**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, April 23, 2024 Minutes**

**Time: 1:00 p.m.**

1. **Call to Order.**

The meeting was called to order at 1:00 pm.

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

Present were President Parker, Vice President Knee, Director Reforma, Director Vasquez, and Director Chavez was absent. Also present were General Manager Ernie Garza, Attorney Dennis L. Hay, Board Secretary Michelle Harris, and Maintenance Operations Director Michael Jones.

1. **Agenda Changes**

None.

1. **Conflict of Interest:**

None.

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

None.

1. **Presentations.**

None.

1. **Consent Agenda.**
2. **Approve Minutes for the March 26, 2024, Meeting.**
3. **Approve Warrant Register for April 23, 2024.**

There was a motion made to accept the consent agenda by Vice President Knee and a second by Director Reforma. Vice President Knee(M), Director Reforma(S), President Parker(AYE), Director Vasquez(AYE), and Director Chavez(ABSENT).

1. **Discussion/Possible Action Items.**
2. **Discussion and Possible Action to approve Preliminary Budget for 2024/2025.**

There was a motion made to accept the Preliminary Budget for 2024/2025 by Director Reforma and a second by Director Vasquez. Director Reforma(M), Director Vasquez(S), President Parker(AYE), Vice President Knee(AYE), and Director Chavez(ABSENT).

1. **Discuss and Reconsider approval of Senior Maintenance Operations Worker.**

There was a motion made to accept the Senior Maintenance Operations Worker by Vice President Knee and a second by Director Vasquez. Vice President Knee(M), Director Vasquez(S), President Parker(AYE), Director Reforma(AYE), and Director Vasquez(ABSENT).

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

Board Secretary Michelle Harris went over the revenues, expenses, and cash on hand for the month of March. The election information was given again to board members who will have to run.

1. **Maintenance Staff Report.**

Maintenance Operations Director Mike Jones discussed the power outage that we had last month that caused the problem with getting the SCADA system up and running. During this time the plant control panel at the ATF also died. To replace the control panel, it cost roughly $6,000. Kevin installed the control panel and we hired TSI to install the software. Mike reached out to TSI previously and asked if we needed to look into doing anything since things are getting older, especially the hardware. TSI suggested adding some hardware to the system, adding a second server, and doing some windows upgrades. We also discussed Ignition software instead of Wonderware. Wonderware software has not had any licensing upgrades since we have had the software. Mike asked for direction from the board to get some quotes or continue fixing the current software. There was direction to get quotes. He has talked to Lathrop and Manteca regarding their use of ignition software and they are both very happy. We are doing PFAS testing, and we have had ND so far. We will be meeting with someone to go over the MCL for PFAS soon.

1. **April 30, 2024 Bid Opening for 123 TCP.**
2. **May 7, 2024 we will have a Special Meeting to award bid for the 123 TCP project and issue the NTP.**
3. **Staff Comments.**

None.

1. **Director Comments.**

None.

1. **Adjournment**

There was a motion made to adjourn the meeting by Vice President Knee and a second by Director Reforma. Vice President Knee(M), Director Reforma(S), President Parker(AYE), Director Vasquez(AYE), and Director Chavez(ABSENT).

**Minutes taken by Michelle Harris**

**Minutes typed by Michelle Harris**