

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 JANUARY 17, 2024 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 January 17, 2024. 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 Engineer
Theresa Snyder, Finance Manager
Jessica Richards, Administrative/IT Manager
TJ Cassel, Field Lead Worker
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. He reported that there had been no significant service calls. He reported that the individual who had been burglarizing has been caught and taken into custody. He advised that additional Flock Cameras have been installed on De Luz Road which will help with investigations. The written report is on file with the District.

C. PUBLIC COMMENT:

There was no public comment.

D. 22/23 FINANCIAL STATEMENTS

The audited financial statement for 2022-2023 was presented by Jerod Somonsen, CPA of Nigro & Nigro the District's 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 D'Alessandri, seconded by Bowman to approve the Consent Calendar as follows:

1. Minutes of the December 1, 2023, Special Board Meeting
2. Minutes of December 20, 2023, Regular Board Meeting
3. General Fund Claims for December 2023
1. Sheriff's Special Tax Claims: December 2023
2. 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, District lobbyist, reported that the Legislative Counsel is preparing a proposed draft of the Bill to allocate Gas Tax revenue to DLCSD.

H. WILLDAN DISTRICT ENGINEERING CONTRACT RENEWAL

Motion was made by D'Alessandri, seconded by Carroll to approve Resolution 24-01: Amending the Contract with Willdan Engineering and Naming District Engineer.

AYES: Bowman Carroll, D'Alessandri, Rawson, Roberts

NOES:

ABSENT:

ABSTAIN:

The motion was approved unanimously.

I. EMERGENCY DRAIN REPAIRS

Sr. Construction Observer Raj Gupta, reviewed with the Board the Emergency Erosion Repair along the north side of the roadway embankment on Carancho Road. The contractor (Candee Construction) regraded and backfilled the slope, all pipe joints bolted together with 6" overlap and 2 bolts on each side of the joint.

J. ROAD MAINTENANCE/FIELD CREW REPORT

Field Lead Cassel reported that in addition to numerous days of rain cleanup and emergency repairs, the field crew continues with tree trimming and clearing the tree growth along shoulders of roadways. He reported on pothole hole patching on Sandia Creek Drive. He also reported on a tree removal on Calle Jardin and advised that the regular routine maintenance tasks scheduled for the month have been undertaken and completed.

K. COMMITTEE REPORTS

ENGINEERING COMMITTEE REPORT

Director Bowman reported that the inspection of the District's culverts has been completed. The data has been documented and the culverts that are in need of repair have been identified. The Engineering Committee will examine the data and make a recommendation to the Board.

FINANCE COMMITTEE REPORT

Director D'Alessandri reported that the Finance Committee met January 16, 2024, and a presentation of the financial statements was given. Additionally, he stated that the district has invested in an additional T-Bill to maximize investment return.

LEGISLATIVE COMMITTEE REPORT (SB415)

Director Roberts indicated that Senator Seyarto agreed to carry our Bill to allocate Gas Tax income to DLCSD and continues to work with the Senator on this matter.

L. GENERAL MANAGER'S REPORT

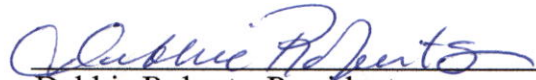
General Manger Emmons advised the Board that Form 700 Annual Filing Period for the year 2023/2024 is now open. He also advised that the Engineering Committee meeting had been rescheduled for the time of 12p.m., and that it seems that those hours would work best for committee and staff members. At the next Board meeting a resolution will be presented for consideration to change the meeting time of the Engineering Committee meetings.

M. LEGAL COUNSEL MATTERS

General Counsel Simmons advised that he does not have anything further to report.


ADJOURNMENT

There being no further business, President Roberts adjourned the meeting at 7:04 p.m.



Debbie Roberts, President
De Luz Community Services District

Attest:



James E. Emmons, Secretary
De Luz Community Services District