



# De Luz Community Services District

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## BOARD OF DIRECTORS

MICHAEL ADAMS  
JIM BRADY  
MARIANN BYERS  
ROBERT D'ALESSANDRI  
RAYMOND W. JOHNSON

## GENERAL MANAGER

JAMES E. EMMONS

## MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS September 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 the DLCSD office, 41606 Street, Suite 205, Murrieta, CA on September 18, 2019. The meeting was called to order by the President Byers at 6:01 p.m. Those present at the meeting were as follows:

#### Directors Present

Michael Adams, Vice President  
Mariann Byers, President  
Robert D'Alesandri, Treasurer  
Raymond Johnson, Member

#### Directors Absent

James Brady, Member

#### Staff Present

James Emmons, General Manager/Secretary  
Ward Simmons, General Counsel  
Theresa Snyder, Finance Manager  
Keith Caddy, Field Maintenance Supervisor  
Ron Stein, Assistant District Engineer  
Steve Libring, District Traffic Engineer  
Jessica Richards, Administrative Assistant

The flag salute was led by President Byers after which she introduced new staff members Jessica Richards, Administrative Assistant and Ron Stein, assistant to District Engineer Hunt.

### B. Sheriff

Deputy Perez presented the Sheriff's Report for August 2019 and updated the Board on recent law enforcement activities. He reported on surveillance for marijuana resulted in 1000 plants being discovered; agricultural theft activity; and, with Fire Prevention Week beginning on October 9<sup>th</sup>, Deputy Perez discussed methods to prepare in the event of a fire.

**C. Public Comment**

Resident, Steven Bires addressed the Board and asked that consideration be given to stop those who are placing ad signs within roadways throughout the District. It was agreed that this is an on-going problem and it is not legal for them to be placed in the road right-of-way. General Manager Emmons advised that the District often contacts the companies to remove such signs and signs are removed by the District regularly. Maintenance crews will increase efforts to remove such signs.

**D. Information Only**

The Statement of Investment Policy and the August Financial Statements (pending review) were received by the Board.

**E. Consent Calendar**

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

1. Minutes of the August 21, 2019 Regular Board Meeting
2. General Fund Claims for August 1, 2019 to August 31, 2019
3. Sheriffs Special Tax Claims
4. Purchase Order No(s): None.

The motion carried unanimously.

**F. TRAFFIC SAFETY**

Traffic Engineer Libring provided a report on traffic matters which included an update that phase 2 to replace worn warning signs throughout the District has been completed. The replacement of these 100 signs was completed by District crews. Passing lanes on Sandia Creek that were removed and converted to turnouts are in need of re-striping which is being scheduled.

**G. ROADWAY RECONSTRUCTION PROJECTS**

Assistant Engineer Stein presented and reviewed the stats of the Sandia Creek/Via Vaquero projects; FEMA-23 sites; and, FEMA-34 sites. He also explained the scope of work and advised that bids for the FEMA-34 sites project will be publicly opened and read at the De Luz CSD office at 2:00 p.m. on Thursday, October 3<sup>rd</sup>, 2019.

**H. COMMITTEE REPORTS**

**Finance Committee**

Mr. D'Alessandri reported that the committee reviewed the general fund claims, investment earnings, annual audit, the last quarter financial statements. They were pleased to report that Costco cards for vehicle fuel are now in use.

**Engineering Committee**

Mr. Adams reported that the Committee met with the engineering staff on all of the matters discussed earlier in the meeting. The Committee will be reviewing the bids for the FEMA-34 Project after the public bidding period has closed and bids are received.

**LEGISLATIVE REPORT-AB 421**

Ms. Byers reported that efforts by the District's legislative advocate to find administrative solutions to our funding is continuing to move forward. The term of the legislative advocate contract has been extended at no additional fee.

**I. GENERAL MANAGER REPORT**


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

**J. Legal Counsel**


Ward Simmons provided general comments.

**K. Adjournment**

There being no further business, President Byers adjourned the meeting at 7:02 p.m.

  
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James E. Emmons, Secretary  
Board of Directors

ATTEST:

  
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Mariann Byers, President  
Board of Directors