

KEYES COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

Date: Tuesday, October 28, 2025 Minutes

Time: 6:00 p.m.

Place: Keyes Elementary School Cafeteria 5680 7th St. Keyes Ca 95328

1. Call to Order.

The meeting was called to order at 6:00 p.m. at 5680 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 Managers Mike Jones and Michelle Harris and Attorney Dennis Havy.

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.

7. PUBLIC HEARING: REGARDING PROPOSITION 218 NOTICES TO PROPERTY OWNERS ON PROPOSED INCREASE IN SEWER RATES.

There were 301 no votes. For Prop 218 to pass we would need to have 747 + 1 vote.

8. Discussion, Possible Action, and Waiver of the first reading of proposed Ordinance No. 2025-1, an Ordinance of The Keyes Community Services District Revising Wastewater Service Rates subject to the results of the Public Hearing in item No. 7 of this Agenda.

There was a motion to waive the first reading of proposed Ordinance No. 2025-1 by Director Knee and a second by Vice President Reforma. Director Knee(M), Vice President Reforma(S), President Parker(AYE) and Director Vasquez(AYE).

9. Presentations.

Board Secretary Michelle Harris went over the cash on hand in all funds. The 123TCP project was discussed as well as the money that has been spent and the remaining balance. The City of Turlock will not have their assistance program after November 2025.

10. Consent Agenda.

A. Approve Minutes for the September 23, 2025 Meeting.

There was a motion to approve the September 23, 2025 minutes by Director Vasquez and a second by Vice President Reforma. Director Vasquez(M), Vice President Reforma(S), President Parker(AYE) and Director Knee(AYE).

11. Discussion/Possible Action Items.

A. Discussion and Possible Action to approve warrant register for October 28, 2025.

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

B. Discussion and Possible Action to fill board vacancy by appointment.

There was a motion made to accept applications from interested members of the community to fill the vacant board seat by Director Knee and seconded by Vice President Reforma. Director Knee(M), Vice President Reforma(S), President Parker(AYE) and Director Vasquez(AYE).

C. Discussion and Possible action to approve Resolution 2025-594, A Resolution of the Board of The Keyes Community Services District Authorizing the Board President, Michelle Harris and Mike Jones to Execute all Documents for the 123 TCP Project.

There was a motion made to approve Resolution 2025-594 by Vice President Reforma and a second by Director Vasquez. Vice President Reforma(M), Director Vasquez(S), President Parker(AYE), and Director Knee(AYE),

D. Discussion and Possible Action to approve Resolution 2025-595, A Resolution of the Board of The Keyes Community Services District approving Bilingual Compensation.

There was a motion made to approve Resolution 2025-594 by Vice President Reforma and a second by Director Vasquez. Vice President Reforma(M), Director Vasquez(S), President Parker(AYE) and Director Knee(AYE).

E. Discussion and Possible Action to Establish an Alternative Depository and Authorizing the transfer of District Funds.

Staff were directed to Close Community West Bank and open an account with Tri Counties Bank. We will bring back a Resolution for designating authorized signers for Tri Counties Bank.

F. Discuss and Consider the use of the Keyes CSD board room by the Keyes MAC.

Table.

G. Discuss and Consider making homeowners responsible for the tenant's utility bill.

Table.

H. Discuss Property Damage Claim for 5517 10th Street.

The board was brought up to speed on the damage to 5517 10th Street and where SDRMA is at with the claim.

I. Discuss and Consider Dishonesty Insurance through SDRMA.

Staff were directed to reach out and get information from a few other brokers.

12. Items from General Manager.

A. Administrative Staff Report.

Board Secretary Michelle Harris discussed the revenue, expenses and cash on hand. She also discussed the SDLA conference that will be held in Monterey on November 16th through the 19th. This will be for the SDLA.

B. Maintenance Staff Report.

Maintenance Operations Director discussed the water leaks we have been working with the past few months. Mike Jones discussed the walk-through with the engineer at the TCP site and the major items that need to be complete. The fiber optic has been experiencing communication problems. Mike has reached out to the state to see if the fiber can be replaced and reimbursed as a change order under the existing grant. When the contractor recommends something we will present it to the board. There were no SSO's for September. We are waiting for a part to come in for the generator at Foote Rd, it is currently inoperable. The biannual audit will be posted on the website when it complete.

13. Staff Comments.

14. CLOSED SESSION

Closed Session Pursuant to Government Code Section 54957

15. Director Comments.

16. Adjournment

There was a motion made to adjourn the meeting at 7:35pm. by Vice President Reforma and a second by Director Knee. Vice President Reforma(M), Director Knee(S), President Parker(AYE), and Director Vasquez(AYE).

Minutes taken by: Michelle Harris

Minutes typed by: Michelle Harris