MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS
MAY 21, 2025
6:00 p.m.

A. CALL TO ORDER & ROLL CALL

This regular meeting of the Board of Directors of De Luz Community Services District was held at the DLCSD office, 41606 Date Street, Suite 205, Murrieta, CA on May 21, 2025. 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

Directors Absent

Paula Carroll, Director
Gina Rawson, Director

Staff Present:

James E. Emmons, General Manager via Zoom
Ward Simmons, General Counsel
Matthew Crim, Deputy District Engineer
Theresa Snyder, Finance Manager
Jessica Richards, Administrative/IT Manager
Isabel Gavidia, Administrative Assistant
Nicholas Gieseman, Field Worker
Dane Carroll, Field Worker

The flag salute was led by President Roberts.

B. SHERIFF:

Deputy Pourier delivered the Sheriff's Report and provided an update on recent law enforcement activity. He reported on notable calls for service throughout the district. He also reported that he investigated a trailer theft that resulted in three arrests. He completed an investigation of a case that resulted in five warrants written, and that two suspects were discovered and served. The case was sent to the Fugitive Apprehension Unit. Pourier informed the Board that he had attended an offroad course. The written report is on file with the District.

C. SHERIFF'S CONTRACT:

The Board considered an updated contract with Riverside County for law enforcement services for Fiscal Year 2025-2026. The contract maintains the same level of service as the current year.

Motion was made by D'Alessandri, seconded by Bowman that the contract be approved, with clarification of section 4.4B.

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

The motion was approved 3-0.

D. PUBLIC COMMENT:

There was no public comment.

E. LEGISLATIVE TOPICS:

Syrus Devers, District Legislative Advocate, reported that he approached the department of Fish and Wildlife regarding refusing to pay fees for utilizing district roads and they do not anticipate working with the District at this time. He will update the Board on any new developments. He also reported that Senator Seyarto's office received a response from Cal Recycle indicating that they will not change regulations on the rural exemption. He advised that the sunset provision will need to be removed. He advised the Board of Legislation of interest.

F. INFORMATION ONLY:

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

G. CONSENT CALENDAR:

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

1. Minutes of March 19, 2025, Regular Board Meeting
2. General Fund & Sheriffs Special Tax Claims for March & April 2025.
3.. Purchase Order No(s): 25-02

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

The motion was approved 3-0.

H. FINANCIAL MATTERS – FISCAL YEAR BUDGET 2025- 2026

The Board reviewed the projected 2025-2026 Benefit Fee levy based on the projected expenses for general administrative and roadwork. Finance Manager Snyder summarized the proposed budget which states that these are preliminary figures, and final numbers will be brought to the Board for Public Hearing and consideration at the June 18, 2025, meeting.

Introduction and first reading of Ordinance 25-01, Adopting the Sheriff Special Tax Rate and Written Report and Roadway Maintenance services for Fiscal Year 2025-2026.

Motion was made by D'Alessandri, seconded by Bowman, that Ordinance 25-01, be introduced by title only; that further reading be waived, and that Ordinance 25-01 be passed to second reading at the June 18, 2025, meeting.

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

The motion was approved 3-0.

The Board considered Resolution No. 25-01, Setting the Hearing for the Fiscal Year 2025-2026 Budget for June 18, 2025, at 6:00 p.m. at the District Office.

Motion was made by Bowman, seconded by D'Alessandri Bowman to adopt Resolution No. 25-01: Setting Hearing for the Fiscal Year 2025-2026 Budget.

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

The motion was approved 3-0.

The Board considered Resolution No. 25-02: Setting the Hearing for the 2025-2026 Written Report for June 18, 2025 at 6:00 p.m. at the District Office.

Motion was made by Bowman, seconded by D'Alessandri to adopt Resolution No. 25-02: Setting a Hearing Upon and Directing the Publication of a Notice of Hearing upon the Budget of the District for the Fiscal Year 2025-2026.

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

The motion was approved 3-0.

I. ROADWAY REHABILITATION

Deputy District Engineer Crim presented the Pavement Condition Index Map (PCI) that outlined the areas that qualify for pavement rehabilitation and estimated construction costs. It was agreed that further information is needed and will discuss in more detail at the next Engineering Committee meeting.

J. ROAD MAINTENANCE/FIELD CREW REPORT

Maintenance Supervisor Gieseman reported on pothole repairs on Via Santa Rosa. He reported on weed abatement on Carancho Road, Via Vaquero and Camino Estribo. He reported that the field crew continues to clear the tree growth along the shoulders of roadways, especially Via Barranca and Carancho Road. Also, he reported on sign maintenance repairs throughout the District 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 Engineering Committee met and continued discussion of roadway rehabilitation projects for this year. He advised the Board that the committee is awaiting further information regarding traffic counts and further information must be evaluated before making a recommendation to the Board.

FINANCE COMMITTEE REPORT

Director D'Alessandri reported that the Finance Committee met and discussed the proposed budget for Fiscal Year 2025 – 2026. He also reported that the District no longer has Treasury Bill Investments and that LAIF interest rate is at 4%.

LEGISLATIVE COMMITTEE REPORT

President Roberts reported that updates were given by Syrus Devers at the beginning of the meeting. There is no further information at this time.

L. GENERAL MANAGER'S REPORT

General Manager Emmons stated that there is currently nothing new to report.

M. LEGAL COUNSEL MATTERS

General Counsel Simmons informed the Board that the Sandia Creek Winery application remains withdrawn by the applicant. He also advised the Board that the CSDA Annual Conference & Exhibitor Showcase is scheduled for is August 25 – 28, 2025 in Monterey, CA. General Manager Emmons will also attend.

ADJOURNMENT

There being no further business, President Roberts adjourned the meeting at 7:03 p.m.

Debbie Roberts

Debbie Roberts, President
De Luz Community Services District

James E. Emmons, Secretary
De Luz Community Services District