



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

DATE OF MEETING: January 26, 2017
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road
TIME OF CLOSED SESSION MEETING: 4:30 pm
TIME OF OPEN SESSION MEETING: 6:00 pm

1. Call to Order

The meeting was called to order at 4:39 pm.

2. Roll Call Attendance

All Directors were present. Also present were General Manager David Edmonds and General Counsel Don Davis (via teleconference). Arriving at 6:00 pm was Secretary of the Board Kristy McEwen. Police Chief Jeff Kermode arrived at 6:20 pm.

3. Closed Session

A. Conference with Legal Counsel:

Anticipated Litigation (1) case
Government Code Section 54956.9

- No Reportable Action

B. Public Employment – Administrative Services Director

Government Code Section 54957

- Mr. Edmonds reported that interviews had taken place, a candidate identified and background investigation was initiated.

C. Public Employment – Public Works Director

Government Code Section 54957

- Mr. Edmonds reported that interviews had taken place, a candidate identified and background investigation was initiated.

D. Public Employment – Chief of Police

Government Code Section 54957

- Mr. Edmonds reported that recruiting firm Ralph Andersen & Associates has declined and the search for a new recruiter is underway.

4. Convene Open Session

Open Session was convened at 6:06 pm.

5. Summary of Actions Taken During Closed Session

Reported as above

6. Approval of Agenda – Roll Call

Item #9 was pulled from the Agenda. Item #11B was moved to be heard prior to Item #11A. The Agenda, as amended, was approved unanimously by the Board.

7. Pledge of Allegiance

President Carlyn led the Pledge of Allegiance

8. 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.

- Mary Cunningham asked on the status of cattail removal in District lakes
- Rob Conn spoke on financial matters related to the Police Department, police reporting procedures and police presence at the Oak Tree Country Club

9. Presentations

- A. Review Status of Proposed Groundwater Management Plan for Cummings Basin (Mr. Davis and Tom Neisler of TCCWD)

This Item was pulled from the Agenda

10. 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.

- President Carlyn disclosed email communications with Miles Coverdale on the subject of the post office, and that he and Mr. Edmonds had met with Mo Chawla on January 19, 2017 regarding his postal services proposal

11. Action Items

- A. ACCEPT or REJECT Revised Proposal for Mailbox, Postal and Shipping Related Services submitted by Mo Chawla on behalf of Postal ASAP (Mr. Edmonds)

A staff report was submitted and discussion followed.

- Directors Baron and Grace spoke in favor of accepting the proposal and re-visiting the proposed rental rate after one year in order to provide the service for residents.
- Directors Muell and Carlyn spoke against District subsidies for a private business

Motion: The Board of Directors ACCEPT the Revised Proposal for Mailbox, Postal and Shipping Related Services submitted by Mo Chawla on behalf of Postal ASAP: Grace. Second: Baron

Roll Call Vote: AYE: Baron, Grace
 NO: Muell, Ritchie, Carlyn
 ABSTAIN: None
 ABSENT: None

The motion failed to pass.

Motion: The Board of Directors REJECT the Revised Proposal for Mailbox, Postal and Shipping Related Services submitted by Mo Chawla on behalf of Postal ASAP: Muell. Second: Ritchie

Roll Call Vote: AYE: Muell, Ritchie, Carlyn
 NO: Baron, Grace
 ABSTAIN: None
 ABSENT: None

The motion passed 3-2.

- B. INTRODUCE and WAIVE First Reading of Ordinance 17-245, Amendment to District Code 7-4, Water Conservation (Mr. Davis)
Mr. Davis presented a staff report vis teleconference.

Motion: The Board of Directors INTRODUCE and WAIVE First Reading of Ordinance 17-245, Amendment to District Code 7-4, Water Conservation: Grace. Second: Carlyn.

Roll Call Vote: AYE: Baron, Grace, Muell, Ritchie, Carlyn
 NO: None
 ABSTAIN: None
 ABSENT: None

- C. Other Committee Assignments (Mr. Edmonds)
i. APPOINT Board Member(s) to Cummings Basin Stakeholder's Group
Mr. Davis provided a brief overview of the Group's mission and focus. Directors Baron and Grace volunteered to represent the District. Director Baron clarified that neither 2016 representative received compensation for their participation and both Directors stated they would waive compensation for 2017.

Motion: The Board of Directors APPOINT Directors Baron and Grace as District Representatives to the Cummings Basin Stakeholder's Group: Grace. Second: Carlyn.

Roll Call Vote: AYE: Muell, Ritchie, Carlyn
 NO: Baron, Grace
 ABSTAIN: None
 ABSENT: None

- ii. APPOINT Board Member(s) to Greater Tehachapi Fire Safe Council
Initial discussion revealed no interest by the Board. Jim Nelson addressed the Board, emphasizing the importance of District representation. Director Muell volunteered to attend as a representative.

