**ROSSMOOR/LOS ALAMITOS AREA SEWER DISTRICT**

**OF ORANGE COUNTY, CALIFORNIA**

**MINUTES OF REGULAR MEETING**

**December 4, 2023**

**CALL TO ORDER: President Jew called the meeting to order at 7:05 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

Van Jew

Dean Grose

Others Present: Sarah Borbon, General Manager

Omar Sandoval, Legal Counsel

Ben Halbach, Engineer

Maira Salcedo, Engineer

Karey Clark, Temp

Robert Huff, CPA

Kim Archer, Tenant

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

**ELECTION OF OFFICERS:** Director Stea motioned to appoint Director Jew as President, seconded by Director Poe and was duly carried. Director Grose motioned to appoint Director Stea as 1st Vice President and Director Boyer as 2nd Vice President, seconded by Director Boyer, and was duly carried.

**MINUTES:**

Approval of the Minutes of the November 6, 2023 regular meeting – Director Stea motioned to approve the minutes, seconded by Director Grose and was duly carried.

**PUBLIC COMMENTS:** None

**REPORTS:**

**General Manager**

The General Manager written report was discussed.

**District Engineer**

Engineering Report was discussed.

**Directors Reports**

None

**NEW BUSINESS**

1. **Discuss and consider Fiscal 2022-2023 Audit Report-** Director Poe motioned to approve the Audit for fiscal year 2022-2023, seconded by Director Stea, and was duly carried.
2. **Discuss and consider Project PN-2101 Update-** No Action
3. **Discuss and consider Small Space Rental-** Tenant Kim Archer addressed the Board of Directors, no action taken.

**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 $81,347.57 in accordance with the claims listed for a total register of $81,347.57

**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 on January 5, 2024, at 9:00a.m. The President declared the meeting adjourned at 9:01 p.m.

Submitted by,

Sarah Borbon

General Manager