



## **BEAR VALLEY COMMUNITY SERVICES DISTRICT**

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28999 South Lower Valley Road • Tehachapi, CA 93561-7460  
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### **REGULAR BOARD MEETING MINUTES**

DATE OF MEETING: January 25, 2018  
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road  
TIME OF CLOSED SESSION MEETING: 3:00 PM  
TIME OF OPEN SESSION MEETING: 6:00 PM

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1. **Call to Order**

The meeting was called to order at 3:06 pm.

2. **Attendance**

All Directors were in attendance. Also present were General Manager David Edmonds, Secretary of the Board Kristy McEwen and Public Safety Consultant Jeff Kermod. General Counsel Don Davis arrived at 4:30 pm.

3. **Closed Session**

- A. Public Employment  
Chief of Police  
*Government Code Section 54957*
- No Reportable Action

4. **Convene Open Session**

Open Session was convened at 6:02 pm.

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

Mr. Davis reported as above.

6. **Approval of Agenda**

The Agenda was approved unanimously by the Board.

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.

- None

**9. Information and Discussion Items:**

**A. Park & Recreation Fund (Mr. Edmonds)**

- i. Conceptual Request Letter – Mr. Edmonds and Director Roberts summarized the discussion from the Liaison Committee meeting earlier in the day. The Board requested a study session to review the BVSA Lease Agreement be scheduled prior to the joint meeting.
- ii. Joint meeting of the Boards of Directors – Director Carlyn is unavailable on the March 13, 2018 date proposed by BVSA. Staff will reach out to BVSA to schedule an alternate date.

**B. Capital Replacement Plans & Rate Studies (Mr. Edmonds) – Mr. Edmonds provided an update.**

**C. County Road Assistance (Mr. Davis) – Mr. Davis informed the Board that a follow-up letter to Supervisor Scrivner was prepared and given to Mr. Edmonds for review.**

**D. Wastewater Salinity Plan Update (Mr. Edmonds) – Ms. McEwen provided an update on current status of the plan and next steps.**

**E. Recruitment Update (Mr. Edmonds) – Mr. Edmonds informed the Board that an Administrative Services Director candidate is in background. Mr. Kermode updated the Board on officer recruitment efforts – interviews were held and two candidates are in background.**

**F. Board Comments**

- i. Director Carlyn inquired about service levels from the new IT contractor.
- ii. Director Muell requested a discussion with BVSA on the concept of designated areas for election signs. Director Roberts added that an Ordinance Code update is needed. A study session will be scheduled.
- iii. Director Roberts asked that a discussion item on standing committee appointments be added to a future agenda.
- iv. Vice-President Baron: None
- v. President Grace addressed his desire for regular maintenance on mailbox stations. Mr. Edmonds reminded the Board and public that very little money is available for this.

**G. Staff Comments**

- i. Public Safety: None
- ii. General Counsel: None
- iii. General Manager: None

**10. Future Agenda Items:**

- A. AUTHORIZE the General Manager to execute a Professional Services Agreement for Phase II of the Capital Replacement Study (*Tentative February 8 or 22, 2018*)
- B. Presentation and Acceptance of Annual Financial Report (External Audit) as Prepared and Presented by Fedak & Brown, LLP (*Tentative February 22, 2018*)
- C. Multiple Facilities Tours (*Tentative Spring 2018*)  
Mr. Edmonds reviewed the above and added:
- D. Study Session – BVSA Lease Update
- E. Study Session – Campaign Sign Discussion
- F. Standing Committee Appointments

**11. Adjournment:** The meeting was adjourned at 8:00 pm. The next regularly scheduled meeting of the Board of Directors is February 8, 2018.

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Gil Grace, President of the Board

ATTEST

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Kristy McEwen, Secretary of the Board