



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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

DATE OF MEETING: June 28, 2018
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 4:43 pm.

2. **Attendance**

All Directors were in attendance. Also present were General Manager David Edmonds, General Counsel Don Davis and Secretary of the Board Kristy McEwen. 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): (two) potential matters

- No Reportable Action

B. Public Employment

Government Code Section 54957

Title: Public Works Director

- No Reportable Action

C. Public Employment

Government Code Section 54957

Title: General Manager

- No Reportable Action

4. **Convene Open Session**

Open Session was convened at 6:25 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.

- Kathy Carey shared several concerns related to District infrastructure and staffing
- Charles Jensen addressed the Board on legal fees
- Zach Crum submitted copies of a nature path master plan with a request for the Board to amend and approve it

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 17/18-27 and APPROVE the Water Enterprise Fund (Fund 42) Mid-Year Budget Update for Fiscal Year 2017/18.
A staff report was presented.

Motion: The Board of Directors ADOPT Resolution 17/18-27 and APPROVE the Water Enterprise Fund (Fund 42) Mid-Year Budget Update for Fiscal Year 2017/18: Hahn. Second: Baron

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

- B. ADOPT Resolution 17/18-28 and APPROVE the Post Office Enterprise Fund (Fund 41) Mid-Year Budget Update for Fiscal Year 2017/18.

Motion: The Board of Directors ADOPT Resolution 17/18-28 and APPROVE the Post Office Enterprise Fund (Fund 41) Mid-Year Budget Update for Fiscal Year 2017/18: Hahn. Second: Roberts

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

- C. ADOPT Resolution 17/18-29 and APPROVE the COPS Grant Fund (Fund 68) Mid-Year Budget Update for Fiscal Year 2017/18.

Motion: The Board of Directors ADOPT Resolution 17/18-29 and APPROVE the COPS Grant Fund (Fund 68) Mid-Year Budget Update for Fiscal Year 2017/18: Roberts. Second: Baron.

Roll Call Vote:

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

- D. ADOPT Resolution 17/18-30 and ESTABLISH the Appropriations Limit for Fiscal Year 2018/19.

A staff report was presented.

Motion: The Board of Directors ADOPT Resolution 17/18-30 and ESTABLISH the Appropriations Limit for Fiscal Year 2018/19: Carlyn. Second: Roberts

Roll Call Vote:

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

- E. ADOPT Resolution 17/18-31 and APPROVE the General Fund (Fund 40) Preliminary Budget for Fiscal Year 2018/19.

Mr. Edmond provided a general overview of the Preliminary Budget process and Mr. Jones presented the budgets for approval.

Motion: The Board of Directors ADOPT Resolution 17/18-31 and APPROVE the General Fund (Fund 40) Preliminary Budget for Fiscal Year 2018/19: Carlyn. Second: Roberts

Roll Call Vote:

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

- F. ADOPT Resolution 17/18-32 and APPROVE the Parks & Recreation (Fund 45) Preliminary Budget for Fiscal Year 2018/19.

Motion: The Board of Directors ADOPT Resolution 17/18-32 and APPROVE the Parks & Recreation (Fund 45) Preliminary Budget for Fiscal Year 2018/19: Hahn. Second: Baron.

Roll Call Vote:

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

- G. ADOPT Resolution 17/18-33 and APPROVE the Roads Special Revenue Fund (Fund 48) and Roads Reserve Fund (Fund 73) Preliminary Budgets for Fiscal Year 2018/19.

Motion: The Board of Directors ADOPT Resolution 17/18-33 and APPROVE the Roads Special Revenue Fund (Fund 48) and Roads Reserve Fund (Fund 73) Preliminary Budgets for Fiscal Year 2018/19: Carlyn. Second: Roberts

Roll Call Vote:

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

- H. ADOPT Resolution 17/18-34 and APPROVE the Water Enterprise (Fund 42), Water Development (Fund 60), Water Bond Redemption (Fund 64), and Water Reserve (Fund 70) Preliminary Budgets for Fiscal Year 2018/19.

