

KEYES COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS SPECIAL MEETING

Date: Tuesday, December 16, 2025 Minutes

Time: 6:00 p.m.

Place: Keyes Community Services District, 5601 7th St., Keyes, CA 95328

1. Call to Order

The meeting was called to order at 6:00 p.m. at 5601 7th Street, Keyes, CA 95328.

2. Pledge of Allegiance

3. Roll Call

Present were President Parker, Vice President Reforma, Director Knee and Director Vasquez. Also present was Interim General Manager Mike Jones, Administrative Assistant Mary Cantu, and Attorney Dennis Hay.

4. Agenda Changes

5. Conflict of Interest: Any Council/Authority Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.

6. Public Comment on Non-Agenda Items

Public comments were made by Roy Winters, Ernie Garza and Donna Philips Avalos.

7. Presentations

1. Finance: Mike Jones, Interim General Manager stated that a finance report will be given at next month's meeting reporting for December 2025 and January 2026.

8. Consent Agenda

A. Approve Minutes for November 25, 2025 Meeting.

There was a motion to approve the November 25, 2025 minutes by Cody Knee and a second by Ron Reforma. Director Knee (M), Vice President Reforma (S), President Parker (AYE), Director Lankford (AYE) and Director Vasquez (AYE).

9. Discussion and Possible Action Items

A. Discussion and Possible Action to Approve the Warrant Register for December 16, 2025.

There was a motion to approve the warrant register by Cody Knee and second by Ron Reforma. Director Knee (M), Vice President Reforma (S), President Parker (AYE), Director Lankford (AYE) and Director Vasquez (AYE).

B. Discussion and Possible Action to Approve a Policy that will hold homeowners responsible for their tenants' outstanding debt and/or damage to district property.

The item was tabled for a later date. It was requested that more information be given in reference to the item at the next meeting.

C. Discussion and Possible Action for the Creation of Ad Hoc Committee to assemble draft policies and procedures for the maintenance and use of the newly established Tri-Counties Bank account as set forth in Resolution 2025-596.

No action was taken on this item. Dennis Hay, Attorney, suggested that the committee consist of at least 2 board members, bank staff and district staff. Jonathon

Parker, President and Cody Knee, Director volunteered to be on the committee. This item will be continued at next meeting.

10. Items From General Manager

A. Administrative Staff Report.

NONE

B. Maintenance Staff Report.

Mike Jones, Interim General Manager reported on the water system, sewer bill, operations plan submitted by Gouveia Engineering, filtration, and fiber optics.

11. Staff Comments

NONE

12. Director Comments

NONE

13. CLOSED SESSION

Closed session commenced including the Board of Directors and Attorney Dennis Hay.

14. Return to Open Session: Report on Closed Section

President Jonathon Parker stated that there was nothing to report in regards to the closed session items. He stated that a Special Board Meeting is going to be scheduled on January 6, 2026 at 6pm to discuss the General Manager position.

15. Adjournment

There was a motion to adjourn the meeting at 8:35 pm by Ron Reforma and a second by Jonathon Parker. Vice President Reforma (M), President Parker (S), Director Vasquez (AYE), Director Lankford (AYE) and Director Knee (AYE).

Minutes taken by: Mary Cantu

Minutes typed by: Mary Cantu