



## BEAR VALLEY COMMUNITY SERVICES DISTRICT

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

### REGULAR BOARD MEETING MINUTES

DATE OF MEETING: March 14, 2019  
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road  
TIME OF CLOSED SESSION: 5:30 pm  
TIME OF OPEN SESSION MEETING: 6:00 pm

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#### 1. Call to Order

The meeting was called to order at 5:31 pm.

#### 2. Attendance

Present: Directors Baron, Quinn, Hahn, Carlyn  
Absent: Roberts

#### 3. Closed Session

- A. Conference with Real Property Negotiators – Government Code section 54956.8  
Property: Willow Pass Dr. (APN: 323-031-15); Bear Valley Road (APN: 319-021-12)  
District negotiators: General Manager and General Counsel  
Negotiating party: New Cingular Wireless (dba ATT&T Mobility)  
Under negotiation: Price and terms of lease payment
- No Reportable Action
- B. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation under Government Code section 54956.9(d)(2):  
two (2) potential matters

#### 4. Convene Open Session

Open Session was convened at 6:01 pm.

#### 5. Summary of Actions Taken During Closed Session

Mr. Davis reported as above on Item 3A. The Board will reconvene at the close of the meeting to hear Item 3B.

#### 6. Pledge of Allegiance

#### 7. Approval of Agenda

The Agenda was approved 4-0 by the Board. Absent: Director Roberts

#### 8. Staff Introductions

- A. Megan Clark, Communications Specialist  
B. Daniel Haggard, Roads Supervisor  
C. Raffi Kajberouni, Police Officer  
D. Larry Wiggins, General Service Supervisor

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## 9. 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.

- Linda Coverdale spoke on the efforts undertaken by Mr. Miles Coverdale in creating a video depiction of the District water system.
- Gil Grace requested progress be made on video recording/streaming of Board meetings.

## 10. 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 February 14, 2019 Regular Board Meeting
- B. APPROVE Minutes of the February 14, 2019 Special Board Meeting
- C. RECEIVE February 2019 Committee Report
- D. ACCEPT Register of Warrants for February 2019

**Motion:** APPROVE Consent Calendar Items A – D: Baron. Second: Hahn.

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

## 11. 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

## 12. Action Items:

- A. APPOINT Citizen Volunteers to Standing Committees of the Board (Ms. McEwen)  
A staff report was presented and interested volunteers were invited to address the Board.

**Motion:** The Board of Directors APPOINT Sharon Groen and Lisa Perez to serve on the Administration Committee until March 2021 or until a successor is named: Baron. Second: Carlyn.

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

**Motion:** The Board of Directors APPOINT Rhonda Brady, Linda Flores and Susan Mustaffa to serve on the Communication Committee until March 2021 or until a successor is named: Baron. Second: Quinn.

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

**Motion:** The Board of Directors APPOINT Leana Bowman, Kathy Carey and Allan Klinker to serve on the Finance Committee until March 2021 or until a successor is named: Quinn. Second: Hahn.

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

**Motion:** The Board of Directors APPOINT Thomas Cronauer, Bill Holloway and Kathleen Kneer to serve on the Infrastructure Committee until March 2021 or until a successor is named: Carlyn. Second: Quinn.

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

**Motion:** The Board of Directors APPOINT Meche Johnson, Jim Nelson and Vince Rondone to serve on the Public Safety Committee until March 2021 or until a successor is named: Hahn. Second: Carlyn.

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

B. APPROVE Purchase of Gate Access Control System Software and Equipment from TEM Systems, Inc. (Chief Melanson)

A staff report was presented.

**Motion:** The Board of Directors APPROVE the purchase of the GateHouse® Solutions System by TEM Systems Inc., in the amount not to exceed \$113,520 (\$38,400 for software and equipment; \$64,800 for transponder tags; plus 10% contingency of \$10,320) and AUTHORIZE the General Manager execute the necessary documents: Carlyn. Second: Hahn

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

C. INTRODUCE Ordinance 19-250 Amending Chapter 1, Sections 2 through 4 of Title 4 (Motor Vehicles and Traffic of the District Code Pertaining to Procedures for Access to the District and District Roads (Mr. Davis)

Mr. Davis presented a staff report introducing Ordinance 19-250.

**Motion:** The Board of Directors INTRODUCE Ordinance No. 19-250 Amending Chapter 1, Sections 2-4 (District Roads; Access to District Roads; Gate Permits) of Title 4 (Motor Vehicles and Traffic) of the District Code: Hahn. Second: Baron

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

- D. INTRODUCE Ordinance 19-251 Amending Chapter 5, Section 10(C)(6) of Title 1 (Administration) of the District Code Pertaining to Appointments to the Liaison Committee (Mr. Davis)

Mr. Davis presented a staff report introducing Ordinance 19-251.

