



De Luz Community Services District

41606 Date Street
Suite 205
Murrieta, California 92562-7090

PHONE: (951) 696-0060
FAX: (951) 696-0061
E-MAIL: info@deluzcsd.org

www.deluzcsd.org

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 August 19, 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 6:01 p.m. on August 19, 2015. 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.

Director Buescher entered the meeting at 6:04 p.m.

B. Sheriff

Deputy Garcia gave the Sheriff's Report for July 2015 and updated the Board on August activities. He reported on the theft of copper wire from a construction site and a Verizon utility box, and the eradication of a marijuana grove. He also reported on the arrest of two people for mail theft. 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 Buescher, to approve the Consent Calendar.

The motion carried unanimously.

F. Discussion of Legal Matters

General Counsel Jackson cited a recent court case: *Newark Unified School District vs. Alameda County*, in which First District Court of Appeal created an exception to Section 6254.5 of the Government Code. He stated the Court ruled that a public agency that inadvertently released attorney-client privileged documents to the public did not waive its right for those documents to be exempt from disclosure under the Public Records Act.

G. Approval of Plans and Scope of Work: Rehabilitation and Overlay of Carancho Road (Sandia Creek Drive to South of El Prado Road)

General Manager Holmes presented the plans and scope of work for the Rehabilitation and Overlay of Carancho Road. The Engineer's Estimate is \$292,700. The project will be funded with Primary Zone Roadway Rehabilitation Funds. He requested that the Board approve the Plans and Scope of Work and authorize Staff to solicit bids.

Motion was made by Bianchi, seconded by Buescher, to adopt Resolution No. 2015-11:

Approving the Plans and Scope of Work for the Rehabilitation and Overlay of Carancho Road (Sandia Creek Drive to South of El Prado Road)

The motion carried unanimously.

H. Approval of District By-Laws

General Counsel Jackson presented the draft of revisions to the District By-Laws for Board review. Discussion followed and it was the consensus of the Board to accept the revisions to the District By-Laws as presented.

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

The motion carried unanimously.

I. Finance Committee Report

Director Adams reported that at their recent meeting, the Finance Committee discussed vehicle use and maintenance, and revisions to the District By-Laws. He also stated that General Managers Holmes discussed various ideas to increase District revenues.

J. Engineering Committee Report

Director Bianchi reported that at their recent meeting, the Engineering Committee discussed the District's tree trimming procedures with property owner Gary Woodworth. He also reported that the Committee discussed the overlay of Carancho Road project; culvert cleaning; paving around the mailboxes at Via Vaquero, and a recent meeting with Riverside County Supervisor Kevin Jeffries.

K. Ad-Hoc Walker Basin Committee Report

Director Buescher reported that at their recent meeting, the Ad-Hoc Walker Basin Committee met with representatives of the Walker Basin Development. He stated that the Developer is still facing many obstacles such as environmental hurdles and establishing a "wildlife corridor" that will require several lot line adjustments. He also stated that the Developer is still interested in annexation into the District.

L. 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 meeting with Riverside County Supervisor Jeffries regarding the distribution of County and State gas taxes. He also discussed the need to upgrade the District's Pavement Management System software, and the progress of replacing a District vehicle that was determined to be a total loss due to an

accident.

Director Mina recommended that Rob meet with a colleague of his that is a Professor in Civil Engineering and familiar with pavement management software to assess the District's needs before moving forward with an upgrade to the current software. Discussion continued and the Board agreed.

General Manager Holmes also informed the Board that Property Owner Gary Woodworth has invited the Directors and Staff to attend the Women's Club meeting on September 21, 2015 in which Supervisor Jeffries will be present.

Director Mina left the meeting at 7:20 p.m.

General Manager Holmes updated the Board regarding his strategic plan to track, verify and report the activities of field services.

M. Adjournment

There being no further business, President Rubin adjourned the meeting at 7:37 p.m.



Cher Ruzek, Assistant Secretary
Board of Directors

ATTEST:



Steve Rubin, President
Board of Directors