**ROSSMOOR/LOS ALAMITOS AREA SEWER DISTRICT**

**OF ORANGE COUNTY, CALIFORNIA**

**MINUTES OF REGULAR MEETING**

**July 10, 2023**

**CALL TO ORDER: President Jew called the meeting to order at 7:00 p.m.**

Regular Meeting of the Board of Directors of the Rossmoor/Los Alamitos Area Sewer District, of Orange County, California, was held at 7:00p.m., following the roll call and the President reporting a quorum present.

**ROLL CALL:** Directors Present: David Boyer

William Poe

John Stea

Dean Grose

Van Jew

Others Present: Sarah Borbon, General Manager

Omar Sandoval, General Counsel

Ben Halbech, PSOMAS (ZOOM)

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Director Grose

**MINUTES:**

Approval of the Minutes of the June 5, 2023 regular meeting – Director Boyer motioned to approve the minutes, seconded by Director Stea and was duly carried.

**PUBLIC COMMENTS:**

**REPORTS:**

**General Manager**

The General Manager written report was discussed.

**District Engineer**

Engineering Report was discussed.

**Directors Report** None

**NEW BUSINESS**

1. **Discuss and Consider CIU Tech Company Proposal-** Director Boyer motioned to approve CIU’s proposal for both computer and phone services, seconded by Director Grose, and was approved 4-1, with Director Poe voting no.
2. **Discuss and Consider Maintenance of RLAASD Office-** Director Boyer motioned to authorize the General Manager permission to buy a security Ring camera/doorbell, a locked and secure mailbox, and to find a local exterminator with a budget price of $400 for the exterminator, it was seconded by Director Grose, and was duly carried.
3. **Discuss and Consider Starting Quickbooks Online-** Continued to August’s board meeting.
4. **Discuss and Consider General Manager’s Maternity leave and Temp Agency Referrals-** Continued to August’s board meeting.
5. **Discuss and Consider Audit Engagement Letter from Robert Huff CPA-** Director Poe motioned to approve the engagement letter from Robert Huff, seconded by Director Boyer, and was duly carried.
6. **Discuss and Consider 2023-2024 Budget Proposal-** Director Poe motioned to approve the budget with an adjustment to Consultant fees in the amount of $28,000.00 and to bring back the final budget to the board for review at the August board meeting, seconded by Director Boyer, and was duly carried.

**AUTHORIZATION TO PAY BILLS**

A motion was made by Director Stea and was seconded by Director Boyer and unanimously carried: That the District’s check register be approved for signature and the General Manager/Treasurer be directed to pay $50,589.48 in accordance with the claims listed for a total register of $50,589.48

**ADJOURNMENT**

A motion was made and unanimously carried: That the meeting of the Board of Directors of the Rossmoor/Los Alamitos Area Sewer District be adjourned to the next regularly scheduled meeting to take place on August 7, 2023, at 7:00 p.m. The President declared the meeting adjourned at 9:19 p.m.

Submitted by,

Sarah Borbon, General Manager