



De Luz

Community Services District

BOARD OF DIRECTORS

MICHAEL ADAMS
DEBBIE ARDOLINO
MARIANN BYERS
ROBERT D'ALESSANDRI
RAYMOND W. JOHNSON

GENERAL MANAGER

JAMES E. EMMONS

**MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS
MAY 20, 2020
6:00 p.m.**

A. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

This Regular Meeting of the Board of Directors of the De Luz Community Services District was held electronically (Zoom) from the DLCSO office, 41606 Street, Suite 205, Murrieta, CA on May 20, 2020. The meeting was called to order by President Byers at 6:06 p.m. Those present at the meeting were as follows:

Directors Present

Mariann Byers, President
Michael Adams, Vice President
Robert D'Alessandri, Treasurer
Raymond Johnson, Director
Debbie Ardolino, Director

Staff Present

James Emmons, General Manager/Secretary
Ward Simmons, General Counsel
Theresa Snyder, Finance Manager
Keith Caddy, Field Superintendent
Dave Hunt, District Engineer
Steve Libring, District Traffic Engineer
Jessica Richards, Administrative Assistant

The flag salute was led by President Byers.

B. SHERIFF

Deputy Perez presented the Sheriff's Report recent law enforcement activities. He reported that marijuana season has begun and discussed enforcement of marijuana growing laws. He also reported on the cluster mailbox damage/theft issue that impacted our community, and he will be monitoring activity. The written report is on file with the District.

C. PUBLIC COMMENT

There was no public comment.

D. INFORMATION ONLY

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

E. CONSENT CALENDAR

Motion was made by Johnson, seconded by Adams, to approve the Consent Calendar as follows:

1. Minutes of the February 19, 2020 Regular Board Meeting
2. General Fund Claims for February-April 2020
3. Sheriff's Special Tax Claims for February 2020-April 2020
4. Purchase Order No(s): 2020-01, 2020-02

The motion carried unanimously. It was noted that there was no regular Board meeting in March and April due to COVID-19.

FINANCIAL MATTERS-FISCAL YEAR BUDGET 2020-2021

F. Introduction and First Reading of Ordinance No. 2020-01, Adopting the Sheriff Special Tax Rate and Written Report for Fiscal Year 2020-2021 and call for Public Hearing.

Motion was made by Johnson, seconded by Adams that Ordinance No. 2020-01 be introduced by title only; that further reading be waived and that Ordinance No. 2020-01 be passed to second reading at the June 17, 2020 Public Hearing.

The motion carried unanimously.

G. REVIEW OF PROPOSED DISTRICT BUDGET AND BENEFIT FEES FOR FY 2020-2021

The Board reviewed the projected 2020-2021 Benefit Fee levy based on the projected expenses for the general administrative and roadwork. Finance Manager Snyder summarized proposed budget which stated that these are preliminary figures and final numbers will be brought to the Board for their adoption at the June 17, 2020, Public Hearing.

H. RESOLUTION SETTING HEARING ON THE BUDGET

The Board considered a resolution setting a hearing on the 2020-2021 Budget for June 17, 2020 at 6:00 p.m. at the District Office.

Motion was made by Johnson, seconded by Adams, to adopt Resolution No. 2020-01: Setting a Hearing Upon and Directing the Publication of a Notice of Hearing upon the Budget of the district for the Fiscal Year 2020-2021.

The motion carried unanimously.

I. RESOLUTION SETTING HEARING ON THE WRITTEN REPORT

The Board considered a resolution setting the hearing on the 2020-2021 Written Report relating to projected roadway maintenance expenses by Zone for June 17, 2020 at 6:00 p.m. at the District Office.

Motion was made by Johnson, seconded by Adams, to adopt Resolution No. 2020-02: 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 2020-2021.

The motion carried unanimously.

ROADWAY RECONSTRUCTION PROJECTS

J. Engineer Hunt advised that FEMA agreed to completely fund the replacements of all five (5) damaged pipes on Sandia Creek. Our environmental consultant, Ultra Systems, is now initiating the necessary steps to secure revised permits from the environmental agencies, which may add on an extra 90 days. He still estimates construction late fall.

K. District Engineer advised FEMA 23 Location Repairs has been completed by Murrieta Development. He recommended that the Board accept the work as completed, direct filing of the Notice of Completion, and authorize retention release as prescribed by the Public Contracts Code.

Motion was made by Johnson, seconded by Adams, to accept the work as completed.

The motion carried unanimously.

- L.** District Engineer advised FEMA 34 Location Repairs has been completed by Murrieta Development. He recommended that the Board accept the work as completed, direct filing of the Notice of Completion, and authorize retention release as prescribed by the Public Contracts Code.

Motion was made by Johnson, seconded by Adams, to accept the work as completed.

The motion carried unanimously.

M. 2020 RECONSTRUCTION PROJECTS

Engineer Hunt presented final design for Slurry Seal and Striping project for the annual reconstruction project for 2020. It is requested that the Board approve this annual project and authorize a public bidding process.

Motion was made by Johnson, seconded by Adams, to begin bid process on project.

The motion carried unanimously.

N. TRAFFIC SAFETY MATTERS

District Traffic Engineer reports that we have completed a Speed Limit count with use of a borrowed radar device; on Buenos Campos Drive between Sandia Creek Road and Tierra Rica Drive; and De Anza Road between Sandia Creek Road and Tierra Rica Drive; and De Anza Road between Tierra Rica Drive and Camaron Road. The proposed limits will be presented at the next meeting along with a discussion regarding inspection of Weight Limits on Sandia Creek Road.

COMMITTEE REPORTS

O. Engineering Committee

Director Adams reported that at their recent meeting, the Engineering Committee discussed the items previously presented by the engineer and reported that FEMA has rendered its final denial of funding on Buena Vista and recommended to the Board that we proceed with the environmental process for this project. It was the consensus of the Board that staff should proceed with obtaining services for this Environmental Assessment.

P. Finance Committee

Director D'Alessandri reported that at their recent meeting, the Finance Committee met with the Auditor to review the audited financial statements and discussed management issues. The Committee also reviewed and discussed claims; Roadway Rehabilitation funding; LAIF; and CALPERS unfunded liability; and, investment interest rates.

Q. Legislative Committee-AB 421

Ms. Byers reported that efforts are still being pursued with the County of Riverside.

R. GENERAL MANAGER REPORTS

General Manager Emmons thanked staff for their support in helping provide a great experience with video conferencing. His written report is on file with the District.

S. LEGAL COUNSEL MATTERS

Ward Simmons provided general comments.

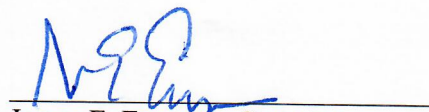
ADJOURNMENT

There being no further business, President Byers adjourned the meeting at 7:09 p.m.

ATTEST:



Mariann Byers, President
Board of Directors
De Luz Community Services District



James E. Emmons, Secretary
Board of Director
De Luz Community Services District