**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, June25, 2019**

**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 1:00p.m.

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

Present were President Landers, Director Bernal, Director Alexander, Director Jones and Vice President Parker was absent.

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

Katie Jaycox from Congressman Josh Harders office attended to introduce herself and explained that she is the representative for Keyes. She explained that there is a grant program in the Federal Government that different cities and agencies can apply for. They can help with applying for grants as well as they have workshops explaining the things they can do for the Community.

1. **Consent Agenda.**
   1. **Approve Minutes for the May 28, 2019 Meeting.**

The minutes from Item C, Discussion/Possible Action Items for May 2019 minutes does not have Eddie Jones as making a motion, it has Mike Bernal as making a motion twice. These minutes will be amended and brought back to the July meeting for approval.

* 1. **Approve Warrant Register for June 25, 2019.**

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

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
   1. **Discussion and Possible action to Consider Amending Jacobs CM and Engineering Services Contract.**

President Landers asked how long it is going to take to get everything calibrated and running properly? Mehdi from Jacobs explained that they need to get information from the SCADA and then they need to get the correct amount of dosing then the pumps can be calibrated. After the correct dosing is found we will get things automated and start our 7 day start up. There was a motion made to amend Jacobs CM and Engineering Services Contract by Director Bernal and a second by Director Alexander. Director Bernal(M), Director Alexander(S), President Landers(AYE), Director Jones(AYE) and Vice President Parker(ABSENT).

* 1. **Discussion and Possible action to adopt Resolution No. 2019-537 accepting dedication of a 30’ Irrevocable Public Utility Easement.**

Director Bernal asked if the road was going to be widened and Lee stated that it would be. President Landers asked if the sewer line was going to be made bigger and Lee said yes, it will have more capacity so you can serve more. Director Bernal asked if that would be enough capacity for the future? There will have to be another trunk line done sometime in the future, but for now it will work out. Attorney Pinasco said that from a legal component The Board will need to accept the offer of dedication. The Resolution has been revised and delegates Ernie to execute the Certificate of Acceptance which is the document required to accept the easement. It also vests in Lee as the District engineer the advice, which means there will be no offer of dedication without complying with what Lee wants. When Lee if satisfied with the easement as offered he will let Ernie know. After Lee informs Ernie that he satisfied there will be a document drawn up which is the legal description of offer of dedication, and a map. Ernie will then have the authority to sign the certificate of authority which is a memorialization. That document will be turned over to the developer and they will record it with their map. There was a motion made to adopt Resolution 2019-537 by Director Bernal and a second by Director Alexander. Director Bernal(M), Director Alexander(S), President Landers(AYE), Director Jones(AYE) and Vice President Parker(ABSENT).

1. **Items from General Manager.**
2. **Administrative Staff Report.**

The financial reports and the costs of our project were submitted.

1. **Maintenance Staff Report.**

Mike and Kevin have been working at the ATF trying to get things up and running. They have been working with Phil Sac who was the lead designer and has been able to explain a lot of things. They met with Lee regarding some dips they noticed on Faith Home Rd and Keyes Rd. We have informed Mozingo about most of these since it was part of their project.

1. **Jacobs Progress Report.**
2. **Correspondence.**

Rex Jorn from CBI sent the District a letter regarding claim issues. They feel that they are due compensation for work that they have performed. The first thing that they talk about is fiber optic. There was a conflict in the specifications regarding this item. We feel that they do need to be compensated with this but not all of it. The second thing that they talk about is the equalization tank foundation design. They claim that they used $60,000 more in the construction of the equalization tank. We do not agree with that. The last thing is the extended overhead. They state that the submitted reviews and approvals have been a reoccurring problem throughout the project. The submittal review exceeded the time frame outlined in the project. CBI is stating that all of the delays and design changes are the responsibility of the design engineer. CBI has not charged for the project superintendent, project manager or project engineer even though these personnel were required to be on the job site as direct workers. We do not agree with this.

1. The ribbon cutting will be put off until July or August. When we find out how everything is going and we get closer I will set a date.
2. **Staff Comments.**
3. **Lee Fremming.**

The consolidation project is finished. We are waiting for the as-built drawings and acceptable American Iron & Steel certifications to be submitted so we can file the notice of completion. The Transmission and Distribution System has been finished and maintained for a year now. Mozingo will need to fix the sinkholes that have been discovered. We are still waiting for the conditional use permit to be reviewed and we are waiting for the proposals from the architect and mechanical engineer. The 10th street lighting project is moving along. We talked with TID and discussed the locations of conduit. They said that we would have to pay the trench fee. We hope to have the plans ready to bid by the July meeting.

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

There was a motion made to adjourn the meeting at 1:51p.m. by Director Alexander and a second by Director Bernal. Director Alexander(M), Director Bernal(S), President Landers(AYE), Director Jones(AYE) and Vice President Parker(ABSENT).

**Minutes taken by: Ernie Garza**

**Minutes typed by: Michelle Harris**