



De Luz Community Services District

41606 Date Street
Suite 205
Murrieta, California 92562-7090

PHONE: (951) 696-0060
FAX: (951) 696-0061
E-MAIL: info@deluzcsd.org

www.deluzcsd.org

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 March 21, 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 Community Services District Office commencing at 6:00 p.m. on March 21, 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. Sheriff

Deputy Donoho gave the Sheriff's Report for February 2012 and updated the Board on March activities. The written report for February has not been filed with the District. He reported on a home burglary, sporadic avocado thefts, an incident of "tagging" along Camaron Road, and vandalism of a home. He also reported on the antics of a race promoter attempting to arrange a skateboard "luge-type" race event on a District road without District permission. He stated they have been warned and, if they continue, they will be cited and/or arrested.

C. Public Comment

None.

D. Information Only

The Board received the February Financial Reports 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

None.

G. Acceptance of Project: Improvements to Vuelta Grande & Vuelta Chica; Drainage & Roadway Improvements to Calle Capistrano, and Carancho Road Slump Repair

General Manager Holmes reported that this project was for the AC overlay, grading and appurtenances on Vuelta Grande and Vuelta Chica Roads; repair to settlement of roadway and shoulder on Carancho Road at Arch Culvert #2, and repair to damaged AC roadway and to redirect drainage on Calle Capistrano south of Via De Larga Vida. The work was performed by Peters Paving and Grading, Inc., for a total cost of \$264,891.79. He explained that the variances in total contract cost was due to actual field measured quantities for asphalt, and 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 Buescher, seconded by Adams, to accept the Improvements to Vuelta Grande & Vuelta Chica; Drainage & Roadway Improvements to Calle Capistrano, and Carancho Road Slump Repair as complete.

The motion carried unanimously.

H. Approval of Plans and Specifications: A.C. Repairs to Via Horca - Zone V

This project is for the repair of several areas of Via Horca in Zone V. The Engineer's Estimate is \$96,000.00. The project will be funded with Zone V Roadway Rehabilitation Funds. He requested that the Board approve the Plans and Specifications and authorize Staff to solicit bids.

Motion was made by Buescher, seconded by Bianchi, to adopt Resolution No. 2012-01:

Approving the Plans and Specifications for the A.C. Repairs to Via Horca-Zone V

The motion carried unanimously.

I. Approval of Plans and Specifications: Rehabilitation to Sandia Creek Drive (w/o De Anza Road); Camaron Road (n/o De Luz Road), and El Prado Road (n/o Sandia Creek Drive)

This project is for the Rehabilitation of Sandia Creek Drive, Camaron and El Prado Roads. The Engineer's Estimate is \$634,000.00. The project will be funded with Primary Roadway Rehabilitation Funds (*Sandia Creek - \$225,000; Camaron Road - \$239,000*) and Zone IV Roadway Rehabilitation Fund (*El Prado Road - \$170,000*). He requested that the Board approve the Plans and Specifications and authorize Staff to solicit bids.

Motion was made by Bianchi, seconded by Buescher, to adopt Resolution No. 2012-02:

Approving the Plans and Specifications for the Rehabilitation to Sandia Creek Drive (w/o De Anza Road); Camaron Road (n/o De Luz Road), and El Prado Road (n/o Sandia Creek Drive)

The motion carried unanimously.

J. Budget Workshops

General Manager Holmes presented proposed dates for the Budget workshops and hearing, and by consensus the Board approved the following dates:

Wednesday May 9, 2012:	Workshop at 6pm
Wednesday May 16 2012:	Review at Regular Board Meeting
Wednesday June 20, 2012:	Adoption of Budget and Written Report at Regular Board Meeting

K. Resolution Setting Hearing on the Budget

The Board was presented with a resolution setting the hearing on the 2012-2013 Budget for June 20, 2012 at 6:00 p.m. at the District Office.

Motion was made by Buescher, seconded by Bianchi, to adopt Resolution No. 2012-03:

Setting a Hearing Upon and Directing the Publication of a Notice of Hearing upon the Budget of the District for the Fiscal Year 2012-2013

The motion carried unanimously.

L. Resolution Setting Hearing on the Written Report

The Board was presented with a resolution setting the hearing on the 2012-2013 Written Report for June 20, 2012 at 6:00 p.m. at the District Office.

Motion was made by Buescher, seconded by Bianchi, to adopt Resolution No. 2012-04:

Setting a Hearing and Directing the Publication of a Notice of Hearing Upon the Written Report of the Board of Directors Concerning Services to be Performed and the Passage of an Ordinance Prescribing Charges for These Services during the Fiscal Year 2012-2013

The motion carried unanimously.

M. Ad-Hoc Personnel Committee Report

Director Rubin reported that the Ad-Hoc Personnel Committee met with the Employee Committee on March 9, 2012, however there is nothing to report at this time. He stated the committee's will meet again in April.

N. Finance Committee Report

Director Egge reported that at their recent meeting, the Finance Committee discussed the dates for the budget workshops and budget preparations; reviewed the Roadway Rehabilitation spreadsheet, District claims, financial needs for the AdHoc Personnel Committee, and parcels that are exempt from benefit fees within the District. She also updated the Board on the status of the outstanding 2005 FEMA receivables stating that Staff is staying in constant contact with FEMA.

General Counsel Jackson stated that he is working with Staff to create and implement a policy with regards to the exemption of parcels.

O. Engineering Committee Report

Director Rubin reported that at their recent meeting, the Engineering Committee discussed current and future projects. He also stated that Staff has been in contact with Tamara Berry of SCE regarding the relocation of their facilities at Sycamore Mesa Road.

P. General Manager's Report

General Manager Holmes presented his written report which is on file with the District Office. He updated the Board on the progress of the crack sealing project which should be completed by the end of March. He also stated that the Engineering Committee defined "Project A" as AC repairs to Via Horca.

Q. Executive Session

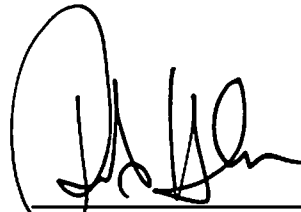
The Board met in closed session pursuant to the provisions of Government Code §54957: Review of the performance of a public employee (General Manager).

The Board reconvened in open session.

The Board directed General Counsel Jackson to prepare evaluation guidelines for the performance review of the General Manager.

R. Adjournment

There being no further business, President Rubin adjourned the meeting at 7:35 p.m.



Rob Holmes
Secretary, Board of Directors

ATTEST:



Steve Rubin
President, Board of Directors