



# De Luz Community Services District

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## BOARD OF DIRECTORS

MICHAEL ADAMS  
JIM BRADY  
BRYAN BUESCHER  
MARIAN BYERS  
RAYMOND W. JOHNSON

GENERAL MANAGER  
JAMES E. EMMONS

## MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS January 17, 2018 6:00 p.m.

### A. Call to Order & Roll Call

A Regular Meeting of the De Luz Community Services District was held at the De Luz CSD Office commencing at 6:00 p.m. on January 17, 2018. Present at the meeting were the following Directors:

Director Adams  
Director Brady  
Director Buescher  
Director Johnson

Director Byers was absent.

Staff present:

James E. Emmons, General Manager and Board Secretary  
Cher Ruzek, Office Manager and Assistant Board Secretary  
Theresa Snyder, Accounting Administrator

The flag salute was led by President Buescher.

### B. Presentation of Resolution of Commendation

On behalf of the Board, President Buescher presented a commendation resolution to former General Manager Holmes and thanked him for his dedication and years of service to the residents of the District.

### C. Sheriff

Deputy Perez gave the Sheriff's Report for December 2017 and updated the Board on January activities. He reported on a recent family disturbance that occurred at residence on Sandia Creek which resulted in an officer involved shooting with the suspect. He stated the suspect will be charged with attempted murder once he is released from the hospital. He also reported on a traffic collision in which the driver was arrested and charged with driving under the influence. The written report is on file with the District.

**D. Public Expression**

None

**E. Information Only**

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

**F. Consent Calendar**

Motion was made by Johnson, seconded by Adams, to approve the Consent Calendar.

1. Minutes of the December 20, 2017 Regular Board Meeting
2. General Fund Claims (for ratification): \$164,549.35
3. Sheriff's Special Tax Fund Claims (for ratification): \$17,526.92
4. Purchase Order No(s). 2018-001

The motion carried unanimously.

**G. General Counsel**

Temporary legal Counsel, Best, Best & Krieger not present.

**H. Resolution Commending Former Director Eugene "Gene" Bianchi**

Motion was made by Adams, seconded by Johnson, to adopt Resolution No. 2018-01:

Expressing the appreciation of the Board of Directors and the Residents of the District for the Services of Eugene Bianchi

The motion carried unanimously.

**I. Resolution Commending Former Director Robert D'Alessandri**

Motion was made by Adams, seconded by Johnson, to adopt Resolution No. 2018-02:

Expressing the appreciation of the Board of Directors and the Residents of the District for the Services of Robert D'Alessandri

The motion carried unanimously.

**J. Resolution Commending Former Director Rami Mina**

Motion was made by Adams, seconded by Johnson, to adopt Resolution No. 2018-03:

Expressing the appreciation of the Board of Directors and the Residents of the District for the Services of Rami Mina

The motion carried unanimously.

**K. Workers' Compensation for Governing Body Members and/or Volunteer Coverage**

General Manager Emmons explained that a Resolution is needed to continue Workers' Compensation coverage for the District's Board members with the option to cover any volunteer-type persons authorized by the Governing Body. Discussion followed and it was the consensus of the Board to amend the Resolution to opt out of the volunteer coverage.

Motion was made by Adams, seconded by Johnson, to adopt Resolution 2018-04 as amended:

Declaring That Governing Body Members and Volunteers Shall Be Deemed to Be Employees of the District for the Purpose of Providing Workers' Compensation Coverage for Said Certain Individuals While Providing Their Services

The motion carried unanimously.

**L. LAIF Investments**

General Manager Emmons explained that, as a result of the change in Board and personnel, the State Local Agency Investment Fund where the majority of the District's funds are held is requiring a new resolution to update their records.

Motion was made by Adams, seconded by Johnson, to adopt Resolution No. 2018-05:

Authorizing Investment of Monies in Local Agency Investment Fund

The motion carried unanimously.

**M. Participation in the CSDA Purchasing Card Program in Partnership with a Participating Bank**

Assistant Secretary Ruzek explained the purchasing card program being offered through CSDA and stated that the District does not currently have any type of commercial credit card.

Motion was made by Buescher, seconded by Adams, to adopt Resolution No. 2018-06:

Authorizing De Luz Community Services District to Participate in the California Special District Association's Purchasing Card Program, in

Partnership With a Participating Bank

The motion carried unanimously.

**N. Request for Variance to Ordinance Code Section 409 from Southern California Edison (Carancho Road)**

General Manager Emmons explained that Southern California Edison's (SCE) request is place a secondary pole in the right-of-way of Carancho Road to raise the service wire to a customer owner pole and meter panel for a well. The request requires a variance to the District's Ordinance Code Section 409 (underground utilities). Discussion followed.

Motion was made by Johnson, seconded by Adams, to deny the request for variance by Southern California Edison.

The motion carried unanimously.

**O. District Legal Services**

At the request of the Board for additional proposals, General Manager Emmons presented biographies for two (2) additional legal firms that indicated interest; however, they stated they may have potential conflicts with their other government clients. He further explained that due to the holidays, not all firms he canvassed had time to respond; reminded the Board that the District currently has an agreement for legal services on an "as needed" basis thru Best, Best & Krieger (BBK), and that a proposal has been received from the District's previous General Counsel, Law Offices of Scott & Jackson, to resume representation similar to what had been provided previously for the past 19 years. Discussion followed and it was the consensus of the Board to defer this item until next month and have General Manager Emmons continue to reach out to other firms.

**P. Finance Committee Report**

Director Adams reported that at their recent meeting, the Finance Committee reviewed the District claims and funding for CHP enforcement services.

President Buescher asked the Finance Committee to review each zones emergency contingency funds for availability.

**Q. Engineering Committee Report**

Director Buescher reported that at their recent meeting, the Engineering Committee discussed the need for a speed study and traffic counts on District roads, and a proposal for painting stop bars and legends at designated intersections. He also stated that the private Sandia Creek Road Committee was present at the meeting and they have delivered a petition from De Luz residents to Camp Pendleton asking for their assistance in curtailing the traffic on Sandia Creek that comes out of the base.

**R. General Manager's Report**

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

District Office. He updated the Board on the progress of the FEMA large projects, and the parameters of the upcoming speed survey. He also stated that a Purchase Order was issued to a striping contractor and work will commence soon to update the stop bars and legends at designated intersections.

**S. Adjournment**

There being no further business, President Buescher adjourned the meeting at 7:36 p.m.



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James E. Emmons  
Secretary, Board of Directors

ATTEST:



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Bryan Buescher  
President, Board of Directors