



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 AUGUST 21, 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 at 6:03 p.m. on August 21, 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, Accounting Administrator Snyder, and General Counsel Jackson were also present.

President Rubin led the flag salute.

B. Sheriff

Deputy Donoho gave the Sheriff's Report for July 2013 and updated the Board on August activities. He reported on another home burglary, the removal of more marijuana gardens, and an easement dispute between two property owners. The written report is on file with the District.

C. Public Comment

None.

D. Tentative Parcel Map 36360

Mike Medofer of Medofer Engineering and property owner Mark Whitworth addressed the Board regarding their request for a variance to the District's Ordinance Code requirement to construct a public roadway. Their request is to construct and maintain a private road easement that will serve five parcels.

The Board had previously informed Mr. Medofer and Mr. Whitworth that an "iron-clad", recordable agreement would be necessary that establishes present and future maintenance responsibility, and releases the District from liability of the road in order for the Board to consider the private easement.

The Board was presented with a draft of an agreement; however revisions by Mr. Whitworth's legal Counsel, Dana Reed, were made just prior to the Board meeting. Therefore, District's Counsel will review the revisions and the matter will be placed on the Agenda for the September Board meeting.

In order to help facilitate Mr. Whitworth's map, it was the consensus of the Board to move the Engineering Committee meeting to September 4, 2013 at 5:00 p.m.

E. Information Only

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

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 reserved comments for Agenda Items H and I.

H. Adoption of Goals and Policies: Community Facilities District No. 2014-1

General Counsel Jackson stated that the Mello-Roos Community Facilities Act of 1982 and the California Government Code provide that prior to the initiation of proceedings under the Act for the establishment of a Community Facilities District, the Board must first consider and adopt goals and policies concerning the use of the Act.

Motion was made by Bianchi, seconded by Adams, to Adopt the Goals and Policies Concerning the Use of the Mello-Roos Community Facilities Act of 1982

The motion carried unanimously.

I. **Adoption of Resolution of Intent to Establish Community Facilities District No. 2014-1 (Services), Authorizing the Levy of a Special Tax, and Setting the Time and Place of a Public Hearing**

General Counsel Jackson explained that in order to initiate proceedings to establish a Community Facilities District to change the District's methodology and levy a Special Tax, the Board must adopt the Resolution of Intent and a public hearing is necessary. October 16, 2013 at the District office was set as the time and place for the public hearing.

Motion was made by Egge, seconded by Adams, to adopt Resolution No. 2013-12:

Declaring Its Intention to Establish Community Facilities District No. 2014-1 (Services), Authorizing the Levy of a Special Tax Therein, and Setting the Time and Place of a Public Hearing

The motion carried unanimously.

J. **Approval of Plans and Scope of Work: 2013 Carancho Road Slurry Seal Project**

General Manager Holmes presented the plans and scope of work for the slurry seal of Carancho Road. The engineer's estimate is \$98,000 and the project will be funded with Primary Zone Roadway Rehabilitation Funds.

Motion was made by Buescher, seconded by Adams, to adopt Resolution No. 2013-13:

Approving the Plans and Scope of Work for the 2013 Carancho Road Slurry Seal Project

The motion carried unanimously.

K. Finance Committee Report

Director Egge reported that at their recent meeting, the Finance Committee reviewed the District claims, allocating carry-over funds to build an emergency fund for each zone, and the progress of the District audit. The Committee also discussed the need to re-examine and establish a procedure for exempt parcels before they fall off the tax roll to exempt status resulting in a loss of revenue to the District.

L. Engineering Committee Report

Director Rubin reported that their recent meeting was in the form of a field trip to assess road priorities. He stated that design work will begin for Avenida Del Oro, and Carancho Road is scheduled for slurry seal.

M. General Manager's Report

General Manager Holmes presented his written report which is on file with the District Office. He stated that paving will start in approximately 2 weeks on the Via Vaquero - Phase II-A and El Prado - Phase VI project, and this will complete the rehabilitation portion of El Prado Road. He also stated that he has received a transmittal from Riverside County for initial review and input of a tentative tract map involving three parcels within Walker Basin (TPM36517). He informed the Board that he is in contact with the County Planner and will monitor the map closely.

N. Adjournment

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



Rob Holmes
Secretary, Board of Directors

ATTEST:



Steve Rubin
President, Board of Directors