De Luz Community Services District

41606 Date Street
Suite 205
Murrieta, California 92562-7090

PHONE: (951) 696-0060
FAX: (951) 696-0061
E-MAIL: info@deluzcsd.org

www.deluzcsd.org

AGENDA

REGULAR MEETING OF THE FINANCE COMMITTEE
June 10, 2015
5:00 P.M.

The Finance Committee is charged with the responsibility of developing and recommending financial plans to support the mission statement of the CSD in compliance with Government codes.

1. **CALL TO ORDER AND ROLL CALL**

2. **PUBLIC COMMENT:** *Any member of the public may address the Committee at this time upon matters not identified on this Agenda but within the jurisdiction of the Finance Committee of the De Luz Community Services District; however, any matter that requires action will be referred to Staff for a report and action at a subsequent Committee or Board Meeting. As to matters on the Agenda, an opportunity will be given to address the Committee when the matter is considered.*

3. **MINUTES:** Approval of the Minutes of April 8, 2015 Regular Meeting.

4. **FINANCIAL MATTERS:**
   Committee will review the following:

   May 2015 Claims.
   Roadway Rehabilitation spreadsheet for May 2015.
   LAIF investment statement for May 2015.
   The committee will discuss financial matters of concern to the district.

5. **ADJOURNMENT**

T

(6pm)

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MINUTES
REGULAR MEETING
OF THE FINANCE COMMITTEE
April 8, 2015, 2015
5:00 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 5:00 pm April 8, 2015 with the following people present:

Mike Adams, Committee Chair
Rami Mina, Committee Member
Theresa Snyder, Accounting Administrator
Robert Holmes, General Manager

2. **Public Comment**

None.

3. **Approval of Minutes**

The Minutes of the March 11, 2015 Meeting were approved by consensus.

4. **Financial Matters**

Committee reviewed the following:

March 2015 Claims.

Committee readdressed financial issues concerning acceptance of new roads into the District for maintenance. Committee to revisit the issue after the 2015-2016 fiscal budget is completed.

Committee reviewed status of District land purchase.

Committee reviewed March 2015 Roadway Rehabilitation spreadsheet.

Reviewed March 2015 LAIF investment statement.

5. **Adjournment**

There being no further business, the meeting was adjourned at: 6:20pm.

____
Theresa Snyder
Accounting Administrator

ATTEST

____
Mike Adams
Committee Chair

DE LUZ COMMUNITY SERVICES DISTRICT
41606 DATE STREET, SUITE 205
MURRIETA, CA 92562

WEDNESDAY JUNE 17, 2015
MAY 2015 GENERAL FUND CLAIMS

Date:	Check#:	Payee/Description:	Amount:
		Barrera Janitorial	
05/04/15	22773	April 2015 Office Janitorial	235.00
		Big Giant Media	
05/19/15	22790	Website Hosting 1YR Thru 4/30/16	359.40
		California Special Districts Assoc.	
05/04/15	22774	Leadership Summit 7/12/15-7/14/15	625.00
		CALPERS	
05/04/15	22775	Retirement 4/16/15-4/30/15	5,123.45
		Annual 2014-2015 GASB 68 Reporting Fees	850.00
		CALPERS	
05/19/15	22791	Retirement 5/1/15-5/15/15	5,123.45
		Total For CALPERS:	11,096.90
		Capital One Commerical	
05/04/15	22776	Office Supplies-Paper Products	288.53
		Chevron	
05/04/15	22777	Vehicle Fuel Thru 4/2/15	1,316.73
		City National Bank	
05/19/15	22792	Capital Lease Payment - Building	26,952.90
		Clifford Murrieta Business Park	
05/04/15	22778	June 2015 POA Dues	542.00
		Commercial Sign Installation	
05/19/15	22793	Refund Driveway Permit Deposit #2014-018 Calle La Paz	400.00
		Downs Energy	
05/19/15	22794	Equipment Fuel Thru 5/7/15	154.54
		Employment Development Department	
05/01/15	22795	State P/R Taxes 4/16/15-5/15/15	1,471.38
		Enterprise Media	
05/04/15	22779	Publish Notice of Hearing F/Y 2015-2016	296.00
		Flex-Plan Services	
5/31/15	EFT	April 2015 HRA Administration Fee $100.00	
		May 2015 FSA Charges/Payroll Deduction $247.20	
		Total for Flex-Plan Services:	347.20
		Glennie's Office Products, Inc.	
)5/04/15	22780	Via Vaquero Phase III- Bid Supplies	79.27
		Hank's Hardware	
)5/04/15	22781	Field Supplies	8.10

