



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 AUGUST 15, 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 6:10 p.m. on August 15, 2018. Present at the meeting were the following Directors:

Director Buescher
Director Brady
Director Byers
Director Johnson

Director Adams was absent.

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 Buescher.

B. Sheriff

Deputy Perez gave the Sheriff's Report for July 2018 and updated the Board on August activities. He reported on the tampering of residents cameras; theft of a trailer, and that campfires/bonfires are illegal in the District unless a permit has been obtained by the fire department. 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 CSDA guide to "on-demand" webinars: *Required Ethics (AB1234)* and *Sexual Harassment Prevention (AB1825) Compliance Training*. Due to the District's annual audit, the July Financial Statements will be presented in September.

E. Consent Calendar

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

1. Minutes of the July 18, 2018 Regular Board Meeting
2. General Fund Claims (for ratification): \$94,515.69
3. Purchase Order No(s): 2018-007.

The motion carried unanimously.

F. Ordinance 2018-02: Adoption of Speed Limits

General Manager Emmons stated this is the second reading of Ordinance 2018-02 which establishes speed limits consistent with the 2018 Engineering and Traffic Study completed by Willdan Engineering.

Motion was made by Brady, seconded by Johnson, to adopt Ordinance No. 2018-02:

Amending Article 3, Section 303 of the Ordinance Code of the De Luz Community Services District to Establish Speed Limits on El Prado Road from Sandia Creek Road to Sandia Creek Road; Sandia Creek Road Between the San Diego County Line and Via Mirola, and from La Cruz to Avenida Del Oro; Sycamore Mesa Road from Rancho California Road to Via Barranca; on Via Santa Rosa from Rancho California Road to Calle Cuesta; and on Vista Del Mar from the San Diego County Line to Via Corrida

The motion carried unanimously.

G. Ordinance No. 2018-03: Amending Section 302 of Article 3

General Manager Emmons advised that Ordinance No. 2018-03 was developed after direction from the Board at the July meeting to implement the traffic control measures proposed in the Sandia Creek Traffic Study. The Study called for additional Stop controls at certain intersections. This ordinance was developed to implement the proposed Stop controls.

Resident Roberta Petersen addressed the Board and requested review and consideration of the installation of a stop sign at the south end of El Prado Road at Sandia Creek Drive.

Motion was made by Byers, seconded by Brady, that Ordinance No. 2018-03 be introduced for first reading by title only, that further reading be waived and that Ordinance No. 2018-03 be adopted and passed to second reading.

Amending Section 302 of Article 3 of the Ordinance Code of the De Luz Community Services District Authorizing the Erection and Maintenance of Additional Stop Signs Along Sandia Creek Drive

The motion carried unanimously.

Staff noted that due to urgency that all traffic controls be put into place at the same time,

Ordinance No. 2018-03 was an Urgency Ordinance per Section 6, to be effective immediately, but the same Ordinance No. 2018-03 (without section 6) will receive second reading and adoption at the September Board meeting.

H. FEMA No. 4305 - Project #RIDE51 Buena Vista Denial

General Manager Emmons informed the Board that an official denial letter has been received from FEMA for Project #RIDE51 - Buena Vista for the damage the road sustained during the January 2017 storms. He reported that FEMA determined the project ineligible for Public Assistance (PA) funding due to extreme corrosion of the Corrugated Metal Pipes under the roadway; that the District has 60 days from receipt of the denial letter to appeal, and he has begun that process.

I. Traffic Engineer Report

Traffic Engineer Steve Libring presented the August 2018 Traffic Engineering Update to the Board. He reported on his review of the "cut-thru" traffic along El Prado Road east and south of Sandia Creek Drive; De Anza Road west of Sandia Creek Drive; Buenos Campos west of Sandia Creek Drive; passing lanes, and additional traffic calming speed signs utilizing the Grant monies pledged from County Supervisor Kevin Jeffries.

Mr. Libring also discussed the implementation of the traffic measures approved at last months' Board meeting, as well as a tree trimming project; a reflectivity study that was completed, and the slurry sealing and re-striping of various roads. He then presented options to the Board.

Resident Debbie Ardolino and representative of the Sandia Creek Drive Road Committee addressed the Board and asked that a follow-up letter be sent to Waze, Inc. She also reported on documentation received, and forwarded to Camp Pendelton legal representatives, regarding the two-mile private portion of Sandia Creek Drive that is in San Diego County.

Ms. Ardolino thanked General Manager Emmons for his efforts and progress made in addressing residents concerns.

Discussion followed regarding the recommendations made in the Traffic Engineering Update Report and the Finance Committee. It was the consensus of the Board to move forward with the purchase of new signs to improve reflectivity and to utilize the Grant offered by County Supervisor's office to purchase another traffic calming speed sign.

President Buescher requested General Counsel Jackson to send a follow-up letter to Waze, Inc.

Resident Roberta Petersen addressed the Board again under this Agenda item regarding there was no recommendation for a stop sign at the south end of El Prado Road at Sandia Creek Drive.

