



# 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 February 15, 2012 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 commencing at 6:05 p.m. on February 15, 2012. Present at the meeting were the following Directors:

Director Adams  
Director Bianchi  
Director Buescher  
Director Egge  
Director Rubin

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

President Rubin led the flag salute.

### B. Sheriff

Deputy Donoho gave the Sheriff's Report for January 2012 and updated the Board on February activities. The written report for December is on file; however, the January report has not been filed with the District. He reported on a suspicious vehicle in the area where theft of brass fittings from back-flow devices had occurred. He stated they were able to impound the vehicle due to invalid registration; however, the investigation is ongoing.

### C. Public Comment

None.

**D. Information Only**

The Board received the January Financial Reports, Statement of Investment Policy, and correspondence from Bill Nelson of CSDA.

**E. Consent Calendar**

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

The motion carried unanimously.

**F. Discussion of Legal Matters**

General Counsel Jackson reported on a recent court ruling regarding false claims of sexual harassment in the work place.

**G. Ad-Hoc Personnel Committee Report**

Director Rubin reported that at their recent meeting, the Ad-Hoc Personnel Committee discussed the areas of employee compensation that they will be reviewing. To coincide with the upcoming budget process, Director Rubin directed the Finance Committee to research other public agencies that are similar in size and budget for comparable employee wage, benefits, and G&A data.

**H. Finance Committee Report**

Director Egge reported that at their recent meeting, the Finance Committee discussed the new format for District claims due to the new Accounts Payable software, the status of the current FEMA projects and reimbursement for the 2005 disaster; Roadway Rehabilitation spreadsheet, and the need for a new copy machine. She informed the Board that the current copier is 11 years old, parts have become obsolete, and it is currently being held with tape and clamps. The Committee reviewed two proposals and directed Staff to exercise their judgement in the purchase of a new copier.

**I. Engineering Committee Report**

Director Rubin reported that at their recent meeting, the Engineering Committee discussed that construction progress is on track as outlined in the project schedule, and identifying Project "A". He also reported that construction of a portion of Sandia Creek

Drive will done instead of Via Vaquero Road due to the estimated costs associated with the scope of work of Via Vaquero Road.

**J. General Manager's Report**

General Manager Holmes presented his written report which is on file with the District Office. He reported the he has been in contact with the new SCE representative, Tamara Barry, and has a meeting scheduled for next week regarding relocating the power pole on Sycamore Mesa Road.

**K. Adjournment**

There being no further business, President Rubin adjourned the meeting at 6:45 p.m.



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Rob Holmes  
Secretary, Board of Directors

ATTEST:



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Steve Rubin  
President, Board of Directors