



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 SEPTEMBER 19, 2012 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 CSD Office commencing at 6:10 p.m. on September 19, 2012. Present at the meeting were the following Directors:

Director Adams
Director Bianchi
Director Buescher
Director Egge
Director Rubin

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

President Rubin led the flag salute.

B. Santa Margarita Ranchos POA Fence/Gate Request

The Santa Margarita Ranchos Property Owners Association submitted a letter requesting that a locked gate and fencing be installed across the entry of Camino Gatillo, a District maintained road, closing off access to the road due to vandalism, trash dumping, and loitering.

SMRPOA Board President, Onnig Karaoglanian, addressed the Board and submitted letters and pictures in support of the closed access from five property owners.

Additional comments in support of the closure were made by:

Nisar Ahmed
Mariann Byers
John Rogers

Mike Buoye
Reginald Watts

General Counsel Jackson stated that the road is a dedicated public access, therefore, it is illegal to close off the entrance.

President Rubin stated that a suggestion was made at the Engineering Meeting to install "no parking" signs along Camino Gatillo and directed General Manager Holmes to investigate that option further, and that General Counsel Jackson further review the possibility of closing off the access if permission is received from all affected property owners. They are to report back to the Board next month.

C. Sheriff

Deputy Donoho gave the Sheriff's Report for August 2012 and updated the Board on September activities. He reported on a domestic dispute between a father and adult son, and that patrolling has increased along Camino Gatillo. The written report is on file with the District.

D. Public Comment

John Rogers presented a letter to the Board requesting a contribution to the Santa Margarita Watershed Cleanup to be held November 17, 2012. The item will be placed on the October agenda for consideration.

E. Information Only

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

F. Consent Calendar

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

The motion carried unanimously.

G. Discussion of Legal Matters

None.

H. Amendment to Employer Paid Member Contribution (EPMC) to CalPERS

Assistant Secretary Ruzek explained that a resolution is necessary in order to establish the Employer Paid Member Contribution rate (EPMC) to CalPERS for new hires 2.0%@60 Miscellaneous plan. The EPMC will be zero percent (0%).

Motion was made by Buescher, seconded by Adams, to adopt Resolution No. 2012-16:

Determining the Portion of Public Employee's Retirement System Contribution to Be paid By the De Luz Community Services District for the District Employees.

The motion carried unanimously.

I. **Approval of Plans and Specifications: Rehabilitation of a Portion of Camaron Road (De Anza Road to District Boundary)**

General Manager Holmes presented the plans and specifications for the Rehabilitation of a Portion of Camaron Road from De Anza Road to the District Boundary. He stated this project will complete the last phase of construction for Camaron Road. The Engineer's Estimate is \$310,000, and the project will be funded with Primary Zone Roadway Rehabilitation Funds.

Motion was made by Bianchi, seconded by Buescher, to adopt Resolution No. 2012-17:

Approving the Plans and Specifications for the Rehabilitation of a Portion of Camaron Road (De Anza Road to District Boundary)

The motion carried unanimously

J. **Acceptance of Project: A.C. Repairs to Via Horca - Zone V**

General Manager Holmes reported that this project was for the AC repairs to Via Horca. The work was performed by Peters Paving and Grading, Inc., for a total cost of \$96,113.72. He explained that the variances in total contract cost were due to excessive ground water encountered and a French drain needed to be installed. 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 Egge, seconded by Buescher, to accept the A.C. Repairs to Via Horca - Zone V as complete.

The motion carried unanimously.

K. Acceptance of Project: 2012 Slurry Seal Project

General Manager Holmes reported that this project was for the slurry of various roads within the District. The work was performed by Roy Allan Slurry Seal, Inc., for a total cost of \$211,114.00, funded by Roadway Rehabilitation Funds of the zones benefitted. 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 Egge, seconded by Adams, to accept the 2012 Slurry Seal Project as complete.

The motion carried unanimously

L. Ad-Hoc Long Range Planning Committee Report

Director Bianchi reported that no meeting was held in September.

M. Finance Committee Report

Director Egge reported that at their recent meeting, the Finance Committee reviewed and discussed the District claims, LAIF report, and the Roadway Rehabilitation Fund spreadsheet. She also stated that the CalPERS changes to employee retirement contributions have been implemented; however, the health care changes won't take effect until January 2013.

N. Engineering Committee Report

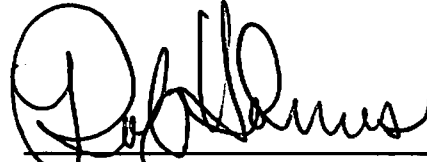
Director Rubin reported that at their recent meeting, the Engineering Committee reviewed current and future projects; the Roadway Rehabilitation Spreadsheet, and closing off the access to Camino Gatillo. He also stated that the new project schedule should be available by the next Board meeting.

O. General Manager's Report

General Manager Holmes presented his written report which is on file with the District Office. He also updated the Board on the Sycamore Mesa Road/SCE project; stating the power pole has been relocated.

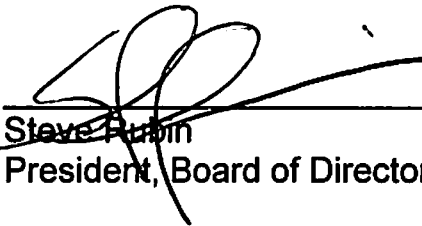
P. Adjournment

There being no further business, President Rubin adjourned the meeting at 7:26 p.m.



Rob Holmes
Secretary, Board of Directors

ATTEST:



Steve Rubin
President, Board of Directors