



# De Luz Community Services District

## BOARD OF DIRECTORS

Michael Adams Gene Bianchi Bryan Buescher Robert D'Alessandri Rami Mina

## GENERAL MANAGER

Rob Holmes

## MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS MARCH 15, 2017 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 6:02 p.m. on March 15, 2017. Present at the meeting were the following Directors:

Director Adams  
Director Bianchi  
Director Buescher  
Director D'Alessandri  
Director Mina

General Manager Holmes and Assistant Secretary Ruzek were also present.

General Counsel Jackson was absent.

President Bianchi led the flag salute.

*Motion was made by D'Alessandri, seconded by Mina to proceed to Agenda Item "G".*

*The motion carried unanimously.*

### G. Public Comment

None.

### H. Information Only

The Board received the Statement of Investment Policy; January and February Financial Statements.

**I. Consent Calendar**

Motion was made by Buescher, seconded by D'Alessandri, to approve the Consent Calendar.

1. Minutes of the February 15, 2017 Regular Board Meeting
2. General Fund Claims: \$136,352.46
3. Sheriff's Fund Claims: \$7,000.00
4. Purchase Orders No(s): 2017-009 thru 2017-011.

The motion carried unanimously.

*Motion was made by Buescher, seconded by D'Alessandri to proceed to Agenda Item "K".*

*The motion carried unanimously.*

**K. Budget Workshops**

Assistant Secretary Ruzek presented proposed dates for the Budget workshops and hearing, and by consensus the Board approved the following dates:

- |                           |  |
|---------------------------|--|
| Wednesday, May 10, 2017:  | Workshop at 6pm  |
| Wednesday, May 17, 2017:  | Review at Regular Board Meeting                                |
| Wednesday, June 14, 2017: | Adoption of Budget and Written Report at Regular Board Meeting |

**L. Resolution Setting Hearing on the Budget**

The Board was presented with a resolution setting the hearing on the 2017-2018 Budget for June 14, 2017 at 6:00 p.m. at the District Office.

Motion was made by Mina, seconded by Buescher, to adopt Resolution No. 2017-02:

Setting a Hearing Upon and Directing the Publication of a Notice of Hearing upon the Budget of the District for the Fiscal Year 2017-2018

The motion carried unanimously.

**M. Resolution Setting Hearing on the Written Report**

The Board was presented with a resolution setting the hearing on the 2017-2018 Written Report for June 14, 2017 at 6:00 p.m. at the District Office.

Motion was made by Mina, seconded by Buescher, to adopt Resolution No. 2017-03:

Setting a Hearing and Directing the Publication of a Notice of Hearing Upon the Written Report of the Board of Directors Concerning Services to be Performed and the Passage of an Ordinance Prescribing Charges for These Services during the Fiscal Year 2017-2018

The motion carried unanimously.

*General Counsel Jackson entered the meeting at 6:15 p.m.*

**N. Finance Committee Report**

Director Mina reported that at their recent meeting, the Finance Committee reviewed the District claims; CHP contract services, and progress of PMS contract. He also updated the Board regarding grant information he received from CalTrans - District 8 (San Bernardino).

General Counsel Jackson reported on a conference call between himself, Accounting Administrator Snyder, and representatives of the Department of Fish and Game regarding the collection of benefit fees on their parcels the District. He stated that he will update the Board as dialog continues.

**O. Engineering Committee Report**

Director Buescher reported that at their recent meeting, the Engineering Committee continued to discuss the impact of the Altair Project, a future development in the City of Temecula; the Via Vaquero project is currently on hold awaiting PMS results, and communication from Doug Potts of the Santa Margarita POA regarding the installation of cameras near the Los Gatos and Carancho Road mailboxes. He also stated that the State has officially issued a disaster declaration for the January rainstorms.

*At this time, the Board returned to Agenda Item "F".*

**F. Sheriff**

Deputy Garcia gave the Sheriff's Report for February and updated the Board on March activities. The written report is on file with the District. He reported on a home burglary by a known transient; an attempted suicide, and the arrest of an individual for

drug possession. He also stated that, due to the rise in avocado prices, he is seeing an increase in avocado thefts.

*At this time, the Board returned to Agenda Item "P".*

**P. 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 State's disaster declaration; however, a declaration has not been issued by the Federal government. He explained that with the State declaration, the District will be eligible for partial reimbursement for damages incurred during the January 2017 rainstorms. He also reported that Dynatest will be conducting a PMS training session in early April.

*At this time, the Board adjourned to Closed Session.*

**Closed Session**

- B. The Board met in Closed Session pursuant to the provisions of Government Code §54957(b): Consideration of appointment or employment of public employee.
- C. The Board met in Closed Session pursuant to Government Code Section 54956.8: Discussion of conditions of real property purchase (APN 936-300-017-3).

General Manager Holmes and Office Manager Ruzek were also present during closed session.

*The Board reconvened in open session.*

**D. Approval of General Manager Job Announcement**

Motion was made by Buescher, seconded by D'Alessandri, to approve the second draft of the General Manager job announcement.

The motion carried unanimously.

**E. Resolution Objecting to the Public Sale of Tax Delinquent Property Within the District and Declaring Intent to Purchase**

Motion was made by Mina, seconded by Adams, to adopt Resolution No. 2017-04:

Objecting to Public Sale of Tax Delinquent Property Located Within the  
District and Declaring Intent to Purchase

The motion carried unanimously.

*At this time, the Board returned to Agenda Item "J".*

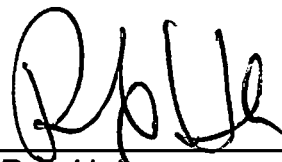
**J. Discussion of Legal Matters**

General Counsel Jackson reported on a California Supreme Court decision (*City of San Jose v. Superior Court*) in which the Court issued a unanimous ruling that communications related to the "conduct of the public's business" on public agency officials' and employees' private electronic devices will be subject to disclosure under the California Public Records Act (CPRA).

In light of the ruling, General Counsel Jackson recommended that a District email account be established for each Director.

**Q. Adjournment**

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



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Rob Holmes  
Secretary, Board of Directors

ATTEST:



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Gene Bianchi  
President, Board of Directors