**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING**

**Date: Tuesday, June 27, 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 1:00 p.m.

1. **Pledge of Allegiance.**
2. **Roll Call.**
3. Present were President Parker, Vice President Bernal, Director Alexander, Director Jones and Director Landers. Also present were Engineer Lee Fremming, Maintenance Supervisor Michael Jones and Board Secretary Michelle Harris.
4. **Public Comment on Non-Agenda Items.**

None.

1. **Consent Agenda.**
   1. **Approve Minutes of May 23, 2017.**
   2. **Approve Special Minutes of May 23, 2017.**
   3. **Approve Warrant Register for June 27, 2017.**

There was a motion made to accept the Consent Agenda 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).

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
   1. **Discussion and Possible Action to approve Resolution 2017-519, A Resolution approving the Budget for Fiscal Year 2017/2018.**

There was a motion made to adopt Resolution 2017-519, A Resolution approving the Budget for Fiscal Year 2017/2018 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).

* 1. **Discuss and Consider approving the contract documents for the Water Transmission & Distribution System Improvements project and authorize the project to be advertised.**

Lee explained that this is the one of the phases in the project to support the ATF. The contract documents will be sent out to the State for them to look over. They will be looking for things like labor compliance, minority enterprise stuff and things like that. He would like to get approval to advertise while waiting on the States comments. When the comments are received, the changes can be made and then we can put it in the paper to be advertised for bid. Director Landers asked how long the bidding process would be. Lee said that they plan to advertise in the paper in the next two weeks, this will be advertised for 45 days. Hopefully he will be able to come before the Board in the September meeting and recommend the contract goes to the low bidder. Lee said that they are hoping to be done with his project by February of next year. There was a motion made to approve the contract documents for the Water Transmission & Distribution System Improvements project and authorize the project to be advertised by Director Landers and a second by Director Alexander. Director Landers(M), Director Alexander(S), President Parker(AYE), Vice President Bernal(AYE) and Director Jones(AYE).

* 1. **Discuss and Consider selecting four Board Members to represent SDRMA’s Board of Directors.**

There was a motion made to select Timothy Unruh, Mike Scheafer, David Aranda and Jean Bracy, SDA to represent the SDRMA’s Board of Directors by Vice President Bernal and a second by Director Landers. Vice President Bernal(M), Director Landers(S), President Parker(AYE), Director Alexander(AYE) and Director Jones(AYE).

* 1. **Discussion and possible action to Approve Resolution 2017-520, A Resolution of the Governing Body of the KCSD For the Election of Directors to the Special District Risk Management Authority Board of Directors.**

There was a motion made to adopt Resolution 2017-520, A Resolution of the Governing Body of the KCSD for the Election of Directors to the Special District Risk Management Authority Board of Directors by Vice President Bernal and a second by Director Landers. Vice President Bernal(M), Director Landers(S), President Parker(AYE), Director Alexander(AYE) and Director Jones(AYE).

1. **Items from General Manager.**
   1. **Maintenance Staff Report**

Maintenance Supervisor Michael Jones went over his summary for the month and comparisons for past years. He also discussed the issues that we are having with our sewer and the discrepancies between The City of Turlock reads and our reads. He said that he is going to keep an eye on it.

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

Lee referred to the overall schedule that has been broken down by the 3 different projects. He pointed out the time line. His project which is the Water Transmission and Distribution System Improvement project runs from now until about April of next year. The Consolidation Project which is the one that Blackwater Engineering is doing it runs from March 2018 until December of 2018. The Arsenic Treatment Facility runs from May until April of 2019. As far as the construction goes the Consolidation Project will be complete around September of 2018 and the ATF will be complete around February of 2019. All of this is subject to change but this is the plan for now. Lee said that transparency is good. There is a lot of public notification that are going to need to go out. This is going to be a very busy time.

* 1. Ernie called last week and wanted to let the Board know that he will be here next month. He was excited to talk about the things that he is going to be discussing when he returns and a lot of them are regarding transparency. With the ATF getting started there are things that he is going to be implementing into the Board Meetings that have to do with transparency. He wants to make sure that our community as well as staff is aware of what is happening now as well as what will be happening. We had a meeting with the City of Turlock regarding our ne Lift Station and things went well. We are still waiting on a few things from the electrical engineer but it is moving along.

1. **Director Comments**

Director Jones would like to have a deadline for a start date for the lift station. He wants to start the procedure to go out for funding and would like to see the project started by November. Board Secretary Michelle Harris will set up a time for Director Jones to meet with General Manager Garza so they can see about possibly putting this on a future agenda.

1. **Adjournment**

There was a motion made to adjourn at 1:27 p.m. 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 Landers(AYE).

Minutes taken by: Michelle Harris

Minutes typed by: Michelle Harris