



De Luz Community Services District

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BOARD OF DIRECTORS
MICHAEL ADAMS
GENE BIANCHI
BRYAN BUESCHER
~~SUSAN EGGE~~
STEVE RUBIN
RAMI MINA
GENERAL MANAGER
ROB HOLMES

MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS JUNE 18, 2014 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 June 18, 2014. Present at the meeting were the following Directors:

Director Adams
Director Bianchi
Director Buescher
Director Mina
Director Rubin

General Manager and Secretary 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 May 2014 and updated the Board on June activities. He reported on the eradication of marijuana plants, an industrial accident on private property, and the fire on Rancho California Road near Via Santa Rosa.

As a result of budgetary constraints, the District had to reduce the Deputy staffing level down to one dedicated Deputy. General Manager Holmes informed the Board that tonight would be Deputy Donoho's last meeting and thanked him for his years of dedicated service to the residents of the District.

C. Approval of Sheriff's Contract

Assistant Secretary Ruzek explained that the Contract being considered for renewal is identical in form to the past Sheriff's contracts with the exception of the reduction in Deputy staffing levels from two to one.

Motion was made by Buescher, seconded by Bianchi, to approve renewal of the Contract for one full-time Deputy from Riverside County for Fiscal Year 2014-2015.

The motion carried unanimously.

D. Public Comment

None.

E. Public Hearing on the Written Report of the Directors

President Rubin opened the Public Hearing on the Written Report of the Directors for Fiscal Year 2014-2015.

General Manager Holmes explained that the Written Report contains the scope of work to be done and the zones benefitted by that work.

The Written Report and the Affidavit of the Notice of Publication of the Hearing on the Written Report were received into evidence and made a part of the Hearing.

President Rubin opened the Hearing to public comment.

There being no public comment, the Hearing was closed by President Rubin.

F. Ordinance Adopting the Written Report of the Directors

Motion was made by Bianchi, seconded by Buescher, to adopt Ordinance No. 2014-01:

Adopting the Written Report of the Directors (without the inclusion of the cash flow sheets), Establishing the Zones of Benefit for Services Provided, the Scope of Services to be Performed, and the Charges to be Rendered for Road Maintenance and Police Services Provided to Property Owners in the District during Fiscal Year 2014-2015

The motion carried unanimously.

G. Public Hearing on the Budget

President Rubin opened the Public Hearing to consider the adoption of the District Budget for Fiscal Year 2014-2015.

General Manager Holmes explained the method of calculating the budget and the

zone benefit fees.

The Budget and Affidavit of the Notice of Publication of the Hearing on the Budget were received into evidence and made a part of the Hearing.

President Rubin opened the Hearing to public comment.

There being no public comment, the Hearing was closed by President Rubin.

H. Resolution Adopting the Budget

Motion was made by Adams, seconded by Bianchi, to adopt Resolution No. 2014-09:

Determining and Adopting the Budget for Fiscal Year 2014-2015

The motion carried unanimously.

I. Consideration of Notice of Exemption

General Counsel Jackson explained that the Notice of Exemption, which is filed with the Riverside County Clerk, states that the Budget is an exempt act under CEQA. It is not a project under the Public Resources Code of the State and is categorically exempt under that Code. He asked that the Board make the finding of "no project" and approve the Notice of Exemption.

Motion was made by Buescher, seconded by Adams, to make a finding of "no project" and to approve the Notice of Exemption for Establishment of Rates and Charges for Services Performed in Fiscal Year 2014-2015.

The motion carried unanimously.

J. Resolution Electing to Have All Charges Collected on the Tax Roll

Motion was made by Buescher, seconded by Bianchi, to adopt Resolution No. 2014-10:

Electing to Have All Charges for Services Provided in the District during Fiscal Year 2014-2015 Collected on the Tax Roll of the County of Riverside

The motion carried unanimously.

K. Information Only

The Board received the May Financial Report, Statement of Investment Policy, and informational flyer regarding the upcoming CSDA Webinar: Sexual Harassment Prevention Training for Special Districts.

