



De Luz Community Services District

BOARD OF DIRECTORS

Michael Adams Gene Bianchi Bryan Buescher Robert D'Alessandri Rami Mina

GENERAL MANAGER

Rob Holmes

A G E N D A

REGULAR MEETING OF THE FINANCE COMMITTEE Wednesday August 9, 2017 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 July 12, 2017 Regular Meeting.

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

Committee to review July 2017 Claims.

Update committee: District has received BF#3 for fiscal year 2016-2017 in the amount of \$90,207.74.

Discuss 2017-2018 assessments, with regard to the 2017-2018 acreage loss.

Review AD90-1 Redemption and Reserve accounts that have been closed.

Review status of CHP two year contract.

Update committee on submissions made for reimbursement of FEMA 4305 Direct Administrative cost.

LAIF investment statement for July 2017.

The committee will discuss financial matters of concern to the district.

5. **ADJOURNMENT**



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9/13

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Review status of CHP two year contract. To start 8/14 - 18

Update committee on submissions made for reimbursement of FEMA 4305 Direct Administrative cost. 10K + 55K Exp total 65K

LAIF investment statement for July 2017. OVR 1%

The committee will discuss financial matters of concern to the district.

Received 54K 1617 Franchise Revenue CAGR

5. ADJOURNMENT



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GENERAL MANAGER

Rob Holmes

MINUTES REGULAR MEETING OF THE FINANCE COMMITTEE July 12, 2017 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 p.m. July 12, 2017 with the following people present.

Rami Mina, Committee Chair
Robert D'Alessandri, Committee Member
Theresa Snyder, Accounting Administrator

2. Public Comment

None.

3. Approval of Minutes

The Minutes of the June 14, 2017 Meeting were approved by consensus.

4. Financial Matters

Committee reviewed the following:
Committee reviewed June 2017 Claims.

Discussed progress of 2017-2018 County assessments.

T Snyder discussed the new FEMA 4305 disaster expense reimbursement process for Direct Administrative Costs, Force Account Labor & Force Equipment Account Labor. The FEMA process has implemented a more comprehensive process to be reimbursed for all of the above. In process of completing January - March 2017 reimbursement requests.

Reviewed June 2017 Roadway Rehabilitation spreadsheet.

Reviewed CHP two year contract questions - Need written documentation that the District can cancel contract with written notice at any time. Committee discussed the level of service patrols that would be adequate for the District based on revenue reserves.

Reviewed LAIF investment statement for June 2017.

5. **Adjournment**

There being no further business, the meeting was adjourned at: 6:15pm.

Theresa Snyder
Accounting Administrator

ATTEST

Rami Mina
Committee Chair



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

August 16, 2017

July 2017 General Fund Claims

DATE:	CHECK:	PAYEE/DESCRIPTION:	CHECK:
07/20/17	23777	Allied Traffic & Equipment Rentals El Prado Street Signs BW - Zone IV	316.79
07/06/17	23767	Barrera Janitorial June 2017 Janitorial	235.00
07/06/17	100088716	CALPERS Retirement 6/16/16-6/30/17 EFT	3,045.90
07/20/17	1000895687	CALPERS Retirement 7/1/17-7/15/17 & \$2894.92 Unfunded Liab. EFT	<u>9,505.95</u>
		Total For CALPERS:	12,551.85
07/06/17	713176020	Chevron Vehicle Fuel Thru 7/1/17 EFT	1,002.31
07/20/17	23778	Clifford Murrieta Business Park August 2017 POA Dues	574.00
07/20/17	23779	Constant Contact Prepayment for Constant Contact Email Subscriptions	204.00
07/06/17	23768	Capital One Commercial/COSTCO Office Supplies	146.22
07/06/17	23769	County Of Riverside LAFCO Fees 2017-2018	697.53
7/20/17	165518208	EDD State P/R Taxes 6/16/7-7/15/17 EFT	2,154.34
07/06/17	23770	Frontier Communications Phone/Fax/Internet Thru 7/27/17	366.20
7/6/17	93786153	IRS Federal P/R Taxes 6/16/17-6/30/17 EFT	2,666.44
7/19/17	21145030	IRS Federal P/R Taxes 7/1/17-7/15/17 EFT	<u>3,225.58</u>
		Total For IRS:	5,892.02
7/20/17	23780	Jadtec Security Services, Inc. Service call For Alarm System\Parts	224.46
7/06/17	23771	Jaynie Lampshire Garnishment 6/16/17-6/30/17	150.00
7/20/17	23781	Joan Darrin August 2017 Yard Rent	600.00
7/20/17	23782	KONIKA Minolta Business Solutions Scanner/Fax/Printer Meter For 6/1/17-6/10/17	74.42
7/20/17	23783	Law Offices of Scott & Jackson June 2017 Legal Retainer\ Fees To Overnight GM Recruitment Packages	2,279.99
7/06/17	23772	L & M Fertilizer Field Supplies	21.08

