



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 March 20, 2013 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 March 20, 2013. 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 February 2013 and updated the Board on March activities. The written report is on file with the District. He reported that a golf cart was stolen from a home off De Anza Road, and the theft of construction equipment and tools from a Conex container off Rio Linda Road.

C. Public Comment

Property Owner's Rami and Barbara Mina addressed the Board regarding the parking around the mailboxes near the improvements recently completed on Sycamore Mesa at Rancho California Road.

General Manager Holmes stated that additional asphalt paving will be done around the mailbox area as well as the trimming of trees.

D. Information Only

The Board received the February Financial Reports, Statement of Investment Policy, and correspondence from Scott McIntyre (Sierra Pacific Farms).

E. Consent Calendar

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

The motion carried unanimously.

F. Discussion of Legal Matters

General Counsel Jackson reported on a court case (*Silicon Valley Toxics Coalition vs. City of San Jose*) where a judge has ruled that private text messages, emails or other electronic communications about city affairs sent and received via personal devices by city officials are public records.

G. Approval of Plans and Specifications: Overlay Rio Linda Road, and Portions of Tortuga Road and Vista Del Mar

General Manager Holmes presented the plans and specifications for the Overlay of Rio Linda Road, and Portions of Tortuga Road and Vista Del Mar. The Engineer's Estimate is \$222,000, and the project will be funded with Zone I Roadway Rehabilitation Funds. He requested that the Board approve the Plans and Specifications and authorize Staff to solicit bids.

Motion was made by Adams, seconded by Buescher, to adopt Resolution No. 2013-01:

Approving the Plans and Specifications for the Overlay of Rio Linda Road and Portions of Tortuga Road and Vista Del Mar

The motion carried unanimously

H. Approval of Plans and Specifications: Rehabilitation of a Portion of Via Vaquero Road - Phase II-A, and a Portion of El Prado Road - Phase VI

General Manager Holmes presented the plans and specifications for the Rehabilitation of Via Vaquero and El Prado Roads. He stated that this will be the final phase for El Prado Road. The Engineer's Estimate is \$216,000.00 for Via Vaquero Road and \$155,000 for El Prado Road. The project will be funded with Primary Zone and Zone

IV Roadway Rehabilitation Funds. He requested that the Board approve the Plans and Specifications and authorize Staff to solicit bids.

Motion was made by Bianchi, seconded by Buescher, to adopt Resolution No. 2013-02:

Approving the Plans and Specifications for the Rehabilitation of Via Vaquero Road - Phase II-A, and a Portion of El Prado Road - Phase VI

The motion carried unanimously.

I. LAIF Investments

Assistant Secretary Ruzek explained that, as a result of the change in personnel job classifications and Board Treasurer, the State Local Agency Investment Fund where the majority of the District's funds are held is requiring a new resolution to update their records.

Motion was made by Buescher, seconded by Bianchi, to adopt Resolution No. 2013-03:

Authorizing Investment of Monies in Local Agency Investment Fund

The motion carried unanimously.

J. Budget Workshops

Assistant Secretary Ruzek presented proposed dates for the Budget workshops and hearing, and by consensus the Board approved the following dates:

Wednesday May 8, 2013:	Workshop at 6pm
Wednesday May 15, 2013:	Review at Regular Board Meeting
Wednesday June 19, 2013:	Adoption of Budget and Written Report at Regular Board Meeting

K. Resolution Setting Hearing on the Budget

The Board was presented with a resolution setting the hearing on the 2013-2014 Budget for June 19, 2013 at 6:00 p.m. at the District Office.

Motion was made by Buescher, seconded by Egge, to adopt Resolution No. 2013-04:

Setting a Hearing Upon and Directing the Publication of a Notice of Hearing upon the Budget of the District for the Fiscal Year 2013-2014

The motion carried unanimously.

L. Resolution Setting Hearing on the Written Report

The Board was presented with a resolution setting the hearing on the 2013-2014 Written Report for June 19, 2013 at 6:00 p.m. at the District Office.

Motion was made by Buescher, seconded by Egge, to adopt Resolution No. 2013-05:

Setting a Hearing and Directing the Publication of a Notice of Hearing Upon the Written Report of the Board of Directors Concerning Services to be Performed and the Passage of an Ordinance Prescribing Charges for These Services during the Fiscal Year 2013-2014

The motion carried unanimously.

M. Finance Committee Report

Director Egge reported that no Finance Committee meeting was held in March.

O. Engineering Committee Report

Director Rubin reported that at their recent meeting, the Engineering Committee discussed projects that would be eligible under the DIF program; current and future projects.

P. 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 field review of the improvements to Sycamore Mesa Road.

Q. Executive Session

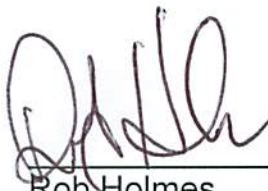
The Board met in closed session pursuant to the provisions of Government Code §54957: Review of the performance of a public employee (General Manager).

The Board reconvened in open session.

General Counsel Jackson reported that the Board unanimously expressed favorable review of General Manager Holmes for the past year and will forgo the more intensive category based review for the preceding fiscal year.

R. Adjournment

There being no further business, President Rubin adjourned the meeting at 7:10 p.m.



Rob Holmes
Secretary, Board of Directors

ATTEST:



Steve Rubin
President, Board of Directors