



## **BEAR VALLEY COMMUNITY SERVICES DISTRICT**

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28999 South Lower Valley Road • Tehachapi, CA 93561-7460  
PHONE 661-821-4428 • FAX 661-821-0180

### **REGULAR BOARD MEETING AGENDA**

DATE OF MEETING: May 11, 2017  
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road  
TIME OF OPEN SESSION MEETING: 6:00 pm  
TIME OF CLOSED SESSION MEETING: Following Open Session

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1. **Call to Order**

2. **Attendance**

3. **Approval of Agenda**

4. **Pledge of Allegiance**

5. **Public Comments on Non-Agenda Items**

Members of the public may address the Board on matters not listed on this Agenda. The Board cannot take action on any item that is not on the Agenda. The Board or staff may briefly respond to statements made or questions posed, or may ask questions for clarification. These items may also be referred to staff or scheduled on a future Agenda. There will be a separate opportunity for public comment for each item on the Agenda.

6. **Consent Calendar**

Consent items are considered routine and are intended to be acted upon in one motion, without discussion. During this portion of the meeting, the Consent Calendar will be read aloud. Prior to approval, the President will give the Board, staff, and public the opportunity to pull any item for discussion. The remaining Calendar will be acted upon. Any pulled items will then be heard and acted upon individually.

- A. APPROVE Minutes of the April 13, 2017 Regular Board Meeting
- B. APPROVE Minutes of the April 27, 2017 Regular Board Meeting
- C. ACCEPT Minutes from the February 28, 2017 Liaison Committee Meeting
- D. ACCEPT Minutes from the March 9, 2017 Finance Committee Meeting
- E. ACCEPT Minutes from the March 14, 2017 Infrastructure Committee Meeting
- F. APPROVE Register of Warrants for April 2017

7. **Disclosures by the Board of Directors**

Board Members are asked to disclose any outside communications with individuals and organizations that have an action item on this agenda that pertains directly to them or their specific personal or private interests and which communication is not included or disclosed in the agenda package, so that all interested persons have an equal opportunity to express and represent their interests.

May 11, 2017 Regular Board Meeting

**8. Action Items:**

- A. Board of Directors Vacancy: (Mr. Edmonds & Mr. Davis)  
APPOINT a Member to the Board of Directors for the Term Ending December, 2018 and ADOPT Resolution 16/17-34 Confirming the Appointment
- B. APPOINT Citizen Volunteers to Committees (Mr. Edmonds)
  - i. Public Safety Committee
- C. ACCEPT Annual Financial Report (External Audit) as Prepared and Presented by Fedak & Brown, LLP (Mr. Edmonds)
- D. APPROVE Job Descriptions: (Mr. Edmonds)
  - i. Chief of Police
  - ii. Road Supervisor
  - iii. Road Crew Lead
- E. AUTHORIZE the General Manager to Execute a Professional Services Agreement with Willdan for the Entry Gate Project (Mr. Edmonds)

**9. Procedural Items:**

- A. Committee Assignments by President of the Board of Directors (Ms. McEwen)

**10. Information and Discussion Items:**

- A. Dispatch (Mr. Edmonds)
- B. Recruitment (Mr. Edmonds)
- C. Bear Valley & Cumberland Road Rehabilitation (Mr. Edmonds)
- D. Upper Elevation Road Striping (Mr. Edmonds)
- E. Mailbox Project (Mr. Edmonds)
- F. April Committee Reports
  - i. Administration Committee – No April Meeting
  - ii. Communications Committee – No April Meeting
  - iii. Finance Committee – April 13, 2017
  - iv. Infrastructure Committee – April 11, 2017
  - v. Liaison Committee – April 27, 2017
  - vi. Public Safety Committee – April 27, 2017
- G. Board Comments
  - i. Director Baron:
  - ii. Director Muell:
  - iii. Vice-President Grace:
  - iv. President Carlyn:
- H. Staff Reports
  - i. Department Head Reports
    - 1. Finance Report
    - 2. Public Works Report
    - 3. Public Safety Report
  - ii. General Counsel Report
  - iii. General Manager Report
- I. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)

**11. Future Agenda Items:**

- A. APPOINT Citizen Volunteers to Committees (After Each Committee Meets & Makes Recommendations)
- B. APPROVE Agreement for Guardrail Plan (Tentative: May 25, 2017 if proposal exceeds \$25,000)
- C. APPROVE Agreement for Traffic & Speed Survey (Tentative: May 25, 2017, if proposal exceeds \$25,000)
- D. Fickert Cemetery Proposal, Tehachapi Heritage League (Tentative: May 25, 2017)

**12. Adjourn to Closed Session**

**13. Closed Session**

- A. Conference with Legal Counsel—Anticipated Litigation (Liability Claims)  
*Government Code Section 54956.9(d)(2)*

Claimants:

- i. Gilbert Schermer
- ii. Clark T. Davies
- iii. Kim Burdick
- iv. Kim Cox
- v. Joseph Olen Cooper
- vi. John Castleberry

- B. Public Employee Release

Two (2) matters

*Government Code Section 54957*

- C. Conference with Real Property Negotiators

*Government Code Section 54956.9*

Property: Cummings Valley; APN: 22-240-08-00

Agency Negotiator: General Manager and General Counsel

Negotiating Parties: HmU Holdings LLC (HelioPower)

Under negotiation: Price and Terms of Lease

- D. Public Employment

*Government Code Section 54957*

- i. Administrative Services Director
- ii. Chief of Police
- iii. Public Works Director

**14. Reconvene Open Session**

**15. Summary of Actions Taken During Closed Session**

**16. Adjournment:**

The next regularly scheduled meeting of the Board of Directors is May 25, 2017.

**INFORMATION REGARDING AGENDA ITEMS:** Copies of the staff reports and other disclosable public records related to each open session item of business referred to on the agenda are on file in the office of the District Secretary and are available for public information during regular business hours. Any person who has a question concerning any of the agenda items may call the District Secretary at 661.821.4428.

**ADA Compliance Statement:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District Secretary to the Board of Directors, Kristy McEwen, at 661.821.4428. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Signed, May 8, 2017

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Kristy McEwen, Secretary of the Board