07/20/17	23784	Napa Auto Parts Tools\V-Belts	95.88
07/20/17	23785	Nathan Garner Bottled Water Service	21.75
07/20/17	23773	Nationwide Retirement Solutions Def. Comp. 6/16/17-6/30/17	1,046.27
7/31/17	EFT	NAVIA July 2017 FSA Charges/Payroll Deduction \$129.00 EFT July 2017 HRA Charges \$1260.00 EFT	1,389.00
07/20/17	23786	Peters Paving & Grading El Prado, Serreno, Via Escondido Repair AC Pavement - Zone IV BW	6,930.00
07/20/17	23787	Riverside Assessor- County Clerk 6/30/17 Data Run - Assessments 2017-2018	63.75
07/20/17	23788	Rob Holmes Cell 6/15/17-7/14/17	50.00
07/06/17	23775	Southern California Edison Electric Thru 6/26/17	276.44
07/06/17	23774	SDRMA August 2017 Medical	4,880.00
07/20/17	23789	Sentium Strategic Communications Consulting Services - Progress Payment	7,800.00
07/20/17	23790	The Standard July 2017 Dental	499.36
07/06/17	23776	VSP July 2017 Vision	103.21
07/20/17	23791	Zeus Technology, LLC 7/20/17 IT Services	375.00

Total For July 2017 A/P Claims: 51,020.87

PAYROLL

5922-/5933&5934	Employee Payroll 6/16/17-6/30/17	13,277.28
5928-5932	Director Stipend 6/1/17-6/30/17	2,011.90
5935-5940	Employee Payroll 7/1/17-7/15/17	15,472.91

Total For July 2017 Claims: 81,782.96



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
August 16, 2017

UNDER BOARD POLICY THE FOLLOWING CLAIM HAS BEEN PAID:

Ck #1216	RIVERSIDE COUNTY SHERIFF Sheriff's services, 04/27/17 - 05/27/17	18,006.21
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TOTAL CLAIMS:	<u>\$18,006.21</u>
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Roadway Rehabilitation	Primary	Zone I	Zone II	Zone III	Zone IV	Zone V	Total
*** Beginning Available RR Funds Balance As Of 7/31/17	638,422	433,420	236,046	285,402	323,751	249,326	2,166,367
2016-2017 Via Vaquero (On Hold) May Do Carancho or Sandia Project.	-275,000						-275,000
2017-2018 Crack Seal Various Zones Not Determined At Tis Time	25,000						25,000
BF#3 Payment 2016-2017 (August 2017)	10,772	4,001	640	1,005	3,640	833	20,891
2017-2018 Project "A" (August 2017) Not Assigned	-300,000						-300,000
Teeter Payment 2016-2017 (November 2017)	20,618	7,659	1,226	1,924	6,968	1,595	39,989
BF#1 Payment 2017-2018 (February 2018)	375,000	139,300	22,290	34,985	126,725	29,000	727,300
2017-2018 Project "B" (April 2018) Not Assigned	-250,000	-100,000					-350,000
BF#2 Payment 2017-2018 (May 2018)	195,675	72,687	11,631	18,255	66,125	15,132	379,504
Ending RR Balance at June 2018	440,486	557,067	271,833	341,571	527,209	295,886	2,434,052
ROADWAY REHABILITATION EMERGENCY RESERVES: May need for 2017 FEMA	352,099	432,245	82,508	89,254	121,271	88,502	1,165,879

