



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
March 17, 2021
6:00 p.m.**

A. CALL TO ORDER & ROLL CALL

This regular meeting of the Board of Directors of the De Luz Community Services District was held at the DLCSD office, 41606 Date Street, Suite 205, Murrieta, CA on March 17, 2021. The meeting was held electronically by Zoom. The meeting was called to order by President Byers at 6:00 p.m. Those present at the meeting were as follows:

Directors Present:

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

Staff Present:

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

The flag salute was led by President Byers.

B. SHERIFF

Deputy Perez gave the Sheriff's Report for February 2021 and updated the Board on recent law enforcement activities. He reported one (1) incident occurred; an individual entered a residence and stole a firearm. He reiterated the importance of residents dialing 911 immediately to report an incident. The written report is on file with the District.

C. PUBLIC COMMENT

Shaunna Jengo addressed the Board with her concerns regarding the Sandia Creek gate in San Diego County. President Byers commented that the De Luz CSD is a part of Riverside County

and are not involved with any efforts to close De Luz Road. The closing efforts are being done by residents of San Diego County.

D. INFORMATION ONLY

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

E. CONSENT CALENDAR

Motion was made by D'Alessandri, seconded by Roberts to approve the Consent Calendar as follows:

1. Minutes of the February 17, 2021 Regular Board Meeting
2. General Fund Claims for February 2021
3. Sheriff's Special Tax Claims for February 2021
4. Purchase Order No(s): None

F. BOARD OF DIRECTORS:

General Manager Emmons explained that the CSDA Board of Directors member representing our region (SEAT A), is currently Jo Mackenzie and that she has requested approval of a resolution concurring in her the nomination to the CSDA Board of Directors.

Motion was made by Johnson, seconded by Roberts to adopted Resolution No. 2021-01:

De Luz Community Services District Concurring in the Nomination of Jo Mackenzie to the CSDA Board of Directors.

AYES: Adams, Byers, D'Alessandri, Johnson, Roberts
NOES:
ABSENT:
ABSTAIN:

The motion carried unanimously.

G. FINANCIAL MATTERS-FISCAL YEAR BUDGET 2021-2022

The Board was presented with a resolution setting the hearing on the 2021-2022 Budget for June 16, 2021 at 6:00 p.m. at the District Office.

Motion was made by D'Alessandri, seconded by Johnson, to adopt Resolution No. 2021-02:

Setting a Hearing Upon and Directing the Publication of a Notice of Hearing upon the Budget of the District for the Fiscal Year 2021-2022.

AYES: Adams, Byers, D'Alessandri, Johnson, Roberts
NOES:
ABSENT:
ABSTAIN:

The motion carried unanimously.

Resolution Setting Hearing for the 2021-2022 Written Report

The Board was presented with a resolution setting the hearing for on the 2021-2022 Written Report for June 16, 2021 at 6:00p.m. at the District Office.

Motion was made by D'Alessandri, seconded by Johnson, to adopt Resolution No. 2021-03:

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 Adoption of an Ordinance Prescribing Charges for These Services during the Fiscal Year 2021-2022

AYES: Adams, Byers, D'Alessandri, Johnson, Roberts

NOES:

ABSENT:

ABSTAIN:

The motion carried unanimously

H. ROADWAY RECONSTRUCTION PROJECTS

SANDIA CREEK / VIA VAQUERO (FEMA)

Engineer Hunt reported that the final Environmental Assessment is still in process. Hunt will have more to report next Board meeting. He advised that there are no further updates at this time.

I. 2020 ROADWAY REHABILITATION PROJECT

Engineer Hunt reported that the Slurry Seal project has been completed by American Asphalt South, Inc. 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 Codes.

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

AYES: Adams, Byers, D'Alessandri, Johnson, Roberts

NOES:

ABSENT:

ABSTAIN:

The motion carried unanimously.

J. BUENA VISTA RECONSTRUCTION PROJECT

Engineer Hunt explained that he was asked to present the recommendation of the Engineering Committee to the Board, however; Chairman Roberts would introduce the recommendation to the Board. Roberts, on behalf of the Engineering Committee recommended that the District proceed with the Buena Vista project for the 2021-2022 Improvement project. Hunt presented the three (3) options; Option 1 – Finish the 2016/2017 work in the Primary Zone Via Vaquero, Option 2 – Zone 1, Buena Vista Road Culvert Crossing Repair, and Option 3 - New Projects spread out between all six zones. The committee recommended Option 2.

Motion was made by Adams, seconded by Johnson to approve Buena Vista Road Culvert Crossing Repair for the 2021-2022 Improvement project.

AYES: Adams, Byers, D'Alessandri, Johnson, Roberts
NOES:
ABSENT:
ABSTAIN:

The motion carried unanimously

K. TRAFFIC SAFETY

Traffic Engineer Libring reported that the CMS sign is being rotated each week to different streets to encourage drivers to exercise caution and watch their speeds. He also advised that County of Riverside installed a new guardrail along Ranch California Road. He reported that field crew is continuing to work with the Sheriff on illegal dumping and that crew is rechecking 223 drains for any weeds, silt or other accumulation

L. COMMITTEE REPORT

ENGINEERING COMMITTEE

Director Roberts reported that the Engineering Committee met on March 9, 2021 and March 15, 2021, the committee discussed the items presented previously by the Engineer.

FINANCE COMMITTEE

Director D'Alessandri reported that the Finance Committee met on March 16, 2021 and discussed the February claims along with items previously discussed. He advised the Board of a session he had with Banner Banker regarding the implementation of payroll direct deposit. It will save time and be more efficient.

LEGISLATIVE-SB415

President Byers reported that the draft Bill, SB415 is now with the Legislative Counsel for review. The committee is now waiting on the Counsel to return the bill with the final language. She advised that there are no further updates at this time.

M. GENERAL MANAGER REPORT

General Manager updated the Board regarding a scheduled meeting with CalOES. He reported that for FEMA to pay on any large project expenditures, every project must be closed out in their database. He explained it will take an estimated one (1) year for FEMA to close out the Districts projects due to the COVID situation. However, because FEMA is halfway through the Districts closing process, the District can request the immediate reimbursement of 90% of the large project obligations. Finance Manager Snyder included that she is working on the request and expects to start receiving funds in approximately three (3) months.

N. LEGAL COUNSEL MATTERS

Simmons advised the Board that Riverside County moved into the Red Tier from Purple Tier. This means restaurants, movie theaters and museums will be able to increase indoor capacity to 25%, among other changes.

ADJOURNMENT

There being no further business, President Byers adjourned the meeting at 7:31 p.m.


Mariann Byers, President
De Luz Community Services District

Attest:

James E. Emmons, Secretary
De Luz Community Services District