



# 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  
December 18, 2019  
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 was held at the DLCSD office, 41606 Street, Suite 205, Murrieta, CA on December 18, 2019. The meeting was called to order by President Byers at 6:05 p.m. Those present at the meeting were as follows:

Directors Present

Mariann Byers, President  
Michael Adams, Vice President  
Robert D'Alessandri, Treasurer  
James Brady, 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  
Pedro Salazar, Maintenance Worker

The flag salute was led by President Byers.

B. 2019 General Election

Results of the 2019 General Election from the Riverside County Registrar of Voters were read. Only two qualified candidates submitted required forms to run for these two offices. In lieu of the election on November 5, 2019, which was not held, Robert D'Alessandri and Debbie Ardolino were appointed by the Riverside County Board of

Supervisors to the office of Director of the De Luz Community Services District for a 4-year term.

President Byers expressed the appreciation of the entire community and the Board of Directors to outgoing Director, James Brady. A plaque was presented to him for his years of dedication and service to the community.

The Oath of Office was administered to Director Robert D'Alessandri and Director Debbie Ardolino.

**C. ORGANIZATION OF THE BOARD**

President- Motion was made by Adams, seconded by D'Alessandri, to nominate Director Byers for the office of President.

There being no further nominations, nominations were closed and by unanimous affirmative roll-call vote, Mariann Byers was elected President.

Vice President- Motion was made by Byers to nominate Director Adams for the officer of Vice President, seconded by D'Alessandri.

There being no further nominations, nominations were closed and by unanimous affirmative roll-call vote, Michael Adams was elected Vice President.

Treasurer- Motion was made by President Byers to nominate Director D'Alessandri for the office of Treasurer, seconded by Adams.

There being no further nominations, nominations were closed and by unanimous affirmative roll-call vote, Robert D'Alessandri was elected Treasurer.

**D. APPOINTMENTS/FINANCIAL AUTHORIZATIONS**

Engineering Committee- Motion was made by Byers, seconded by D'Alessandri, to appoint Directors Adams and Johnson to serve on the Engineering Committee, and conduct Engineering Committee meetings on the 2<sup>nd</sup> Tuesday of the month at 5:00 p.m.

The motion carried unanimously.

Finance Committee- Motion was made by Byers, seconded by Adams to appoint Directors D'Alessandri and Ardolino to serve on the Finance Committee, and conduct Finance Committee meetings on the 3<sup>rd</sup> Tuesday of the month at 2:30 p.m.

The motion carried unanimously.

Ad Hoc Committees- Motion was made by D'Alessandri, seconded by Byers that the Ad Hoc Legislative Committee (Byers) and Ad Hoc Labor Relations Committee (D'Alessandri) remain as currently constituted and meet as necessary.

The motion carried unanimously.

**E. ADOPTION OF RESOLUTION 2019-16, CONFIRMING OFFICERS AND COMMITTEES**

Motion was made by D'Alessandri, seconded by Ardolino, to adopt Resolution 2019-16; Confirming Officers, Committee Assignments and Financial Document Authorizations.

Emmons advised that this Resolution would change the current check signing policy to one (1) check signer for claims under \$25k and two (2) check signers for claims over \$25K.

The motion was approved by unanimous vote.

**F. Sheriff**

Deputy Perez presented the Sheriff's Report for November 2019 and updated the Board on recent law enforcement activities. He reported on two (2) individuals who were incarcerated for three (3) stolen vehicles. He discussed enforcement of marijuana growing laws.

**G. Public Comment**

Rick Saathoff advised the Board of his HOA's efforts to obtain San Diego County permission to install a gate on the privately owned area on Sandia Creek Road.

**H. Information Only**

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

**I. Consent Calendar**

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

1. Minutes of the November 20, 2019 Regular Board Meeting
2. General Fund Claims: October and November 2019
3. Sheriff's Special Tax Claims: October and November 2019
4. Purchase Order No(s): 2019-012, 2019-013 and 2019-014

The motion carried unanimously.

**J. ROADWAY RECONSTRUCTION PROJECTS**

District Engineer Hunt reported on progress underway for the FEMA funded projects. He provided a slide presentation regarding the FEMA-23, FEMA-34 projects. The small projects, 23 and 34, have commenced and are moving along according to plan. Sandia/Via Vaquero was ready to begin but was stopped due to additional environmental review that is holding up permitting by the Federal ACE and State DFW. It is possible that it could take 6 months or more to get these approved for construction.

**K. TRAFFIC SAFETY**

District Traffic Engineer Libring presented the new 5-Ton Weight Limit sign had been installed, Tree Trimming at all intersections Districtwide has been completed and advised a new GIS Database was created for De Luz.

**L. COMMITTEE REPORTS**

**Finance Committee**

Mr. D'Alessandri reported that there was no committee meeting this month.

**Engineering Committee**

Mr. Adams reported that there was no committee meeting this month.

**Legislative Committee-AB 421**

Ms. Byers reported that efforts by the District's legislative advocate has concluded in Sacramento; however, the matter is now being pursued through the County of Riverside. This requires additional advocacy service from Paula Treat. It was proposed that the Agreement with Paula Treat be extended as set forth in Resolution 2019-17.

Motion was made by D'Alessandri, seconded by Ardolino to adopt Resolution 2019-17, amending the agreement with Paula Treat.

Motion carried by unanimous roll call vote.

**M. GENERAL MANAGER REPORT**

General Manager Emmons presented his written report which is on file with the District Office.

N. **Legal Counsel**

Ward Simmons provided general comments.

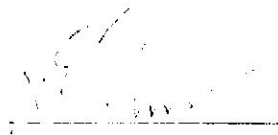
O. **Adjournment**

There being no further business, President Byers adjourned the meeting at 7:30 p.m.

ATTEST:



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Mariann Byers, President  
Board of Directors



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James E. Emmons,  
Secretary  
Board of Director