



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

DATE OF MEETING: December 11, 2014
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road
TIME OF OPEN SESSION MEETING: 6:00 pm

1. Call to Order

The meeting was called to order at 6:01 pm.

2. Roll Call Attendance

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

- All Directors were present. Also present were General Manager David Edmonds, District Counsel Don Davis, Interim Financial Consultant Darrell Harris; Police Chief Rod Walthers and Superintendent of Public Works Larry Tuma.

3. Approval of Agenda – Roll Call

- The Agenda was approved unanimously by the Board of Directors

4. Pledge of Allegiance

- Director VoVilla led the Pledge of Allegiance

5. Moment of Silence in Memory and Honor of Board President William T. Mason, Jr.

- Vice-President LaClaire said a few words of remembrance then called for a moment of silence in honor of Mr. Mason.

6. Election

- A. ACCEPT Certificate of County Clerk as to Result of the Canvass of the Consolidated General Election held November 4, 2014
- A staff report was presented
 - **Motion:** ACCEPT Certificate of County Clerk as to Result of the Canvass of the Consolidated General Election held November 4, 2014z: Zanutto. Second: Grace.

- **Roll Call Vote:** AYE: Grace, VoVilla, Zanutto, LaClaire
 NO: None
 ABSTAIN: None
 ABSENT: None

B. ADOPT Resolution 14/15-11 in Appreciation and Acknowledgement for the Service of Matt VoVilla as a Member of the Board of Directors

- Resolution 14/15-11 was unanimously adopted by the Board of Directors and presented to Mr. VoVilla.
- Mr. VoVilla addressed the Board and Public

C. ADMINISTER Oath of Office to Newly Elected Members of the Board of Directors

- The Oath of Office was administered to Director Gil Grace
- The Oath of Office was administered to Director Walter Ritchie. Director Ritchie took his seat at the Dais.
- Directors Grace and Ritchie addressed the Board and Public

7. 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.

- Bob Folgate urged quick action re: abating bark beetle infestation at High Country campground
- Sandy Williams spoke on social media and news articles
- Jim Nelson and Solveig Thompson followed up on bark beetle discussion

8. Presentations

A. Grinding Hole Historical Site Proposal

- Richard Turco gave a power point presentation to the Board, Staff and Public on the proposal to purchase Grinding Hole Site on Sunset Way and donate to the District as an amenity and historic site.

9. Consent Calendar

Consent items are considered routine and are intended to be acted upon in one motion, without discussion. During this portion of the meeting, the Consent Calendar will be read aloud. Prior to approval, the President will give the Board, staff, and public the opportunity to pull any item for discussion. The remaining Calendar will be acted upon. Any pulled items will then be heard and acted upon individually.

- A. APPROVE Minutes of the November 13, 2014 Regular Board Meeting.
- B. APPROVE Minutes of the November 20, 2014 Special Board Meeting.
- C. ACCEPT Minutes from the October 6, 2014 Administration Committee Meeting.
- D. ACCEPT Minutes from the October 7, 2014 Communication Committee Meeting.
- E. ACCEPT Minutes from the October 10, 2014 Infrastructure Committee Meeting.
- F. APPROVE Register of Warrants for November, 2014.
- G. APPROVE "From the Board of Directors" Bear Tracks Article for January, 2015
- H. APPROVE Treasurer's Report for October, 2014.

- The Consent Calendar was read. Director Grace asked that Item F be pulled. Director Zanutto asked that Item G be pulled. Vice-President LaClaire asked that Item D be pulled.

- **Motion:** The Board of Directors APPROVE Consent Calendar Items A, B, C, E and H: Zanutto. Second: Grace
- **Roll Call Vote:** AYE: Grace, Zanutto, LaClaire
NO: None
ABSTAIN: Ritchie
ABSENT: None
- Director LaClaire requested corrections in the minutes for Item D.
- **Motion:** The Board of Directors APPROVE Consent Calendar Item D with requested changes: LaClaire. Second: Zanutto
- **Roll Call Vote:** AYE: Grace, Zanutto, LaClaire
NO: None
ABSTAIN: Ritchie
ABSENT: None
- Director Grace asked for clarification on Item F, Check #5502
- **Motion:** The Board of Directors APPROVE Consent Calendar Item F: Zanutto. Second: Grace
- **Roll Call Vote:** AYE: Grace, Zanutto, LaClaire
NO: None
ABSTAIN: Ritchie
ABSENT: None
- Director Zanutto and Vice-President LaClaire suggested several changes to Item G.
- **Motion:** The Board of Directors APPROVE Consent Calendar Item G with requested changes: Zanutto. Second: Grace
- **Roll Call Vote:** AYE: Grace, Ritchie, Zanutto, LaClaire
NO: None
ABSTAIN: None
ABSENT: None

