

# De Luz

## Community Services

### District

#### Board Of Directors

Charles Bowman  
Paula Carroll  
Robert D'Alessandri  
Gina Rawson  
Debbie Roberts

#### General Manager

James E. Emmons

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**MINUTES**  
**REGULAR MEETING**  
**OF THE BOARD OF DIRECTORS**  
**May 17, 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 May 17, 2023. The meeting was also held electronically by Zoom. The meeting was called to order by Vice President Bowman at 6:00 p.m. Those present at the meeting were as follows:

**Directors Present:**

Charles Bowman, Vice President  
Robert D'Alessandri, Treasurer  
Paula Carroll, Director

**Directors Absent:**

Debbie Roberts, President  
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 Lead  
Isabel Gavidia, Administrative Assistant

The flag salute was led by Vice President Bowman

**B. SHERIFF:**

Deputy Perez delivered the Sheriff's Report and provided an update on recent law enforcement activity in the District. He reported one incident occurred; a dump truck loaded with gravel overturned on the steep stretch of Los Gatos Road, injuring the driver. He stated that there is plenty of signage, informing drivers of the steep grade. Unfortunately, drivers do not pay attention to the signage. The written report is on file.

**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 D'Alessandri, seconded by Carroll to approve the Consent Calendar as follows:

1. Minutes of the April 19, 2023, Regular Board Meeting
2. General Fund Claims for April 2023
3. Sheriff Special Tax Claims for April 2023
4. Purchase Order No(s): None

AYES: Bowman, Carroll, D'Alessandri

NOES:

ABSENT: Rawson, Roberts

ABSTAIN:

The motion was approved 3-0.

**F. LEGISLATIVE TOPICS:**

Syrus Devers, Sacramento Lobbyist for BB&K reported that SB 613, pertaining to low-population exemption from solid waste collection laws, is presently in the Senate Appropriations Suspense File and all suspense items will be decided soon. He will have an update at the next Board meeting.

**FINANCIAL MATTERS-FISCAL YEAR BUDGET 2023-2024**

**G. The Board considered Resolution No 23-05; Approval of Chase Bank/JP Morgan Fund Account.**

Motion was made by Bowman, seconded by Carroll, to approve Resolution No. 23-05: Approval of Chase Bank/ JP Morgan Fund Account.

AYES: Bowman, Carroll, D'Alessandri

NOES:

ABSENT: Rawson, Roberts

ABSTAIN:

The motion was approved 3-0.

**H. Introduction and first reading of Ordinance 23-01, Adopting the Sheriff Special Tax Rate and Written Report for roadway maintenance services for Fiscal Year 2023-2024. The Public Hearing was opened. There was no public comment. The Public Hearing was closed.**

Motion was made by Bowman, seconded by Carroll, that Ordinance 23-01 be introduced by title only; that further reading be waived, and that Ordinance 23-01 be passed to second reading at the June 21, 2023 meeting.

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

The motion was approved 3-0.

- I. The Board considered a resolution setting the hearing on the 2023-2024 Budget for June 21, 2023 at 6:00 p.m. at the District Office.

Motion was made by Bowman, seconded by Carroll to adopt Resolution No. 23-06: Setting Hearing for the Fiscal Year 2023-2024 Budget.

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

The motion was approved 3-0.

- J. The Board considered a resolution setting the hearing for the 2023-2024 Written Report for June 21, 2023 at 6:00 p.m. at the District Office.

Motion was made by Bowman, seconded by Carroll to adopt Resolution No. 23-07: Setting a Hearing Upon and Directing the Publication of a Notice of Hearing upon the Budget of the District for the Fiscal Year 2023-2024.

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

The motion was approved 3-0.

**K. CULVERT INSPECTION PROJECT**

General Manager Emmons reported that the field crew is making significant progress in inspecting the District's culverts. Throughout the District, 70 culverts have been recognized as being in need of repair. The Engineering Committee will examine the data and make a recommendation to the Board at a later time.

**L. BUENA VISTA RECONSTRUCTION PROJECT**

Project Engineer Stein reported that the heavy rains have died down and he expects the contractor to commence construction at the end of May or beginning of June. His projection for the completion of the project to be mid-summer. He will have more information at the next meeting.

**M. TRAFFIC MATTERS**

Traffic Engineer Libring reported that he has been working with Filed Inspector and Contractor to adequate traffic control on Buena Vista Road. Libring reported that the contractor will be re-grading the shoulder of Los Gatos Road for a turnaround at the top of the hill. The duration of the project will be one day.

**N. ROAD MAINTENANCE/FIELD CREW REPORT**

Vice President Bowman explained due to the collision on Los Gatos Road, CHP has requested our Field Crew's assistance. The Road Maintenance/Field Crew Report will be given at the next Board meeting in June.

**O. COMMITTEE REPORTS**

**ENGINEERING COMMITTEE REPORT**

Director Bowman advised that the Engineering Committee was unable to meet for the month of May. There are no further updates at this time.

**FINANCE COMMITTEE REPORT**

Director D'Alessandri reported that the Finance Committee discussed updates that were presented previously in this Board Meeting. He also explained it would require \$20 million dollars to repair the roadways adequately throughout the District, and that receiving the Gas Tax would assist in making these repairs.

**LEGISLATIVE COMMITTEE REPORT (SB415)**

General Manager Emmons reported that De Luz CSD has received a response from the State Controller's Office regarding Fuel Tax Revenue to the District, which the District did not agree with. It was agreed to another letter to the Controller. There will be an update at the next meeting.

**P. GENERAL MANAGER'S REPORT**

General Manager Emmons explained he has no further information at this time.

**Q. LEGAL COUNSEL MATTERS**

Counsel Simmons reported that there is an initiative that qualified for the November 2024 Statewide Ballot, which would require a 2/3 vote on every tax vote and eliminate all 51% votes. There is no additional updates at this time.

*The Board adjourned to Closed Session.*

**R. CLOSED SESSION**


**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

(Paragraph (1) of subdivision (d) of Section 54956.9)  
De Luz CSD v. Brunmark

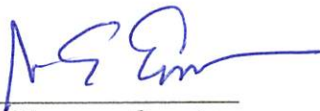
*The Board reconvened in open session. No action was taken.*

**ADJOURNMENT**

There being no further business, Vice President Bowman adjourned the meeting at 7:15 p.m.

  
Charles Bowman, Vice President  
De Luz Community Services District

Attest:

  
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James E. Emmons, Secretary  
De Luz Community Services District