

Del Rey Community Services District

**Minutes of the
Board of Directors
Regular Board Meeting
June 18, 2020
7:00p.m.**

President Reyna called the Regular Board Meeting to Order at 7:01p.m.

Reyna made the following introductory remarks:

“At this time, for the safety of all concerned, the District office is closed to the public and we are conducting this meet by telephone conference. This Board of Directors of the Del Rey Community Services District meeting is being conducted for public safety in light of the COVID-19 coronavirus. Our District Manager is taking all necessary precautions to protect the community and the public from the spread of this disease. The District office is currently closed to the public. There is a drop box outside the door at the office. For additional information, please check our website at www.delreycsd.com. Any member of the public may still call in and join this meeting at any time. The Phone number for the call-in is 866-848-2216. The meeting number pin number is 519 317 8829.”

Directors present: Rumaldo Reyna, Leonel Diaz, Stephanie Garza, Daniel Ramirez.

Directors absent: Joaquin Nunez.

A2 The Board leads in the Pledge of Allegiance.

A3 Approval of Agenda: Diaz made a motion to approve the June 18, 2020 Regular Board Meeting Agenda. Garza second the motion. All in favor; four ayes: Diaz, Garza, Reyna, Ramirez. All absent; one absent: Nunez. Motion passed.

B. Public Comment (limit of three minutes):

None Scheduled.

Unscheduled – Open to the public for discussion.

No comments.

C. APPROVAL OF MINUTES:

C1 Approve Minutes of the May 21, 2020 Regular Board Meeting. Diaz made a motion to approve the Minutes of the May 21, 2020 Regular Board Meeting. Reyna second the motion. All in favor; four ayes: Diaz, Reyna, Garza, Ramirez. All absent; one absent: Nunez. Motion passed.

D. CONSENT CALENDAR:

D1 Approve payments for vendors for West America Bank – May 2020, a Total Amount of \$53,559.79. Reyna opened this item to the public for comments. No comments. Diaz made a motion to approve payments for vendors for West America Bank – May 2020, a Total Amount of \$53,559.79. Garza second the motion. All in favor; four ayes: Diaz, Garza, Reyna, Ramirez. All absent; one absent: Nunez. Motion passed.

D2 Approve payments for vendors for West America Bank – June 15, 2020, a Total Amount of \$61,645.83. Reyna opened this item to the public for comments. No comments. Ramirez made a motion to approve payments for vendors for West America Bank – June 15, 2020, a Total Amount of \$61,645.83. Diaz second the motion. All in favor; four ayes: Ramirez, Diaz, Reyna, Garza. All absent; one absent: Nunez. Motion passed.

E. PUBLIC HEARINGS (DISCUSSION AND ACTION ITEMS):

E1 Discussion for another Board Member to replace Ramirez in attending the GSA Meetings. Ramirez states that because of the election coming up, he believes that they should find a replacement for another Board Member to attend the GSA Meetings. LC Saghatelian clarifies that it is Garza and Diaz seats that are up for election this year. Discussion. Ramirez states that he will continue to attend the GSA Meetings on behalf of the Board. Reyna opens this item to the public for comments. No comments.

E2 Discussion and Approval to Adopt a Resolution of Consolidation of Election and Specification of Election Order. LC Saghatelian states that this Resolution gives the County of Fresno notice that they intend to consolidate their election for the two Board Member seats with the general election. Discussion. Reyna opened this item to the public for comments. No comments. Diaz made a motion to approve and adopt a resolution of consolidation of election and specification of election order. Garza second the motion. All in favor; four ayes: Diaz, Garza, Reyna, Ramirez. All absent; one absent: Nunez. Motion passed.

