

**MINUTES  
REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
DECEMBER 19, 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 December 19, 2007. Present at the meeting were the following Directors:

Director Adams  
Director Bianchi  
Director Boyer  
Director Buescher  
Director Rubin

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

President Rubin led the flag salute.

**B. Director Oath of Office**

Assistant General Counsel Jackson administered the Oath of Office to Directors Adams, Buescher and Rubin.

**C. Sheriff**

Deputy Ridley gave the Sheriff's Report for November 2007 and updated the Board on December activities. The written report is on file with the District.

**D. Public Expression**

Property Owner Bob Hicks asked that the hole on Sandia Creek Drive be repaired.

**E. Bureau Veritas**

Chuck Crandall from Bureau Veritas had been asked at the November Board Meeting to advise the Board of the cost of adding a module with GIS capabilities to the PMS system. He reported that the amount for the software and BV services to integrate it would not exceed \$3,000.

Motion was made by Buescher, seconded by Rubin, to amend the agreement with Bureau Veritas for updating of the District's PMS system to include the GIS module in an amount not to exceed \$3,000.

The motion carried unanimously.

**F. Waste Management**

General Manager Rob Holmes gave a brief background of the refuse franchise negotiation history, and introduced Alex Braicovich of Waste Management.

Mr. Braicovich explained Waste Management's position with regard to the increased fees being proposed, and the reason they are necessary.

Discussion followed regarding the negotiation meetings held by Staff, Board representation, District Counsel and Waste Management.

Motion was made by Buescher, seconded by Rubin, to approve the January 1, 2008 Refuse Collection and Recycling Franchise with USA Waste of California, Inc., a Delaware Corporation, dba Waste Management of the Inland Empire.

The motion carried unanimously.

**G. Information Only**

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

**H. Consent Calendar**

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

The motion carried unanimously.

**I. Discussion of Legal Matters**

None.

**J. Award of Contract: Terreno Road and Granado Place**

General Manager Holmes reported that there were eleven approved bidders for this project, and eight bids were received. The low bidder was S&S Grading and Paving, Inc. in the amount of \$59,830. This project will be funded with Zone IV Roadway Rehabilitation Funds.

Motion was made by Buescher, seconded by Bianchi to adopt Resolution No. 07-23:

Awarding a Contract for the Rehabilitation of a Portion of Terreno Drive and Repairs to Granado Place

The motion carried unanimously.

**K. Finance Committee Report**

Director Bianchi reported that no Finance Committee Meeting was held in December.

**L. Engineering Committee Report**

Director Rubin reported that at the recent Engineering Committee meeting, they discussed current and upcoming projects, and tract and parcel map slowdown.

**M. Ad-Hoc Office Relocation Committee Report**

Director Bianchi reported that no Ad-Hoc Office Relocation Committee Meeting was held in December.

**N. Election of Officers**

Nominations were opened for the office of President of the Board of Directors for Calendar Year 2008.

Motion was made by Boyer, seconded by Adams, to nominate Steve Rubin.

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

Nominations were opened for the office of Vice President of the Board of Directors for Calendar Year 2008.

Motion was made by Rubin, seconded by Adams, to nominate Bryan Buescher.

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

Nominations were opened for the office of Treasurer of the Board of Directors for Calendar Year 2008.

Motion was made by Adams, seconded by Boyer, to nominate Gene Bianchi.

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

Additionally, the following appointments were made: Rob Holmes as District Secretary, and Jill Gipson as Assistant Secretary.

Motion was made by Buescher, seconded by Adams, to adopt Resolution No. 07-24:

Electing Officers for Calendar Year 2008

The motion carried unanimously.

**O. Signers of District Bank Accounts**

Assistant Secretary Gipson asked that the Board adopt the proposed Resolution adding the two new Directors, and removing the one former Director, as signers on the District bank accounts.

Motion was made by Buescher, seconded by Rubin, to adopt Resolution No. 07-25:

Designating Parties Authorized to Sign on District Bank Accounts and Designating Parties Authorized to Make Transfers between District Accounts

The motion carried unanimously.

**P. Special District Institute Seminar**

Assistant Secretary Gipson presented two upcoming seminars for Board Member training, and explained that any of the Directors wishing to attend should contact her.

**Q. Schedule Special Board Meeting**

Assistant Secretary Gipson asked that the Directors set a Special Board Meeting for the purpose of new Director orientation.

Consensus of the Board was to hold the meeting Thursday, January 10, 2008.

**R. Engineering Committee Appointment**

President Rubin appointed himself and Director Buescher to serve on the Engineering Committee for Calendar Year 2008.

**S. Engineering Committee Meeting Schedule**

It was the consensus of the 2008 Engineering Committee that they conduct their meetings on the 3rd Wednesday of the month at 6:00 p.m. except in November and December when it will be on the 2nd Wednesday.

**T. Appointment of Finance Committee**

President Rubin appointed Directors Adams and Boyer to serve on the Finance Committee for Calendar Year 2008.

**U. Finance Committee Meeting Schedule**

It was the consensus of the 2008 Finance Committee that they conduct their meetings on the 3rd Wednesday of the month at 4:00 p.m. except in November and December when it will be on the 2nd Wednesday.

**V. Appointment of Ad-Hoc Office Relocation Committee**

Motion was made by Rubin, seconded by Buescher, to table appointment of an ad-hoc Office Relocation Committee pending the outcome of the PMS and Prop 218 reports from Bureau Veritas.

Discussion of the Directors followed regarding the necessity of continuing the Committee.

The motion carried by the following roll-call vote:

Adams, aye; Bianchi, noe; Boyer, noe; Buescher, aye; Rubin, aye.

**W. General Manager's Report**

General Manager Holmes

**X. Adjournment**

There being no further business, President Rubin adjourned the meeting at 8:35 p.m.

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Rob Holmes  
Secretary, Board of Directors

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Steve Rubin  
President, Board of Directors