



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
September 16, 2020
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 Street, Suite 205, Murrieta, CA on September 16, 2020. The meeting was held electronically by Zoom. The meeting was called to order by President Byers at 6:02p.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
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 for September 2020 and updated the Board on recent burglaries in the community. Deputy Perez also reported that he has been vigilant on traffic enforcement and issuing citations to traffic speeders on Buenos Campos Road and De Anza Road. The written report is on file with the District office.

C. Public Comment

Resident Roger Crumley did not wish to address the Board; he attended meeting to observe. President Byers welcomed Mr. Crumley and thanked him for attending.

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 Johnson, to approve the Consent Calendar as follows:

1. Minutes of the July 15, 2020 Regular Board Meeting
2. Minutes of the August 19, 2020 Regular Board Meeting.
3. General Fund Claims for August 2020
4. Sheriff's Special Tax Claims for August 2020
5. Purchase Order No(s): None

The motion carried unanimously.

F. BIENNIAL NOTICE OF CONFLICT OF INTEREST CODE

The Board considered Resolution No. 2020-07; to adopt the amended Conflict of Interest Code Pursuant to the Political Reform Act of 1974. General Manager summarized the matters contained in the Resolution.

Motion was made by Johnson, seconded by D'Alessandri, that Resolution No. 2020-07 be introduced by title only; that further reading be waived, and that Resolution No. 2020-07 be adopted. The motion was approved unanimously by roll call vote.

G. ROADWAY RECONSTRUCTION PROJECTS

SANDIA CREEK / VIA VAQUERO (FEMA)

District Engineer Hunt advised that there were no updates for the Sandia Creek and Via Vaquero projects as the consultants, UltraSystems are supposed to submit their report by the end of September for review.

SLURRY SEAL PROJECT AT VARIOUS LOCATIONS

Engineer Hunt reported that contract has been awarded and contractor is expected to begin project mid- October; any concern over air temperatures will not be an issue and contractor will have a sufficient amount of time to complete project before the holidays.

BUENA VISTA RECONSTRUCTION PROJECT

Engineer Hunt reported that due to the COVID-19 pandemic; submittal of reports has slowed down. Environmental firm will be submitting final report the end of September. Engineer Hunt will have an update next Board meeting in October.

H. TRAFFIC SAFETY

Traffic Engineer Libring reported that Sheriff has been out addressing the speeding concerns along detour streets for the Sandia Creek closure. Citations have been issued on Buenos Camps Road and De Anza Road. He also reported that safety messages have been deployed on our speed/message trailer at the following locations; SB Sandia Creek South of Avenida del Oro, South Bound Via Santa Rosa s/o Via Vaquero and Westbound Carancho Road w/o De Luz Road. County has ordered signs giving notification of a 7-ton weight limit on Sandia Creek Road; signs will be installed on Rancho California Road within 4-6 weeks.

I. COMMITTEE REPORTS

Engineering Committee

Director Adams reported that at their meeting, the Engineering Committee discussed the matters presented by Engineer Hunt earlier in this meeting. They also the discussed the Slurry Seal project, discussed matters of the Buena Vista project and discussed traffic issues.

Finance Committee

Director D'Alessandri reported that at their Committee meeting, they discussed August claims, reviewed the purchasing policy; the Committee had some suggestions that are in development and should be presented to the Board at the October meeting. He also stated that audit is on time and the annual field visit by the Auditor is expected in September; the Board should expect final draft audit report by the end of the calendar year.

Legislative Committee-AB 421

President Byers reported that currently the Committee is developing a new strategy for pursuit of tax revenue with the State. They are also reviewing alternatives to negotiate with the County. Legal analysis by the law firm will need to happen before the Committee can make a decision on how to move forward.

J. GENERAL MANAGER REPORTS

General Manager Emmons gave an update on the 2016 FEMA application; Sandia Creek and Buena Vista were never approved for obligation and can no longer be pursued. Buena Vista is being pursued as a non-FEMA project through Engineering and is currently in the environmental process. Emmons discussed the anticipated FEMA 2019 obligations on all projects; Finance Manager Snyder included in more detail the different funding processes and requirements for large project reimbursement and small project reimbursement. Emmons and Snyder also discussed the reimbursement process for the Districts soft costs such as environmental and engineering. General Manager Emmons discussed previous years disaster statistics such as size of projects as they compare to current status of the 2019 FEMA Disaster.

K. LEGAL COUNSEL MATTERS

Ward Simmons reported the legislature added a new section to the Brown Act, allowing Board members to interact on social media. He also discussed Los Gatos Road accident; insurance company does not want to pay for damages due to amount of coverage. Insurance attorneys are looking into the type and amount of coverage. District may be submitting a claim through the Districts Property Insurance Firm, Aliant. Mr. Simmons gave the Board notice that he is beginning to review the Districts Bylaws and will have an update at a future meeting in October.


Adjournment

There being no further business, President Byers adjourned the meeting at 7:24 p.m.



Mariann Byers, President
De Luz Community Services District

Attest:



James E. Emmons, Secretary
De Luz Community Services District