



# 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 JUNE 20, 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 June 20, 2018. Present at the meeting were the following Directors:

Director Adams  
Director Buescher  
Director Brady  
Director Johnson

*Director Byers was absent.*

General Counsel Jackson was present.

Staff present:

James E. Emmons, General Manager and Board Secretary  
Cher Ruzek, Office Manager and Assistant Board Secretary  
Theresa Snyder, Accounting Administrator  
Keith Caddy, Maintenance Superintendent/Inspector

The flag salute was led by President Buescher.

### B. Sheriff

Deputy Perez gave the Sheriff's Report for May 2018 and updated the Board on June activities. He reported on the eradication of over 1,200 marijuana plants; vandalism of two vacant homes; the discharge of a firearm, and the recovery of a stolen tractor. The written report is on file with the District.

### C. Approval of Sheriff's Contract

Assistant Secretary Ruzek reported that the contract is still undergoing legal revisions by the Sheriff's Legal Counsel and hopes to have it for the Board next month.

**D. Public Comment**

Resident Dick Angel addressed the Board regarding traffic on Carancho and Los Gatos Roads.

Resident Gene Bianchi addressed the Board regarding resident communication.

**E. District-wide 2018 Traffic Study Presentation:**

Steve Libring, Traffic Engineer for Willdan Engineering, presented the 2018 Traffic Study. He discussed the method in conducting the study; data collected; analysis thereof, and the various options available to assist in enforcement as well as alleviate traffic concerns on Sandia Creek Drive.

At this time, Mr. Libring answered questions from the audience and the Board.

Resident Debbie Ardolino addressed the Board and inquired about the data from the traffic calming sign; Sheriff and CHP reports available to the public, and the possible increase in the Sheriff's Special Tax. She also updated the Board on the communication challenges the Sandia Creek Road Committee has encountered with Camp Pendelton, and the forming of a liaison with Assemblywoman Marie Waldron and Congressman Ken Calvert.

Ms. Ardolino acknowledged the efforts of the Board; the information presented by Steve Libring, and expressed appreciation on behalf of the residents of De Luz.

Crystal Wiley, resident of San Diego County, informed the Board that she is circulating a petition regarding the section of Sandia Creek Drive just as it crosses out of the District boundaries into San Diego County.

The following residents spoke in favor of additional stop signs along Sandia Creek Drive Jim Matthews, Roberta Peterson and Matt Nelson.

Resident Derek Gamble, an attorney, offered his assistance wherever needed.

President Buescher informed the audience of the letter written by the District's General Counsel, Blaise Jackson, to the CEO of Waze, Inc., and received into evidence a letter written by Supervisor Kevin Jeffries also directed to the CEO of Waze, Inc., on behalf of the De Luz Residents regarding the re-routing of vehicles onto Sandia Creek Drive.

**F. Public Hearing on the Written Report of the Directors and Sheriff Special Tax**

President Buescher opened the Public Hearing on the Written Report of the Directors and Sheriff Special Tax for Fiscal Year 2018-2019.

General Manager Emmons explained that the Written Report contains the scope of work to be done and the zones benefitted by that work.

The Written Report and the Affidavit of the Notice of Publication of the Hearing on the Written Report were received into evidence and made a part of the Hearing.

President Buescher opened the Hearing to public comment.

*There being no public comment, the Hearing was closed by President Buescher.*

**G. Ordinance Adopting the Written Report of the Directors and Sheriff Special Tax**

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

Adopting the Written Report of the Directors, Establishing the Zones of Benefit for Services Provided, the Scope of Services to be Performed, and the Charges to be Rendered for Road Maintenance and Police Services Provided to Property Owners in the District during Fiscal Year 2018-2019

The motion carried unanimously.

**H. Public Hearing on the Budget**

President Buescher opened the Public Hearing to consider the adoption of the District Budget for Fiscal Year 2018-2019.

General Manager Emmons explained the method of calculating the budget and the zone benefit fees.

