



# 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 JULY 16, 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 July 16, 2014. Present at the meeting were the following Directors:

Director Adams  
Director Bianchi  
Director Mina  
Director Rubin

Director Buescher was absent.

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

President Rubin led the flag salute.

### B. Sheriff

Deputy Simmons gave the Sheriff's Report for June 2014 and updated the Board on July activities. He reported on a home invasion robbery near Carancho Road and Vista Del Mar and two people are in custody. He also reported on the recent release of a registered sex offender in Fallbrook (San Diego County); an area near the District's border.

President Rubin informed Deputy Simmons that he is still receiving calls regarding the traffic (speeding) on Sandia Creek Drive. Deputy Simmons stated that he is continuing to address the situation with the California Highway Patrol but is having trouble securing the speed-monitoring sign as promised, or in obtaining actual officer assistance to monitor the road. He suggested that the residents of the District register a citizen complaint through the CHP website, as well as a corresponding letter from the District. General Manager Holmes was directed to contact the CHP.

President Rubin also asked Deputy Simmons to contact authorities at Camp Pendleton to notify them of the traffic issues coming out of the Base and traveling through the District.

*Director Buescher entered the meeting at 6:05 p.m.*

**C. Public Comment**

None.

**D. RCWD AMI Utility Pole Installations**

Mike Calvert, Operations Project Manager for Rancho California Water District addressed the Board and explained that RCWD has implemented a new meter reading monitoring system, Advanced Metering Infrastructure (AMI), to better serve its customers by reducing labor costs and vehicle usage, and will also provide real-time" meter reads. The program calls for utilities poles to be installed in the right-of-way of three District maintained roads: Vista Del Mar at Buena Vista, De Luz Road at Camaron Road, and De Anza Road at Sandia Creek Drive.

General Manager Holmes explained that the District had received a letter from RCWD in February 2014 that outlined the program and materials to be used for the poles: a 29 foot aggregate utility pole affixed with a small solar panel, transmission equipment and antenna. However, a permit request for the actual work was never received and the installation of the poles took place in July 2014 without District knowledge or inspection. It was discovered that 50 foot wood telephone poles were installed in place of the aggregate poles.

President Rubin informed the Board that the District has received a letter from the Santa Rosa Grove Association (SRGA), as representatives for its residents, objecting to the placement of the tall wood pole at Sandia Creek Drive and De Anza Road. General Manager Holmes stated that the poles may be in violation of the District's Ordinance Code.

Mike Calvert assured the Board that no more three poles will be placed; that the original plan called for up to 14 poles; however, the taller poles allowed them to reduce that number down to no more than three.

Discussion continued and it was the consensus of the Board to stop any further work at all locations and suggested RCWD contact the Santa Rosa Grove Association to address their concerns.

Staff was also directed to acknowledge the SRGA letter and inform them of the current direction of the Board and RCWD.

**E. Information Only**

The Board received the June Financial Report, Statement of Investment Policy, and the brochure for the upcoming CSDA Webinar Annual Conference in September.

General Manager informed the Board that he would like to attend portions of the Conference and asked that any Board members planning to attend, let Staff know as soon as possible in order to register before the August 22nd deadline.

**F. Consent Calendar**

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

The motion carried unanimously.

**G. Discussion of Legal Matters**

General Counsel Jackson stated that there is no report for this month other than comments reserved for closed session.

**H. Resolution Commending Deputy Rick Donoho**

Motion was made by Adams, seconded by Mina, to adopt Resolution No. 2014-12:

Expressing the Appreciation of the Board of Directors and the Residents of the District for the Exemplary Services of Riverside County Deputy Rick Donoho as Deputy Sheriff Assigned to the District

The motion carried unanimously.

**I. CSDA Board of Directors Election**

Assistant Secretary Ruzek presented the qualification sheets for the five representatives seeking to fill Seat C 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 the incumbent, Elaine Sullivan.

Motion was made by Buescher, seconded by Adams, to vote for Elaine Sullivan for Seat C, Region 6 for the California Special Districts Association Board of Directors.

The motion carried unanimously.

**J. Finance Committee Report**

Director Adams reported that at their recent meeting, the Finance Committee reviewed the claims, and discussed the District website and future benefit fee election. He stated that Staff is in the process of compiling statistical data from the Sheriff's reports to determine an adequate patrol schedule.

The Committee also discussed exempt parcels within the District; mainly properties that were once taxable but become exempt when purchased by a local government or non-profit organizations. Once the property becomes exempt, they are no longer eligible to be collected through the County tax roll system. The District would need to generate its own invoice.

General Counsel stated most governmental agencies are property tax exempt; however he will investigate the parameters of benefit fees vs. ad valorem taxes. If it is determined that the agencies can be invoiced by the District, General Counsel and Staff were directed to compose a cover letter to coincide with the billing.

**K. Engineering Committee Report**

Director Bianchi reported that at their recent meeting, the Engineering Committee reported that, to date, there has been no further progress on the Walker Basin Development; the Via Vaquero - Phase II-B and Avenida Del Oro project is moving forward, and a future crack/slurry seal and striping project. The Committee also discussed and the corrective action needed on Sandia Creek Drive to remedy the pavement "up-heaving".

**L. General Manager's Report**

General Manager Holmes presented his written report which is on file with the District Office. He informed the Board that the Via Vaquero Phase II-B and Avenida Del Oro Phase I project will begin construction on August 4th. He also reported that he received a call from Mike Medofor, the Engineer for property owner Mark Withworth stating that their tract map (TPM 36360) has been withdrawn due to the environmental constraints placed by the County. He reminded the Board that the property owner had requested, and was granted, a variance to the District's Ordinance Code requirement to construct a public roadway.

**M. Executive Session**

The Board met in closed session pursuant to the provisions of Government Code §54956.9(d)(2): Potential litigation - (1 case).

*The Board reconvened in open session.*

The Board took no action with respect to the potential litigation.

**N. Adjournment**

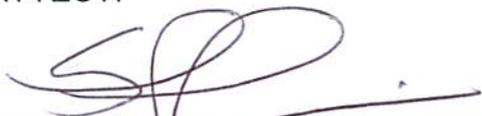
There being no further business, President Rubin adjourned the meeting at 7:40 p.m.



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Rob Holmes  
Secretary, Board of Directors

ATTEST:



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Steve Rubin  
President, Board of Directors