



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
February 17, 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 DLCSO office, 41606 Date Street, Suite 205, Murrieta, CA on February 17, 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
Michael Adams, Director
Raymond Johnson, 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

Deputy Perez gave the Sheriff's Report for January 2021 and updated the Board on recent law enforcement activities. He reported that no serious incidents have occurred; he reiterated the importance of homeowners providing alarm companies with gate codes, which provides law enforcement access to the property. The written report is on file with the District.

C. PUBLIC COMMENT

There was no public comment

D. ANNUAL AUDIT

Michael Zizzi, CPA, Partner in the District's auditing firm, Leaf & Cole, LLP, presented the audited financial statements for 2019-2020. Mr. Zizzi answered questions from the Board. The written report is on file with the District.

E. INFORMATION ONLY

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

F. CONSENT CALENDAR

Motion was made by Johnson, seconded by Roberts, to approve the Consent Calendar as follows:

1. Minutes of the January 20, 2021 Regular Board Meeting
2. General Fund Claims for January 2021
3. General Fund Claims (for approval): \$182,979.47
4. Sheriff's Special Tax Claims for January 2021
5. Purchase Order No(s): 2021-01

G. ROADWAY RECONSTRUCTION PROJECTS

SANDIA CREEK / VIA VAQUERO (FEMA)

Engineer Hunt reported that our consultant (UltraSystems) has submitted permit packages to all agencies and are awaiting summary for final review. He expects to have environmental permits completed in May. He advised that there are no further updates at this time.

SLURRY SEAL PROJECT AT VARIOUS LOCATIONS

Engineer Hunt reported that the Slurry Seal project has been completed. Hunt advised that he will be preparing a staff report for Notice of Completion and will present it to the Board at the next meeting.

BUENA VISTA RECONSTRUCTION PROJECT

Engineer Hunt reported that our consultant (Rincon) has submitted permit package to all agencies and are waiting for summary of final review. Hunt advised he expects environmental permits will be completed by the end of June.

H. TRAFFIC SAFETY

Traffic Engineer Libring reported that the striping portion of the Slurry Seal 2020 project has been completed. CMS sign is being rotated each week to different streets to encourage drivers to exercise caution and watch their speeds. He also advised that new speed signs have been placed on Via Vaquero Road and advisory speed sign installed on Sycamore Mesa Road. Libring reported that grading of the tree growth along shoulders of roadways is approaching completion. He advised that the development of the public works application that would allow staff to track all work and provide better record keeping is progressing well.

I. COMMITTEE REPORT

ENGINEERING COMMITTEE

Director Roberts reported that the Engineering Committee met on February 9, 2021 and discussed the items presented previously by the Engineers. Roberts reported that the Committee continued discussion regarding 2021/2022 Capital Improvement items and are looking very closely at Buena Vista. The Committee has requested further Engineering information for review.

FINANCE COMMITTEE

Director D'Alessandri reported that the Finance Committee met on February 16, 2021 and discussed the implementation of payroll direct deposit. He reported that the Committee discussed whether to pay off the Muni-Finance Capital Asset Building Loan. Finance Manager Snyder will be providing the committee with exact interest rate and cost of loan. The committee will resume discussion and have a recommendation for the Board next meeting in March.

LEGISLATIVE- AB421

President Byers announced that Legislative-AB421 is now referred to as Legislative-SB415. Senator Melendez has introduced SB415 in an effort to allow De Luz CSD to receive gas tax funding. This came as a result of a meeting between the Senator and the Committee. She reported that General Manager Emmons would be working on getting the drafting of the bill finalized and will be updating the Board monthly.

J. GENERAL MANAGER REPORT

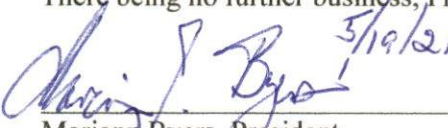
General Manager updated the Board regarding the Annual Filing of Form 700, he informed the Board that all invoicing for the current work has been completed with FEMA, and that staff has been following up with payment. Emmons advised the Board that documents requested from LAFCO for the Municipal Service Review have been submitted. He will advise the Board as to when LAFCO will be scheduling a meeting.

K. LEGAL COUNSEL MATTERS

Simmons advised the Board that response for the court case that was filed on December 1, 2020, for reimbursement for road clean up, was not received. He must file a default judgment with the court to move forward with the collection process.

ADJOURNMENT

There being no further business, President Byers adjourned the meeting at 6:58 p.m.



Mariann Byers, President
De Luz Community Services District

Attest:


James E. Emmons, Secretary
De Luz Community Services District