



# 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 April 18, 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 April 18, 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 March 2012 and updated the Board on April activities. The written report has not yet been received, but will be delivered and placed on file with the District Office. He reported that a recent arrest was made in the theft of avocados near Camino Gatillo.

### C. Public Comment

None.

### D. Information Only

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

**E. Consent Calendar**

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

The motion carried unanimously.

**F. Discussion of Legal Matters**

None.

**G. Nomination to CSDA Board of Directors**

Assistant Secretary Ruzek explained that the purpose of this item is to announce pending vacancies on the California Special Districts Association (CSDA) Board of Directors for Region 6. CSDA has requested nominations for candidates to fill vacancies in Seat A and Seat C. The deadline for receiving nominations is May 25, 2012.

The Board took no action on this item.

**H. Approval of Plans and Scope of Work: 2012 Slurry Seal Project**

General Manager Holmes presented the plans and scope of work for the 2012 Slurry Seal Project which involves various roads in the Primary Zone, and Zones I thru V. The Engineer's Estimate is \$145,000, and the project will be funded with Roadway Rehabilitation Funds from the various zones.

Motion was made by Buescher, seconded by Egge, to adopt Resolution No. 2012-05:

Approving the Plans and Scope of Work for the 2012 Slurry Seal Project

The motion carried unanimously.

**I. Award of Contract: A.C. Roadway Repairs to Via Horca - Zone V**

General Manager Holmes reported that there were six valid bids received for this project. The Engineer's Estimate was \$96,000.00 and the low bidder was Peters Paving & Grading, Inc., in the amount of \$94,973.72. Funding for this project will be from Zone V Roadway Rehabilitation Funds.

Motion was made by Bianchi, seconded by Buescher, to adopt Resolution No. 2012-06:

Awarding a Contract for the A.C. Roadway Repairs to Via Horca-Zone V

The motion carried unanimously.

**J. Award of Contract: 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)**

General Manager Holmes reported that there were five valid bids received for this project. The Engineer's Estimate was \$633,790.00 and the low bidder was Peters Paving and Grading, Inc., in the amount of \$545,114.75. The project will be funded with Primary Roadway Rehabilitation Funds (*Sandia Creek - \$193,789.50; Camaron Road - \$205,210.25*) and Zone IV Roadway Rehabilitation Fund (*El Prado Road - \$146,115.00*).

Motion was made by Buescher, seconded by Bianchi, to adopt Resolution No. 2012-07:

Awarding a Contract for the Rehabilitation of 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.

**K. Ad-Hoc Personnel Committee Report**

Director Rubin stated that his report would be made later in Closed Session under Agenda Item "O."

**L. Finance Committee Report**

Director Egge reported that at their recent meeting, the Finance Committee reviewed the Roadway Rehabilitation spreadsheet, and District claims. She also reported that Staff received a project "close-out" letter from CalEMA for the 2005 January Winter Storms.

**M. Engineering Committee Report**

Director Rubin reported that at their recent meeting, the Engineering Committee discussed current and future projects and drainage improvements for Tract 30805. The Committee also addressed the concerns of property owner Steve Brown with regards to the reconstruction of Carancho Road near Corte Bonito. Director Rubin stated there are some waterline issues in Carancho Road and Staff will be working with RCWD for a resolution.

**N. General Manager's Report**

General Manager Holmes presented his written report which is on file with the District Office. He updated the Board on tentative meetings he has scheduled with Randy Neff of RCWD regarding the waterline issue in Carancho Road, and Steve Glynn of Waste Management regarding the scheduling of a Spring Clean-up and the District's upcoming franchise contract.

**Executive Sessions**

O. The Board met in closed session pursuant to the provisions of Government Code §54957.6(a): Discussion of personnel matters.

P. 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.*

In closed session, the Ad-Hoc Personnel Committee was directed to take appropriate action regarding negotiations with employees.

The Board directed General Counsel Jackson to take appropriate action regarding the performance review of the General Manager.

**Q. Adjournment**

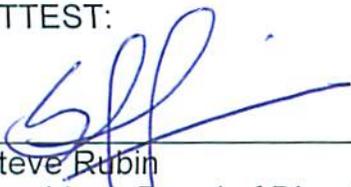
There being no further business, President Rubin adjourned the meeting at 8:30 p.m., to the Budget Workshop scheduled for Wednesday May 9, 2012 at 6:00 p.m. at the District Office.



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Rob Holmes  
Secretary, Board of Directors

ATTEST:



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Steve Rubin  
President, Board of Directors