

De Luz Community Services District

Board of Directors
Charles Bowman
Paula Carroll
Robert D'Alessandri
Gina Rawson
Debbie Roberts
General Manager
James E. Emmons

MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS
OCTOBER 19, 2022
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 October 19, 2022. The meeting was also held electronically by Zoom. The meeting was called to order by President Roberts at 6:00 p.m. Those present at the meeting were as follows:

Directors Present:

Debbie Roberts, President
Charles Bowman, Vice President
Robert D'Alessandri, Treasurer
Paula Carroll, Director
Gina Rawson, Director (via Zoom)

Staff Present:

James Emmons, General Manager/Secretary
Ward Simmons, General Counsel
Ron Stein, District Project Engineer
Steve Libring, Traffic Engineer
Theresa Snyder, Finance Manager
Jessica Richards, Administrative/IT Manager
Timothy Cassel, Acting Field Crew
Isabel Gavidia, Administrative Assistant

The flag salute was led by President Roberts

B. AUTHORIZING ON-SITE AND VIRTUAL BOARD AND COMMITTEE MEETINGS

Motion was made by Bowman, seconded by D'Alessandri to adopt Resolution 22-20: Authorizing On-Site and Virtual Board and Committee Meetings Pursuant to AB 361.

AYES: Bowman, Carroll, D'Alessandri, Rawson, Roberts
NOES:
ABSENT:
ABSTAIN:

The motion was approved unanimously.

C. SHERIFF:

Deputy Perez gave the Sheriff's Report for September 2022 and updated the Board on recent law enforcement activities. He reported that several backflow valves have been stolen from residents throughout the District. He emphasized the necessity of citizens contacting the Sheriff's Department if they observe any unusual cars across the District. The written report is on file with the district.

D. PUBLIC COMMENT:

There were no public comments.

E. INFORMATION ONLY:

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

F. CONSENT CALENDAR:

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

1. Minutes of the September 21, 2022, Regular Board Meeting
2. General Fund Claims for September 2022
3. Sheriff Special Tax Claims for September 2022
4. Purchase Order No(s): None

AYES: Bowman, Carroll, D'Alessandri, Rawson, Roberts
NOES:
ABSENT:
ABSTAIN:

G. SANDIA CREEK MITIGATION AGREEMENT

Project Engineer Stein advised the Board of the San Luis Rey Bank Agreement for Sandia Creek and Via Vaquero Road projects and requests approval of payment to finalize the environmental mitigation process for both projects.

Motion was made by Bowman, seconded by D'Alessandri to approve the San Luis Rey Bank Agreement.

AYES: Bowman, Carroll, D'Alessandri, Rawson, Roberts
NOES:
ABSENT:
ABSTAIN:

The motion was approved unanimously.

H. BUENA VISTA RECONSTRUCTION PROJECT

Project Engineer Stein reported that the final environmental permit has been secured and no further actions are required at this time. Stein also advised that the contractor (Southland Paving, Inc.) secured the dirt site for the project and is currently working with District staff to finalize contract documents. He will be scheduling the Pre-Construction meeting with contractor and will have details at the next board meeting.

I. 2022 ANNUAL PAVEMENT REHABILITATION PROJECT

Project Engineer Stein reported that contract was awarded to American Asphalt South Inc. The contractor is working with District staff to finalize contract documents and construction is scheduled to commence at the beginning of November.

J. TRAFFIC MATTERS

Traffic Engineer Libring reported on a field review of all entering and exiting routes to the District. Riverside County installed asphalt berms and guardrails along the embankment of Rancho California Road and lowered the speed limit from 55 to 45 mph.

K. ROAD MAINTENANCE/FIELD CREW REPORT

General Manager Emmons advised the board that the field crew responded to an emergency call-out and were not able to attend the meeting. Emmons reported that the field crew replaced advisory signs and inserted reflective delineators. He also reported that the field crew is continuing with drain inspections, tree trimming, and clearing the tree growth along shoulders of roadways.

L. RECYCLE PROGRAM

General Manager Emmons reviewed and discussed the District's responsibilities, requirements and compliance for SB 1383. He advised the board that the mandated annual report was submitted to Cal Recycle and that the Mandatory Organic Waste Disposal Reduction Ordinance will be introduced at the November meeting. He will have additional information at the next meeting.

M. COMMITTEE REPORTS

ENGINEERING COMMITTEE REPORT

Director Bowman reported that the Engineering Committee met on October 11, 2022 and information was presented by staff who brought the board up to date with the most current information which was present previously in this meeting.

FINANCE COMMITTEE REPORT

Director D'Alessandri reported that the Finance Committee met on October 18, 2022. The Finance Committee discussed the total funds the District has received from FEMA. He also emphasized the need of receiving Gas Tax.

LEGISLATIVE COMMITTEE REPORT (SB415)

President Roberts reported that the Districts written response and presentation to Supervisor Jeffries is nearing completion. There are no further updates at this time.

N. GENERAL MANAGER'S REPORT

General Manager Emmons reported that Ultra-Systems (environmental consultant) is preparing the Districts response to CalOES and FEMA RFI (request for information) regarding Sandia Creek project.

O. LEGAL COUNSEL MATTERS

Counsel Simmons informed the Board that the trial for the Canos v. De Luz case is set for mid-December. He also advised the Board that Governor Newsom will be lifting the state of emergency for Covid and that there may be an option to continue On-Site and Virtual Board and Committee meetings. He will have more details at a later meeting.

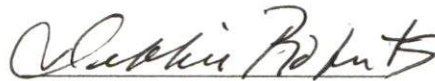
The Board adjourned to Closed Session.

P. CLOSED SESSION


The Board met in Closed Session pursuant to Government Code Section 54956.9 (1):
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation

ADJOURNMENT

There being no further business, President Roberts adjourned the meeting at 7:34 p.m.


Debbie Roberts, President
De Luz Community Services District

Attest:


James E. Emmons, Secretary
De Luz Community Services District