

MINUTES OF A REGULAR MEETING OF THE COMMISSION OF THE
GREATER BAKERSFIELD SEPARATION OF GRADE DISTRICT

Held: March 9, 2026

A regular meeting of the Commission of the Greater Bakersfield Separation of Grade District was held on March 9, 2026, at 1518 Mill Rock Way, Suite 100, Bakersfield, California.

CALL TO ORDER:)
_____)

President Steven Ruettgers called the meeting to order at 5:06 p.m. and presided thereat. Jeevan Muhar acted as secretary of the meeting.

ROLL CALL:)
_____)

The following Commissioners were present:

Steven M. Ruettgers
Jeremy Tobias
Barry Hibbard
Jeevan Muhar
Jake Wood

Also present were John Schuler, the District Engineer, Sheila Plane, Assistant Secretary, and Vivian Bravo, Assistant Secretary, and Ben LeBeau, District Legal Counsel.

PUBLIC STATEMENTS)
& COMMENTS:)
_____)

None.

APPROVAL OF MINUTES,)
REGULAR MEETING OF)
JANUARY 11, 2026)
_____)

On motion of Commissioner Hibbard, seconded by Commissioner Tobias, and unanimously carried, the minutes of the regular meeting of January 11, 2026, were approved on the following vote of the Commissioners.

Ayes: Steven M. Ruettgers
Jeremy Tobias
Barry Hibbard
Jeevan Muhar

Jake Wood

Noes: None

Absent: None

Abstain: None

ATTORNEY OF DISTRICT)
REPORT:)
_____)

1. Mr. LeBeau reminded the Commissioners that their Statements of Financial Interests (Form 700) were due before the end of the month. They should be delivered to Sheila Plane. Mr. LeBeau reported that there was a new disclosure requirement for arrangements for prospective employment as part of those statements.

2. Mr. LeBeau next reported on a question regarding ethics training requirements from the previous meeting, whether Commissioners are required to take ethics training courses if the District has an expense reimbursement policy but no Commissioner submits reimbursement requests. Mr. LeBeau reviewed the language of the applicable statutes describing the ethics training requirements. Commissioners Ruetters, Muhar, and Tobias have completed ethics training courses due to their memberships on other governmental agency bodies. Commissioners Wood and Hibbard stated they would attend online ethics training courses.

3. Mr. LeBeau reported that due to changes in the state's financial reporting requirements for public officials, the District will be required to update its conflict of interest policy this year.

DISTRICT ENGINEER'S)
REPORT:)
_____)

Mr. Schuler provided the engineer's report as follows:

1. Project Funding Sources:

- a. Federal State Partnership (FSP) Inter-city Rail Program: Cherry/BNSF application submitted Feb. 6, 2026
- b. CRISI and RCE NOFOs anticipated in 2026.
- c. There are funds available in local RTIF program
- d. Kern COG's KARGO study proposing possible additional fee program

2. Intercity Federal State Partnership (FSP) Grant Program:

- a. Cherry Ave/BNSF grant application: see number 11 below

3. CRISI and Rail Crossing Elimination Grant Programs 2025 and 2026:

- a. New NOFO's still anticipated in 2026
- 4. High Speed Rail Impacts/Santa Fe Way Corridor/Edison Highway Corridor:
 - a. No change
- 5. Renfro-Jenkins/BNSF:
 - a. Planning for potential RCE Grant program submittal
- 6. Kratzmeyer – Olive @ BNSF:
 - a. Planning for potential RCE Grant program submittal
- 7. Morning Drive @ UPRR:
 - a. No change
- 8. Baker E./Truxtun/Beale @ BNSF:
 - a. No change
- 9. Baker Street @ UPRR:
 - a. Field Diagnostic meeting held with COB/UPRR
 - b. New grade separation concept considered as part of area revitalization
- 10. Rosedale Highway @ Landco Branch SJVRR:
 - a. No change
- 11. Cherry Avenue & Los Angeles Street/Beech Avenue @ BNSF:
 - a. FSP Grant application completed and submitted Feb. 6, 2026
- 12. Nominations – CPUC Order Instituting Investigation (OII) 2026-2027, 2027-2028:
 - a. Nominations are currently in review at the CPUC and the hearing will be near the end of March 2026.
- 13. Agency Communications – Materials and Strategies:
 - a. A one-page handout regarding the District is being developed.