- E3 Discussion and Approval of Election of Board Officers per District By-laws. Discussion. Reyna opened this item to the public for comments. No comments. The Board tables this item to a future meeting. LC Saghatelian just wants to remind the Board members that the Board has by-laws and according to their bylaws, the president and vice president are not to serve as president and vice president for more than two terms successive terms of 2 years each term. She states the last time they elected the current president and vice president in August 2016, so if the by-laws are followed, they would need to elect new president and vice president by August. Discussion. Reyna opens this item to the public for comments. No comments. Discussion.
- E4 Discussion and Approval to Approve AECOM 2020-2021 Budget. Mark Reitz with AECOM states that they do this every year, AECOM requires that they have an allocation in writing. Reitz states that it is the same as last year and feels that they did rather good at staying within that and their rates stayed the same. Discussion. Reyna opens this item to the public for comments. No comments. Diaz made a motion to approve AECOM 2020-2021 Budget. Garza second the motion. All in favor; four ayes: Diaz, Garza, Reyna, Ramirez. All absent; one absent: Nunez. Motion passed.
- E5 A Resolution of the Board of Directors of the Del Rey Community Services District Adopting the Annual Budget for Fiscal Year 2020-2021. DM Arias states that they have in their packets the budget for the year 2020-2021. Paul Dictos states that his fees as bookkeeping services should be separate from the Audit fees. He also states that he thinks the Audit fees are excessive. Discussion. Reyna states that he and Paul Dictos calculated a 14% increase from the prior year. DM Arias states that he would like him to come into the office to go over. Discussion. Reyna states that this District has not been maintained properly, and they need to start putting money in their reserves. Discussion. Reyna states that he would like to sit down with DM Arias and Paul Dictos again and go over the budget. LC Saghatelian suggest if they cannot agree to approve the budget to approve a Resolution of Continuum of budget for the previous fiscal year's budget appropriation until a new budget is approved and continue this item to July. Reyna opens this item to the public for comments. No comments. Ramirez states that he would like to adopt the budget tonight. Garza states that she would like to adopt the budget as well and if they need to make changes later, they can. Diaz states that he would like to approve the continuum budget because he would like to sit down and talk with DM Arias because he has a few questions. Reyna states that he would like to adopt a continuum Resolution as well. Discussion. Diaz made a motion to approve a Resolution of Continuum of budget for the previous fiscal year's budget appropriation until a new budget is approved and continue this item to the July meeting. Ramirez second the motion. All in favor; four ayes: Diaz, Ramirez, Garza, Reyna. All absent; one absent: Nunez. Motion passed.
- E6 Discussion on Making the Maintenance Fund a Restricted Account. Reyna states that he would like to see the interest they are getting from the litigation money in the maintenance account being made restricted. LC Saghatelian states that the conservative advice that they have been given is that they continue to spend the interest money for the same enterprise fund that they got the settlement for. She states that they can spend the interest however they want, but there is risk in that. Discussion.
- E7 Discussion and Approval of Opening a Temporary Leave Replacement – Full Time Office Administrative Position. DM Arias states that this position is going to be vacant for a period of time and he needs assistant in the office. He then states that he checked with two different employment agencies and feels that would be the best way to go rather than opening it to the public since it is a temporary position. Discussion. Reyna opens this item to the public for comments. No comments. Garza made a motion to approve the opening of a temporary leave replacement for a full-time office administrative position. Ramirez second the motion. All in favor; three ayes: Garza, Ramirez, Reyna. All abstained; one abstained: Diaz. All absent; one absent: Reyna. Motion passed.
- E8 Discussion and Action on Measures to mitigate the impacts of the COVID-19 (Coronavirus) Pandemic. LC Saghatelian states that on March 19, 2020 the Governor declared a state of emergency and ordered a shelter in place and on the same day the Board declared a state of emergency. She states that as of today, Del Rey has 25 confirmed cases of COVID-19. She states that today, the governor ordered a face covering for everyone that goes into effect immediately. She states that in Fresno County cases have not leveled off, they are still going up. She states that the office is still closed to the public and are keeping up with the governor's orders. Reyna opens this item up to the public for comments. Paul Dictos states that two weeks ago there was a funeral, they wore masks and were spaced out, and as a result, 9 people tested positive with COVID-19 from that funeral. Discussion.
- E9 Discussion and Approval to adopt a Resolution to Accept an Anonymous Donation of 65-Inch Television. LC Saghatelian states that they have in their packets a resolution accepting an anonymous gift, a 65-inch television with mounting and installation. Discussion. Reyna opened this item to the

public for comments. No comments. Diaz made a motion to approve and adopt a resolution to accept an anonymous donation of a 65-inch television. Garza second the motion. All in favor; four ayes: Diaz, Garza, Reyna, Ramirez. All absent; one absent: Nunez. Motion passed.

F. DIRECTOR COMMUNICATIONS / AGENDA ITEMS:

Diaz asks about a mobile home parked at the park. DM Arias states that yes, he asked the owners to move out of there and they did move the mobile home by Saturday.

Reyna states that they have a vehicle still at the plant, is that going to be taken care of. DM Arias states that it will be taken care of this week.

G. DISTRICT ADMINISTRATOR REPORTS:

G-1 Report of District Engineer (Report by AECOM). Mark Reitz with AECOM states that the agreement with Maggiora Brothers Construction has been signed and pre-construction meeting will be held within the next few weeks. The construction will be completed over the next few months which will equip these two wells with new pumps. He then states that he has been working on the fencing around the Ag well and is having a hard time to get a quote because people are so busy with security with everything going on, but as soon as he gets a few written quotes he will bring that to the Board. Reitz states that he has a few things in closed session to report.

G-2 Report of District Manager (Report by Carlos Arias). DM Arias states that the IWS contract has been signed. He then states that they are aware that the District received a donation of a 65-inch television. He then states that there have been 25 confirmed COVID-19 cases in Del Rey and has decided that the office will remain closed until they can see some leveling off. DM Arias states that they had a plug up on Del Rey Avenue, just in front of POM Wonderful and Del Rey Packing last Sunday. He states that our guys could not do it and he had to call Roto Router to unplug it. DM Arias states that they have a big crack on the line and are going to have to fix it. He states that the cost to unplug it is going to cost us over \$10,000.00.

G-3 Report of District Counsel (Report by Tommi Saghatelian). LC Saghatelian states that IWS is not going to raise their fees for at least two years, they are giving the District a one-time \$2,500.00 donation.

G-4 Report of District Accountant (Report by Paul Dictos). Paul Dictos gives a presentation on the Financial Report for the 11-month period ending May 31, 2020.

H. PUBLIC COMMENTS:

No comments.

The Board ended open session at 9:09p.m.

A separate call-in number was provided to Board members for closed session.

Closed session began at 9:12p.m.

I. CLOSED SESSION:

11. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation (Pursuant to Government Code §54956.9(d)(2)) One Potential Case: arising from meter reading and assessment of water charges (District Counsel)

12. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation (Pursuant to Government Code §54956.9(d)(2)) One Potential Case (District Counsel)

13. CONFERENCE WITH LEGAL COUNSEL: Threats to Public Services or Facilities (Pursuant to Government Code, §54957(a).) Consultation with District Counsel and/or District Manager / Emergency or Critical Function Personnel (District Counsel)

Closed session ended at 9:35p.m.

No Reportable Action.

J. ADJOURNMENT:

With no further business the meeting of June 18, 2020 was adjourned at 9:35p.m.

Respectfully Submitted,

Elyssa Melkonian

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Del Rey Community Services District