**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING**

**Date: Tuesday, December 15, 2015**

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

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

**Board Members:**

**Johnathon Parker, Board Chair Ernie Garza, General Manager Mike Bernal, Vice Chair Rod A. Attebery, Attorney**

**William Alexander, Director Lee Fremming, Engineer**

**Eddie Jones, Director Michelle Harris, Board Secretary**

**Ryan Rice, Director**

**Agenda**

**Public Comment: The law provides the opportunity for the public to be heard on any item within the subject matter jurisdiction of the Board, before or during the consideration of that item by the Board. For all items, *not* on the agenda, the public comment time will be at the start of each meeting as appropriate. The person addressing the Board is limited to five (5) minutes unless the Chairman of the Board grants a longer period of time as appropriate to manage the agenda. State law does not allow action to be taken on any item not on the Agenda. The boardroom is handicapped accessible.**

**This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Board Clerk, at 209-668-8341, during regular business hours, at least twenty-four hours prior to the time of the meeting.**

**Pursuant to the Brown Act as codified in Government Code Section 54957.5, any documents pertaining to a non-closed agenda item distributed to a majority of the Board of Directors in less than 72 hours before a Board meeting shall be available for public inspection. Said documents shall be available for inspection at the Keyes Community Services District Administrative Office located at 5601 7th Street, Keyes, California, Monday through Friday, except Holidays, between the hours of 9:00 a.m. and 12:00 p.m.**

1. **Call to Order.**
2. **Pledge of Allegiance.**
3. **Roll Call.**
4. **Approve Resolution 2015-505.(Declaring the Results of The Municipal Election Held on November 3, 2015)**
5. **Administer the Oath of Office to newly elected officials.**
6. **Public Comment on Agenda and Non-Agenda Items.**
7. **Consent Agenda.**

**A) Approve Minutes of November 24, 2015.**

**B) Approve Warrant Register for December 15, 2015.**

**C) Approve Resolution 2015-506 to authorize individuals to sign warrants on behalf of the District.**

1. **DISCUSSION/POSSIBLE ACTION ITEMS**

**A) Discussion and Possible action on Revision to Employee Handbook.**

 **1. Receive Staff Report.**

 **2. Receive Public Comment.**

 **3. Board Discussion and Deliberation.**

 **4. Possible action to Revise Employee Handbook.**

1. **Items from General Manager.**

**A) Maintenance Staff Report.**

**B) Financial Statements.**

**C) Purchase of laptop for video presentations.**

1. **Staff Comments.**

**A) Michelle Harris**

**B) Lee Fremming**

1. **Director Comments.**
2. **Adjournment:**

**Posted: December 11, 2015**