FINANCIAL REPORT: _____)
 _____)

The Secretary then presented the Financial Report for March 2026, in the form attached as **Exhibit “A”**. Following discussion, on motion of Commissioner Wood, seconded by Commissioner Hibbard, and unanimously carried, the report was approved and ordered filed on the following vote of the Commissioners.

Ayes: Steven M. Ruetters
Jeremy Tobias
Barry Hibbard
Jeevan Muhar
Jake Wood

Noes: None

Absent: None

Abstain: None

ADMINISTRATIVE MATTERS:)
_____)

- 1. Electronic Record Keeping/Document Back-up and Disposal – Sheila Plane and Vivian Bravo attended a CSDA virtual workshop concerning electronic records management. They are making preparations for converting the District’s record keeping and document backup processes to electronic storage as authorized by and in accordance with applicable provisions of the California Government Code.
- 2. District Mission, Function and Continuity – Sheila Plane reported that she has begun preparing a procedures manual to ensure that operational knowledge concerning the administrative requirements of the District are preserved.

AD-HOC COMMITTEE REPORT)
_____)

- 1. None

STANDING COMMITTEE REPORTS:)
_____)

- 1. Right of Way: (Hibbard/Muhar) None
- 2. Advance Planning: (Ruetters/Tobias) None
- 3. Budget: (Hibbard/Wood) None
- 4. Regulatory & Audit: (Ruetters/Muhar)

Staff update: Daniells Phillips Vaughan & Bock provided a draft representation

letter that requests disclosure of material pending or threatened litigation, claims, and assessments against the District for its audit of the period-ending June 30, 2025, intended to be delivered by the District to its counsel. On review of the letter, Mr. LeBeau recommended that the letter be addressed to his attention. On motion made by Commissioner Tobias and seconded by Commissioner Muhar, the Commissioners authorized and directed that the audit representation letter in the form presented be addressed to Mr. LeBeau and signed and delivered by Commissioner Ruetters.

Ayes: Steven M. Ruetters
Jeremy Tobias
Barry Hibbard
Jeevan Muhar
Jake Wood

Noes: None

Absent: None

Abstain: None

5. Government Relations: (Tobias/Wood) None

CORRESPONDENCE:)
_____)

1. CSDA Board of Directors Call for Nominations dated February 9, 2026 –
Correspondence from CSDA Elections and Bylaws Committee.

2. Registry of Public Agencies Info Sheet dated February 17, 2026 –
Correspondence from Kern County Auditor-Controller-County Clerk-Elections. Mr. LeBeau reported that the District's annual Registry of Public Agencies filing with the County clerk and Secretary of State are due and will file on behalf of the District.

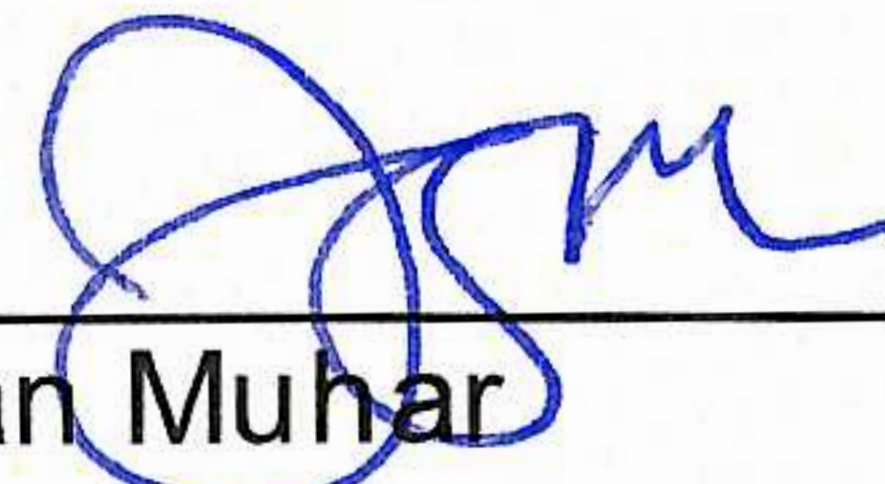
The correspondence was received and filed.

