

De Luz

Community Services

District

Board Of Directors

Charles Bowman
Paula Carroll
Robert D'Alessandri
Gina Rawson
Debbie Roberts

General Manager

James E. Emmons

MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS
February 22, 2023
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 February 22, 2023. The meeting was also held electronically by Zoom. The meeting was called to order by President Roberts at 6:00 p.m. Those present at the meeting were as follows:

Directors Present:

Debbie Roberts, President
Charles Bowman, Vice President
Robert D'Alessandri, Treasurer
Paula Carroll, Director
Gina Rawson, Director

Staff Present:

James Emmons, General Manager/Secretary
Ward Simmons, General Counsel
Ron Stein, District Project Engineer
Steve Libring, Traffic Engineer
Theresa Snyder, Finance Manager
Jessica Richards, Administrative/IT Manager
TJ Cassel, Field Supervisor
Isabel Gavidia, Administrative Assistant

The flag salute was led by President Roberts

B. AUTHORIZING ON-SITE AND VIRTUAL BOARD AND COMMITTEE MEETINGS

Motion was made by D'Alessandri, seconded by Carroll, to adopt Resolution 23-02: Authorizing On-Site and Virtual Board and Committee Meetings Pursuant to AB 361.

AYES: Bowman, Carroll, D'Alessandri, Rawson, Roberts
NOES:
ABSENT:
ABSTAIN:

The motion was approved unanimously.

C. SHERIFF:

Deputy Perez delivered the Sheriff's Report and provided an update on recent law enforcement activity to the Board. He advised that no serious incidents have occurred; however, he advised anyone who notices suspicious vehicles or transients to call the Sheriff's Department. The written report is on file with the district.

D. PUBLIC COMMENT:

There was no public comment.

E. LEGISLATIVE TOPICS:

Syrus Devers, Sacramento Lobbyist for BB&K reported that Senator Sayerto will be introducing a Senate Bill that any jurisdiction with a total population of less than 7,500 people qualifies for the low population waiver. He will have more details at the next Board meeting.

F. INFORMATION ONLY:

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

G. CONSENT CALENDAR:

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

1. Minutes of the January 18, 2023 Regular Board Meeting
2. General Fund Claims for January 2023
3. Sheriff Special Tax Claims for January 2023
4. Purchase Order No(s): None

AYES: Bowman, Carroll, D'Alessandri, Rawson, Roberts

NOES:

ABSENT:

ABSTAIN:

The motion was approved unanimously.

H. BUENA VISTA RECONSTRUCTION PROJECT

Project Engineer Stein reported that the heavy rains in December and January caused the stream to flow with multiple confluence point from the hillside. Contractor (Southland Paving, Inc) requested Temporary Suspension of this project due to safety reasons. District staff met with contractor, and it was agreed that a temporary suspension was in order. The District Engineer (Stein) granted the suspension pursuant to the terms of the contract.

I. ANNUAL PAVEMENT REHABILITATION PROJECT

Project Engineer Stein updated the Board on the contract savings with additional improvements included. He reported that all major work has been completed and accepted by the inspector. He reported that the project is nearing completion. Stein updated the committee of the contract savings with additional improvements included. He expects the project to be completed mid-January.

J. EMERGENCY REPAIR PROJECTS

Field Supervisor Cassel informed the Board of the Emergency Repair work for culverts across Via Santa Rosa Rd & Via Horca Rd. Contractor (Murrieta Development, Inc.) removed two feet deep soggy material from the existing eastern portion of the roadway, compacted and rip rap was brought to the site and placed on both ends.

Field Supervisor Cassel informed the Board of Emergency Erosion Repair along the east side of the roadway embankment on Carancho Road & Vuelta Grande Road. Contractor (Murrieta Development, Inc.) regraded and backfilled the existing roadway shoulder that was damaged by recent storm.

Field Supervisor Cassel informed the Board of an emergency asphalt repair on Santa Rosa Rd & Via Vaquero Road which was completed by contractor NPG Asphalt.

