



# 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 16, 2022  
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 16, 2022. 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  
Gina Rawson, Director

**Directors Absent:**

Charles Bowman, Vice President

**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  
Timothy Cassel, Field Supervisor  
Isabel Gavidia, Administrative Assistant

The flag salute was led by President Roberts

B. AUTHORIZING ON-SITE AND VIRTUAL BOARD AND COMMITTEE MEETINGS

Motion was made by D'Alessandri, seconded by Carroll to adopt Resolution 22-21: Authorizing On-Site and Virtual Board and Committee Meetings Pursuant to AB 361.

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

The motion was approved by roll call vote 4-0.

**C. SHERIFF:**

Deputy Perez gave the Sheriff's Report for October 2022 and updated the Board on recent law enforcement activities. He reported that there were several backflow valves have been stolen from residents throughout the District and a suspect has been identified. He emphasized during the holidays the importance of residents to contact the sheriff station and requesting "key checks" which provides law enforcement access to the property. The written report is on file with the district.

**D. PUBLIC COMMENT:**

Resident Henry Gerwig addressed the board regarding Sandia Creek gate in San Diego County.

Fallbrook resident Jengo addressed the board regarding concerns she has regarding FEMA.

**E. INFORMATION ONLY:**

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

**F. CONSENT CALENDAR:**

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

1. Minutes of the October 19, 2022, Regular Board Meeting
2. General Fund Claims for October 2022
3. Sheriff Special Tax Claims for October 2022
4. Purchase Order No(s): 2022-01

AYES: Carroll, D'Alessandri, Rawson, Roberts

NOES:

ABSENT: Bowman

ABSTAIN:

The motion was approved by roll call vote 4-0.

**G. BUENA VISTA RECONSTRUCTION PROJECT**

Project Engineer Stein reported that due to weather conditions the project was delayed and will commence mid-November. Stein also advised that the contractor (American Asphalt South, Inc.) is working closely with the inspector (Raj Gupta) and completing necessary recommendations to move forward.

**H. 2022 ANNUAL PAVEMENT REHABILITATION PROJECT**

Project Engineer Stein reported that construction on the Slurry Seal Project has commenced. Stein discussed the project schedule with the Board and he expects project to be completed mid - December. Stein also advised that repairs on Avenida Del Oro have been completed.

**I. TRAFFIC MATTERS**

Traffic Engineer Libring reported that he met with the County of Riverside regarding possible placement of entry signs on entrances to the District. Libring spoke with Murrieta Traffic Engineering regarding installing 54 feet of red curbing at the District office or Date street to remedy a sight visibility issue.

**J. ENGINEERING PROJECT**

Traffic Engineer Libring continued discussion with the Board regarding all entering and exiting routes to the Distract. Libring reviewed with the Board roadside shoulders pavement condition and striping/signing. He provided recommendations for the Board to consider.

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

Field Supervisor Cassel introduced Nicholas Gieseeman as the new field maintenance worker. Cassel reported that the field crew continues to replace missing RPM's throughout the District and the field crew assisted with a fallen tree. He also reported that the field crew replaced advisory signs and continues clearing the tree growth along shoulders of roadways.

General Manager Emmons announced that Timothy Cassel was promoted to the position of Field Supervisor.

**L. RECYCLE PROGRAM**

Joanna Gin Attorney for BBK advised that the SB 1383 regulations waiver was denied for our District and she recommended that the district adopt an ordinance to implement organic waste collection services in the District. She also advised District to introduce and waive first reading of the ordinance.

Introduction and first reading of Ordinance No. 22-05: Ordinance Adding Article 17 to the District Code Relating to Solid Waste Collection and Finding the Ordinance not subject to CEQA.

Motion was made by Carroll, seconded by D'Alessandri, that Ordinance No. 22-05 be introduced for the first reading by title only; that further reading be waived and that Ordinance No. 22-05 be passed to second reading.

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

The motion was approved by roll call vote 4-0.

**M. COMMITTEE REPORTS**

**ENGINEERING COMMITTEE REPORT**

Director Rawson reported that the Engineering Committee met on November 16, 2022 and discussed updates that were presented by staff who brought the board up to date with the most current information which was present previously in this meeting. The Committee is looking forward to receiving the recommendations of the Engineering project.

**FINANCE COMMITTEE REPORT**

Director D'Alessandri reported that the Finance Committee met on November 15, 2022. The Committee also reviewed the General Fund Claims for the month of November. The Committee discussed the CalPERS unfunded obligation and agreed to study this matter further and will have updates at a future meeting.

**LEGISLATIVE COMMITTEE REPORT (SB415)**

President Roberts reported that a meeting is scheduled for December 9, 2022 to discuss Fuel Tax Revenue to De Luz CSD.

**N. GENERAL MANAGER'S REPORT**

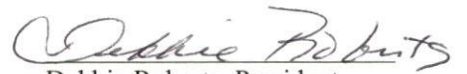
General Manager Emmons reported that he and Finance Manager Snyder attended the 2022 Cal PERS educational conference. They met with Cal PERS experts to discuss the District's unfunded obligation and other pension issues that concern the District.

**O. LEGAL COUNSEL MATTERS**


Counsel Simmons advised the Board of SB 1100 which allows the chair conducting a meeting to remove, or cause the removal of, an individual for disrupting a meeting. Simmons also advised the Board of AB 721: Covenants and restrictions.

**ADJOURNMENT**

There being no further business, President Roberts adjourned the meeting at 7:12 p.m.

  
Debbie Roberts, President  
De Luz Community Services District

**Attest:**

  
James E. Emmons, Secretary  
De Luz Community Services District