



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 November 18, 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 6:03 p.m. on November 18, 2015. Present at the meeting were the following Directors:

Director Bianchi
Director Buescher
Director Mina
Director Rubin

Director Adams was absent.

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 Garcia gave the Sheriff's Report for October 2015 and updated the Board on November activities. He reported that the continued speed enforcement on Sandia Creek Drive is having a positive result; he is monitoring UPS deliveries now that the holiday season has arrived, and the "shut-down" of a skateboard event on Los Gatos Road. The written reports for September and October have been received and are on file with the District.

Director Adams entered the meeting at 6:10 p.m.

C. Public Comment

None.

D. Information Only

The Board received the October Financial Report, Statement of Investment Policy, and Certified Audit for Fiscal year 2014-2015.

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 updated the Board on his research regarding an enforcement mechanism for property owners that are in violation of the District's Ordinance Code. He stated that Government Code 61115 allows Special Districts to collect unpaid invoices for back-charged services through the County tax rolls. He stated that although the procedure is already in place via Section 404-6.1.1 - *Responsibility for Removal or Pruning (Vegetation)* of the District's Ordinance Code, he will work with Staff to "fine-tune" the procedure.

G. Acceptance of Project: Rehabilitation of Via Vaquero Road - Phase III

General Manager Holmes reported that this project was for Phase III of the rehabilitation of Via Vaquero Road. The work was performed by Peters Paving & Grading, Inc., for a total of \$289,179.10 funded by Primary Roadway Rehabilitation Fund). He explained that the additional costs were to abandon and fill culvert, install a new culvert and field measured quantities. He recommended that the Board approve the Final Inspection Notice and accept the project as complete in accordance with District Standards and Specifications.

Motion was made by Buescher, seconded by Bianchi, to accept the Rehabilitation of Via Vaquero Road - Phase III as complete.

The motion carried unanimously.

H. Community Outreach Review and Discussion of District's Future Direction

President Rubin stated that although the attendance at the Zone meetings was about 10%, they were successful in educating the public as to the District's needs. Discussion followed and it was the consensus of the Board to continue to build on the foundation to reach additional residents.

The Board directed General Manager Holmes to prepare and send a letter to those that attended the recent Zone meetings to thank them for their support; obtain their

feedback and continued support, and invite them to a workshop to be held within the next 90 days. He was also directed to prepare a summary letter of the Zone meetings to go out to all residents in early January 2016.

I. **Consideration of Board (Monetary) Participation in Britney Abshire's Girl Scout Gold Award Project**

President Rubin stated that, as a resident of De Luz, he received a request for a personal donation from Britney Abshire for her Gold Award project which is to purchase and install a flashing traffic "calming" sign on Sandia Creek Drive. He asked the other Board members if they would each be willing to make a personal donation equal to one meeting stipend to help reach her goal of \$13,736.56. General Counsel Jackson stated he would also contribute an amount equal to the Director's stipend.

President Rubin also informed the Board that Supervisor Jeffries office received Ms. Abshire's application for CID funds and has pledged \$2,500 in funding toward her project contingent upon her raising the balance. Director Rami stated that the De Luz Women's Club has also pledged approximately \$1,000.

Director Bianchi suggested that a contribution be made on behalf of the District as her project has a direct benefit to the De Luz Community. Discussion followed.

Motion was made by Buescher, seconded by Bianchi, that the District pledge \$5,000 to be funded by Primary Roadway Rehabilitation Funds towards Britney Abshire's Girl Scout Gold Award project contingent upon her raising the balance.

Discussion followed regarding possible additional dollar amount scenarios and Director Buescher withdrew the motion, seconded by Bianchi. It was the consensus of the Board that President Rubin contact Ms. Abshire to ascertain the progress of her fund raising. The matter was tabled until the December Board meeting.

J. **Finance Committee Report**

Director Adams reported that at their recent meeting, the Finance Committee discussed the costs associated with the implementation of the IT program for the District computers and the PMS software. He requested that discussion of the PMS software be added to the December Board meeting Agenda.

K. **Engineering Committee Report**

Director Bianchi reported that there was no meeting held in November due to the Veteran's Day holiday.

L. **General Manager's Report**

General Manager Holmes reported that the Carancho Overlay project is scheduled to start the first week in December and reviewed with the Board, his field tracking spreadsheet.

The Board adjourned to Closed Session at 7:35 p.m.

M. Closed Session

The Board met in closed session pursuant to the provisions of Government Code §54956(d)(2): Potential litigation (one case).

The Board reconvened in open session.

General Counsel Jackson reported that in closed session the Board unanimously agreed to reject the claim of Michael Fedalen. General Counsel Jackson will give notice of the rejection of the claim.

N. Adjournment

There being no further business, President Rubin adjourned the meeting at 7:45 p.m.



Rob Holmes, Secretary
Board of Directors

ATTEST:



Steve Rubin, President
Board of Directors