K. ACCEPTANCE OF FOLI RANCH ROAD

The Board reviewed a request regarding Tract 35815, Foli Ranch Circle (El Calamar Road) to accept the roads for perpetual operation and maintenance. The Board reviewed the inspection reports by District staff.

Motion was made by Bowman, seconded by Rawson to adopt Resolution 23-03: Accepting Foli Ranch Court into the maintained street and roads system.

AYES: Bowman, Carroll, D'Alessandri, Rawson, Roberts
NOES:
ABSENT:
ABSTAIN:

The motion was approved unanimously.

L. TRAFFIC MATTERS

Traffic Engineer Libring continued discussion with the Board regarding all entering and exiting routes in the District. He reviewed roadside shoulders, pavement conditions and striping/signing of Sandia Creek Road, Camino Estribo Road, and Los Gatos Road. Libring recommended obtaining a gate access code from San Diego County in the event of an emergency, post curve with advisory speed limit and initiate speed limit for the section s/o Gorrion. He also recommended to create a turn-around by regrading shoulder at the top of the hill on Los Gatos Road.

Traffic Engineer Libring reported that the City of Murrieta painted the red curbing near the District office to prohibit vehicles from parking too close and impairing exiting vehicle's view. He also reported that construction striping has been completed and he is continuing to work with homeowners to handle r-o-w encroachments and inspecting new driveways for sight visibility.

M. FIELD CREW REPORT

Field Supervisor Cassel reported that in addition to numerous days of rain cleanup and emergency repairs, the field crew continues with tree trimming and clearing the tree growth along shoulders of roadways. He reported on backfill on Avenida Del Oro, tree trimming on Buenos Campos Road, and advised that the regular routine maintenance tasks scheduled for the month have been undertaken and completed.

N. COMMITTEE REPORTS

ENGINEERING COMMITTEE REPORT

Director Bowman reported that the Engineering Committee met on February 14, 2023 and discussed updates that were presented by staff who brought the Board up to date with the most current information which was presented previously in this Board meeting.

FINANCE COMMITTEE REPORT

Director D'Alessandri reported that the Finance Committee met on February 21, 2023. He advised that the audit will be submitted to the Finance Committee at the April meeting. The Committee also reviewed the General Fund Claims for the month of February 2023. He also stated that the committee examined the potential of investing in Treasury Notes.

LEGISLATIVE COMMITTEE REPORT (SB415)

President Roberts reported that the final letter for Fuel Tax Revenue to De Luz CSD has been written and submitted to the State Controller's office. The District is waiting for a response; no more updates are available at this time.

O. GENERAL MANAGER'S REPORT

General Manager Emmons advised that the Raj Gupta (Willdan Inspector) will be training De Luz Field Crew to inspecting the drains throughout the District. He also reported that AB361(Zoom for public meetings) is coming to a close. Counsel Simmons advised that there are two options in which the Board could use AB2449 and could only be utilized twice per year.

P. LEGAL COUNSEL MATTERS

Counsel Simmons advised that the proposed winery in San Diego County has been not completed their application at this time.

Q. Closed Session

President Roberts announced that the Board will not meet in closed session.

R. APPOINT NEGOTIATION COMMITTEE

General Manager Emmons stated that it is time for the Board to designate the Negotiation Committee to meet with the DLCSD Employee Association to discuss the Memorandum of Understanding which expires June 30.

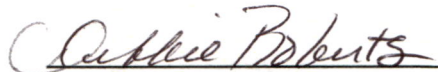
Motion was made by President Roberts, seconded by Bowman to appoint Director D'Alessandri and General Manager Emmons as the Negotiation Committee.

AYES: Bowman, Carroll, D'Alessandri, Rawson, Roberts
NOES:
ABSENT:
ABSTAIN:

The motion was approved unanimously.

ADJOURNMENT

There being no further business, President Roberts adjourned the meeting at 7:44 p.m.


Debbie Roberts, President
De Luz Community Services District

Attest:


James E. Emmons, Secretary
De Luz Community Services District