

Minutes

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

***Tuesday, December 17 ,2019, 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 5:00 PM
2. **ROLL CALL.** Members present were Phillips, Sanner, and Johnson. General Manager Dan DeMoss with SUSP and SUSP Operations Manager Julianna Meeks.
3. **APPROVAL OF AGENDA.** The agenda was approved unanimously with the following changes: reverse the order of item #5 & #6, Table #9 add “pending legal review” to the language. #11, correct the spelling on the word “amendment”. A motion was given by Johnson and a second by Sanner, all were in favor.
4. **PUBLIC COMMENT:** None
5. **APPROVAL OF THE MINUTES OF THE JUNE 18TH, 2019 MINUTES:** The Board reviewed the September 17, 2019 Minutes. A motion was given by Johnson and a second by Sanner, all were in favor of approval.
6. **ELECTION OF OFFICERS:** A motion was made by Sanner, with a 2nd by Johnson to keep the officers the same. All were in favor.
7. **PRESENTATION OF THE 2018-2019 AUDIT:** Brian with Wilkinson & Hadley went over the 2018-2018. A motion was given by Johnson and a second by Sanner to accept the 2018-2019 audit as written. All were in favor
8. **FINANCIAL REPORT:** Jason with Nakawataske & Kaminsky went over the financial reports and answered any questions. A motion was given by Johnson and a second by Sanner to accept the financial report. All were in favor.
9. **T.C. CONSTRUCTION COMPANY CONTRACT:**
James with NV5 explained that the District received and reviewed 5 bids for construction of the Viejas Blvd blending pipeline. The low bid was received by T.C. Construction. James recommends awarding the contract to T.C. Construction , pending USDA concurrence. Phillips asked if legal had reviewed the contract. James explained that legal created the contract. The Board voted unanimously in favor to approve the award of the contract of the construction of the Viejas Blvd. pipeline to T.C. Construction. A motion was given by Sanner and a second by Johnson. All were in favor.

10. APPROVE TASK ORDER 12 OF THE ON-CALL SERVICES AGREEMENT WITH NV5, INC:

James Owens with NV5 explained task order in regard to the Viejas Blvd improvements. The Board voted unanimously to approve Task Order 12, with a motion given by Johnson and a second by Sanner. All in favor.

11. APPROVE AMENDMENT TASK ORDER 09 OF THE ON-CALL SERVICES AGREEMENT WITH NV5, INC:

James Owens of NV5 explained the price change to Task Order 09 for on-call services. The Board was approved this item with a motion by Johnson and a second by Sanner. All were in favor.

12. GENERAL MANAGERS REPORT:

General Manager DeMoss went of the GM reports in the Board packet and answered any questions.

13. DCWD BOARD OF DIRECTORS NEWSLETTER:

President Phillips would like to do a newsletter on the following items:

1. Contract Award
2. Website in January 2020
3. Moving Forward

A motion was given by Johnson and a second by Sanner to approve the outline of the newsletter. All were in favor.

14. SUCH OTHER ITEMS DIRECTLY RELATED TO THE ABOVE-DESCRIBED MATTERS AS MAY BE BROUGHT BEFORE THE BOARD OF DIRECTORS:

None

15. MOTION TO ADJOURN:

A motion was given by Johnson and a second by Sanner to adjourn the meeting at 8:53 PM.

Board of Directors		
Maureen Phillips President (619) 445-6042	Gary Sanner Vice President (619) 445-9138	Lee Johnson Finance Officer (619) 445-4122
	Vacant Director	Dan DeMoss General Manager (916) 616-7761