**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, April 26, 2022 Agenda**

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

1. **Call to Order.**

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

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

Present were President Robertson, Vice President Parker, Director Jones, Director Knee, and Director Reforma. Also present were General Manager Garza, Attorney Dennis 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.**

Russell Fowler from Supervisor Condit’s office was having trouble with his audio while trying to give a report. He will e mail his report so it can be read.

1. **Presentations.**

None.

1. **Consent Agenda.**
2. **Approve Minutes for the march 22, 2022 Meeting.**
3. **Approve Warrant Register for April 26, 2022.**

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

1. **Discussion/Possible Action Items.**
2. **Discussion and Possible Action to approve Preliminary Budget 2022/2023.**

There was a motion made to approve the Preliminary Budget 2022/2023 by Vice President Parker and a second by Director Knee. Vice President Parker(M), Director Knee(S), President Robertson(AYE), Director Jones(AYE), and Director Reforma(AYE).

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

Board Secretary Michelle Harris reported the revenues, expenses, and cash on hand for the month of March.

1. **Maintenance Staff Report.**

Maintenance Operations Director Michael Jones reported on the water usage for the month of March. We have hired a temp worker to help with the replacement of water meters. There were no SSO’s for the month of March. Our H2S limits were exceeded on 4/15 and 4/18. The chemical pump at our Foote Rd Lift Station failed. USP Technologies oversees the chemical pump and will have staff stop by more often and monitor the chemical pump as well as our staff will monitor as well to help prevent this from happening. The City of Turlock informed us the limits were exceeded. The air that gets into our force main when the pumps come on may affect the readings due to the pressure change in the manhole. USP Technologies has an odalog that hangs in a manhole which collects reads. We had to replace the first one, it disappeared. We are not sure if it fell or if someone took it.

1. **Truck Driving School.**

With the purchase of our new vac truck, it will require that our maintenance department have their Class B license in order to operate it. We checked with Centra truck driving school, and they gave us a price of $9,600.00 for the training. We went through the budget and have found areas that have additional money to cover this cost.

1. **LOVE Keyes.**

LOVE Keyes will be held on April 30, 2022. Everyone is to meet at the Keyes Community Center if they would like to participate. You can also get in touch with Michelle Bernal.,

1. **Stanislaus County to receive money for infrastructure ARPA**

Stanislaus County has received money from ARPA to be used for infrastructure and they have sent out a survey form Civic Mike. This will be sent out by mail and should take a few minutes to fill out.

1. **SB 552 Water Shortage Contingency Plan by 7/1/23**

Small water suppliers are required to come up with a template for a water shortage contingency plan by July 1, 2023. We will be doing a lot of research and working on a template to submit.

1. **Supervisor Condit is still excited about the water and ice plant**

General Manager Garza received an e-mail from Supervisor Condit regarding the water bottling and ice plant that is being talked about. We will need to set up a meeting with the TGBA, Supervisor Chiesa and Michelle Frederick from the State to see what steps we need to take to be able to move ahead. He is very excited about the possibility of this idea.

1. **Staff Comments.**

Mr. Fowler e mailed his report and states that Supervisor Condit will take part in LOVE Keyes on April 30, 2022. They have had garbage bins donated to help with the project. The cross walk lights are not working at Keyes School and they have contacted TID. This should be taken care of by the end of the week.

1. **Director Comments.**

President Robertson thanked the ad hoc committee for all their hard work and also stated that he appreciates all of the hard work from the Keyes CSD employees. Director Jones will resign effective April 27, 2022, due to health reasons.

1. **Adjournment.**

There was a motion made to adjourn the meeting at 1:27pm by Director Knee and a second by Vice President Parker. Director Knee(M), Vice President Parker(S), President Robertson(AYE), Director Jones(AYE), and Director Reforma(AYE).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**