**Motion:** The Board of Directors INTRODUCE Ordinance No. 19- Amending Section 1-5-10(C)(6) of Chapter 5 (Board of Directors) of Title 1 (Administration) of the District Code and to bring the ordinance back for a second reading and adoption at the next Board meeting: Carlyn. Second: Quinn

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

- E. APPROVE Letter of Authorization to AT&T to Pursue Land Use Entitlements with Kern County for Wireless Communications Facilities on District Property (Mr. Davis)

A staff report was presented. Vance Pomeroy of VeloTera Services Inc. then gave a presentation to the Board on the two proposed cell tower sites on District property. He then answered questions from the Board and the public.

**Motion:** The Board of Directors APPROVE a Letter of Authorization to AT&T to pursue land use entitlements with Kern County for wireless communications facilities on District property near 24423 Willow Pass Drive and at the Equestrian Center, 26800 Bear Valley Road: Hahn. Second: Quinn

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

- F. Board Calendar:

- i. Consider Changing Location of the April 11, 2019 Regular Board Meeting (Mr. Malinen)

**Motion:** The Board of Directors MOVE the location of the April 11, 2019 Regular Board Meeting to the Whiting Center: Carlyn. Second: Hahn

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

- ii. Consider Cancelling the Second Scheduled meeting of the Month (Mr. Malinen)

**Motion:** The Board of Directors CANCEL the April 25, May 23 and June 20, 2019 Regular Board Meetings: Carlyn. Second: Hahn

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

- G. ACCEPT Monthly Investment Report as of January 31, 2019 (Mr. Jones)

**Motion:** The Board of Directors ACCEPT the Monthly Investment Report as of January 31, 2019: Carlyn. Second: Quinn

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

### 13. Information and Discussion Items:

- A. Gas Tax Revenue Update (Mr. Davis) – Mr. Davis reviewed the actions the District has taken to date and requested direction from the Board as to the next steps. The Board reached consensus to assign this matter to the Administration Committee for further review.

- B. Board Comments

- i. Director Baron reported that the Fickert Cemetery dedication has been scheduled for October 5, 2019 at the Oak Tree Country Club.
- ii. Director Quinn: None
- iii. Director Roberts: Absent
- i. Vice-President Hahn reported on his attendance at the CSDA Board Member Best Practices workshop earlier in the day and mentioned several pending assembly bills the District should be aware of.
- iv. President Carlyn applauded recent communication efforts.

- C. Staff Reports

- i. Department Head Reports

- 1. Finance Report– Mr. Jones reviewed Period 6 Financial Reports as submitted in the Board Package.
- 2. Public Works Report – Mr. Van Wagoner reviewed the report as submitted in the Board Package.
- 3. Public Safety Report – Chief Melanson reviewed the report as submitted in the Board Package.

- ii. General Counsel Report – None
- iii. General Manager Report – Mr. Malinen reported on his meetings with Waste Management and CSDA representatives, and Coffee with the GM. He provided the Board with copies of the 2019/20 Budget calendar and a capital projects calendar for the water system.

**14. Future Agenda Items:**

- A. Public Hearing – Proposed Water Rate Increase (April 2019)
- B. Phase II Capital Improvement Plan Agreement (April 2019)
- C. Approve Plans/Specs Drainage Improvements (April 2019)
- D. Approve Plans/Specs Guardrail Project (April 2019)
- E. Approve Standby Policies – Public Works & Public Safety (May 2019)
- F. Schedule Budget Study Sessions (May/June 2019)  
The following items were added:
- G. Consider letter of support for AB510
- H. Second reading and Adoption of Ordinance 19-250
- I. Second reading and Adoption of Ordinance 19-251
- J. Lower Level Striping Project
- K. Decommission and Surplus Police vehicles

**15. Adjourn Open Session**

Open Session was adjourned at 8:52 pm.

**16. Closed Session**

Closed Session was convened at 9:00 pm.

- B. Conference with Legal Counsel – Anticipated Litigation  
Significant Exposure to Litigation under Government Code section 54956.9(d)(2):  
two (2) potential matters
  - No Reportable Action

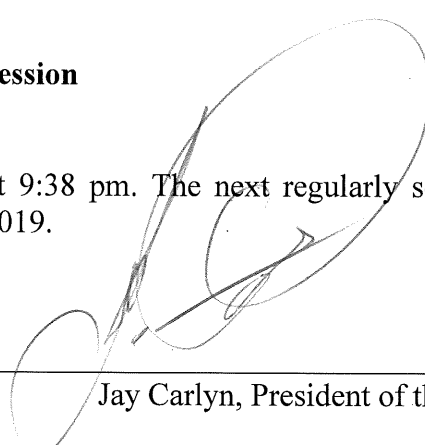
**17. Convene Open Session**

Open Session was convened at 9:36 pm.

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

Mr. Davis reported as above.

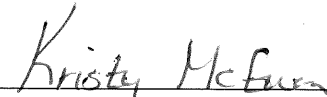
- 19. Adjournment:** The meeting was adjourned at 9:38 pm. The next regularly scheduled meeting of the Board of Directors is April 11, 2019.



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Jay Carlyn, President of the Board

ATTEST



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Kristy McEwen, Secretary of the Board

March 14, 2019 Regular Board Meeting