



De Luz Community Services District

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 August 21, 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 August 21, 2019. The meeting was called to order by the President Byers at 6:02 p.m. Those present at the meeting were as follows:

Directors Present

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

Directors Absent

None.

Staff Present

James Emmons, General Manager/Secretary
Theresa Snyder, Finance Manager
Keith Caddy, Field Maintenance Supervisor
Dave Hunt, District Engineer (Willdan)
Steve Libring (Willdan)

The flag salute was led by President Byers.

B. Sheriff

Deputy Perez presented the Sheriff's Report for July 2019 and updated the Board on law enforcement activities. He discussed agricultural theft activity and vehicle burglaries and answered questions.

C. Public Comment

There were no public comments.

D. Information Only

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

E. Consent Calendar

Motion was made by D'Alessandri, seconded by Brady, to approve the Consent Calendar.

1. Minutes of the July 17, 2019 Regular Board Meeting
2. Purchase Order Numbers: None
3. General Fund Claims for July 1, 2019 to July 31, 2019

The motion carried unanimously.

F. SANDIA CREEK & VIA VAQUERO ROADWAY REHABILITATION PROJECTS

District Engineer Hunt reported that the District has completed the public bidding process as required by law on the project approved by the Board at the June meeting. From the three (3) total bids received for the Sandia Creek Dr. & Via Vaquero Rd. Culvert Repair Project, it was determined by staff that the lowest responsible bid was from Murrieta Development Company, Inc. with the total bid amount of \$969,379. Company's references, bonds, insurance and other contract requirements are acceptable.

The Board considered Resolution No. 2019-12 to award the Contract for Sandia Creek & Via Vaquero Rehabilitation Projects and adopt CEQA Notice of Exemption. Director Adams had concerns regarding the 10% reserve which was explained by Mr. Hunt.

Motion was made by D'Alessandri, seconded by Brady, that Resolution No. 2019-12 be approved.

Motion was approved unanimously by roll call vote.

G. FEMA- 23 ROADWAY REHABILITATION PROJECTS

District Engineer Hunt reported that the District has completed the public bidding process as required by law on the FEMA - 23 Rehabilitation projects approved by the Board at the June meeting. From the four (4) total bids received for the Project, it was determined by staff that the lowest responsible bid was from Murrieta Development Company, Inc. with the total bid amount of \$869,511. Company's references, bonds, insurance and other contract requirements are acceptable.

The Board considered Resolution No. 2019-11: Awarding Contract for FEMA-23 Rehabilitation Projects and adopting CEQA Notice of Exemption.

Motion was made by D'Alessandi, seconded by Johnson, that Resolution No. 2019-11 be approved.

Motion was approved unanimously by roll call vote.

H. FEMA- 35 ROADWAY REHABILITATION PROJECTS

The Board considered Resolution 2019-10 to approve project design and for authorization to initiate public bidding procedures on repair site at various locations throughout the District damaged by 2019 storms and adopting CEQA Notice of Exemption.

Motion by D'Alessandri, seconded by Johnson that Resolution No. 2019-10 be approved.

Motion was approved unanimously by roll call vote.

I. TRAFFIC SAFETY

Traffic Engineer Libring provided a report on traffic matters which included an update on that the County of Riverside approved an All-Way Stop at De Luz and Carancho Road. This is to be implemented in 6-8 weeks. Improvements on Los Gatos were made to install additional signage for steep grade ("Steep Grade 26%" and "EXCEEDS").

J. COMMITTEE REPORTS

Finance Committee

Mr. D'Alessandri reported on the status of investment earnings, Costco gasoline purchasing, annual audit, and recent review of the last quarter financial statements.

Engineering Committee

Mr. Brady reported that the Committee has met with the engineering staff previously on all of the matters discussed earlier in the meeting. The Committee we be reviewing designs and bids for the next project as they are submitted.

Labor Relations Committee

Mr. D'Alessandri reported that the Committee and employees have agreed to the details of the merit incentive plan as set forth in the recent MOU.

K. LABOR RELATIONS-MERIT INCENTIVE PLAN

The Board considered the Merit Incentive Program for employees in job classifications covered by the MOU between the District and the DLEA dated July 1, 2019, as previously provided and described by Mr. D'Alessandri.

Motion was made by D'Alessandri, seconded by Johnson, that the Merit Incentive Program for employees be adopted.

Motion was approved unanimously by roll call vote.

L. LABOR RELATIONS-HEALTH BENEFITS RENEWAL

The Board considered Resolution No. 2019-13 to approve the execution of a current agreement with SDRMA to continue providing employee health benefits.

Motion was made by Brady, seconded by Johnson, that Resolution No. 2019-13 be approved.

Motion was approved unanimously by roll call vote.

M. LEGISLATIVE ADVOCACY AGREEMENT AMENDMENT

The Board considered the recommendation to amend the current agreement with Paula Treet for legislative advocacy regarding District's efforts to secure Gas Tax funding. This would extend the term of her services to December 31, 2019 at no additional fee. Ms. Byers advised that the term of the original contract had expired but Treet wishes to continue pursuing avenues to obtain results for the District. This would be undertaken without any monthly fees to the District.

Motion was made by D'Alessandri, seconded by Adams, to amend the current agreement with Paula Treet for legislative advocacy be extended to December 31, 2019 at no further monthly fee.

Motion was approved unanimously by roll call vote.

N. GENERAL MANAGER REPORT

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

O. General Counsel

Ward Simmons provided general comments.

P. Adjournment

There being no further business, President Byers adjourned the meeting at 6:50 p.m.



James E. Emmons, Secretary
Board of Directors

ATTEST:



Mariann Byers, President
Board of Directors