**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING**

**Date: Tuesday, June 28, 2016**

**Time: 6:00 p.m.**

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

1. **Call to Order.**

The meeting was called to order at 6:00 pm.

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

Present were President Parker, Vice President Bernal, Director Alexander, Director Jones and Director Landers. Also present were General Manager Garza, Attorney Rod Atteberry, Attorney Katie R. O'Ferrall, Engineer Doug Parsons Board Secretary Michelle Harris.

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

None.

1. **Consent Agenda.**

**A) Approve Minutes of May 24, 2016.**

**B) Approve Warrant Register for June 28, 2016.**

There was a motion made to accept the consent agenda by Director Jones and a second by Director Landers. Director Jones (M), Director Landers (S), President Parker AYE), Vice President Bernal (AYE) and Director Alexander (AYE).

1. **DISCUSSION/POSSIBLE ACTION ITEMS**

**A) Discussion and Possible action to approve Resolution 2016-511, a Resolution approving the Budget for Fiscal Year 2016/2017.**

General Manager Garza addressed the Board regarding the Budget for Fiscal Year 2016/2017. The numbers are the same as the preliminary budget except for line items 10-4000-3700 and 20-4000-3700 and the Retirement for all employees. The copier that was purchased in June increased account 3700 by $4,831.22. Stan Cera sent over the new retirement contributions and the District will be paying approximately $10,000.00 more annually. There was a motion to adopt Resolution 2016-511 by Director Landers and a second by Vice President Bernal. Director Landers (M), Vice President Bernal (S), President Parker (AYE), Director Alexander (AYE) and Director Jones (AYE).

**B) Discussion and Possible Action to approve Resolution 2016-512, a Resolution to accept 2014/2015 Audit.**

Board Secretary Michelle Harris introduced Mr. Hawks to present the final 2014/2015 Audit and to go over the Schedule of Findings. Rob Hawks went over the Auditors Opinion Report and the Notation of Qualified Opinion. The Water Enterprise Fund has a qualified opinion. This is due to missing information on customer deposits that caused the records to not be able to be sufficiently audited. GASB 68 is a new standard that includes pension plan information, this is now included in the audit. There was a motion made to approve Resolution 2016-512 by Director Jones and a second by Vice President Bernal. Director Jones (M), Vice President Bernal (S), President Parker (AYE), Director Alexander (AYE) and Director Jones (AYE).

**C) Discussion and Possible Action to oppose Senate Bill 885.**

Pulled from Agenda.

1. **Items from General Manager.**

**A) Maintenance Staff Report**

Michael Jones informed the Board that there were 3 meters installed, the water reduction is at 26%, the average static water level is 72', there was routine maintenance completed at all lift stations and the valves are going to be exercised while training the new employee.

**B)** General Manager Garza informed the Board about the General Manager Leadership Summit that he attended. He said that he was able to connect with other General Managers, and he learned about District Transparency Certificate of Excellence Checklist. This has to do with the basic requirements of having a web site and what needs to be listed.

1. **Staff Comments.**

**A) Lee Fremming**

Doug Parsons took the place for Lee Fremming, he referred to staff report.

**B)** Board Secretary Michelle Harris informed the Board of the new logos on the vehicles.

**C)** Attorney Rod Atteberry introduced the new associate, Katie O'Farrell, who will be attending the meetings in Keyes.

1. **Director Comments**

None.

1. **Open Session Disclosure Regarding Closed Session Items pursuant to Government Code Section 54957.7**

Close Open Session at 6:33 p.m.

1. **CLOSED SESSION**

**A) Conference with Labor Negotiator pursuant to Government Code Section 54957.6**

 **Unrepresented Employees: All Employees**

 **Keyes Designated Representatives: Ernie Garza/Rod Attebery**

**B) Public Employee Performance Evaluation pursuant to Government Code Section 54957, TITLE: Utility Billing/Cash Management Clerk**

**C) Public Employee Discipline/Dismissal/Release pursuant to Government Code Section 54957**

1. **Open Session Report on Closed Session pursuant to Government Code Section 54957.1**

Open Closed Session at 7:11 p.m., No Reportable Action.

1. **Adjournment**

There was a motion made to adjourn at 7:12 p.m. by Director Landers and a second by Vice President Bernal. Director Landers (M), Vice President Bernal (S), President Parker (AYE), Director Alexander (AYE) and Director Jones (AYE).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**