



# 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

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**MINUTES  
REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
June 17, 2020  
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 Street, Suite 205, Murrieta, CA on June 17, 2020. The meeting was called to order by President Byers at 6:06 p.m. Those present at the meeting were as follows:

Directors Present

Mariann Byers, President  
Michael Adams, Vice President  
Robert D'Alessandri, Treasurer  
Raymond Johnson, Director  
Debbie Ardolino, Director

Staff Present

James Emmons, General Manager/Secretary  
Ward Simmons, General Counsel  
Theresa Snyder, Finance Manager  
Keith Caddy, Field Superintendent  
Dave Hunt, District Engineer  
Steve Libring, District Traffic Engineer  
Jessica Richards, Administrative Assistant

The flag salute was led by President Byers.

**B. Sheriff**

Deputy Perez presented the Sheriff's Report recent law enforcement activities. He reported that marijuana groves are still an issue and discussed enforcement of marijuana growing laws. The written report is on file with the District.

**C. Public Comment**

There was no public comment.

**D. Information Only**

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

**E. Consent Calendar**

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

1. Minutes of the May 20, 2020 Regular Board Meeting
2. General Fund Claims for May 2020
3. Purchase Order No(s): None

The motion carried unanimously.

**F. PUBLIC HEARING-BENEFIT ASSESSMENTS & SPECIAL SHERIFF TAX FOR FISCAL YEAR 2020-2021: SECOND READING**

President Byers announced that this was a Public Hearing to consider adoption of Ordinance No. 2020-01 to adopt the Written Report of the Directors and establishing Zones of Benefits, Scope of Services and the Sheriffs Special Tax and charges to be rendered for Roadway Maintenance during Fiscal Year 2020-2021. Staff summarized the matters contained in the ordinance and documents being adopted. The Public Hearing was opened. There was no public comment. The Public Hearing was closed.

Motion was made by D'Alessandri, seconded by Johnson, that Ordinance No.2020-01 be introduced for second reading by title only, that further reading be waived and that Ordinance No. 2020-01 be adopted.

**G. PUBLIC HEARING-ANNUAL BUDGET FOR FISCAL YEAR 2020-2021**

**ANNUAL BUDGET**

Finance Manager Snyder presented the proposed Annual Budget for Fiscal Year 2020-2021. She reviewed the income and expense amounts and funding sources. The duly noticed Public Hearing was opened. There were no public comments. The Public

Hearing was closed.

Motion was made by D'Alessandri, seconded by Johnson, that Resolution No. 2020-03, Adopting the Annual Budget for Fiscal Year 2020-2021. The motion carried unanimously by roll call vote.

#### **CEQA NOTICE OF EXEMPTION**

The Board reviewed a Notice of Exemption from the California Environmental Quality Act requirements in adopting the Annual Budget and setting benefit charges for fiscal year 2020-2021 budget revenue.

Motion was made by Johnson, seconded by D'Alessandri, that the Notice of Exemption be approved. The motion was approved unanimously by roll call vote.

#### **TAX ROLL CHARGES:**

The Board considered Resolution No. 2020-04 electing to have the benefit charges for Fiscal Year 2019-2020 placed on the tax roll for collection by the Riverside County Tax Collector.

Motion was made by Johnson, seconded by D'Alessandri, that Resolution No. 2020-04 be adopted. The motion was approved unanimously by roll call vote.

#### **H. SHERIFF'S CONTRACT:**

The Board considered an updated contract with Riverside County for law enforcement services for Fiscal Year 2020-2021. The contract maintains the level of service at the same level as the previous year.

Motion was made by Johnson, seconded by Adams that the contract be approved. The motion was passed by unanimous roll call vote.

#### **I. ROADWAY RECONSTRUCTION PROJECTS**

Engineer Hunt advised that FEMA agreed to completely fund the replacements of all five (5) damaged pipes on Sandia Creek. This requires a modification to the scope of work and revised environmental permitting. The environmental consultant, Ultra Systems, is continuing their inspections and initiating the necessary steps to secure permits from the environmental agencies. The Board agreed that the change in scope was beneficial to the District. It was agreed to move forward to expedite this project.

## **BUENA VISTA RECONSTRUCTION PROJECT**

Engineer Hunt reported that the new environmental consultant, Recon Inc., completed an initial biological survey and now are in the process of conducting other required studies. The Committee briefly discussed the many facets of environmental review and the time that the process will take. It was noted that this will be complete in early 2021.

## **2020 RECONSTRUCTION PROJECTS**

Engineer Hunt reported that the project is out to bid. Bid opening is scheduled for Thursday, July 2, 2020. The bids received will be presented at the next meeting for Board review and the award of contract is scheduled for the July Board meeting.

### **J. TRAFFIC MATTERS**

Traffic Engineer Libring made a presentation regarding the results of a traffic study recently conducted and certified. As a result of data in the study, he proposed two (2) speed limits: 30 MPH on Buenos Campos; and 35 MPH on De Anza Road to enhance safety and for the orderly regulation of traffic flow. He also proposed a 7-ton weight limit on Sandia Creek to prevent accidents and enhance calming of traffic along Sandia Creek Road to be consistent with similar action recently taken by San Diego county on their portion of Sandia Creek. Libring provided traffic accident and fatality data on this section of Sandia Creek to support this recommendation. As the conclusion of this report and a period of general questions and discussion the Board acted as follows.

- K.** The Board considered Resolution No. 2020-05 adopting Traffic Study by Willdan Engineering, certified June 8, 2020 by Jeffrey Lau, PE, TE.

Motion was made by Adams, seconded by Johnson, that Resolution No. 2020-05 be adopted. The motion was approved unanimously by roll call vote.

- L.** Motion was made by Johnson, seconded by Adams that Ordinance No. 2020-02 (to adopt a 7-ton Weight Limit on Sandia Creek Road) be introduced by title only; that further reading be waived, and that Ordinance No. 2020-02 be passed to second reading at the July 15, 2020 Meeting.

The motion was approved unanimously by roll call vote.

- M. Motion was made by Adams, seconded by D'Alessandri, that Ordinance No. 2020-03 (establishing Speed Limits on various roads) be passed to second reading at the July 15, 2020 Meeting.

The motions was approved unanimously by roll call vote.

N. **COMMITTEE REPORTS**

**Engineering Committee**

Director Adams reported that at their recent meeting, the Engineering Committee discussed the items previously presented by the engineer and reported that FEMA has rendered its final denial of funding on Buena Vista and recommended to the Board that we proceed with the environmental process for this project. It was noted that this will be complete in early 2021.

**Finance Committee**

Director D'Alessandri reported that at their Committee meeting, they reviewed and discussed claims; Roadway Rehabilitation funding; LAIF; and CALPERS liability interest.

**Legislative Committee-AB 421**

Ms. Byers reported that efforts are still being pursued through the County of Riverside.

O. **GENERAL MANAGER REPORTS**

General Manager Emmons reported the Annual Rate with CR&R Services will be increased by 3.36% and would become effective July 1, 2020. His written report is on file with the District.

P. **LEGAL COUNSEL MATTERS**

Ward Simmons provided general comments.

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**Adjournment**

There being no further business, President Byers adjourned the meeting at 7:25 p.m.

ATTEST:

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Mariann Byers, President  
De Luz Community Services District

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James E. Emmons, Secretary  
De Luz Community Services District