		Internal Revenue Service	
05/01/15	21679578	Federal P/R Taxes 4/16/15-5/15/15	4,119.95
		Jaynie Lampshire	
/15	22782	Garnishment 4/16/15-4/30/15	150.00
		Jaynie Lampshire	
05/19/15	22797	Garnishment 5/1/15-5/15/15	150.00
		Total for J. Lampshire:	300.00
		Joan Darrin	
05/19/15	22798	June 2015 Yard Rent	600.00
		Law Offices Of Scott & Jackson	
05/19/15	22799	April 2015 Legal Retainer	2,000.00
		Napa Auto Parts	
05/04/15	22783	Field & Vehicle Supplies	78.01
		Nathan Garner	
05/04/15	22784	Bottled Water	14.50
		Nationwide Retirement Solutions	
05/01/15	22785	Def. Comp. 4/16/15-4/30/15	1,019.18
		Nationwide Retirement Solutions	
05/19/15	22800	Def. Comp. 5/1/15-5/15/15	1,019.18
		Total for NRS:	2,038.36
		Peters Paving & Grading	
05/19/15	22801	Las Palmeras - Emergency Zone IV - Culvert Repair	13,350.00
		Rightway	
0 /15	22802	Portable Toilet Rental Thru 5/28/15	95.65
		Rob Holmes	
05/19/15	22803	Cell 4/15/15-5/14/15	50.00
		Robinson Printing	
05/04/15	22786	Community Outreach Mailer	682.56
		SDRMA	
05/19/15	22804	June 2015 Medical	4,978.62
		Workers Comp. 1Yr. Thru 6/30/16	7,822.73
		Total for SDRMA:	12,801.35
		Southern California Edison SCE	
05/04/15	22787	Electric Thru 4/27/15	195.32
		Staples	
05/19/15	22805	Office Supplies	31.68
		The Standard	
5/19/15	22806	May 2015 Dental	567.12
		United Fire Solutions, Inc.	
5/04/15	22788	Annual Fire Extinguisher Maintenance	140.00
		United Tire Center, LLC	
.5	22807	Motor Grader - Service Call/Parts-Brakes/Labor/Mount-Dismount	634.34
		Verizon	
5/19/15	22808	Phone/Fax/Internet Thru 5/27/15	320.16

		VSP	
05/04/15	22789	May 2015 Vision	123.63
		Total for May 2015 A/P Claims:	**82,315.58**
		PAYROLL	
		Employee Payroll	
5/01/15	5440-5445	4/16/15-4/30/15	12,038.45
		Director Stipend	
5/01/15	5446-5450	4/1/15-4/30/15	821.41
		Employee Payroll	
5/15/15	5451-5456	5/1/15-5/15/15	12,038.42
		Total May 2015 Claims:	**107,213.86**

DE LUZ COMMUNITY SERVICES DISTRICT
41606 Date Street South, Suite 205
Murrieta, California 92562

C L A I M S
SHERIFF'S SPECIAL TAX FUND
June 17, 2015

UNDER BOARD POLICY THE FOLLOWING CLAIM HAS BEEN PAID:

Ck #1188	RIVERSIDE COUNTY SHERIFF Sheriff's services, 02/05/15 - 03/04/15	15,075.00
Ck. #1189	RIVERSIDE COUNTY SHERIFF Sheriff's services, 03/05/15 - 04/01/15	15,257.90

TOTAL CLAIMS: **$30,332.90**

Roadway Rahabilitation	Primary	Zone I	Zone II	Zone III	Zone IV	Zone V	Total
***Beginning Available RR Funds Balance AS OF 5/31/15	509,953	264,667	199,433	218,342	176,922	136,339	1,505,656
Via Vaquero Phase III Awarded in May 2015	-279,761						-279,761
Total After all 2014-2015 Projects, Emergency Reserve Deductions & BF#1 & 2 Payments:	230,192	264,667	199,433	218,342	176,922	136,339	1,225,895
COMPLETED 2014-2015 PROJECTS:							
Avenida Del Oro Phase I					171,544		
Via Vaquero Phase IIB	212,829						
Crack Seal 2014	25,000	10,566	17,916	16,317	25,000	19,294	
Crack Seal 2015	50,050				25,000		
El Prado Dip Crossing					25,000		

Financial Issues completely Discussed

Get $ Amount on Capital Asset exp

DATE: June 6, 2015

TO: Board Of Directors

FROM: Theresa Snyder

SUBJECT: STATEMENT OF INVESTMENT POLICY - MONTHLY REPORT

Assembly Bill 1073 requires a monthly report be made to the board setting forth specific information as follows:

1. Type of investment - Deposit at Interest.

2. Institution - Local Agency Investment Fund (LAIF).

3. Date of Maturity - Not applicable.

4. Amount of Deposit - Varies - $4,025,101.61

5. Current Market Value - Cash Value.

6. Rate of Interest - Current rate as of 6/4/15 is .29%

JOHN CHIANG
TREASURER
STATE OF CALIFORNIA

PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
05/22/15	0.29	0.29	217
05/23/15	0.29	0.29	217
05/24/15	0.29	0.29	217
05/25/15	0.29	0.29	217
05/26/15	0.29	0.29	215
05/27/15	0.29	0.29	217
05/28/15	0.29	0.29	220
05/29/15	0.29	0.29	222
05/30/15	0.29	0.29	222
05/31/15	0.29	0.29	222
06/01/15	0.30	0.29	230
06/02/15	0.30	0.29	230
06/03/15	0.30	0.29	228
06/04/15	0.30	0.29	230

*Daily yield does not reflect capital gains or losses

LAIF Performance Report

Quarter Ending 03/31/15

Apportionment Rate:	0.26%
Earnings Ratio:	0.00000712637778462
Fair Value Factor:	1.000383728
Daily:	0.27%
Quarter to Date:	0.27%
Average Life:	191

PMIA Average Monthly Effective Yields

MAY 2015	**0.290%**
APR 2015	0.283%
MAR 2015	0.278%

Pooled Money Investment Account
Portfolio Composition
$67.9 billion
4/30/15