

Minutes

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

***Tuesday, September 16th, 2025, 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 7:03 PM.
2. **ROLL CALL:** Members present were Phillips, Johnson, and Minix. SUSP/DCWD Administrative Assistant Cierra Creamer and SUSP/DCWD Supervisor Cameron West. SUSP/JCSD Area Manager Emilio Gonzalez. Jason Kaminsky with HNK CPAs.
3. **APPROVAL OF AGENDA:** The agenda was missing the notice about the Zoom meeting, so it was requested that that be corrected. A motion to approve the agenda with the one adjustment was given by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
4. **PUBLIC COMMENT:** One customer who was in attendance had a question about the “bad debt” on the financial report. Phillips told the customer that the accountant will be able to go over that with him during his report. No action needed.
5. **APPROVAL OF THE MINUTES OF THE JUNE 2025 MEETING:** The board reviewed 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. **FINANCIAL REPORT:** Kaminsky went over the financial report and answered all questions. He explained what the bad debt on the report means to the customer who had questions about it. A motion to accept the financial report was made by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
7. **ENGINEERING STATUS REPORT:** Phillips went over the engineering status report provided by NV5. No action needed.
8. **MHI STUDY:** Phillips went over the update provided by Dan DeMoss. Phillips expressed the importance of the MHI study to the customers in attendance and explained what it’s for and how it will benefit the district. No action needed.

9. **ACCESS TO WELL 7 DURING EMERGENCIES:** The board asked West for an update on the possibility of access to Well 7 in case of emergencies. West gave them an update and let them know he's waiting for Stehly to come up to speak with them. Johnson wants West to create the plan if possible and then let Dan know of the created plan. We would also need to get permission from Merigan for fire trucks to come through to Well 7 during emergencies. No action needed.
10. **GENERAL MANAGER'S REPORT:** Creamer went over the collections report with the board and answered all questions. They asked that she send the admin code to Jim for further advice on going forward with liens. West went over the remainder of the GM report with the board and answered all questions. Phillips then went over Emilio Gonzalez's role with Descanso/SUSP as well as brought up the idea of getting cameras at both the library and school to look over the general area of Well 5. No action needed.
11. **DCWD BOARD OF DIRECTOR'S NEWSLETTER:** A letter is not needed at this time.
12. **OTHER ITEMS DIRECTLY RELATED TO THE ABOVE-DESCRIBED MATTERS AS MAY BE BROUGHT BEFORE THE BOARD OF DIRECTORS:** The board spoke with West about the old pipe coming out from the asphalt on Lilac and discussed whether it will be removed. Phillips asked West to find out if it is our pipe and if so, then to possibly remove it ourselves. No action needed.
13. **MOTION TO ADJOURN:** A motion was given by Minix and a second by Johnson to adjourn the meeting at 8:19 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