L. Consent Calendar

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

The motion carried unanimously.

M. Discussion of Legal Matters

As a reminder to existing, and for the benefit of the newest Board member, General Counsel Jackson explained the requirements of AB 1234 (Ethics Training). He stated that both CSDA and the FPPC provide free training via online "Webinars".

N. Award of Contract: Rehabilitation Via Vaquero Road - Phase II-B, and Avenida Del Oro - Phase I (Zone IV)

General Manager Holmes reported that there were four valid bids received for this project. The Engineer's Estimate is \$394,583.70 and the low bidder was Peters Paving & Grading, Inc., in the amount of \$386,372.88. Funding for this project will be \$214,628.88 from Primary Zone, and \$171,744.00 from Zone IV Roadway Rehabilitation Funds.

Motion was made by Bianchi, seconded by Buescher, to adopt Resolution No. 2014-11:

Awarding a Contract for the Rehabilitation of Via Vaquero Road - Phase II-B, and Avenida Del Oro - Phase I (Zone IV)

The motion carried unanimously.

O. Election of Regular Special District Member of the Local Agency Formation Commission (LAFCO) - Western Area

Assistant Secretary Ruzek stated that there are three candidates for the position of Regular Special District Member - Western Area of LAFCO. Discussion followed and it was the consensus of the Board to cast their vote for the incumbent, Phil Williams.

Motion was made by Buescher, seconded by Rubin, to vote for Phil Williams for

the position of Regular Special District Member - Western Area of the Local Agency Formation Commission.

The motion carried unanimously.

P. Approval of Revisions to District By-Laws

General Counsel Jackson stated that the District's By-Laws had not been updated since 2004 and presented a draft, for review and approval, that reflects and incorporates changes to the Government Code, as well as updates to the Community Services District Act and the District's name and address.

Motion was made by Buescher, seconded by Mina, to approve the revisions to the District By-Laws.

The motion carried unanimously.

Q. District Conflict of Interest Code

General Counsel Jackson explained that every two years local agencies are required to re-ratify their Conflict of Interest Code. He stated that the only substantive change from the previous years' is an increase in the annual gift limit from a single source. He presented the revised Conflict of Interest Code and recommended that the Board approve the changes.

Motion was made by Buescher, seconded by Adams, to approve the 2014 Revision of the District's Conflict of Interest Code.

The motion carried unanimously.

R. Finance Committee Report

Director Adams reported that at their recent meeting, the Finance Committee discussed the changes to the Sheriff staffing levels and reviewed the District's proposed budget.

Director Rubin stated that Staff has been directed to compile statistical data from the Sheriff reports to determine an adequate patrol schedule.

S. Engineering Committee Report

Director Bianchi reported that at their recent meeting, the Engineering Committee reviewed and discussed the recent bids received for the Via Vaquero/Avenida Del Oro

project and future projects. He also stated that General Manager Holmes will be contacting the necessary representatives of the Walker Basin project for an progress update.

T. General Manager's Report

General Manager Holmes presented his written report which is on file with the District Office. He informed the Board of the CSDA Annual Conference in September. He stated that it is a leadership conference for special districts and would like to attend. He also suggested that Board members may want to attend as well and, once the itinerary is finalized, he will present it to the Board for review.

U. 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.

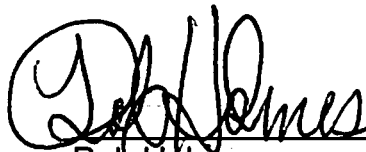
V. General Manager's Contract

Motion was made by Buescher, seconded by Bianchi, to renew the contract for General Manager Holmes for a 5-year term. The contract will include same fringe benefit package provided to employees under the Employees' Association's Memorandum of Understanding.

The motion carried unanimously.

W. Adjournment

There being no further business, President Rubin adjourned the meeting at 7:58 p.m.



Rob Holmes
Secretary, Board of Directors

ATTEST:



Steve Rubin
President, Board of Directors