



# De Luz Community Services District

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41606 Date Street  
Suite 205  
Murrieta, California 92562-7090

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

[www.deluzcsd.org](http://www.deluzcsd.org)

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 DECEMBER 19, 2012 6:00 P.M.

### A. Call to Order & Roll Call

A meeting of the De Luz Community Services District was held at the De Luz CSD Office commencing at 6:04 p.m. on December 19, 2012. Present at the meeting were the following Directors:

Director Adams  
Director Egge  
Director Rubin

Director Bianchi and Director Buescher were absent.

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

President Rubin led the flag salute.

### B. Sheriff

Deputy Simmons gave the Sheriff's Report for November 2012 and updated the Board on December activities. The November written report has not yet been filed with the District. He reported on the cultivation of marijuana in a private greenhouse for medicinal purposes. He stated the investigation is continuing as to whether the individual has all the proper permits and licensing to grow medical marijuana. He also stated that they are continuing to monitor speeds limits throughout the District.

### C. Public Comment

None.

**D. Information Only**

The Board received the November Financial Reports and the Statement of Investment Policy.

**E. Consent Calendar**

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

The motion carried unanimously.

**F. Discussion of Legal Matters**

General Counsel Jackson updated the Board on the status of the Parking Ordinance progress with Riverside County Counsel. He stated that the Ordinance is still under review by County Counsel; however, he felt confident that the County will work closely with the District by allowing the implementation and enforcement of the District's Parking Ordinance, or by amending the County Parking Ordinance to include the District.

**G. Acceptance of Project: 2012 Summer Slurry Seal Project**

General Manager Holmes reported that this project was for the slurry sealing of various roads within the District. The work was performed by American Asphalt South, Inc., for a total of \$387,980.00 funded by Roadway Rehabilitation Funds of the zones benefitted. He explained that the variance in cost was due to one road inadvertently left off the project list. 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 Adams, seconded by Egge, to accept the 2012 Summer Slurry Seal Project as complete.

The motion carried unanimously.

**H. Authorization for CalPERS Amendment**

Assistant Secretary Ruzek presented the final resolution required for implementation of the CalPERS Second Tier retirement formula for new employees.

Motion was made by Adams, seconded by Egge, to adopt Resolution No. 2012-20:

Authorizing an Amendment to the Contract

The motion carried unanimously.

I. **Election of Officers for Calendar Year 2013**

Motion was made by Adams, seconded by Egge, to nominate Director Rubin as President.

There being no further nominations, the ballot was closed and a unanimous affirmative vote was cast.

Motion was made by Rubin, seconded by Adams, to nominate Director Buescher as Vice President.

There being no further nominations, the ballot was closed and a unanimous affirmative vote was cast.

Motion was made by Rubin, seconded by Adams, to nominate Director Egge as Treasurer.

There being no further nominations, the ballot was closed and a unanimous affirmative vote was cast.

Motion was made by Rubin, seconded by Adams, to adopt Resolution No. 2012-21:

Electing Officers for Calendar Year 2012

The motion carried unanimously.

Additionally, the following appointments were reaffirmed by adopting Resolution No. 2012-21: Rob Holmes as District Secretary, and Cher Ruzek as Assistant Secretary.

J. **Consideration of Change in Board Meeting Time and Date**

Due to the absence of Directors Bianchi and Buescher, it was the consensus of the remaining Board Members to keep the Board Meetings on the current schedule of every 3rd Wednesday at 6:00 p.m. The item will be revisited next month when all Board Members are present.

**K. Appointment of Engineering Committee**

President Rubin appointed himself and Director Bianchi to serve on the Engineering Committee for Calendar Year 2013.

**L. Engineering Committee Meeting Schedule**

It was the consensus of the 2013 Engineering Committee that they conduct their meetings on the 2nd Wednesday of the month at 3:30 p.m.

**M. Appointment of Finance Committee**

President Rubin appointed Directors Egge and Adams to serve on the Finance Committee for Calendar Year 2013.

**N. Finance Committee Meeting Schedule**

It was the consensus of the 2013 Finance Committee that they conduct their meetings on the 2nd Wednesday of the month at 5:00 p.m.

**O. Ad-Hoc Long Range Planning Committee Report**

Director Egge reported that at their recent meeting, the Long Range Planning Committee reviewed the draft of comments and action items prepared by Staff. She stated the Committee plans to meet again with Paul Thompson of Webb & Associates to begin formulating charts and supporting documents in preparation for presentation to the Board.

**P. Finance Committee Report**

Director Egge reported that at their recent meeting, the Finance Committee reviewed the District claims, the Roadway Rehabilitation spreadsheet, and vehicle maintenance. She also stated that the new Conex container has been delivered and is in use in the District yard, an overpayment was requested and issued to Cal-EMA for the 2005 disaster, an increase in CSDA membership dues, and the cost savings for employee medical insurance as result of the change in health plan.

**Q. Engineering Committee Report**

Director Rubin reported that at their recent meeting, the Engineering Committee reviewed the field task chart and plans to have ready for distribution next month.

**R. General Manager's Report**

General Manager Holmes presented his written report which is on file with the District Office. He updated the Board on the Camaron Road project stating paving will begin Friday.

**S. Adjournment**

There being no further business, President Rubin adjourned the meeting at 6:41 p.m.



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Rob Holmes  
Secretary, Board of Directors

ATTEST:



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Steve Rubin  
President, Board of Directors