Resident Guy Kinsman asked the residents to be patient and allow the District time to monitor the effectiveness of the new stop signs.

Staff advised that the success of all these measures would depend considerably upon increased law enforcement. Funds for such increase are from reserve, which will be depleted at the end of the 2018-2019 fiscal year.

J. Cost Implications of Traffic Safety Improvements

At the July Board meeting, President Buescher requested that staff present cost implications and funding projections for all of the traffic safety improvements and law enforcement service increases. General Manager Emmons presented a summary of current law enforcement costs which are essentially 1 full time Sheriff Patrol unit, and 8 hours per week CHP Traffic enforcement service. The increased level of service, under the improvements being implemented now call for 1 full time Sheriff Patrol unit and 32 hours per week CHP Traffic enforcement service. Due to reserves raised over the years, this additional CHP cost can be absorbed by the District through the end of the new 2018-19 fiscal year. At the end of this fiscal year, the reserve will be depleted.

In the course of citizen input and Board discussion over the past 6+ months that has led to the traffic control and enforcement improvements, the issue of a special law enforcement tax has been discussed. At prior meetings there was interest expressed in making CHP service a permanent 40-hour per week. Additionally, the original Sheriff contract was for 2 full time Sheriff Patrol units but that has declined to 1 full-time due to rate increases. Questions were previously raised as to increasing the Sheriff back to 2 full-time units.

Data was presented by Staff, and Mr. Emmons answered questions of the Board and audience members. The presentation material and data are on file in the District Office. No further action was taken.

K. Change Order to 2018 Crack and Slurry Seal Contract

Keith Caddy, District Inspector and Field Maintenance Superintendent reported that the 2018 Crack and Slurry Seal project will begin August 27, 2018. He explained that the District has the opportunity to incorporate additional striping utilizing the economy of scale under the contract, and converting the "passing" lanes to "turnout" areas on Sandia Creek Drive as recommended in the 2018 Traffic Engineering Update Report. Change order amount to be \$99,900.

Motion was made by Brady, seconded by Johnson, to approve Change Order No. 1 to the 2018 Crack and Slurry Seal contract in the amount of \$99,900

The motion carried unanimously.

General Counsel Jackson requested to trail Agenda Item "L" after Closed Session Item "S"; therefore, the Board proceeded to Agenda Item M.

M. Approve Pay Schedules per CalPers Compliance

Assistant Secretary Ruzek explained that as a result of the Pension Reform Act of 2013, CalPERS pay schedules need to be formally adopted if any changes are made to the ranges due to increases in salaries. The Employee Memorandum of Understanding (MOU) was adopted by the Board of Directors at the April 25, 2016 Board Meeting.

Motion was made by Byers, seconded by Johnson, to approve the employee pay schedule for FY 07/01/18-06/30/19 as per the Employee MOU

The motion carried unanimously.

N. Finance Committee Report

Director Johnson reported that at their recent meeting, the Finance Committee reviewed and discussed the costs associated with the replacement of traffic signs as recommended in the 2018 Traffic and Engineering Study.

O. Engineering Committee Report

Director Buescher reported that at their recent meeting, the Engineering Committee reviewed and discussed the traffic sign replacement recommendations; tree trimming project; timing of implementing a CHP contract, and progress of the storm drain identification plan.

P. General Manager's Report

General Manager Emmons presented his written report which is on file with the District Office. He informed the Board on the cost implications of the road repairs to Buena Vista and Sandia Creek Drive if FEMA continues to deny the District's appeal for Public Assistance funding, and that he is working on the District Newsletter which will be sent via US Mail as well as electronically.

General Manager Emmons also thanked Riverside County Sheriff's Lt. Bruce Smith and CHP Lt. Brian Gonsalves for their dedication to De Luz CSD.

Q. Discussion of Legal Matters

General Counsel Jackson reported on pending SB 1343 which would amend the Fair Employment Housing Act regarding sexual harassment. He explained that the bill would require employers with five or more employees (including temporary and seasonal) to provide at least two hours of sexual harassment training to all supervisory employees and one hour to non-supervisory employees by 2020; then once every two years thereafter.

The Board adjourned to Closed Session.

Closed Session

R. The Board met in closed session pursuant to the provisions of Government Code §54956.95 (Liability claim) of State Farm Insurance/ Michael Hileman against De Luz Community Services District.

S. 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.

With regard to Agenda Item S, the Board voted unanimously to reject the claim of State Farm Insurance/Michael Hileman.

The Board returned to Agenda Item "L".

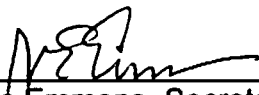
L. Ratify Amendment to the General Manager's Contract

Motion was made by Brady, seconded by Byers, to ratify the amendment to the General Manager's contract.

The motion carried unanimously.


T. Adjournment

There being no further business, President Buescher adjourned the meeting at 8:40 p.m.



James Emmons, Secretary
Board of Directors

ATTEST:



Bryan Buescher, President
Board of Directors