancy as outlined in Government Code Section 1780. He informed the Board that a Notice of Vacancy has been posted at three conspicuous places; that applications can be filed on or before 4:00 p.m. on June 8, 2016, and interviews will be conducted with applicants and considered for appointment at the Regular Board Meeting on June 15, 2016.

General Counsel Jackson stated that since Director Rubin was also Board President and served on the Engineering Committee, that these positions would need to be filled as well. He further explained that the District's Bylaws do not indicate a precise line of succession in the event of a vacancy (only a short-term absence). Vice President Buescher agreed to assume the position of President until the December 2016 organizational meeting; therefore, creating a vacancy for Vice President. As President, he appointed himself to serve on the Engineering Committee.

Motion was made by Buescher, seconded by Adams, to nominate Director Bianchi as Vice President.

There being no further nominations, a roll-call vote was taken and the motion carried unanimously.

Director Mina requested that the District Bylaws be updated to reflect precise line of succession for Board positions in the event of long-term vacancies.

G. Approval of Plans and Scope of Work: 2016 Crack and Slurry Seal Project

General Manager Holmes presented the plans and scope of work for the 2016

Crack and Slurry Seal project. The Engineer's Estimate is \$543,950. The project will be funded with Roadway Rehabilitation Funds from each zone as follows: \$156,000 (Primary Zone), \$199,200 (Zone I), \$100,350 (Zone IV), and \$88,400 (Zone V). He requested that the Board approve the Plans and Scope of Work, and authorize Staff to solicit bids.

Motion was made by Adams, seconded by Bianchi, to adopt Resolution No. 2016-04:

Approving the Plans and Scope of Work for the 2016 Crack and Slurry Seal Project.

The motion carried unanimously.

H. Sheriff's Funding/Staffing levels

The Board discussed the funding and staffing levels of the current Sheriff's contract. A six months notice is required to increase or decrease services; therefore, it was determined that the staffing level for fiscal year 2016-207 will remain at one Deputy. Discussion followed and Staff was directed to contact Lt. McConnell and investigate the possibility of a short term/temporary Deputy.

The motion carried unanimously.

I. Review of District Budget

The Board reviewed the projected 2016-2017 Benefit Fee levy based on the expenses and roadwork that were discussed in the recent budget workshop. These figures will be brought to the Board for their adoption of the Budget at the June 15th Public Hearing.

J. LAFCO Board Election and How Future Elections will be Conducted

Assistant Secretary Ruzek explained that the election is to fill two positions on the Riverside Local Agency Formation Commission (LAFCO): one Regular Special District Member from a district in the Eastern portion of the County and one Alternate Special District Member from any district.

Discussion followed and motion was made by Buescher, seconded by Mina, to vote for Nancy Wright of Mission Springs Water District for Regular Special District Member and Dan Hughes of Beaumont-Cherry Valley Water District for Alternate Special District Member.

The motion carried unanimously.

Assistant Secretary Ruzek further explained that the LAFCO Selection Committee is being asked to decide whether future elections will be decided by a plurality or majority of votes cast.

Discussion followed and motion was made by Mina, seconded by Bianchi, to cast the ballot in favor of plurality.

The motion carried by the following roll call vote: Adams, noe; Bianchi, aye; Buescher, aye; Mina, aye.

K. On-Going Community Outreach Efforts

President Buescher summarized the strategies and methodologies discussed during the current outreach meetings. Discussion followed regarding the effect a \$20 per acre Special Tax would have on property owners of large parcels. It was the consensus of the Board that Staff contact Julie Gorton of the Santa Rosa Groves Property Owner's Association since their Association consists of 20-acre (minimum) parcels, and arrange for an email from the District be sent to their members to seek their input for a potential Special Tax of \$20 per acre.

Director Mina suggested that the Board seek out the assistance of a professional marketing firm. He stated that he has prepared a draft Request for Proposal (RFP) and requested that the item be placed on the June Agenda for consideration. General Counsel Jackson stated that he will review the draft RFP prepared by Director Mina and any further changes and/or suggestions be directed to him.

L. Finance Committee Report

Director Adams stated that no Finance Committee meeting was held due to the Budget Workshop.

M. Engineering Committee Report

Director Bianchi reported that at their recent meeting, the Engineering Committee discussed the placement of the traffic "calming" device on Sandia Creek Drive; weed abatement, mowing and culvert cleaning is currently underway by Field Staff, and the summer slurry seal project will be going out to bid. He also reported that John Rogers, an engineer representing a developer looking to purchase several parcels in Zone VI, attended their meeting seeking the District's input for construction and maintenance of future roads in that zone.

N. Ad-Hoc Walker Basin Committee Report

Director Buescher reported that the Committee met with the Developers and his representatives and discussed the details of the Walker Hills development. He stated that

the Developer is also working on a specific plan to be submitted to the County.

O. General Manager's Report

General Manager Holmes presented his written report which is on file with the District Office. He reported the he will be meeting with representatives of County Supervisor Jeffries and State Senator Stone's office; the Grand Jury is currently conducting a review, and information received from CR&R regarding new legislation related to the processing of green waste.

The Board adjourned to closed session at 8:05 p.m.

P. Closed Session

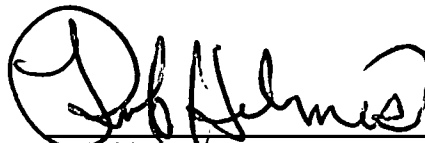
The Board met in closed session pursuant to the provisions of Government Code §54957: Review of the performance of a public employee (General Manager).

The Board reconvened in open session 9:31 p.m.

General Counsel Jackson reported that the review of the General Manager will continue and be placed on the June Agenda.

Q. Adjournment

There being no further business, President Rubin adjourned the meeting at 9:32 p.m.



Rob Holmes
Secretary, Board of Directors

ATTEST:


Bryan Buescher
President, Board of Directors