

## Minutes

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

***Tuesday, December 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 7:04 PM.
2. **ROLL CALL:** Members present were Phillips, Johnson, and Minix. Dan DeMoss with SUSP, SUSP/DCWD Administrative Assistant Cierra Creamer and SUSP/DCWD Supervisor Cameron West. SUSP/JCSD Area Manager Emilio Gonzalez. Jason Kaminsky with HNK CPAs, James Owens with NV5 and via zoom Anabel Cruz with Nigro and Nigro.
3. **APPROVAL OF AGENDA:** No changes were made to the agenda. A motion to approve the agenda as is was given by Minix and a second by Phillips. A vote was taken, 3 approved and 0 opposed.
4. **PUBLIC COMMENT:** No public comment was made. No action needed.
5. **DCWD FINANCIAL AUDIT OF 2024-25:** Anabel Cruz with Nigro and Nigro went over the financial audit with the board and answered all questions. Jason Kaminsky with HNK CPAs was able to help answer a few questions from the board president regarding. A motion to accept the auditor's report was given by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
6. **APPROVAL OF THE MINUTES FROM THE REGULAR SEPTEMBER 2025 AND SPECIAL NOVEMBER 2025 MEETINGS:** The board reviewed the minutes from the regular meeting held on September 16<sup>th</sup> and the special meeting held on November 25<sup>th</sup> and had no changes. A motion to approve both sets of minutes with no changes was made by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
7. **FINANCIAL REPORT:** Kaminsky went over the financial report with the board and answered all questions. Kaminsky stated that going forward he will be dividing the chemical order cost over a seven-month period to avoid it all being in the same month. 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.

8. **MANDATORY ELECTRONIC FILING OF STATEMENTS OF ECONOMIC INTERESTS:** The Board President reminded the other board members to file their 700 forms and then to send a copy to Cierra to be filed in the office. No action needed.
  
9. **ENGINEERING STATUS REPORT:** James Owens went over the engineering status report with the board and answered all questions. Cameron West was asked about the water results to which he answered. A motion to accept the engineering status report was made by Johnson and a second by Minix. A vote was taken, 3 approved and 0 opposed.
  
10. **GENERAL MANAGER’S REPORT:** DeMoss and West went over the GM report with the board and answered all questions. Johnson had some questions about the tank cleaning and how it went to which West answered. No action needed.
  
11. **OTHER ITEMS DIRECTLY RELATED TO THE ABOVE-DESCRIBED MATTERS AS MAY BE BROUGHT BEFORE THE BOARD OF DIRECTORS:** N/A
  
12. **MOTION TO ADJOURN:** A motion was given by Johnson and a second by Minix to adjourn the meeting at 8:16 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