



De Luz Community Services District

BOARD OF DIRECTORS

MICHAEL ADAMS
JIM BRADY
MARIANN BYERS
ROBERT D'ALESSANDRI
RAYMOND W. JOHNSON

GENERAL MANAGER

JAMES E. EMMONS

MINUTES REGULAR MEETING OF THE BOARD OF DIRECTORS

April 17, 2019

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 6:04 p.m. on April 17, 2019. Present at the meeting were the following Directors:

Director Adams
Director Brady
Director Byers
Director D'Alessandri
Director Johnson

Staff present:

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

The flag salute was led by President Byers.

B. Sheriff

Deputy Perez gave the Sheriff's Report for March 2019 and updated the Board on April activities. He presented a Power Point report regarding illegal dumping. He discussed the fines and punishment associated with illegal dumping as outlined in California Penal Code 374.3. The written report is on file with the District.

C. Public Comment

None.

D. Information Only

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

E. Consent Calendar

Motion was made by D'Alessandri, seconded by Brady, to approve the Consent Calendar.

1. Minutes of the March 20, 2019 Regular Board Meeting
2. General Fund Claims (for ratification): \$107,482.81

The motion carried unanimously.

F. Roadway Storm Damage

District Engineer Dave Hunt reported that there are approximately 60 crossings that were damaged in the recent rain storms. He stated that they were included in Riverside County's disaster declaration and subsequently submitted to FEMA. However, an official Federal declaration has not been declared. He stated he is currently working with Staff Field Maintenance Superintendent, Keith Caddy, to assimilate the most urgent repairs into a project which he will present to the Engineering Committee next month.

Field Maintenance Superintendent Keith Caddy reported that he has reviewed all the sites and will be meeting with a local Contractor to formulate estimates for the smaller projects.

G. Roadway Reconstruction

District Engineer Dave Hunt presented preliminary plans for the Sandia Creek Drive and Via Vaquero Road pipe crossing projects and explained the scope of work; however, he is continuing to work on the design. In May, he plans to review the project with the Engineering Committee and submit to the Board for approval.

H. Traffic Control Report

Traffic Engineer Steve Libring updated the Board on the following items:

- Reviewed Los Gatos Road for additional signage;
- Continuing to work with Staff on existing detours put in place after recent storms and possible options depending on length of time roads will be closed;
- Conducted traffic counts along Sandia Creek Drive, De Luz and Rancho California to evaluate traffic volumes;
- Finalized design with De Luz Women's Club for "Beautification - No Littering" signs, standard size ordered;
- Working on Phase II of signs that are not reflective or missing; recommending that approximately \$15,000 be allocated in 2019-2020 budget for signs.

I. Legislation Update

General Manager Emmons reported that the District's Assembly Bill (AB 421) is currently stalled in the Assembly Transportation Committee. He stated that the District's advocate, Paula Treat, is currently working with the Senate Transportation Committee Chairman, Senator Jim Beall to consider moving AB 421 to the Senate side. Ms. Treat has also been in contact with the State Controller's office investigating whether the change in

gas tax allocation can be made administratively instead of through Legislation.

J. Finance Committee Report

Director D'Alessandri reported that at their recent meeting, the Finance Committee discussed the implementation of the Costco credit card for District fuel.

K. Engineering Committee Report

Director Brady reported that at their recent meeting, the Engineering Committee reviewed and discussed the Sandia Creek Drive and Via Vaquero construction project; Beautification signage; traffic counts, and storm drain maintenance.

L. General Manager's Report

General Manager Emmons presented his written report which is on file with the District Office.

M. General Counsel

General Counsel Jackson advised the Board that through discussions with General Manager Emmons, his office is available to assist in updating the District's Employee Manual. Discussion followed.

General Manager Emmons suggested that he meet with Counsel to discuss a time line. The Board took no further action.

The Board adjourned to Closed Session.

Closed Sessions

N. Closed session pursuant to the provisions of Government Code §54957.6(a): Discussion of personnel matters.

O. Closed session pursuant to the provisions of Government Code §54957.6: Discussion of labor relations.

The Board reconvened in open session.

The Board took no action on Agenda Items "N" and "O".

P. Adjournment

There being no further business, President Byers adjourned the meeting at 8:05 p.m.



James E. Emmons, Secretary
Board of Directors

ATTEST:



Mariann Byers, President
Board of Directors