

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
APRIL 19, 2023
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 April 19, 2023. 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

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
TJ Cassel, Field Supervisor
Isabel Gavidia, Administrative Assistant

The flag salute was led by President Roberts

B. SHERIFF:

Deputy Perez delivered the Sheriff's Report and provided an update on recent law enforcement activity to the Board. He advised that no serious incidents have occurred. The written report has been sent to the district.

C. PUBLIC COMMENT:

There was no public comment.

D. ANNUAL AUDIT:

The audited financial statement for 2022-2023 was presented by Jerod Solmons, CPA of Nigro & Nigro the Districts auditing firm. Mr. Paul Kaymark, CPA, (Principal Auditor) answered questions from the Board. The written report is on file with the District.

E. INFORMATION ONLY:

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

F. CONSENT CALENDAR:

Motion was made by Bowman, seconded by Carroll to approve the Consent Calendar as follows:

1. Minutes of the February 22, 2023, Regular Board Meeting
2. General Fund Claims for March 2023
3. Sheriff Special Tax Claims for March 2023
4. Purchase Order No(s): None

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

The motion was approved unanimously.

G. LEGISLATIVE TOPICS:

Syrus Devers, BB&K's Sacramento lobbyist, reported that SB 613, pertaining to low-population exemption from solid waste collection laws, has been introduced in the legislature and is presently with the Senate Appropriations Committee. The measure is expected to be placed on the Consent Calendar. He will provide further information at the next Board meeting.

H. CULVERT INSPECTION PROJECT

General Manager Emmons reported that staff have been working diligently cleaning out the culverts throughout the District. He will review the data with staff and develop a strategy for repairing the culverts that require extensive repairs. He will have more information at the next meeting.

I. BUENA VISTA RECONSTRUCTION PROJECT

Project Engineer Stein reported that the project is still on temporary suspension due to weather. However, the contractor (Southland Paving) has been providing weekly site reports. Stein reported there is a lot of ground water from the severe rains, and drying up is taking longer than planned. Stein will share further information at the next meeting.

J. TRAFFIC MATTERS

Traffic Engineer Libring continued discussion with the Board regarding re-grading the shoulder at the top of the hill on Los Gatos Road so that vehicles can turn around. The next steps are to add additional warning signs that staff will install.

Traffic Engineer Libring reported that the signs for the new street, Foli Ranch Circle, have been purchased and to be installed by staff. He is also investigating the possible purchase of a new tow vehicle.

K. ROAD MAINTENANCE/FIELD CREW REPORT

Field Lead Cassel reported that in addition to numerous days of drain cleaning and emergency repairs, the field crew continues with tree trimming and clearing the tree growth along shoulders of roadways. He reported on pothole patching on Sandia Creek, and ditch cleaning on Carancho Road. He advised that the regular routine maintenance tasks scheduled for the month have been undertaken and completed.

L. FINANCIAL RESOLUTIONS AND AUTHORIZATION

General Manager Emmons reported that the Finance Committee has been examining the potential for investment in Treasury Notes. It was recommended that the District open an investment account by adopting Corporate Resolutions and Authorizations for Chase Bank/JP Morgan accounts.

Motion was made by Bowman, seconded by D'Alessandri, to approve Resolution No.23-04: Adopting Corporate Resolutions and Authorizations for Chase Bank/JP Morgan.

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

The motion was approved unanimously.

M. COMMITTEE REPORTS

ENGINEERING COMMITTEE REPORT

Director Bowman reported that the Engineering Committee met on April 11, 2023, and discussed updates that were presented by staff who brought the board up to date with the most current information which was presented previously in this Board meeting. The Committee will soon recommend to the Board the possibility of new field equipment.

FINANCE COMMITTEE REPORT

Director D'Alessandri reported that the Finance Committee discussed updates that were presented previously in this Board meeting.

LEGISLATIVE COMMITTEE REPORT (SB415)

President Roberts reported that the District has received a response from the State Controller's office regarding Fuel Tax Revenue to De Luz CSD. The Committee will need additional time to review, and an update will be provided at the next Board meeting.

N. GENERAL MANAGER'S REPORT

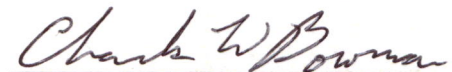
General Manager Emmons discussed with the Board the details of the CSDA Annual Conference for 2023. He advised the Board that in the month of May the District office will be migrating from the current webpage to Streamline Platform for a more interactive way of posting District information.

O. LEGAL COUNSEL MATTERS

Counsel Simmons informed the Board that the applicant for the proposed winery on Sandia Creek Road in San Diego County had not submitted the permit request. The project has been put on hold. He also informed the Board that it is that time of year for the General Manager Evaluation, and that forms would be distributed in the near future.

ADJOURNMENT

There being no further business, President Roberts adjourned the meeting at 7:44 p.m.



Charles Bowman, Vice President
De Luz Community Services District

Attest:



James E. Emmons, Secretary
De Luz Community Services District