



De Luz Community Services District

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 MARCH 21, 2018 6:00 P.M.

A. Call to Order & Roll Call

A meeting of the De Luz Community Services District was held at the De Luz CSD Office commencing at 6:00 p.m. on March 21, 2018. Present at the meeting were the following Directors:

Director Adams
Director Brady
Director Buescher
Director Byers
Director Johnson

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. Sheriff

Deputy Perez gave the Sheriff's Report for February and updated the Board on March activities. The written report is on file with the District. He reported on a few vehicle thefts, and the break-up of a party in a vacant house organized by teenagers. He also stated that the speed of traffic on Sandia Creek Drive has slowed due to the coordinated efforts with CHP; he is continuing enforcement patrol of the "look-out" points; and stressed again, the importance of the residential "vacation check" program that is offered thru the Sheriff's Department.

C. Public Comment

Jaime Bahr and Karl Findley addressed the Board regarding the trespassing problem occurring at the "look-out" point near his gated community off Vista Montana and

Rancho California Road (out of District boundaries). Since the County of Riverside maintains Rancho California Road, he along with other nearby residents, are organizing a trip to the County to address set-back requirements in order to place a barricade to block access to the look-out point.

Resident Guy Kinsman addressed the Board regarding enforcement results from the CHP. He also commended the work of Deputy Perez.

Blaise Jackson of the Law Offices of Scott and Jackson, introduced himself to the new Board members and reaffirmed his desire to resume the role of General Counsel to the District. He explained the reason for his departure was due to a previous Board majority not being open to his legal advice; however, that majority no longer exists.

D. Information Only

The Board received the Statement of Investment Policy, and the February Financial Statements.

E. Consent Calendar

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

1. Minutes of the February 21, 2018 Regular Board Meeting
2. General Fund Claims: \$386,029.73
3. Sheriff's Fund Claims: \$35,029.73

The motion carried unanimously.

F. General Counsel

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

G. Budget Workshops

Assistant Secretary Ruzek presented proposed dates for the Budget workshops and hearing, and by consensus the Board approved the following dates:

- | | |
|---------------------------|--|
| Wednesday, May 9, 2018: | Workshop at 6pm |
| Wednesday, May 16, 2018: | Review at Regular Board Meeting |
| Wednesday, June 20, 2018: | Adoption of Budget and Written Report at Regular Board Meeting |

H. Resolution Setting Hearing on the Budget

The Board was presented with a resolution setting the hearing on the 2018-2019 Budget for June 20, 2018 at 6:00 p.m. at the District Office.

Motion was made by Adams, seconded by Johnson, to adopt Resolution No. 2018-07:

Setting a Hearing Upon and Directing the Publication of a Notice of Hearing upon the Budget of the District for the Fiscal Year 2018-2019

The motion carried unanimously.

I. Resolution Setting Hearing on the Written Report

The Board was presented with a resolution setting the hearing on the 2018-2019 Written Report for June 20, 2018 at 6:00 p.m. at the District Office.

Motion was made by Johnson, seconded by Byers, to adopt Resolution No. 2018-08:

Setting a Hearing and Directing the Publication of a Notice of Hearing Upon the Written Report of the Board of Directors Concerning Services to be Performed and the Passage of an Ordinance Prescribing Charges for These Services during the Fiscal Year 2018-2019

The motion carried unanimously.

J. Nomination to CSDA Board of Directors

The purpose of this item is a Call for Nominations to the California Special Districts Association (CSDA) Board of Directors for the Southern Region - Seat A. The deadline for receiving nominations and supporting documentation is April 18, 2018.

The Board took no action on this item.

K. LAFCO Board Election Regular Special District Member - Western Riverside County and Special District Member of the Countywide Redevelopment Oversight Board

A ballot was presented to the Board to fill one (1) position for Regular Special District Member on the Riverside Local Agency Formation Commission (LAFCO) - Western Riverside County, and one (1) position on the Countywide Redevelopment Oversight Board. Pursuant to procedures adopted by the Selection Committee in 2016,

the election for the LAFCO position will be conducted using Instant Runoff Voting (IRV). Therefore, nominees will be ranked 1-3.

There were three (3) candidates for the Regular Special District Member of LAFCO - Western Riverside County: Angel Garcia of Rancho California Water District; Phil Williams of Elsinore Valley Municipal Water District, and David Hoffman of Beaumont-Cherry Valley Water District.

There were five (5) candidates for Special District Member of the Countywide Redevelopment Oversight Board: Brian Tisdale of Northwest Mosquito and Vector Control District; Joseph Tessari of Northwest Mosquito and Vector Control District; Phil Williams of Elsinore Valley Municipal Water District; Karen Alexander of Northwest Mosquito and Vector Control District, and Russ martin of Mission Springs Water District.

Phil Williams of Elsinore Valley Municipal Water District was in attendance. He informed the Board that he is currently on the LAFCO Board; briefed the Board members on his background and qualifications, and asked for their vote.

Motion was made by Buescher, seconded by Adams, to cast a vote in the following ranked order: 1) Phil Williams; 2) Angel Garcia; 3) David Hoffman for the Regular Special District Member of LAFCO - Western Riverside County.

The motion carried unanimously.

Motion was Made by Buescher, seconded by Adams, to cast a vote for Phil Williams for Special District Member of the Countywide Redevelopment Oversight Board.

The motion carried unanimously.

L. District Legal Services

General Manager Emmons presented a cost analysis of the past 5-years of legal services. Discussion followed and it was the consensus of the Board to have General Manager Emmons contact Blaise Jackson of the Law Offices of Scott & Jackson to have him submit a proposal for an hourly rate over a monthly retainer.

M. 2018 Traffic Volume Study

General Manager Emmons presented the preliminary traffic count data received from Counts Unlimited and compiled by Harvey Engineering. He answered questions from the audience and informed them this is the first of several phases to be conducted in the study.

N. Engineering Committee Report

Director Buescher reported that at their recent meeting, the Engineering Committee discussed a request by the Women's Club to implement a regional trash pick-up program. He also stated that Field Staff is continuing to inventory culverts.

O. Finance Committee Report

Director Adams reported that at their recent meeting, the Finance Committee reviewed the District claims; discussed the cost analysis of legal services; FEMA receivables, and interest income earned from LAIF.

P. 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 status of the FEMA large projects

At this time the Board adjourned to Closed Session.

Closed Session

Q. The Board met in Closed Session pursuant to the provisions of Government Code §54957.6(a): Discussion of personnel matters.

The Board reconvened in open session.

The Board took no action on this item.

R. Adjournment

There being no further business, President Buescher adjourned the meeting at 8:21 p.m.



James E. Emmons
Secretary, Board of Directors

ATTEST:



Bryan Buescher
President, Board of Directors