**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, August 27, 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, Vice President Parker, Director Bernal, Director Alexander and Director Jones. Also present were General Manager Ernie Garza, Attorney Andy Pinasco and Engineer Lee Fremming was absent.

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

None.

1. **Consent Agenda.**
	1. **Approve Minutes for the July 23, 2019 Meeting.**
	2. **Approve Warrant Register for August 27, 2019.**

The 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), Vice President Parker(AYE) and Director Jones(AYE).

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
	1. **Discussion and Possible action to purchase utility service truck from Razzari Auto Center.**

There was a motion made to purchase utility service truck from Razzari Auto Center by Director Bernal and a second by Director Alexander. Director Bernal(M), Director Alexander(S), President Landers(AYE), Vice President Parker(AYE) and Director Jones(AYE).

* 1. **Discussion and Possible action to adopt Resolution 2019-538, A Resolution ordering the levy and collection of street lighting assessments for Keyes Community Services District for fiscal year 2019/2020.**

There was a motion made to adopt Resolution 2019-538 by Director Bernal and a second by Director Alexander. Director Bernal(M), Director Alexander(S), President Landers(AYE), Vice President Parker(AYE) and Director Jones(AYE)

* 1. **Discussion and Possible action to adopt Resolution 2019-539, A Resolution of the (Governing Body) Keyes Community Services District approving the form of and authorizing the execution of a memorandum of understanding and authorizing participation in the Special District Risk Management Authority’s health benefits program.**

There was a motion made to adopt Resolution 2019-539 by Director Jones and a second by Director Bernal. Director Jones(M), Director Bernal(S), President Landers(AYE), Vice President Parker(AYE) and Director Jones(AYE).

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

Administrative Executive Michelle Harris went over the revenues and expenses, payments made for the arsenic treatment facility project and the cash on hand.

1. **Maintenance Staff Report.**
2. **Jacobs Monthly Status Report**
3. **Scott O’Neal the project manager for the office expansion did a walk-through Monday, August 26th. There were 4 contractors that attended. We will have our bid opening at 10am on September 10, 2019. We will bring the bids to the September meeting for the Board to award the contract.**
4. **Best RV Reimbursement Agreement has been singed and we are awaiting the deposit for fees to be paid.**
5. **Ernie invited everyone to the ATF kickoff that will be taking place on August 31st.**
6. **Policy for I-Pads will be brought to the meeting in September.**
7. **Staff Comments.**
8. **Lee Fremming.**

Sean Pinkston attended in the place of Lee Fremming. He said that we are waiting for a few requirements from the state before we go live with the ATF. GM Garza said that we had received an e mail from the state that said that we can go live while we are submitting. The Conditional Use Permit for the Lift station is still at the County pending approval. The T & M contract will need to be brought to Board for approval. The street lights are moving along. They would still like to meet with contractors regarding the trench cut fee. Horizontal Directional Drilling will cut fees but not many people are experienced.

1. **Director Comments**

We will be having a special meeting on September 6, 2019 at 1:00 pm to look over the cross-town sewer fees. President Landers said that Community Night Out will be on October 17th this year. It will be held at the church and Mike Bernal and his wife will be in charge. President Landers is also going to be considering another community cleanup.

1. **Adjournment**

There was a motion made to adjourn the meeting at 1:38 p.m. by Director Alexander and a second by Director Bernal. Director Alexander(M), Director Bernal(S), President Landers(AYE), Vice President Parker(AYE) and Director Jones(AYE).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**