**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING**

**DATE: TUESDAY, NOVEMBER 28, 2017**

**TIME: 1:00 P.M.**

**Place: Keyes Community Services District, 5601 7th St., Keyes, Ca**

1. **Call to Order.**

The meeting was called to order at 1:03 p.m.

1. **Pledge of Allegiance.**
2. **Roll Call.**

Present were Vice President Bernal, Director Alexander, Director Jones and Director Landers, President Parker was absent. Also present were General Manager Garza, Engineer Lee Fremming, Attorney Andy Pinasco, and Maintenance Supervisor Michael Jones, Cynthia Ortega for Board Secretary Michelle Harris, and attorney Rod Attebery was present via phone.

1. **Public Comment on Non-Agenda Items.**

None.

1. **Consent Agenda**.

 **A)**  **Approve Minutes of October 24, 2017**

 **B)**   **Approve Warrant Register for November 28, 2017**

There was a motion made to accept the consent agenda by Director Landers a second by

 Director Alexander. Director Landers(M) Director Alexander(S) Vice President

 Bernal(AYE) Director Jones(AYE) and President Parker Absent.

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
2. **Discuss and Consider Accepting The Bonita Ranch Unit 6 Water, Sewer & Street**

 **Light Improvements**

There was a motion made to accept the Bonita Ranch Unit 6 Water, sewer & street lights

 Improvements by Director Landers and a second by Director Alexander, Director

 Landers(M) Director Alexander(S), Vice President Bernal(AYE), Director Jones(AYE)

 and President Parker absent.

1. **Items from General Manager**
2. **Maintenance Staff Report**
3. The part came in for the Lift Station and has been installed everything is working.
4. The water sewer line location for the Transmission Line Installation is mostly completed marking where the water lines will be crossed.
5. The storage container has been purchased and is getting ready for the office.
6. The AD-HOC Committee met with Kathy Richards from National Meter and Automation for a presentation on November 14 of the different meters and reading technologies to consider for a meter replacement program. The committee is to meet again in December to analyze the cost of the different approaches available.
7. Maintenance Supervisor went over the Water Statistics.
8. **Financial Statements**

Everything is well below the budgeted amount except for Admin. Dues and

 Subscriptions, will check that amount. General Manager Garza spoke about the Construction Project meeting minutes that took place on the 17th of November. The next meeting date should be on November 29. The 123 TCP is moving ahead and we will be working with Pete Stamos. The Technical Documents are presently under review and they appear complete, the environmental process is underway. The Consolidation Project Black Water is going to contact any property owners along the transmission lines to see if they are willing to hook up for water service later on down the line. \ We will be meeting with Aja from Black Water to discuss further. We also need to discuss where we can locate Fire Hydrants along the way for the annual flushing and valve exercising. Best Western requested a will serve letter they have a 71- unit hotel with 71 bathrooms it will take some doing to extend the main all the way down. We have been in contact with Price Ford to discuss how they are going to solve the tie in to the main that will be another item to discuss with Aja. Next month’s meeting has been changed to December 19th. The 15th of December is the Annual Christmas Luncheon from 11:00 to 1:00. The new Board Member Timothy Robertson has not been present, Mitchell has phoned him and spoke to him briefly. We do not know if he will be attending the December meeting.

1. **Staff Comments.**
2. **Lee Fremming**

We now have a contract with Mozingo for the Transmission Distribution Project.

 There is notice to proceed unless that is extended by a change order done by the 1st of April. Mozingo is working on permits submittals, and materials. There might be a delay with American Iron and Steel due to a lot of projects been bid, and due to the disasters. The Consolidation Project is on schedule to meet there 95% design submittal. The Arsenic Treatment Facility is still working on a limited notice to proceed. They are not actually starting construction until sometime next month. The Orchard Village Mobile Home Park will be able to be included with the other Mobile Home Parks with some type of Amendment per Pete Stamos.

1. **Adjournment**

 There was a motion made to adjourn the meeting at 1:27pm by Director Landers and a second

 by Director Alexander, Director Landers(M), Director Alexander(S) Director Jones(AYE) Vice

 President Bernal(AYE) President Parker absent.

**Minutes taken by: Cynthia Ortega**

**Minutes typed by: Cynthia Ortega**

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