Motion: The Board of Directors APPOINT Director Muell as District Representative to the Greater Tehachapi Fire Safe Council: Grace. Second: Carlyn.

Roll Call Vote:

AYE:	Muell, Ritchie, Carlyn
NO:	Baron, Grace
ABSTAIN:	None
ABSENT:	None

D. ESTABLISH Various Ad hoc Committees (Mr. Edmonds)

Director Muell shared his reasons for wanting to form the following ad hoc committees.

- i. Providing “a written report suggesting the best options for the Locking Mailbox Project”
Lengthy discussion and public requests that the Board not re-start the project led to unanimous Board consensus that staff proceed with the project as defined: previously approved cluster boxes at designated stations throughout the District.
- ii. Providing “a report suggesting changes to the District Code (1-5-10 COMMITTEES OF THE BOARD) so the Property Owners can participate more easily in the process”
Board discussion concluded that the matter could be addressed through a specific assignment to the Administration Committee
- iii. Researching “a simpler Budgeting Process that would save time and be more easily understood”
Board discussion concluded that the matter could be addressed through a specific assignment to the Finance Committee

No Action Taken

12. Information and Discussion Items

A. Winter Weather (Mr. Edmonds)

Mr. Edmonds provided a verbal report.

B. 2017 Committee Schedule (Ms. McEwen)

A staff report was presented. After discussion, the following schedule was chosen:

Administration – 2nd Thursday @ 1:00 pm
Communication – 1st Tuesday @ 9:00 am
Finance – 2nd Thursday @ 2:30 pm
Infrastructure – 2nd Tuesday @ 9:00 am
Liaison – 4th Tuesday @ 9:00 am
Public Safety – 4th Thursday @ 9:00 am

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C. Solar Project (Mr. Edmonds & Mr. Davis)

A breakdown of project costs to date was provided to the Board as requested by Director Muell. Mr. Davis explained the Power Purchase Agreement the District has entered into – emphasizing that the District will only purchase electricity produced, but will not construct, own or maintain the solar facility.

D. Board Comments

- i. Director Baron inquired when Brown Act training would be scheduled for Board and staff. Mr. Davis stated it is provided at the Board's discretion.
- ii. Director Grace asked if committee solicitation had begun. Mr. Edmonds stated solicitation is scheduled to take place in February.
- iii. Director Muell: None
- iv. Vice-President Ritchie stated he wished to disclose that he has been in contact with CA Attorney General, Kern County District Attorney, the Kern County Board of Supervisors, the State Bar of California and the Federal Bureau of Investigation – upon President Carlyn's inquiry, he declined to state the nature of the contact.
- v. President Carlyn: None

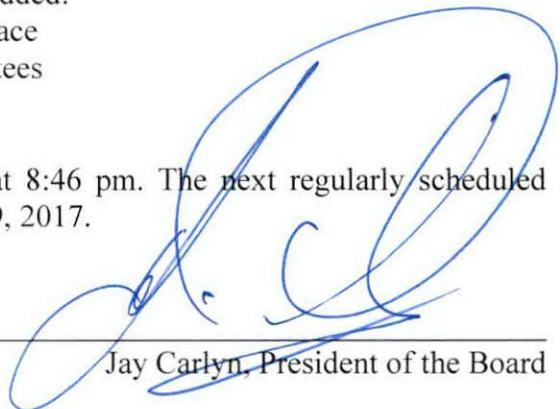
E. Staff Reports

- i. General Counsel Report: Nothing further
- ii. General Manager Report: Mr. Edmonds reported that the Upper Road Striping project has gone out to bid with a closing date of February 16. It will come back to the Board for action on February 23, 2017.

13. Future Agenda Items:

- A. ADOPT Striping Plan for Upper Elevation Roads (Tentative: February 9, 2017)
- B. APPROVE Contract for Striping of Upper Elevation Roads (Tentative: February 9, 2017)
- C. ADOPT Amendment to District Code 7-4, Water Conservation (Tentative: February 23, 2017)
- D. APPOINT Citizen Volunteers to Committees (Tentative: March 9, 2017)
- E. Prioritization of District Goals and Objectives
Mr. Edmonds reviewed the above and added:
- F. Discussion Item – use of Post Office space
- G. Task Assignments to Standing Committees
- H. Mailbox Project – Consultant Proposal

14. Adjournment: The meeting was adjourned at 8:46 pm. The next regularly scheduled meeting of the Board of Directors is February 9, 2017.



Jay Carlyn, President of the Board

ATTEST



Kristy McEwen, Secretary of the Board