COMMISSIONER COMMENTS:)
_____)

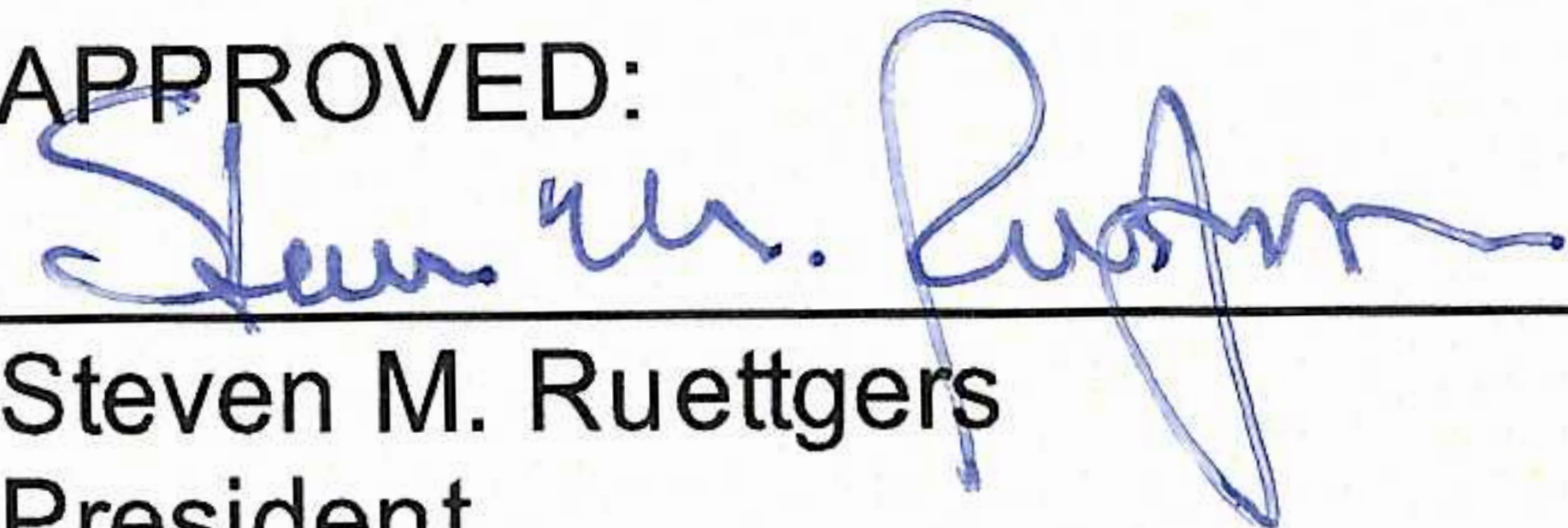
None.

NEXT MEETING AND)
ADJOURNMENT:)
_____)

There being no further business to come before the Commission, the President declared the meeting adjourned at 5:53 p.m. The next regular meeting is scheduled for May 11, 2026, at 5:00 p.m.



Jeevan Munar
Secretary of the Commission

APPROVED:


Steven M. Ruettgers
President

Exhibit A

MONTHLY MEETING MARCH 2026

ACCOUNTS PAYABLE

DISTRICT EXPENSE FUND:

LeBeau Thelen	Professional Services – January & February 2026	\$	3,750.00
Provost & Pritchard	Engineering Services – January & February 2026	\$	24,842.04
Andrea R. Hill	Preparation of 2024 1099s	\$	169.90
Daniells Phillips Vaughn & Bock	Year End June 30, 2025	\$	450.00
		\$	<u>29,211.94</u>