



# 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 ADJOURNED REGULAR MEETING OF THE BOARD OF DIRECTORS MAY 11, 2011 6:00 P.M.

### A. Call to Order & Roll Call

An Adjourned Regular Meeting of the De Luz Community Services District was held at the De Luz CSD Office commencing at 6:00 p.m. on May 11, 2011. Present at the meeting were the following Directors:

Director Adams  
Director Bianchi  
Director Buescher  
Director Egge  
Director Rubin

Also present were General Manager Holmes, Assistant Secretary Ruzek, and Administrative Assistant Snyder.

President Rubin led the flag salute.

### B. Public Expression

None.

### C. Ratify Amended Job Description (Office Manager)

General Manager Holmes presented the amended Office Manager job description for ratification.

Motion was made by Bianchi, seconded by Adams, to ratify the Office Manager job description.

The motion carried unanimously.

**D. General and Administrative Budget**

The Board reviewed the first draft of the General and Administrative Budget for Fiscal Year 2011-2012. General Manager Holmes discussed individual line items and answered questions from the Board.

**E. Capital Expenditure Budget**

General Manager Holmes reviewed the capital budget which is comprised of the purchase of a 4-wheel drive pickup truck to replace the 1999 pickup truck, and two-way radios that meet the new FCC regulations.

**F. Review of In-House Road Maintenance Costs**

The Board reviewed the first draft of the In-House Road Maintenance Budget for Fiscal Year 2011-2012. General Manager Holmes discussed individual items and answered questions from the Board.

**G. Review of Primary Roads**

The Board reviewed the first draft of the Maintenance Budget for Primary Roads for Fiscal Year 2011-2012. General Manager Holmes elaborated on the individual budget items in all the zones of benefit. He explained that any items in the 2010-2011 budget that were affected by FEMA projects, although not completed, were not in the new proposed budget.

**H. Review of Zone I Maintenance Work**

The Board reviewed the proposed work to be performed in Zone I.

**I. Review of Zone II Maintenance Work**

The Board reviewed the proposed work to be performed in Zone II.

**J. Review of Zone III Maintenance Work**

The Board reviewed the proposed work to be performed in Zone III.

**K. Review of Zone IV Maintenance Work**

The Board reviewed the proposed work to be performed in Zone IV.

- The Board reviewed the proposed work to be performed in Zone IV.  
L. Review of Zone V Maintenance Work

The Board reviewed the proposed work to be performed in Zone V.

- M. Review of Zone VII Maintenance Work

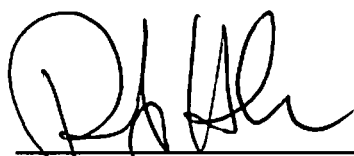
The Board reviewed the proposed work to be performed in Zone VII.

- N. Review of Cost of Services

The Board reviewed the proposed cost of services by zone, and the projected benefit fees related to those expenses and reserves. General Manager Holmes explained that any cash to be carried forward at the end of the fiscal year will be allocated to the respective zones' Roadway Rehabilitation Fund.

- O. Adjournment

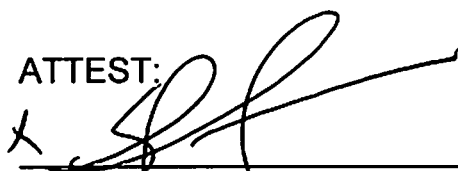
There being no further business, President Rubin adjourned the meeting at 6:45 p.m.



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Rob Holmes, Secretary  
Board of Directors

ATTEST:



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Steve Rubin, President  
Board of Directors