The Budget and Affidavit of the Notice of Publication of the Hearing on the Budget were received into evidence and made a part of the Hearing.

President Buescher opened the Hearing to public comment.

*There being no public comment, the Hearing was closed by President Buescher.*

**I. Resolution Adopting the Budget**

Motion was made by Adams, seconded by Johnson, to adopt Resolution No. 2018-12:

Determining and Adopting the Budget for Fiscal Year 2018-2019

The motion carried unanimously.

**J. Consideration of Notice of Exemption**

General Counsel Jackson explained that the Notice of Exemption, which is filed with the Riverside County Clerk, states that the Budget is an exempt act under CEQA. It is not a project under the Public Resources Code of the State and is categorically exempt under that Code. He asked that the Board make the finding of "no project" and approve the Notice of Exemption.

Motion was made by Johnson, seconded by Adams, to make a finding of "no project" and to approve the Notice of Exemption for Establishment of Rates and Charges for Services Performed in Fiscal Year 2018-2019.

The motion carried unanimously.

**K. Resolution Electing to Have All Charges Collected on the Tax Roll**

Motion was made by Adams, seconded by Johnson, to adopt Resolution No. 2018-13:

Electing to Have All Charges for Services Provided in the District during Fiscal Year 2018-2019 Collected on the Tax Roll of the County of Riverside

The motion carried unanimously.

**L. Information Only**

The Board received the April and May Financial Reports, and Statement of Investment Policy.

**M. Consent Calendar**

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

1. Minutes of the May 9, 2018 Special Board Meeting (Budget Workshop)
2. Minutes of the May 16, 2018 Regular Board Meeting
3. General Fund Claims (for ratification): \$73,022.78
4. Sheriff's Fund Claims (for ratification): \$33,910.56
5. Purchase Order No(s): 2018-005 & 2018-006

The motion carried unanimously.

**N. Discussion of Legal Matters**

General Counsel Jackson stated that other than comments in closed session, he has nothing further to report.

**O. Finance Committee Report**

Director Adams reported that at their recent meeting, the Finance Committee discussed the Paver training; traffic study, and the Sheriff's Special Tax budget.

Accounting Administrator Snyder reported on the pavement management classes, utilizing Paver Software, she attended at Colorado State University.

**P. Engineering Committee Report**

Director Buescher reported that at their recent meeting, the Engineering Committee reviewed and discussed items previously presented in the 2018 Traffic Study presentation; the

upcoming construction on the City of Temecula maintained portion (just before the District boundaries) of Rancho California Road, and the replacement of the traffic "calming" sign. He also wanted to recognize employee, Keith Caddy, for obtaining some rock rip-rap at no cost to the District.

**Q. General Manager's Report**

General Manager Emmons presented his written report which is on file with the District Office. He update the Board on the status of the FEMA appeal with regards to the Sandia Creek project. He also advised that, pursuant with our existing franchise agreement with CR&R, there will be an increase of 3.62% (CPI - Bureau of Labor Statistics - February 2017- February 2018) to CR&R rates per the agreement.

*The Board adjourned to Closed Session.*

**Closed Session**

**R.** The Board met in closed session pursuant to the provisions of Government Code §54956(a): Superior Court Case #MCC1800053; Leticia Rodriguez and Dye 'Thisa Am Unique' Thomas, a Minor v. De Luz Community Services District.

**S.** The Board met in closed session pursuant to the provisions of Government Code §54957: Review the performance of a public employee (General Manager).


*The Board reconvened in open session.*

General Counsel Jackson reported that the Board took no action regarding Agenda Item R;

With regard to Agenda Item S, the Board initiated the annual appraisal process for the performance of the General Manager.

**T. Adjournment**

There being no further business, President Buescher adjourned the meeting at 8:50 p.m.

  
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James Emmons, Secretary  
Board of Directors

ATTEST:

  
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Bryan Buescher, President  
Board of Directors