

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
November 15, 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 November 15, 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
Robert D'Alessandri, Treasurer
Paula Carroll, Director

Directors Absent:

Charles Bowman, Vice President
Gina Rawson, Director

Staff Present:

James Emmons, General Manager/Secretary
Ward Simmons, General Counsel
Ron Stein, District Project Engineer
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 someone broke into a garage. The area has cameras installed, allowing the sheriff's department to identify the individual and is currently searching for the culprit. He advised that several Property Owner Associations have installed additional Flock cameras on Carancho Road/Los Gatos Road and Via Santa Rosa/Rancho California Road. The written report is on file with the district.

C. PUBLIC COMMENT:

There was no public comment.

At this time President Roberts moved to Item H, Legislative Committee Report (SB415)

LEGISLATIVE COMMITTEE REPORT (SB415)

President Roberts gave an update regarding the State Controller's response on Fuel Tax. She also advised that the Committee is scheduled to meet with Supervisor Kevin Jefferies and his staff on December 6, 2023 to discuss this matter.

General Counsel Simmons explained that BB&K analyzed the document the District received from the State Controller's Office and confirmed that the State Controller's Office verified that the roads maintained by the District are County roads, which the County can certify, and thus there is no issue in transferring funds to the District.

At this time President Roberts moved to Item I, Legislative Advocacy Agreement

I. LEGISLATIVE ADVOCACY AGREEMENT

General Manager Emmons explained that Syrus Devers is now providing Government Relation Services under Syrus Devers Advocacy, LLC (SDA).

Motion was made by D'Alessandri, seconded by Carroll, to approve the Letter of Engagement with SDA until September 2024 and to delegate the General Manager to sign as the Lobbyist Employer.

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

The motion was approved 3-0

At this time, the Board returned to Agenda Item "D."

D. INFORMATION ONLY:

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

E. CONSENT CALENDAR:

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

1. Minutes of the August 16, 2023 Regular Board Meeting
2. Minutes of the October 3, 2023 Special Board Meeting
3. General Fund Claims for August & September 2023
4. Sheriff's Special Tax Claims: August & September 2023
5. Purchase Order No(s): None

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

The motion was approved 3-0.

F. BUENA VISTA RECONSTRUCTION PROJECT

Project Engineer Stein reported that the Buena Vista Storm Drain Repairs have been completed by Southland Paving Inc. He recommends that the Board accept the project as complete, authorize staff to record the Notice of Completion/Final Report with the County Recorder's Office and authorize staff to release the 5% retention to the contractor thirty-five (35) days after recordation of the Notice of Completion.

Motion was made by Carroll, seconded by D'Alessandri, to accept the project as complete, record the Notice of Completion with the County Recorder's Office and release the 5% retention to contractor thirty-five 35 days after the recordation of the Notice of Completion.

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

The motion was approved 3-0.

G. ROAD MAINTENANCE/FIELD CREW REPORT

Field Lead Cassell reported that in addition to emergency repairs, the field crew continues with culvert cleaning, trash removal and sign maintenance throughout the District.

H. COMMITTEE REPORTS

ENGINEERING COMMITTEE REPORT

General Manager Emmons advised that there was no meeting held for the month of November.

FINANCE COMMITTEE REPORT

Director D'Alessandri reported that the Finance Committee met and the District now has three (3) T-Bills in the amount of \$500k each and an additional will be purchased in January and will be earning over 5% interest. He advised that he expects to have a presentation of the audit at the beginning of January 2024.

J. GENERAL MANAGER'S REPORT

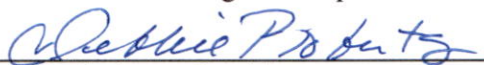
General Manager Emmons advised that Debbie Roberts and Robert D'Alessandri will be sworn in as Directors administered by Senator Kelly Seyarto at a Special Meeting scheduled for December 1, 2023.

K. LEGAL COUNSEL MATTERS

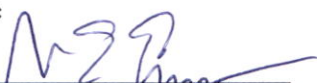
Legal Counsel Simmons reported that as of October 30, 2023, the application for a proposed winery in San Diego County has been withdrawn.

ADJOURNMENT

There being no further business, President Roberts adjourned the meeting at 6: 56 p.m.


Debbie Roberts, President
De Luz Community Services District

Attest:


James E. Emmons, Secretary
De Luz Community Services District