



De Luz Community Services District

BOARD OF DIRECTORS

MICHAEL ADAMS
JIM BRADY
BRYAN BUESCHER
MARIAN BYERS
RAYMOND W. JOHNSON

GENERAL MANAGER

JAMES E. EMMONS

MINUTES SPECIAL MEETING (Budget Workshop) OF THE BOARD OF DIRECTORS MAY 9, 2018 6:00 P.M.

A. Call to Order & Roll Call

An Special Meeting of the De Luz Community Services District was held at the De Luz CSD Office commencing at 6:10 p.m. on May 9, 2018. Present at the meeting were the following Directors:

Director Adams
Director Brady
Director Johnson

Directors Byers and Buescher were absent.

Staff present:

James E. Emmons, General Manager and Board Secretary
Cher Ruzek, Office Manager and Assistant Board Secretary
Theresa Snyder, Accounting Administrator

Director Adams led the flag salute.

B. Public Expression

None.

C. General and Administrative Budget

The Board reviewed the first draft of the General and Administrative Budget for Fiscal Year 2018-2019. Accounting Administrator Snyder discussed individual line items and answered questions from the Board. Snyder also detailed the annual conference attendance which includes CSDA Conferences for the Board members and General Manager.

D. Capital Expenditure Budget

Accounting Administrator Snyder reviewed the capital budget which is comprised of reserve funds for building expenditures, possible future tractor purchase, contingency reserves, and unforeseen (emergency) roadway expenses.

E. Review of In-House Road Maintenance Costs

The Board reviewed the first draft of the In-House Road Maintenance Budget for Fiscal Year 2018-2019.

F. Review of Primary Roads

The Board reviewed the first draft of the Maintenance Budget for Primary Roads for Fiscal Year 2018-2019.

G. Review of Zone I Maintenance Work

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

H. Review of Zone II Maintenance Work

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

I. Review of Zone III Maintenance Work

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

J. Review of Zone IV Maintenance Work

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

K. Review of Zone V Maintenance Work

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

L. Review of Zone VII Maintenance Work

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

M. Roadway Rehabilitation and Zone Benefit Assessment Summary

The Board reviewed the proposed Roadway Rehabilitation projects and preliminary Benefit Assessments for each zone.

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.

O. Review of Sheriff's Special Tax

The Board reviewed the estimated cost of services and the projected cash flow for Sheriff services. Discussion followed regarding related issues: fixed tax rate; rising law enforcement contract costs annually; increased cost of CHP Services due to increased regional traffic; and, rising crime rates within the region. It was noted that the original Sheriff's contract provided two (2) patrol cars per day. We are now down to one, plus CHP services.

P. Adjournment

There being no further business, Director Adams adjourned the meeting at 7:15 p.m.



James E. Emmons, Secretary
Board of Directors

ATTEST:



Bryan Buescher, President
Board of Directors