

Minutes

A Meeting of the Board of Directors of the Descanso Community Water District (DCWD) has been called for:

***Tuesday, March 19th, 2024, 7:00 pm
Descanso Town Hall, Viejas Grade Blvd., Descanso, CA***

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE:** The meeting was called to order by President Phillips at 7:02 PM.
2. **ROLL CALL:** Members present were Phillips, Johnson, and Minix. Dan DeMoss with CRWA, SUSP/DCWD Administrative Assistant Cierra Creamer, SUSP/DCWD Field Technician Cameron West. Jason Kaminsky with HNK CPAs.
3. **APPROVAL OF AGENDA:** The agenda was approved with one correction of switching items number 6 and 7. A motion to approve the agenda with the one adjustment was given by Minix and a second by Johnson. A vote was taken, 3 approved and 0 opposed.
4. **PUBLIC COMMENT:** A customer had some questions for the board regarding the base rate and whether it will ever go down once the debts are paid off, to which Phillips responded that it can hopefully happen within the next few years. He also asked about the uranium notices and status of the project to which DeMoss answered with an explanation on why the letters were sent out and what they mean. We had another customer attend who was just there to listen in. No action needed.
5. **APPROVAL OF THE MINUTES OF THE DECEMBER 2023 MEETING:** The board looked over the minutes and had no changes. A motion to approve the minutes with no changes was made by Minix and a second by Johnson. A vote was taken, 3 approved and 0 opposed.
6. **DCWD FINANCIAL AUDIT OF 2022-2023:** Paul with Nigro & Nigro went over his presentation of the 2022-23 financial audit and answered all questions asked by the board. A motion to approve the auditor's report was made by Minix and a second by Johnson. A vote was taken, 3 approved and 0 opposed.
7. **FINANCIAL REPORT:** Kaminsky went over the financial report and answered all questions. He also briefly went over the arrearage program that will help clean up the delinquent accounts in the system. A motion to approve the financial report was made by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.

8. **ENGINEERING REPORT:** Dan briefly went over current updates on the project because James Owens with NV5 was not there to present the updates himself. It was mentioned that the bid should be going out at the end of March to beginning of April. No action needed.

9. **GENERAL MANAGERS REPORT:** DeMoss went over a few things happening within the district such as an issue with a customer’s toilet water, getting the tractor within the next month and the price increase with NV5. Phillips had questions regarding the insurance to which DeMoss answered. Board member Johnson brought up tank cleaning and inspection and DeMoss replied that he may have a potential company to make that happen. The board agreed to hold off on the approval of the NV5 change order until Phillips speaks with James Owens from NV5. No action needed.

10. **DCWD BOARD OF DIRECTORS NEWSLETTER:** A newsletter is not needed at this time. No action needed.

11. **SUCH OTHER ITEMS DIRECTLY RELATED TO THE PREVIOUS AGENDA ITEMS ABOVE AS MAY BE BROUGHT BEFORE THE BOARD OF DIRECTORS:** N/A

12. **MOTION TO ADJOURN:** A motion was given by Phillips and a second by Minix to adjourn the meeting at 8:07 PM.

Board of Directors		
Maureen Phillips President (619) 445-6042	Sheri Minix Director (619) 823-4216	Lee Johnson Finance Officer (619) 445-4122
Vacancy	Vacancy	Dan DeMoss General Manager (916) 616-7761