

**MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS
NOVEMBER 28, 2007
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 6:00 p.m. on November 28, 2007. Present at the meeting were the following Directors:

Director Bianchi
Director Boyer
Director Rubin
Director Thomas

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

President Rubin led the flag salute.

B. Sheriff

Deputy Folia gave the Sheriff's Report for October 2007 and updated the Board on November activities. The written report is on file with the District. He also discussed the increase in speeding and stop sign violations, and stated that the deputies will be citing offenders.

C. Public Expression

None.

D. Information Only

The Financial Statements, and Statements of Reimbursement and Investment Policy were received by the Board.

E. Consent Calendar

Director Boyer asked that the Minutes of October 24, 2007 reflect that he was present at the meeting.

Motion was made by Bianchi, seconded by Boyer, to approve the Consent Calendar with the Minutes of the October 24, 2007 meeting corrected to reflect Director Boyer entering the meeting at 7:00 p.m.

The motion carried unanimously.

F. Discussion of Legal Matters

None.

G. Approve Bureau Veritas Agreement

Chuck Crandall from Bureau Veritas presented a proposal for updating the District's Pavement Management System, which has not been changed for the past 6 years. During the process, the roads will be assessed, surveyed, and rated for their condition, and Staff will be consulted regarding maintenance philosophy. The program will produce various reports regarding maintenance and strategies. Discussion continued regarding the addition of GIS capabilities, and the opportunity to add that module at a later time. The update of the existing program, without GIS support, will be \$15,382.

Motion was made by Boyer, seconded by Bianchi, to approve an agreement with Bureau Veritas for updating of the District's PMS system in the amount of \$15,382.00.

The motion carried unanimously.

H. Refuse Service Agreement

This matter was not considered as General Manager Holmes asked that it be removed from the Agenda.

I. Finance Committee Report

Director Bianchi reported that at their recent meeting, the Committee discussed 5 year projections in revenue and desired projects. He expressed that he wishes to continue to pursue the ownership of a District office. Director Boyer added that any

acquisition should be independent from any other project of the District, and should be supported by a separate funding stream.

J. Engineering Committee Report

Director Rubin reported that no Engineering Committee meeting was held in November.

K. Ad-Hoc Office Relocation Committee Report

Director Bianchi reported that he and General Manager Holmes looked at another piece of property, but that it did not have adequate access. The committee will continue to look at potential parcels.

L. General Manager's Report

General Manager Holmes deferred his report until later in the meeting, and introduced Adrianna Romo from LAFCO, who was in attendance to address the Board about consolidation of existing Districts.

Ms. Romo discussed LAFCO's state-mandated periodic sphere review, and reported that De Luz CSD and Tenaja CSD were once again being looked at for consolidation. She discussed the process and answered questions from the Board and the audience.

At this time, General Manager Holmes returned to his report. He stated that several of the mailboxes have been damaged, and initially, the Post Office assured him that they would be replacing the facilities. Since that time, the Postmaster has confirmed that the Post Office would not take responsibility for the boxes, and that the District would need to replace them. General Manager Holmes has had discussions with Jayco, who both manufactures and installs the boxes, and they have estimated \$10,177.03 to supply 3 new boxes, construct pads and place the boxes.

General Manager Holmes was directed to take action to address the mailbox problem within his budgetary constraints, and with General Counsel Jackson, to attempt to recoup the costs from the Post Office.

M. Executive Session

The Board met in closed Session pursuant to Government Code §54956.9(b)(3)(C) to discuss the claim of Rex Brinneman against Santa Rosa

Community Services District.

The Board reconvened in open session.

President Rubin reported that no action was taken in closed session regarding the claim of Rex Brinneman. General Counsel Jackson will return the claim to Mr. Brinneman as untimely.

N. Adjournment

There being no further business, President Rubin adjourned the meeting at 8:05 p.m.

Rob Holmes
Secretary, Board of Directors

Steve Rubin
President, Board of Directors