COMPLETED/CANCELLED PROJECTS

2015-2016 Crack Slurry Seal \$522,249.99 Completed Oct 2016 Budgeted in 2014-2015

2016-2017 Crack Slurry Seal Project 375K Not Done



DATE: 7/31/17

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 - \$4,778,198.34
5. Current Market Value - Cash Value
6. Rate of interest - Varies - Current quarterly rate as of 7/28/17 is 1.05%



**JOHN CHIANG
TREASURER
STATE OF CALIFORNIA**



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
06/28/17	1.01	0.93	182
06/29/17	1.01	0.93	181
06/30/17	1.03	0.93	194
07/01/17	1.03	1.03	194
07/02/17	1.03	1.03	194
07/03/17	1.03	1.03	199
07/04/17	1.03	1.03	199
07/05/17	1.04	1.03	197
07/06/17	1.04	1.03	196
07/07/17	1.04	1.04	195
07/08/17	1.04	1.04	195
07/09/17	1.04	1.04	195
07/10/17	1.05	1.04	192
07/11/17	1.04	1.04	194
07/12/17	1.05	1.04	194
07/13/17	1.05	1.04	192
07/14/17	1.05	1.04	193
07/15/17	1.05	1.04	193
07/16/17	1.05	1.04	193
07/17/17	1.05	1.04	191
07/18/17	1.05	1.04	190
07/19/17	1.05	1.04	193
07/20/17	1.06	1.04	195
07/21/17	1.06	1.04	194
07/22/17	1.06	1.05	194
07/23/17	1.06	1.05	194
07/24/17	1.06	1.05	192
07/25/17	1.06	1.05	191
07/26/17	1.06	1.05	191
07/27/17	1.07	1.05	192
07/28/17	1.07	1.05	192

*Daily yield does not reflect capital gains or losses

[View Prior Month Daily Rates](#)

LAIF Performance Report

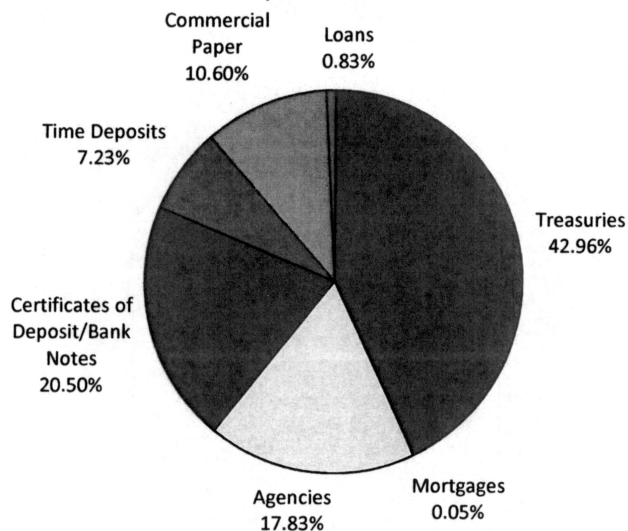
Quarter Ending 06/30/17

Apportionment Rate: 0.92%
 Earnings Ratio: .00002531309414880
 Fair Value Factor: 0.998940671
 Daily: 1.03%
 Quarter to Date: 0.93%
 Average Life: 194

PMIA Average Monthly Effective Yields

June 2017 0.978%
 May 2017 0.925%
 Apr 2017 0.884%

**Pooled Money Investment Account
Portfolio Composition
06/30/17
\$77.6 billion**



Based on data available as of 8/2/2017