



De Luz

Community Services District

BOARD OF DIRECTORS

MICHAEL ADAMS
DEBBIE ARDOLINO
MARIANN BYERS
ROBERT D'ALESSANDRI
RAYMOND W. JOHNSON

GENERAL MANAGER

JAMES E. EMMONS

**MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS
JANUARY 20, 2021
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 Date Street, Suite 205, Murrieta, CA on January 20, 2021. The meeting was held electronically by Zoom. The meeting was called to order by President Byers at 6:00 p.m. Those present at the meeting were as follows:

Directors Present:

Mariann Byers, President
Debbie Roberts, Vice President
Robert D'Alessandri, Treasurer
Raymond Johnson, Director
Michael Adams, Director

Staff Present:

James Emmons, General Manager/Secretary
Ward Simmons, General Counsel
Theresa Snyder, Finance Manager
Dave Hunt, District Engineer
Steve Libring, Traffic Engineer/Field Supervisor
Jessica Richards, Administrative Assistant

The flag salute was led by President Byers.

B. SHERIFF

President Byers announced the Sheriff's Report would be presented by Theresa Snyder as Deputy Perez was away on County Duty. Theresa Snyder presented the Sheriff's report and updated the Board on recent law enforcement activities. She reported for the last three weeks Deputy Perez has been working overnight shifts to gain knowledge of what goes on in the community at night. Snyder also reported that Deputy Perez is preparing for avocado season. He will be watching for avocado thefts within the community. The written report is on file with the District.

C. PUBLIC COMMENT

There was no public comment.

D. INFORMATION ONLY

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

E. CONSENT CALENDAR

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

1. Minutes of the December 16, 2020 Regular Board Meeting
2. General Fund Claims for December 2020
3. General Fund Claims (for approval): \$442,199.71
4. Sheriff's Special Tax Claims for December 2020
5. Purchase Order No(s): None

F. ROADWAY RECONSTRUCTION PROJECTS

SANDIA CREEK / VIA VAQUERO (FEMA)

Engineer Hunt reported that the District has set up the account for our consultants to download permit packages to all required agencies which begins the final environmental review process. He advised that he will not have an update for two (2) months which is the time period of the review process.

SLURRY SEAL PROJECT AT VARIOUS LOCATIONS

Engineer Hunt reported that contractor completed the slurry seal portion of the project in December and that contractor is completing the striping phase of project. Traffic Engineer Libring added that weather permitting, the striping should be completed in about one (1) week.

BUENA VISTA RECONSTRUCTION PROJECT

Engineer Hunt reported that our consultant (Rincon) had a meeting January 10, 2021 with the Riverside County environmental department to review the permit package before final submittal and all went well. They also had a meeting with Fish and Game and Water Quality Control Board to discuss items in the permit package. Rincon did receive feedback from some agencies, which will be in the final report and submitted in two (2) weeks.

G. TRAFFIC SAFETY

Traffic Engineer Libring reported the CMS sign is being rotated each week to different streets to encourage drivers to exercise caution and watch their speeds. He also advised that all the guardrails in the community now have the permanent reflective tape. The County approved a 45 mile an hour limit reducing the limit from 55 miles. It will take about 60 days to implement due to Board of Supervisors approval. Libring reported that the County will be installing a guardrail along Rancho California Road to prohibit cars from driving onto the property called "Overlook" and will be posted with "NO STOPPING" signs.

H. REVISION TO BANK ACCOUNTS

President Byers advised that there is a revision to the bank accounts to add Debbie Roberts, New Director, as an authorized signer on the District accounts.

Motion was made by D'Alessandri, seconded by Johnson, to add Debbie Roberts as an authorized signer on District Bank Accounts.

AYES: Adams, Byers, D'Alessandri, Johnson, Roberts
NOES:
ABSENT:
ABSTAIN:

The motion carried unanimously.

I. COMMITTEE REPORTS

ENGINEERING COMMITTEE

Director Roberts reported that the Engineering Committee met on January 12, 2021 and discussed the items presented previously by the Engineers. Roberts also reported that the committee began the process identifying and reviewing potential 2021/2022 Capital Improvement items and as the committee moves forward the next couple of months, she will advise the Board. Roberts advised that there was a Fallbrook Community Planning Group zoom meeting scheduled on January 18, 2021 regarding permit approval for the gate on Sandia Creek and Rock Mountain (San Diego County). She will keep the Board informed with any new information.

FINANCE COMMITTEE

Director D'Alessandri reported that the Finance Committee met on January 19, 2021, and in addition to reviewing the December claims, the committee received an update on audit presentation that will be occurring in February. The committee originally planned for January, however; additional FEMA reporting is required. D'Alessandri advised that the committee will have a special meeting to review the audit which will be presented to the Board at the next meeting. Banner Bank will be providing direct deposit for employees and Board members. He reported that the committee is discussing E-sign with the bank.

LEGISLATIVE- AB421

President Byers reported that the Committee is working to schedule a meeting with Senator Melissa Melendez. The Senator is considering sponsoring legislation to obtain gas tax for the District.

J. GENERAL MANAGER REPORT

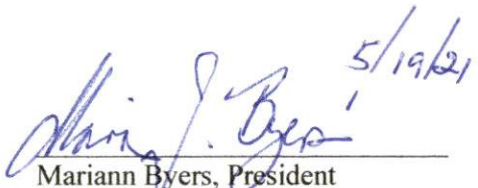
General Manager Emmons reported that District office has been working on converting all documents to an electronic, cloud-based document storage system. A temporary consultant scans and refiles the documents in the electronic system, which is about 70% complete.

K. LEGAL COUNSEL MATTERS


Simmons advised the Board that the court case that was filed on December 1, 2020, for reimbursement for road clean up, was accepted January 7, 2021. Response is due February 10, 2021 and he will be reporting to the Board next month. Simmons reported that a Fresno appellate case found that Proposition 218 only requires a majority vote on matters that are initiated by the public.

ADJOURNMENT

There being no further business, President Byers adjourned the meeting at 6:51 p.m.


5/19/21

Mariann Byers, President
De Luz Community Services District

Attest:


James E. Emmons, Secretary
De Luz Community Services District