



## **BEAR VALLEY COMMUNITY SERVICES DISTRICT**

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### **REGULAR BOARD MEETING MINUTES**

DATE OF MEETING: April 26, 2018  
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road  
TIME OF OPEN SESSION MEETING: 4:00 pm  
TIME OF CLOSED SESSION MEETING: Following Open Session

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**1. Call to Order**

The meeting was called to order at 4:23 pm.

**2. Attendance**

Directors Baron, Grace and Hahn were present. Also present were General Manager David Edmonds, General Counsel Don Davis, Administrative Services Director Hamed Jones, Chief of Police Tim Melanson and Public Works Administrative Assistant Dawn Smith.

**3. Approval of Agenda**

The Agenda was approved unanimously by the Board.

**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.

- Fiona Nelson encouraged the Board to agendaize and approve a proposed Eagle Scout project – a bicycle repair station at Cub Lake – requested by Matthew Green.

**6. Staff Introduction**

A. Administrative Services Director – Mr. Edmonds introduced Hamed Jones to the Board and public. Mr. Jones was welcomed and made a brief statement.

**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.

- None

April 26, 2018 Regular Board Meeting

Director Roberts arrived at 5:25 pm.

## 8. Study Session

Willdan Engineering Project Updates & Proposals

Mike Bustos from Willdan Engineering provided updates on the following:

A. Bear Valley & Cumberland Roads Rehabilitation Project – repairs to cracking (approximately 2% of the entire project), further punch list items and change orders will take place in summer.

B. Capital Replacement Plans Phase I Progress Report

- i. Water
- ii. Wastewater
- iii. Solid Waste

Phase 1 has taken longer than anticipated due to lack of available information

C. Capital Replacement Plans Phase II Professional Services Agreement Proposals

- i. Water
- ii. Wastewater
- iii. Solid Waste

Phase 2 proposal should be ready by the second meeting in May.

D. Solid Waste

- i. Operational Permit
- ii. Professional Services Agreement for Design Services Proposal

Kern County will not be providing guidelines and has requested the District submit a design proposal. Design Services Proposal should be ready for the next board meeting. Anticipate Design Standards within 4 weeks with bids and building to take place this Spring/Summer.

E. Entry Gate Project

Brown Lane questions have been resolved, security issues to be finalized with contractor and Chief of Police.

F. Other Willdan Projects

Goldspike and Medicine Bow intersections and other work will be done via change order through Griffith once Bear Valley & Cumberland project is resolved.

## 9. Information and Discussion Items

A. Board Comments

- i. Director Carlyn: Absent
- ii. Director Hahn: None
- iii. Director Roberts: None
- iv. Vice-President Baron requested monthly status reports.
- v. President Grace asked if there had been communication with Black Oak Ranch regarding asphalt grindings.

B. Staff Comments

i. Department Heads

1. Administrative Services – Mr. Jones expressed his thanks for the opportunity to serve as ASD and stated he is looking forward to learning District processes and implementing improvements where necessary.
2. Public Works – Mr. Edmonds informed the Board that Roads Crews have commenced weed abatement activities on road rights-of-way.
3. Public Safety – None

ii. General Counsel – None

iii. General Manager – None

10. **Future Agenda Items**

- A. Professional Services Agreement for Water, Wastewater and Solid Waste Capital Replacement Plans: Phase II with Willdan Engineering (Tentative May 24)
- B. Professional Services Agreement for Solid Waste Transfer Station Reconfiguration with Willdan Engineering (Tentative May 10)
- C. Encroachments on District Property, including Duvall Request (Tentative May 10)
- D. Introduction of an Administrative Citation Ordinance (Tentative May 10)
- E. Professional Services Agreement for Installation of New Server & IT Equipment
- F. Multiple Facilities Tours (Tentative Spring 2018)

11. **Closed Session**

A. Public Employment

*Government Code Section 54957*

Title: General Manager

- No Reportable Action

12. **Convene Open Session**

Open Session was convened at 9:34 pm.

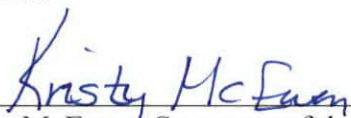
13. **Summary of Actions Taken During Closed Session**

Mr. Davis reported as above.

14. **Adjournment:** The meeting was adjourned at 9:35 pm. The next regularly scheduled meeting of the Board of Directors is May 10, 2018.

  
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Gil Grace, President of the Board

ATTEST

  
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Kristy McEwen, Secretary of the Board