

# KEYES COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

**Date: Tuesday, June 25, 2024 Minutes**

**1. Call to Order.**

The meeting was called to order at 1:00 p.m.

**2. Pledge of Allegiance.**

**3. Roll Call.**

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

**4. Agenda Changes.**

None.

**5. Conflict of Interest:**

None.

**6. Public Comment on Non-Agenda Items:**

None.

**7. Presentations.**

Automation Group rescheduled for July 2024.

**8. Consent Agenda.**

**A. Approve Minutes for the April 23, 2024 Meeting.**

**B. Approve Warrant Register for June 25, 2024.**

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

**9. Discussion/Possible Action Items.**

**A. Discussion and Possible Action to award the contract for 1,2,3-TCP Treatment.**

There was a motion to award the contract for 1,2,3-TCP Treatment to W.M. Lyles Company for the full amount of \$12,462,240 by Vice President Knee and a second by Director Reforma. Vice President Knee(M), Director Reforma(S), President Parker(AYE), Director Vasquez(AYE), Director Vasquez(AYE).

**B. Discussions and Possible Action to adopt Resolution 2024-579, Resolution of The Keyes Community Services District to Accept Bid and Award a Contract to W.M. Lyles Company for the TCP Treatment Improvements at Well #7, #8, #9, and #10, Project No. 5010009-005C and Authorizing the District General Manager to Execute the Agreement.**

There was a motion made to adopt Resolution 2024-579 by Director Chavez and a second by Director Vasquez. Director Chavez(M), Director Vasquez(S), President Parker(AYE), Vice President Knee(AYE), and Director Reforma(AYE).

**C. Discussion and Possible Action to adopt Resolution 2024-577, Resolution ordering the levy and collection of street lighting assessments for Keyes Community Services District for Fiscal 2024/2025 .**

There was a motion made to adopt the Resolution 2024-577 by Vice President Knee and a second by Director Chavez. Vice President Knee(M), Director Chavez(S), President Parker(AYE), Director Reforma(AYE), and Director Vasquez(AYE).

**D. Discuss and Consider looking at different Work Comp Carrier.**

There was direction given to staff to look at different work comp carriers by Director Chavez and a second by Director Reforma. Director Chavez(M), Director Reforma(S), President Parker(AYE), Vice President Knee(AYE), and Director Vasquez(AYE).

**E. Discussion and Possible Action adopt Resolution 2024-578, A Resolution of the Board of Directors of the Keyes Community Services District approving a new District Workplace Violence Prevention Plan under SB 553.**

There was a motion made to adopt Resolution 2024-578 by Director Chavez and a second by Vice President Knee. Director Chavez(M), Vice President Knee(S), President Parker(AYE), Director Reforma(AYE), and Director Vasquez(AYE).

**10. Items from General Manager.**

**A. Administrative Staff Report.**

Board Secretary Michelle Harris went over the revenues, expenses, and cash on hand for the month of May 2024.

**B. Maintenance Staff Report.**

Maintenance Director Mike Jones went over Groundwater Production and demand for the month of May, and the production for the year. We have about a 10% water loss but that is expected due to water leaks, water theft, and construction. Austin Roberts was sent to a backflow prevention class and Mike attended a refresher class. He signed himself and Austin up to take the exam. Jose Hernandez went to two weeks of Class A training and will return to take the pre-trip portion of the test.

**C. Keyes Fire Meeting**

General Manager Garza attended the meeting last month and the Bond measure that they are wanting to put on the ballot was discussed. They want to construct a new fire station. General Manager Garza invited Captain Singh to attend the Keyes MAC to show a presentation of what he is proposing. We are waiting for them to respond.

**D. Noe will come to meet with Mike and Kevin in preparation of the RFP and RFQ for architectural design for a new building. We need to relay all of the specifications that we are looking for in our new building.**

**E. General Manager Garza wrote a letter to the Sherriff regarding the placement of a substation in or new building. We are awaiting a response.**

**11. Staff Comments.**

None.

**12. Open Session Disclosure Regarding Closed Session Items pursuant to Government Code Section 54957**

Close Open Session and enter Closed Session at 1:39 p.m.

**13. Closed Session**

**A) CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

**Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9**

**14. Open session Report on Closed Session Pursuant to Government Code Section 54957.1.**

Enter back into Open Session at 1:46 p.m. with nor reportable action.

**15. Director Comments.**

None.

**16. Adjournment**

There was a motion made to adjourn the meeting at 1:47 pm. By Director Chavez and a second by Director Reforma. Director Chavez(M), Director Reforma(S), President Parker(AYE), Vice President Knee(AYE), Director Vasquez(AYE).

Minutes taken by: Michelle Harris

Minutes typed by: Michelle Harris