



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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REGULAR BOARD MEETING MINUTES

DATE OF MEETING: May 24, 2018
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road
TIME OF CLOSED SESSION MEETING: 5:00 pm
TIME OF OPEN SESSION MEETING: 6:00 pm

1. Call to Order

The meeting was called to order at 5:00 pm.

2. Attendance

All Directors were in attendance. Also present were General Counsel Don Davis and Secretary of the Board Kristy McEwen. General Manager David Edmonds arrived at 5:30 pm. Arriving at 6:00 pm were Administrative Services Director Hamed Jones and Chief of Police Tim Melanson.

3. Closed Session

A. Conference with Legal Counsel - Anticipated Litigation

Government Code Section 54956.9(d)(2): one potential matter

- No Reportable Action

B. Public Employment

Government Code Section 54957

Title: General Manager

- No Reportable Action

4. Convene Open Session

Open Session was convened at 6:10 pm.

5. Summary of Actions Taken During Closed Session

Mr. Davis reported as above.

6. Approval of Agenda

The Agenda was approved unanimously.

7. 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.

- Jim Nelson encouraged the District to reject encroachments to protect equestrian easements.
- Miles Coverdale brought up the upcoming 50 year anniversary of the formation of Bear Valley Springs and encouraged the BVSA and BVCSO begin to plan a community-wide celebration.
- John Pruden and Paul Tate of the Bear Valley Springs Veteran's Association invited the Board and public to attend a Memorial Day observance at the Cub Lake Veteran's Memorial.

9. 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

10. Action Items:

- A. ADOPT Resolution 17/18-26 Authorizing the Administrative Service Director to Enter into Specified Contracts and Ratifying the District's Current Check Signing Procedure (Mr. Davis)

A staff report was presented. The Resolution was amended to include Assistant General Manager to Sections 3 and 4. A typographical error was corrected.

Motion: The Board of Directors ADOPT Resolution 17/18-26 Authorizing the Administrative Service Director to Enter into Specified Contracts and Ratifying the District's Current Check Signing Procedure, as amended: Carlyn. Second: Roberts

Roll Call Vote:	AYE:	Hahn, Carlyn, Roberts, Baron, Grace
	NO:	None
	ABSTAIN:	None
	ABSENT:	None

- B. ADOPT Ordinance No. 18-249 Adding A New Chapter 1-12 to the District Code Pertaining to Administrative Citations (Mr. Davis)

A staff report was presented.

Motion: The Board of Directors ADOPT Ordinance No. 18-249 Adding A New Chapter 1-12 to the District Code Pertaining to Administrative Citations: Baron. Second: Hahn

Roll Call Vote: AYE: Hahn, Carlyn, Roberts, Baron, Grace
 NO: None
 ABSTAIN: None
 ABSENT: None

- C. APPROVE the letter opposing Assembly Bill 2065 and AUTHORIZE the President of the Board to sign the letter on behalf of the Board and the District (Mr. Davis) A staff report was presented.

Motion: The Board of Directors APPROVE the letter opposing Assembly Bill 2065 and AUTHORIZE the President of the Board to sign the letter on behalf of the Board and the District: Roberts. Second: Baron

Roll Call Vote: AYE: Hahn, Carlyn, Roberts, Baron, Grace
 NO: None
 ABSTAIN: None
 ABSENT: None

- D. SCHEDULE Special Meeting for Fiscal Year 2018/19 Preliminary Budget Development
A staff report was presented. After discussion the Board reached consensus to meet at 1:00 pm on June 18, 2018 continuing to June 19, 2018 if needed.

- E. **Motion:** The Board of Directors SCHEDULE Special Meeting for Fiscal Year 2018/19 Preliminary Budget Development on June 18, 2018: Baron. Second: Hahn

Roll Call Vote: AYE: Hahn, Carlyn, Roberts, Baron, Grace
 NO: None
 ABSTAIN: None
 ABSENT: None

11. Information and Discussion Items:

A. Board Comments

- i. Director Carlyn requested an update on the status of the Road Rehabilitation and Gate Projects.
- ii. Director Hahn: None
- iii. Director Roberts: None
- iv. Vice-President Baron: None
- v. President Grace informed his fellow Directors that he had received a letter from CalRecycle. Staff is completing the required reports and will submit them as required; no penalties or violations have been incurred.

B. Staff Comments


- i. Department Heads
 1. Administrative Services: None
 2. Public Works: The Board requested Willdan prepare regular progress reports on current projects.
 3. Public Safety: None

- ii. General Counsel: Mr. Davis informed the Board of a request that the District provide potable water to a private business enterprise in Cummings Valley. The Board concurred that the District should not provide this out-of-area service. He also reported on the latest letter received from Kern County Public Works Dept in which they state their unwillingness to provide financial assistance for District road maintenance.
- iii. General Manager: Mr. Edmonds reported that he will soon receive a Draft Phase I Report of the Capital Replacement Plan.

12. Future Agenda Items:

- A. Professional Services Agreement for Water, Wastewater and Solid Waste Capital Replacement Plans: Phase II
- B. Professional Services Agreement for Installation of New Server & IT Equipment
- C. Professional Services Agreement for Solid Waste Transfer Station Reconfiguration with Willdan Engineering
- D. Adopt Preliminary Budget (Tentative: June 28, 2018)
- E. Multiple Facilities Tours (Tentative Spring 2018)
Mr. Edmonds reviewed the above and added:
- F. Discuss next steps re: Kern County Road Assistance Request
- G. Willdan Project Update as part of Public Works Report.

13. **Adjournment:** The meeting was adjourned at 7:59 pm. The next regularly scheduled meeting of the Board of Directors is June 14, 2018.



Gil Grace, President of the Board

ATTEST



Kristy McEwen, Secretary of the Board