



# 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 JULY 15, 2015 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 at 6:07 p.m. on July 15, 2015. Present at the meeting were the following Directors:

Director Adams  
Director Bianchi  
Director Buescher  
Director Mina  
Director Rubin

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

President Rubin led the flag salute.

### B. Sheriff

Deputy Garcia gave the Sheriff's Report for June 2015 and updated the Board on July activities. He reported on the vandalism of a home listed for sale, and is continuing to monitor speed on Sandia Creek Drive. The written report is on file with the District.

### C. Public Comment

None.

**D. Information Only**

The Board received the July Financial Report and the Statement of Investment Policy.

**E. Consent Calendar**

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

The motion carried unanimously.

**F. Discussion of Legal Matters**

General Counsel Jackson presented a rough draft of revisions to the District's By-Laws, particularly the duties of Standing Committees, and asked the Directors to contact him directly if they have any additional input. He plans to have a final version ready for review and acceptance at the next regular Board meeting.

**G. Consideration of Acceptance of Sandia Creek Drive Traffic Study**

The Board reviewed the Sandia Creek Drive Traffic Study completed by Willdan Engineering. President Rubin read the findings to the public which stated that based on the collected data, field observations and engineering analysis, the roadway within the project limits was found to be properly signed, accurately advises motorists of the roadway conditions, and that the stop warrant analysis does not support the installation of multi-way stop controls at Sandia Creek Drive and Avenida Del Diablo. However, the report does recommend that existing vegetation be removed to improve some sight visibility and local law enforcement be contacted to enforce speed laws.

Discussion followed and it was the consensus of the Board to accept the recommendations of the report.

Motion was made by Buescher, Seconded by Mina, to accept the Willdan Engineering Sandia Creek Drive Traffic Study and its recommendations.

The motion carried unanimously.

*At this time, the Board proceeded to Agenda Item "L".*

**L. Engineering Committee Report**

Director Bianchi reported that at their recent meeting, the Engineering Committee discussed the progression of next slurry seal project; the new slurry seal product is awaiting the Environmental Protection Agency approval, and stated that construction has begun on the Via Vaquero - Phase II project.

The Committee also discussed various traffic "calming" devices for use on Sandia Creek Drive.

Resident Britney Abshire addressed the Board regarding her Girl Scouts Gold Award project. She stated her project proposal would be to raise the necessary funds to purchase and install an electronic "flashing" traffic safety sign on Sandia Creek Drive near Avenida Del Diablo.

The Board stated their desire to see Ms. Abshire's project come to fruition and recommended that Ms. Abshire work closely with General Manager Holmes as he has also been researching traffic calming devices.

*At this time, the Board returned to Agenda Item "H".*

**H. Election of SDRMA Directors**

Assistant Secretary Ruzek presented four candidates qualification sheets running for Director of the Special District Risk Management Authority (SDRMA) and informed the Board to select up to three (3). Discussion followed, and it was the consensus of the Board to cast their votes for Ed Gray, R. Michael Wright, and Sandy Seifert-Raffelson.

Motion was made by Mina, seconded by Buescher, to adopt Resolution No. 2015-10:

Election of Directors to the Special District Risk Management Authority Board of Directors

The motion carried unanimously.

**I. CSDA Board of Directors Election**

Assistant Secretary Ruzek presented the qualification sheets for the two representatives seeking to fill Seat A in Region 6 of the California Special Districts Association (CSDA) Board of Directors, and informed the Board to select one (1). Discussion followed, and it was the consensus of the Board to cast their vote for Jo

McKenzie.

Motion was made by Buescher, seconded by Mina, to vote for Jo McKenzie for Seat A, Region 6 for the California Special Districts Association Board of Directors.

The motion carried unanimously.

J. There is no Agenda Item "J".

**K. Finance Committee Report**

Director Adams reported that at their recent meeting, the Finance Committee discussed duties of the Committee and setting a limit on capital expenditures. He reported that the District auditors have a guideline limit of \$5,000; therefore, the Committee will continue with that guideline limit.

**M. General Manager's Report**

General Manager Holmes presented his written report which is on file with the District Office. He updated the Board on his recent attendance at the CSDA General Manager Leadership Conference.

Due to his "*request to speak*" form being mis-placed, Property Owner Matt Nelson addressed the Board regarding Agenda Item "G". He expressed his concerns with the time of day that the Traffic Study was conducted and the sight distance calculation of the intersection of Sandia Creek Drive and Avenida Del Diablo.

*The Board adjourned to Closed Session at 7:12 p.m.*

**N. Closed Session**

The Board met in closed session pursuant to the provisions of Government Code §54957: Personnel matters.

*The Board reconvened in open session at 8:06 p.m.*

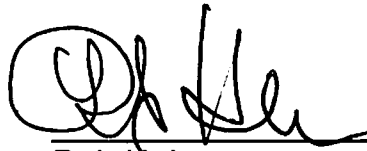
General Counsel Jackson reported that the Board gave specific directions to General Manager Holmes and he is to report back his findings at the next Regular Board meeting.

O. **Overview of July 22, 2015 Special Board Meeting (Community Outreach)**

The Board discussed each Board Members role and talking points for the upcoming Community Outreach Special Board meeting on July 22, 2015.

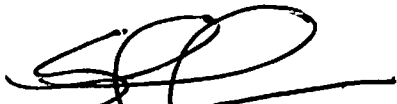
P. **Adjournment**

There being no further business, President Rubin adjourned the meeting at 8:20 p.m.



Rob Holmes  
Secretary, Board of Directors

ATTEST:



Steve Rubin  
President, Board of Directors