



# 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 OCTOBER 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 October 17, 2018. Present at the meeting were the following Directors:

Director Adams  
Director Buescher  
Director Brady  
Director Byers  
Director Johnson

Staff present:

James E. Emmons, General Manager and Board Secretary  
Blaise Jackson, General Counsel  
Cher Ruzek, Office Manager and Assistant Board Secretary

The flag salute was led by President Buescher.

### B. Sheriff

Deputy Perez gave the Sheriff's Report for September 2018 and updated the Board on October activities. He reported on a shooting incident where a resident discharged his weapon in his home to scare away, what he thought, were burglars. He also reported that the mailboxes at two (2) locations were vandalized/stolen; he is seeing a decrease in traffic, and the outdoor marijuana season is almost over. The written report is on file with the District.

### C. Public Comment

None.

### D. Information Only

The Board received the Statement of Investment Policy, and the September 2018 Financial Statement.

**E. Consent Calendar**

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

1. Minutes of the September 19, 2018 Regular Board Meeting
2. General Fund Claims (for ratification): \$140,529.72
3. General Fund Claims (for approval): \$534,933.12
4. Sheriff's Special Tax Claims (for ratification):\$14,286.31
5. Purchase Order No(s):. 2018-011 and 2018-012.

The motion carried unanimously.

**F. Acceptance of Project: 2018 Crack and Slurry Seal Project**

President Buescher stated that this project was for the crack and slurry sealing of various roads within the District. The work was performed by Roy Allan Slurry Seal, Inc., for a total of \$563,087.50 funded by Roadway Rehabilitation Funds of the zones benefitted. He explained that the variance in cost was due to a Change Order issued for road striping of additional roads. He recommended that the Board approve the Final Inspection Notice and accept the project as complete in accordance with District Standards and Specifications.

Motion was made by Johnson, seconded by Adams, to accept the 2018 Crack and Slurry Seal Project as complete.

The motion carried unanimously.

**G. Resolution No. 2018-17: Changing the Date of the Regular Meetings of the Board of Directors and December Office Hours**

General Manager Emmons stated that the November Regular Board meeting precedes a Federal holiday (Thanksgiving), and Christmas and New Years' Day fall on a Tuesday.

The Resolution proposes that, in the years' when the meeting falls on the Wednesday immediately preceding the Federal Thanksgiving Holiday, the Regular Meeting of the Board of Directors be held on the following Wednesday; in the years' where the Federal Christmas and New Years' Day holiday falls on a Tuesday or Thursday, the District office be closed on the preceding Monday and following Friday respectively. Discussion followed.

It was the consensus of the Board to amend Section 2 deleting all references to New Years'.

Motion was made by Byers, seconded by Brady, to adopt Resolution No. 2018-17 as amended.

The motion carried unanimously.

**H. Traffic Safety Improvements**

Traffic Engineer Steve Libring reported that the traffic safety improvements have been in place for approximately five (5) weeks and informed the Board that there appears to be a decrease in traffic; however, "after" data is still being collected which will then be compared to "before" data and those findings will be presented at the next Board meeting along with the review of the El Prado Loop; Staff is in the process of receiving bids for the Changeable Message Sign, and tree trimming is underway.

Mr. Libring also stated that a request had been made to Riverside County to investigate the possibility of a traffic signal or all-way stop at the intersection of Rancho California Road (non-District road) and Avenida Del Oro.

**I. Cost Implications of Traffic Safety Improvements**

General Manager Emmons reported that there has been no change since last month; however, he updated the Board on a meeting he had with the residents in which factual data was exchanged regarding how tax elections take place.

**J. Finance Committee Report**

Director Adams reported that at their recent meeting, the Finance Committee discussed the progress of the District audit; legal fees, and the need for a Commercial Crime Insurance Policy.

**K. Engineering Committee Report**

Director Buescher reported that at their recent meeting, the Engineering Committee discussed, and directed Staff, to start evaluation the next large rehabilitation/construction project

**L. General Manager's Report**

General Manager Emmons presented his written report which is on file with the District Office. He updated the Board that FEMA requested, and Staff submitted, additional information regarding the washout on Buena Vista; however, no new information has been received regarding the Request in Change in Scope of Work on Sandia Creek. He also stated he is working on a way to obtain gas tax revenue, and updated the Board on the Women's Club meeting he attended at the beginning of the month.

**M. Discussion of Legal Matters**

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

*The Board adjourned to Closed Session.*

**Closed Session**

N. Closed session pursuant to the provisions of Government Code §54956.95 (Liability claim) of Turner/Jeffrey.

*The Board reconvened in open session.*

Motion was made by Adams, seconded by Johnson, to reject the claim of Tuner/ Jeffrey in it's entirety.

The motion carried unanimously.

O. **Adjournment**

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



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James Emmons, Secretary  
Board of Directors

ATTEST:



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Mariann Byers, Vice President  
Board of Directors