



## *Minutes of the Special Meeting of the Board of Directors*

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**Del Rey Community Services District  
Thursday, August 4, 2022  
6:30 p.m.  
American Legion Hall  
10649 Morro Ave. Del Rey, CA 93616**

Vice President Nunez called the Special Board Meeting to Order at 6:43p.m.

**Directors present:**        **Joaquin Nunez, Rumaldo Reyna, Daniel Sanchez,  
Rolando Sanchez** (arrived 6:58p.m.)  
**Directors absent:**        **Stephanie Garza**

A2        Director Ramirez leads in the Pledge of Allegiance.

A3        Approval of Agenda: Reyna requests to discuss the items in the following order: B-4, B-3, B-1, B-2. Reyna made a motion to approve the agenda with the amendment. Ramirez seconded the motion. All in favor; three ayes: Nunez, Reyna, Ramirez. All absent; two absent: Garza, Sanchez. Motion passed.

### **B. PUBLIC HEARINGS (DISCUSSION AND ACTION ITEMS):**

B-4        Discussion regarding HR manual requirements for time off and leave of absences. Reyna reviews and discusses sick leave and vacation time guidelines as outlined in the HR manual. Discussion. Sanchez asks if there is a process for sick time and return to work. DM Arias states there is a general procedure and a doctor's note is needed with return-to-work date. Regarding COVID, an employee may return to work after five days of a positive result. Employees are kept up to date with notices. Discussion. Nunez opens the item to the public for comment. No public comment.

B-3        Discussion and direction regarding previous budgets and audits. Reyna states some of the budgets are inflated. Dictos asks what he means. Reyna says budgets are based on fluctuating numbers. The audit didn't reflect some numbers in the budget. He says the audit should match the budget. He states he pushed for a contract with Sequoia Pumping. The budget reflects numbers from Sequoia Pumping, but without Sequoia Pumping the budget is inflated. Dictos clarifies the budget is done beforehand with the assumption that the District was going to sign a contract with Sequoia Pumping. The budget is not incorrect, it is based on an estimate of what the District was expected to project. A budget is based off the previous year with the estimate it will be similar with certain adjustments. Discussion. Sanchez states the District needs to find a way to make cuts to work below the budget and stop going over like it has been for the past many years. Discussion. Nunez opens the item to the public for comment. Public member 1 states the District claims it will do more for the town, but it hasn't. Reyna responds saying the District spends more than it brings in, so and it shouldn't function like that. Discussion.

B-1        Adoption of Resolution Approving Budget for FY 2022-2023. Arias presents the budget. He hopes the Board members reviewed it prior to the meeting, and he is open for discussion. Reyna states he and Ramirez wanted to be apart of working on the budget. Dictos states this is the budget that has been prepared, they can review it and come to him with any questions or adjustments. He reviews the budget in detail, makes comparisons to the previous year, and explains estimates for the upcoming year. Discussion. Nunez opens the item to the public for comment. Public member 2 brings up an issue with pipelines. Discussion. Dictos suggests the Board members having a workshop to review the budget before the next meeting. Papajohn suggests approving the budget sooner than later. The Board has until the end of the month, but they may extend the continuing resolution if need be. Nunez suggests two Board members get with the District Manager to review the budget and make adjustments before the next meeting. Dictos states he will be available if needed. Director Reyna and Sanchez offer to meet with DM Arias to review and present to the Board members at the next meeting. Sanchez made a motion to extend the budget to the next regular board meeting. Reyna seconded the motion. All in favor; four ayes: Nunez, Reyna, Ramirez, Sanchez. All absent; one absent: Garza. Motion passed.

B-2 Discussion and approving of the purchase of a metal detector. Reyna added this to the agenda because he had a hard time finding valves for water lines. The metal detector will make it easier to find them. He estimates it will cost about \$70-\$80. Discussion. Nunez opens the item to the public for comment. No public comment. Reyna asked to set a limit of \$300. Reyna made a motion to authorize the District Manager to purchase a metal detector not exceeding \$300. Sanchez seconded the motion. All in favor; four ayes: Nunez, Reyna, Ramirez, Sanchez. All absent; one absent: Garza. Motion passed.

**C. ADJOURNMENT:**

Reyna made a motion to adjourn the meeting. Sanchez seconded the motion. All in favor; four ayes: Nunez, Reyna, Ramirez, Sanchez. All absent; one absent: Garza. Motion passed. With no further business the meeting was adjourned at 8:37p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Eileen Hernandez".

Eileen Hernandez  
Del Rey Community Services District