Motion: The Board of Directors ADOPT Resolution 17/18-34 and APPROVE the Water Enterprise (Fund 42), Water Development (Fund 60), Water Bond Redemption (Fund 64), and Water Reserve (Fund 70) Preliminary Budgets for Fiscal Year 2018/19: Carlyn. Second: Hahn

Roll Call Vote:

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

- I. ADOPT Resolution 17/18-35 and APPROVE the Wastewater Enterprise (Fund 43), Wastewater Development (Fund 61), Wastewater Bond AD95-1 Fund (Fund 67) and Wastewater Reserve (Fund 69) Preliminary Budgets for Fiscal Year 2018/19.

Motion: The Board of Directors ADOPT Resolution 17/18-35 and APPROVE the Wastewater Enterprise (Fund 43), Wastewater Development (Fund 61), Wastewater Bond AD95-1 Fund (Fund 67) and Wastewater Reserve (Fund 69) Preliminary Budgets for Fiscal Year 2018/19: Baron. Second: Hahn

Roll Call Vote:

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

- J. ADOPT Resolution 17/18-36 and APPROVE the Solid Waste Enterprise (Fund 49) and Solid Waste Reserve (Fund 71) Preliminary Budgets for Fiscal Year 2018/19.

Motion: The Board of Directors ADOPT Resolution 17/18-36 and APPROVE the Solid Waste Enterprise (Fund 49) and Solid Waste Reserve (Fund 71) Preliminary Budgets for Fiscal Year 2018/19: Carlyn. Second: Roberts

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

K. ADOPT Resolution 17/18-37 and APPROVE the Citizen's Option for Public Safety (COPS) Grant (Fund 68) Preliminary Budget for Fiscal Year 2018/19.

Motion: The Board of Directors ADOPT Resolution 17/18-37 and APPROVE the Citizen's Option for Public Safety (COPS) Grant (Fund 68) Preliminary Budget for Fiscal Year 2018/19: Roberts. Second: Hahn

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

L. ADOPT Resolution 17/18-38 and APPROVE the Public Safety Realignment (AB109) Fund (Fund 30) Preliminary Budget for Fiscal Year 2018/19.

Motion: The Board of Directors ADOPT Resolution 17/18-38 and APPROVE the Public Safety Realignment (AB109) Fund (Fund 30) Preliminary Budget for Fiscal Year 2018/19: Hahn. Second: Baron

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

M. APPROVE Employment Agreement with Jeffery J. Kermode as Interim Assistant General Manager (Mr. Davis)
Mr. Davis presented a staff report.

Motion: The Board of Directors APPROVE the Employment Agreement with Jeffery J. Kermode as Interim Assistant General Manager, effective July 2, 2018: Hahn. Second: Grace

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

11. Information and Discussion Items:

- A. November 2018 Consolidated Election (Ms. McEwen)
- A staff report was presented.

B. Board Comments

- i. Director Carlyn: None
- ii. Director Hahn: None
- iii. Director Roberts: None
- iv. Vice-President Baron: None
- v. President Grace asked on the progress of the Duplan request to realign an equestrian easement on his property. He also expressed his appreciation for the service and professionalism of Mr. Edmonds during his tenure at the District.

C. Staff Comments

- i. Administrative Services – Mr. Jones discussed the Preliminary Budget process as a valuable educational experience and stated he is prepared to move forward with the Final Budget.
- ii. Chief of Police – Chief Melanson informed the Board and community of a rash of thefts from unlocked vehicles.
- iii. General Counsel – Mr. Davis had nothing further.
- iv. General Manager – Mr. Edmonds provided an update to the public on his health issues.

12. **Future Agenda Items:**


- A. Professional Services Agreement for a Full-Service Well Asset Management Program for Cummings Valley Wells CV1 and CV2 (Tentative: July 12, 2018)
- B. Professional Services Agreement for Water, Wastewater and Solid Waste Capital Replacement Plans: Phase II
- C. Professional Services Agreement for IT Support
- D. Professional Services Agreement for Solid Waste Transfer Station Reconfiguration with Willdan Engineering
Mr. Edmonds reviewed the above and added:
- E. Duplan Trail Realignment.

13. **Adjournment:** The meeting was adjourned at 7:50 pm. The next regularly scheduled meeting of the Board of Directors is July 12, 2018.



Gil Grace, President of the Board

ATTEST



Kristy McEwen, Secretary of the Board

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