



De Luz Community Services District

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BOARD OF DIRECTORS
MICHAEL ADAMS
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BRYAN BUESCHER
SUSAN EGGE
STEVE RUBIN

GENERAL MANAGER
ROB HOLMES

MINUTES REGULAR MEETING OF THE FINANCE COMMITTEE November 9 12, 2011 3:00 P.M.

1. Call to Order & Roll Call

The Regular Meeting of the De Luz Community Services District Finance Committee was held at the De Luz CSD Office commencing at 3:00 p.m. on November 9, 2011 with the following people present:

Gene Bianchi, Committee Chair
Susan Egge, Committee Member
Theresa Snyder, Administrative Assistant
Rob Holmes, General Manager
Cher Ruzek, Office Manager

2. Public Comment

None.

3. Approval of Minutes

The Minutes of the October 12, 2011 Meeting were approved by consensus.

4. Financial Matters

Committee reviewed the following:

Finance and Engineering approved new format of the Roadway Rehabilitation Funding spreadsheet, which will be provided monthly at Committee and Board meetings

Reviewed October 2011 Roadway Rehabilitation spreadsheet.

Reviewed goals for implementation of new accounting software modules.
Hope to go live with automated systems on January 1, 2012

Discussed Tract 29851 partial refund of deposit to the appropriate property owners. Certified letters and counsels agreement were mailed on November 8, 2011 to seven of the property owners.

Rob to work on letter/agreement to be sent to remaining three homeowners with no deposits and no building on property.

Reviewed LAIF investment statement for October 31, 2011.

Discussed the three areas of the Auditors Management letter. All areas have been addressed accordingly per General Manager.

Discussed the various Sheriff Misc. Codes and their relationship to billable hours to De Luz CSD.

5. **Adjournment**

There being no further business, the meeting was adjourned at: 4:03pm.



Theresa Snyder
Administrative Assistant/Accounting

ATTEST



Gene Bianchi, Committee Chair