



## BEAR VALLEY COMMUNITY SERVICES DISTRICT

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### BEAR VALLEY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING MINUTES

DATE OF MEETING: May 22, 2014  
PLACE CLOSED & OPEN SESSION MEETINGS: 28999 South Lower Valley Road  
TIME OF CLOSED SESSION MEETING: 9:00 am  
TIME OF OPEN SESSION MEETING: 10:00 am

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#### PUBLIC COMMENT NOTICE.

At a special meeting, public comments may be given on any open session agenda item as it is considered or, for a closed session item, before it is considered. Please state your name and address and provide the Secretary with the Public Comments Information Form so you can be properly included in the consideration of the item. Please limit your comments to three minutes so that all who wish to speak can be heard.

1. CALL TO ORDER

2. ROLL CALL

President Bill Mason  
Vice President Charlene LaClaire  
Director Gil Grace  
Director Matt VoVilla  
Director Rick Zanutto

**All Directors were present. Also present were Interim General Manager Larry Pennell, Public Works Superintendent Larry Tuma, Chief Rod Walthers and Board Secretary Kristy McEwen.**

3. PLEDGE OF ALLEGIANCE

- **Ms. McEwen led the Pledge of Allegiance**

4. PUBLIC COMMENTS ON CLOSED SESSION ITEMS

- **There were no public comments**

5. CLOSED SESSION

- **PUBLIC EMPLOYEE APPOINTMENT**  
Government Code section 54957  
Title: District General Manager  
**No Reportable Action**
- **CONFERENCE WITH REAL PROPERTY NEGOTIATOR**  
Government Code section 54956.8  
Property: APN: 448-04-11 and 12; 222-240-01, 02, 03 and 08

Agency Negotiator: District Counsel

Negotiating Parties: Valley Sod Farm, Inc. & Tehachapi-Cummings County Water District

Under Negotiation: price and terms of payment

**Amended and restated lease was approved by unanimous vote.**

**License agreement was approved by unanimous vote.**

6. SUMMARY OF ACTIONS TAKEN DURING CLOSED SESSION

- **President Mason reported as above.**

7. CONSIDERATION OF AN AMENDED AND RESTATED AGRICULTURAL LEASE BETWEEN THE DISTRICT AND ROBB-ARMSTRONG TURF, INC. AND VALLEY SOD FARM, INC. FOR APPROXIMATELY 293 ACRES OF DISTRICT-OWNED LAND LOCATED ALONG CUMMINGS VALLEY ROAD AND THE NORTHWEST CORNER OF BAILEY ROAD AND GIRAUDO ROAD, KERN COUNTY. (Mr Davis)

- **Item was removed from the agenda**

8. CONSIDERATION OF A LICENSE AGREEMENT FOR TEMPORARY ABOVE-GROUND RECYCLED WATER DISTRIBUTION LINE BETWEEN THE DISTRICT AND TEHACHAPI CUMMINGS COUNTY WATER DISTRICT TO SERVE THE APPROXIMATELY 293 ACRES OF DISTRICT-OWNED LAND LOCATED ALONG CUMMINGS VALLEY ROAD AND THE NORTHWEST CORNER OF BAILEY ROAD AND GIRAUDO ROAD, KERN COUNTY. (Mr Davis)

- **Item was removed from the agenda**

9. PRESENTATION OF PROPOSED BUDGET FOR FY 2014-15. (Mr Pennell)

Members of the Board of Directors requested the following changes to the proposed budget:

- Please include horizontal lines across spreadsheet columns for ease of reading
- Breakdown fund balances into Designated and Undesignated cash
- Change reserves from 60% to 40% in General Fund cash flow, analyze impact (does it dip into negative?)
- Request recommendation from staff on revising current reserve policies (Budget and Fiscal Policies)
- Include the initial balance of the Emergency Fund
- Employment –
  - 2<sup>nd</sup> Sergeant position not authorized
  - change Finance Director to Finance Manager
- Administration –
  - add line item for video streaming (Granicus)
  - total personnel services are only down \$10,000 (explanation?)
- Capital Outlay –
  - allocate possible down payment for solar project – 20%, \$400,000

- Board requested a complete accounting on PD/Dispatch update and remodel and source of funding, including general maintenance expenditures, upgrades and furniture purchases.

**President Mason called a recess for Lunch. The meeting re-convened at 1:15 pm.**

10. CLOSED SESSION

- PUBLIC EMPLOYEE APPOINTMENT  
Government Code section 54957  
Title: District General Manager

11. SUMMARY OF ACTIONS TAKEN DURING CLOSED SESSION

- **President Mason reported David Powell had been named Interim General Manager as of June 1, 2014 by unanimous vote of the Board of Directors.**

9. PRESENTATION OF PROPOSED BUDGET FOR FY 2014-15. (Mr Pennell)

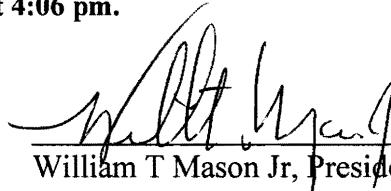
**The Board returned to Agenda Item #9:**

- Dispatch –
  - The Board was polled on recommendation to consider reducing contract with City of Tehachapi.
    - GRACE: NO; LACLAIRE: NO; MASON: NO; VOVILLA: NO; ZANUTTO: YES
- Police Department –
  - The Board was polled on President Mason’s request to remove \$150,000 capital outlay for new vehicles
    - GRACE: YES; LACLAIRE: YES; MASON: YES; VOVILLA: YES; ZANUTTO: NO (Recommended purchase of one vehicle)
- Roads –
  - Please change “General Fund Reserves” to “General Fund Road Reserves”
  - (later time) Personnel Services/Services and Supplies \$879, 806 – what goes where (snow plowing, drain maintenance...)
- Water –
  - Break out Water Reserves from Water Enterprise, show where capital outlay is coming from
  - Water Reserve Replacement plan not yet finished... concerned Water Reserves will be depleted
- General Services –
  - Cost of adding locking mailboxes to ballot (call elections office?)
- Wastewater –

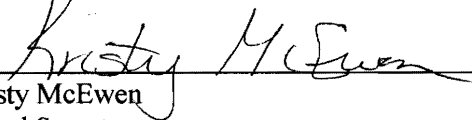
- Revisit price of effluent (future)
- Re-allocate \$50,000 toward District headquarters more evenly (<500 residents on sewer vs ~3500 refuse customers)
- Solid Waste –
  - Look at possibility for illegal dumping tickets after camera installation, amend Dist Code
  - Does use of fund balance for cameras indicate need for rate increase? Take from Rate Stabilization Fund (in Cash Balances formerly) instead.
- Legal –
  - Totals \$85,000 currently – increase to at least \$100,000

10. ADJOURNMENT

- **The meeting was adjourned at 4:06 pm.**

  
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William T Mason Jr, President  
Bear Valley Community Services District

ATTEST:

  
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Kristy McEwen  
Board Secretary