



De Luz Community Services District

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BOARD OF DIRECTORS

MICHAEL ADAMS
GENE BIANCHI
BRYAN BUESCHER
RAMI MINA
STEVE RUBIN

GENERAL MANAGER
ROB HOLMES

MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS APRIL 20, 2016 6:00 P.M.

A. Call to Order & Roll Call

A meeting of the De Luz Community Services District was held at the De Luz CSD Office commencing at 6:00 p.m., on April 20, 2016. Present at the meeting were the following Directors:

Director Adams
Director Bianchi
Director Mina
Director Rubin

Director Buescher was absent.

General Manager Holmes, Assistant Secretary Ruzek, Accounting Administrator Snyder and General Counsel Jackson were also present.

President Rubin led the flag salute.

B. Sheriff

Deputy Garcia gave the Sheriff's Report for March 2016 and updated the Board on April activities. The written report is on file with the District. He reported on a burglary at a construction site, multiple avocado thefts, and five arrests. He also stated that he was contacted by the CHP regarding a traffic accident on Sandia Creek Drive that occurred the night prior to the Board meeting. He will update the Board once he receives more information regarding the circumstances of the accident.

C. Public Expression

None.

D. Information Only

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

E. Consent Calendar

Motion was made by Bianchi, seconded by Mina, to approve the Consent Calendar:

1. Minutes of the March 1, 2016 Special Board Meeting
2. Minutes of the March 16, 2016 Regular Board Meeting
3. General Fund Claims (for ratification): \$64,286.54
4. Sheriff's Fund Claims: \$16,128.96
5. Purchase Order No(s): 2016-009 thru 2016-015

The motion carried unanimously.

F. Discussion of Legal Matters

General Counsel Jackson presented a second draft of the Request for Proposal ("RFP") for Board review and consideration and requested that any suggestions, changes, or comments be submitted directly to him.

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 the vacancy for Seat B. The deadline for receiving nominations is May 20, 2016.

The Board took no action on this item.

H. Nomination to LAFCO Special District Selection Committee

Assistant Secretary Ruzek explained that LAFCO will be conducting this years' election by mail rather than the usual physical meeting. The election will be for two LAFCO positions: a Regular Special District Member from the eastern portion of the County and an Alternate Special District Member from any special district . The deadline for receiving nominations is April 29, 2016.

The Board took no action on this item.

I. Status of On-Going Community Outreach Efforts

President Rubin reviewed the PowerPoint Presentation with the Board that was prepared by director Rami. Discussion followed.

Motion was made by Rubin, seconded by Bianchi, to table further discussion on how the Board will proceed in procuring future funding until the full Board is present.

The motion carried by the following roll-call vote: Mina, no; Buescher, absent; Rubin aye; Adams, aye; Bianchi, aye.

It was the consensus of the Board to schedule a Special Board Meeting for April 25, 2016 at 6:00 p.m., to discuss further Community Outreach efforts.

J. Finance Committee Report

Director Adams reported that at their recent meeting, the Finance Committee reviewed and discussed the upcoming budget.

K. Engineering Committee Report

Director Bianchi reported that at their recent meeting, the Engineering Committee discussed the new tree trimming vendor; the need for a new tractor; road project list, and recent Walker Basin activity. He also reported that the flashing traffic "calming" sign is still approximately one month away from installation.

The Board directed General Manager Holmes to gather the hours of use on the existing tractor to be presented at the Budget Workshop.

L. Ad-Hoc Personnel Committee Report

Director Bianchi stated this his report would be made later in Closed Session under Agenda Item "N".

M. General Manager's Report

General Manager Holmes presented his written report which is on file with the District Office. He reported that the District has received a request for information from the Grand Jury.

The Board adjourned to Closed Session at 7:32 p.m.

Executive Sessions

- N. The Board met in closed session pursuant to the provisions of Government Code §54957:6(a): Labor Negotiations.
- O. The Board met in closed session pursuant to the provisions of Government Code §54957: Review the performance of a public employee (General Manager).
- P. The Board met in closed session pursuant to the provisions of Government Code §54956:9(a): Superior Court of California, Small Claims Case #SWS1600571; Michael Fedalen v. De Luz Community Services District.

The Board reconvened in open session at 8:24 p.m.

With regard to Agenda Item N, the Ad-Hoc Personnel Committee was directed to take appropriate action regarding negotiations with employees.

With regard to Agenda Item O, the Board directed General Counsel Jackson to prepare evaluation guidelines for the performance review of the General Manager.

With regard to Agenda Item P, the Board directed Staff to notify the district's insurance carrier to take appropriate action.

- Q. **Resolution approving Memorandum of Understanding with District Employees' Association**

The Board took no action on this item.

- R. **Adjournment**

There being no further business, President Rubin adjourned the meeting at 8:30 p.m.



Rob Holmes
Secretary, Board of Directors

ATTEST:



Bryan Bueschen, Vice President
Board of Directors