



A STATE OF  
CALIFORNIA  
PUBLIC  
AGENCY

# QUAIL VALLEY WATER DISTRICT

## BOARD OF DIRECTORS

Mike Biglay  
Vacant  
Rita Leonard  
Enrique Lopez  
Richard Sims

### MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF QUAIL VALLEY WATER DISTRICT

Held at 24750 Sand Canyon Road, Tehachapi, CA  
On Saturday, September 29<sup>th</sup>, 2018 at 8:30 AM.

1. Roll Call.  
*Meeting called to order at 8:30 AM. There were present, representing a quorum:  
Director Biglay;  
Director Leonard;  
Director Lopez;  
Director Sims.*
2. Adoption of Agenda.  
*Director Sims moved, seconded by Director Lopez, to adopt agenda. Motion approved by unanimous assent.*
3. Public comments for NON-agenda items.  
*None.*
4. Consent Calendar:
  - 4.1. Approve minutes from Regular Meeting of 8/25/18.  
*Director Biglay moved, seconded by Director Leonard, to approve consent calendar. Motion approved by unanimous assent.*
5. Presentations:
  - 5.1. Update on Prop 84 project. (General Manager Hardenbrook)  
*General Manager Hardenbrook provided and discussed a written report of the Prop 84 project status.*
  - 5.2. Update on Umtali Road project. (General Manager Hardenbrook)  
*General Manager Hardenbrook advised Board that payment was received from Kern County to reimburse District for costs associated with relocating water lines.*
  - 5.3. Update on wells, reservoirs and system status. (General Manager Hardenbrook)  
*General Manager Hardenbrook provided and discussed a written report of the status of the distribution system, wells and reservoirs.*



A STATE OF  
CALIFORNIA  
PUBLIC  
AGENCY

# QUAIL VALLEY WATER DISTRICT

## BOARD OF DIRECTORS

Mike Biglay  
Vacant  
Rita Leonard  
Enrique Lopez  
Richard Sims

5.4. Update on Jones property. (General Manager Hardenbrook)  
*General Manager Hardenbrook advised Board that property owner has obtained financing and District was paid in full for the service connection and collection costs. Property is now served by District.*

5.5. Update on Voluntary Rate Increase. (General Manager Hardenbrook)  
*General Manager Hardenbrook and Secretary Cantrell informed Board that about half of rate payers continue to pay the voluntary rate increase.*

## 6. Action Items:

6.1. Discussion of monthly financial statements and consideration and possible action to approve payments for August. (General Manager Hardenbrook)  
*General Manager Hardenbrook lead Board in a discussion of monthly financial statements and bills paid in August with Board. Director Leonard moved, seconded by Director Biglay, to approve payments for the month of August. Motion approved by unanimous assent.*

6.2. Discussion and possible action retaining counsel. (General Manager Hardenbrook)  
*General Manager Hardenbrook informed Board that Dan Raytis is leaving the law firm of McMurtrey, Hartsock & Worth and is joining Belden Blaine Raytis, LLP, and that the District needs to decide whether to continue having McMurtrey, Hartsock & Worth represent the District, retain Belden Blain Raytis or seek other counsel. General Manager Hardenbrook advised Board that Mr. Raytis has been working closely with the District on reaching an agreement with PVWC and it may prove costly to familiarize another attorney with the concerns and it may be best to continue having Mr. Raytis continue to represent the District in this matter. Director Biglay moved, seconded by Director Leonard to table item to next meeting. Motion approved by unanimous assent.*

6.3. Discussion and possible action accepting settlement offer with PVWC. (General Manager Hardenbrook)  
*General Manager Hardenbrook provided Board with an update on issues and new documents that were located related to connection fees received. No action taken.*

6.4. Discussion and possible action on continuation of Voluntary Rate Increase. (General Manager Hardenbrook)  
*General Manager Hardenbrook advised Board that with the receipt of payments from Kern County and Quail Estates connection, District finances have improved but expenditures are still expected to exceed income. Director Biglay moved, seconded by Director Lopez to reduce the voluntary rate increase by \$35.00. Motion approved by unanimous assent.*



A STATE OF  
CALIFORNIA  
PUBLIC  
AGENCY

# QUAIL VALLEY WATER DISTRICT

## BOARD OF DIRECTORS

Mike Biglay

Vacant

Rita Leonard

Enrique Lopez

Richard Sims

*Director Biglay excused himself from meeting for personal business at 9:47.*

- 6.5. Discussion and possible action accepting resignation of Director Boatman. (General Manager Hardenbrook)  
*General Manager Hardenbrook advised Board that the written resignation of Director Boatman had been received effective immediately. Director Lopez moved, seconded by Director Leonard, that Director Boatman's resignation be accepted and expressed gratitude for his service. Motion approved by unanimous assent.*
- 6.6. Discussion and possible action to make appointment to fill vacancy on Board of Directors. (General Manager Hardenbrook)  
*General Manager Hardenbrook advised Board that vacancy would be posted and Board should expect to have a candidate by the next meeting. No action taken.*
- 6.7. Discussion and possible action to return to 5-day work week. (General Manager Hardenbrook)  
*General Manager Hardenbrook informed Board that District is experiencing difficulty keeping up with workload with the reduced hours implemented to reduce costs and suggested returning part-time employees to 20-hour work week. Office hours were discussed and Director Leonard moved, seconded by Director Lopez, to return part-time employees to a regular work week of 20 hours with Office to remain closed on Fridays and work hours be flexible in response to work demands. Motion approved by unanimous assent.*
- 6.8. Discussion and possible action approving emergency expenditures for Montclair well repairs. (General Manager Hardenbrook)  
*General Manager Hardenbrook informed Board of failure of Montclair well pump and activities undertaken to repair including emergency expenditure of funds to pay costs associated with repairs. General Manager Hardenbrook further advised Board that total amount spent is not yet known as invoice has not yet been received. No action taken.*
- 6.9. Discussion and possible action to establish a succession plan. (General Manager Hardenbrook)  
*General Manager Hardenbrook reminded Board of need to plan for employee retirements. No action taken.*
7. Reports of Officers, Board Members and Standing Committees.  
*None.*



# QUAIL VALLEY WATER DISTRICT

A STATE OF  
CALIFORNIA  
PUBLIC  
AGENCY

## BOARD OF DIRECTORS

Mike Biglay  
Vacant  
Rita Leonard  
Enrique Lopez  
Richard Sims

8. Report of General Manager.  
*General Manager Hardenbrook provided Board with a written report of activities for September.*
9. Board Members' Requests for Future Agenda Items.  
*None*
10. Adjournment.  
*There being no further business before the Board, Director Sims moved, seconded by Director Lopez to adjourn at 10:45. Motion approved by unanimous assent.*

I attest this is a true and complete copy of the minutes of a regular meeting of the Board as read and approved by the Board of Directors of the Quail Valley Water District.

A handwritten signature in blue ink, appearing to read "R. Cantrell", written over a horizontal line.

Richard Cantrell, Secretary