



De Luz Community Services District

BOARD OF DIRECTORS

Michael Adams Gene Bianchi Bryan Buescher Robert D'Alessandri Rami Mina

GENERAL MANAGER

Rob Holmes

**MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS
AUGUST 16, 2017
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 6:00 p.m. on August 16, 2017. Present at the meeting were the following Directors:

Director Adams
Director Bianchi
Director Buescher
Director D'Alessandri
Director Mina

Staff present:

Rob Holmes, General Manager and Secretary
Cher Ruzek, Office Manager and Assistant Secretary

President Bianchi led the flag salute.

B. Sheriff

Deputy Deputy Garcia gave the Sheriff's Report for July 2017 and updated the Board on August activities. He reported on the continuing investigation regarding the burglaries that occurred last month; an arrest relating to graffiti and vandalism; three assaults investigations, and the eradication of two (2) marijuana groves. The written report is on file with the District.

C. Public Comment

None.

D. Information Only

The Board received the Statement of Investment Policy, and information regarding a CSDA Workshop: Understanding the Brown Act. The District's annual audit is currently taking place; therefore, the Financial Statements will be presented in September.

E. Consent Calendar

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

1. Minutes of the July 13, 2017 Special Board Meeting
2. Minutes of the July 19, 2017 Regular Board Meeting
3. General Fund Claims (for ratification): \$81,782.96
4. Sheriff's Fund Claims (for ratification): \$18,006.21
5. Purchase Order No(s): 2017-016 thru 2017-019

The motion carried unanimously.

General Counsel

Not represented.

F. Ratify Amendment to the General Manager's Contract

Assistant Secretary Ruzek asked the Board to formally ratify the amendment to the General Manager's contract as set forth last month in which the Board, after completing the performance evaluation, granted a ten percent (10%) increase to the General Manager's base salary.

Motion was made by Adams, seconded by Bianchi, to ratify the amendment to the General Manager's contract as presented.

The motion carried unanimously.

G. Approve Pay Schedules per CalPers Compliance

Assistant Secretary Ruzek explained that as a result of the Pension Reform Act of 2013, CalPERS pay schedules need to be formally adopted if any changes are made to the ranges due to increases in salaries. The Employee Memorandum of Understanding (MOU) was adopted by the Board of Directors at the April 25, 2016 Board Meeting.

Motion was made by Adams, seconded by Bianchi, to approve the employee pay schedule for FY 07/01/17-06/30/18 as per the Employee MOU.

The motion carried unanimously.

H. Finance Committee Report

Director D'Alessandri reported that at their recent meeting, the Finance Committee discussed sending a letter on Riverside County Sheriff's Department and CHP regarding the

bus route on De Anza Road and Sandia Creek Drive; reformatting the list of projects reports incorporating information received from the PMS report; and best practices regarding the rotation of auditing firms.

I. Engineering Committee Report

Director Buescher reported that at their recent meeting, the Engineering Committee met with citizens of the private Sandia Creek Road Committee (Riverside County); however, there were no representatives from the San Diego County Road Committee. He stated they will be circulating a petition to present to Camp Pendelton regarding the traffic coming out of the base onto Sandia Creek Drive. He also reported that the Committee is investigating "round-about" designs; the possibility of "piggy-backing" into an open slurry seal contract with the City of Menfee; discussed an upcoming crack seal project; a repair on Carancho Road, and various way to eliminate unsafe vehicle passing.

J. 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 FEMA projects and reported that four (4) applicants have applied for the four open Board seats for the upcoming November election.

The Board adjourned to Closed Session.

Closed Session

K. The Board met in closed session pursuant to the provisions of Government Code §54957(b): Consideration of appointment or employment of public employee.

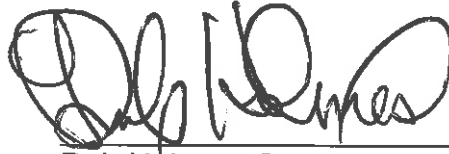
The Board reconvened in open session.

Motion was made by D'Alessandri, seconded by Buescher, to authorize General Manager Holmes to hire an interim attorney from a list provided by the Board not to exceed \$1500 to review and finalize the new General Manager's contract and then to further explore options of General Counsel on a temporary basis.

The motion carried unanimously.

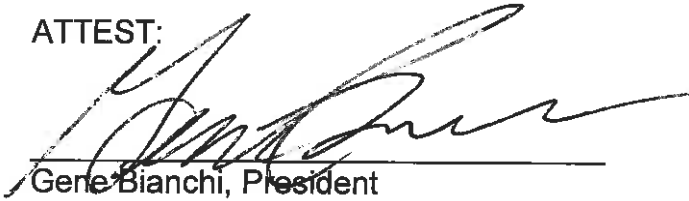
L. Adjournment

There being no further business, President Bianchi adjourned the meeting at 8:23 p.m.



Rob Holmes, Secretary
Board of Directors

ATTEST:



Gene Bianchi, President
Board of Directors