

## Minutes

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

***Tuesday, September 19th, 2023, 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 7:01 PM.
2. **ROLL CALL:** Members present were Phillips, Johnson, and Minix. Dan DeMoss with CRWA, SUSP/DCWD Billing Specialist Cierra Boykin, SUSP/DCWD Field Technician Cameron West. Jason Kaminsky with HNK CPAs and James Owens with NV5.
3. **APPROVAL OF AGENDA:** The board wanted to flip the order of items #6 and #7. Item #11 was tabled for further evaluation. A motion to approve the agenda with the two adjustments was given by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
4. **PUBLIC COMMENT:** No comments were made by the public.
5. **APPROVAL OF THE MINUTES OF THE MARCH 2023 MEETING:** The board looked over the minutes and had no changes. A motion to approve the minutes with no changes was made by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
6. **FINANCIAL REPORT:** Jason Kaminsky with HNK CPAs went over the financial report with the board and answered all questions. 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.
7. **DCWD FINANCIAL AUDIT OF 2021-22:** Kaminsky briefly went over the first page of the Audit and explained the changes made between last year's and this year's financial report statements. A motion to approve the financial audit was made by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
8. **RFP/RFQ FOR 2022-2023 DCWD FINANCIAL AUDIT SERVICES:** Phillips started off by asking if anyone had any questions regarding the Nigro & Nigro proposal. She stated how she

feels their prices are reasonable and everything was budgeted accordingly. Kaminsky stated how previous to this he had not yet heard of Nigro & Nigro, but that based off of their proposal he approves of them. No action needed.

9. **AUDIT PROFESSIONAL SERVICES AGREEMENT:** The board reviewed and discussed the services agreement. A motion to approve the professional services agreement was made by Minix and a second by Johnson. A vote was taken, 3 approved and 0 opposed.
10. **STATUS OF WELL NO. 7 IMPROVEMENTS AND IRON MANGANESE TREATMENT FACILITY IMPROVEMENTS:** James Owens went over the project schedule projection and answered all questions from DeMoss and Phillips. DeMoss asked Owens to let us know if USDA does not get back to us and Owens agreed. No action needed.
11. **PRESENTATION OF CONSOLIDATION FEASIBILITY STUDY FOR GUATAY MUTUAL BENEFIT CORPORATION:** Tabled until further notice- possibly a special meeting or the December meeting. No action needed.
12. **CLOSED SESSION CONTRACT DISCUSSION:** The Board voted to continue discussions regarding contracts for engineering. A motion was made to continue the discussion by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
13. **GENERAL MANAGERS REPORT:** DeMoss went over the recent staffing changes and the new SUSP employee with the board. He explained that himself and Fernando will be coming down to check on Descanso more often. The possibility of having the Descanso Admin Code revised and updated was mentioned, so DeMoss will be getting pricing for that. No action needed.
14. **DCWD BOARD OF DIRECTORS NEWSLETTER:** Phillips would like to send out a newsletter regarding new board member Sherri Minix as well as the passing of Gary Sanner. She would also like to send out another notice regarding the need to fill the vacant spots on the board. No action needed.
15. **SUCH OTHER ITEMS DIRECTLY RELATED TO THE PREVIOUS AGENDA ITEMS ABOVE AS MAY BE BROUGHT BEFORE THE BOARD OF DIRECTORS:** N/A
16. **MOTION TO ADJOURN:** A motion was given by Minix and a second by Johnson to adjourn the meeting at 9:05 PM.

<b>Board of Directors</b>		
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