10. 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

11. Action Items:

A. ADOPT Resolution 14/15-12 and ELECT Officers of the Board of Directors. (Mr. Edmonds)

- A staff report was presented.
- Vice-President Opened the Floor for Nomination of the Officers
 - **Motion:** Director Grace Nominated Director LaClaire for Board President. Second: Zanutto
 - **Roll Call Vote:** AYE: Grace, Ritchie, Zanutto, LaClaire
NO: None
ABSTAIN: None
ABSENT: None

- **Motion:** Director Ritchie Nominated Director Zanutto for Vice-President. Second: Grace
- **Roll Call Vote:** AYE: Grace, Ritchie, Zanutto, LaClaire
NO: None
ABSTAIN: None
ABSENT: None
- **Motion:** Director LaClaire Nominated David Edmonds for Treasurer. Second: Grace
- **Roll Call Vote:** AYE: Grace, Ritchie, Zanutto, LaClaire
NO: None
ABSTAIN: None
ABSENT: None
- **Motion:** Director Grace Nominated Kristy McEwen for Board Secretary. Second: Ritchie
- **Roll Call Vote:** AYE: Grace, Ritchie, Zanutto, LaClaire
NO: None
ABSTAIN: None
ABSENT: None
- **Motion:** The Board of Directors ADOPT Resolution 14/15-12 Naming the 2015 Officers of the Board of Directors: LaClaire. Second: Grace
- **Roll Call Vote:** AYE: Grace, Ritchie, Zanutto, LaClaire
NO: None
ABSTAIN: None
ABSENT: None

B. APPROVE Request from Bear Valley Springs Association to Use Park & Recreation Funds for the Purchase of Swimming Pool Pace Clock. (Mr. Edmonds)

- A staff report was presented and discussion followed.
- **Motion:** The Board of Directors APPROVE Request from Bear Valley Springs Association to Use Park & Recreation Funds for the Purchase of Swimming Pool Pace Clock: Zanutto. Second: Grace
- **Roll Call Vote:** AYE: Grace, Ritchie, Zanutto, LaClaire
NO: None
ABSTAIN: None
ABSENT: None

C. APPROVE Payment of 2013 Lakefill Balance Due of \$165,568.64 from Parks & Recreation Funds, CANCEL 2012 Lakefill Balance Due of \$3238. (Mr. Edmonds)

- A staff report was presented and discussion followed
- **Motion:** The Board of Directors APPROVE Payment of 2013 Lakefill Balance Due of \$165,568.64 from Parks & Recreation Funds, CANCEL 2012 Lakefill Balance Due of \$3238: Grace. Second: Ritchie
- **Roll Call Vote:** AYE: Grace, Ritchie, Zanutto, LaClaire
NO: None
ABSTAIN: None
ABSENT: None

D. APPROVE Board Member Attendance at California Special Districts Association (CSDA) Training. (Mr. Edmonds)

- A staff report was presented and discussion followed
- **Motion:** The Board of Directors APPROVE Board Member Attendance at California Special Districts Association (CSDA) Training for Director Walt Ritchie: Zanutto. Second: Grace
- **Roll Call Vote:**

| | |
|----------|-----------------------------------|
| AYE: | Grace, Ritchie, Zanutto, LaClaire |
| NO: | None |
| ABSTAIN: | None |
| ABSENT: | None |

E. ADOPT Resolution 14/15-13 ADOPTING an Amended Conflict of Interest Code (Mr. Davis)

- Mr. Davis presented a staff report and discussion followed.
- **Motion:** The Board of Directors ADOPT Resolution 14/15-13 ADOPTING an Amended Conflict of Interest Code: Grace. Second: Zanutto
- **Roll Call Vote:**

| | |
|----------|-----------------------------------|
| AYE: | Grace, Ritchie, Zanutto, LaClaire |
| NO: | None |
| ABSTAIN: | None |
| ABSENT: | None |

F. DIRECT Staff as to the Method of Filling the Vacant Seat on the Board of Directors (Mr. Davis)

- Mr. Davis presented a staff report and discussion followed.
- **Motion:** The Board of Directors Direct Staff to Begin the Process of Filling the Vacancy on the Board of Directors by Way of Appointment: Grace. Second: Zanutto
- **Roll Call Vote:**

| | |
|----------|-----------------------------------|
| AYE: | Grace, Ritchie, Zanutto, LaClaire |
| NO: | None |
| ABSTAIN: | None |
| ABSENT: | None |
- Public and Board discussion followed as to the method and options of the appointment process.
- Several members of the public urged the Board to consider the results of the November 4, 2014 Consolidated Election and choose to appoint the candidate with the fourth highest number of votes to the vacant seat.
- The majority of the Board of Directors expressed their preference to proceed with an application/interview process, as has been done in the past. Staff will report on the notification process and progress at the January 8, 2015 Regular Board Meeting.

12. Information and Discussion Items:

A. Board of Directors Committee Assignments (Mr. Edmonds)

- President LaClaire requested that each Director submit a list of Committee preferences to the Clerk by December 29, 2014.

- B. BVSA Amenity Use Privilege Cards (Mr. Edmonds)
- Mr. Edmonds presented a staff report explaining a program to be implemented jointly by the BVSA and BVCSD to increase security and assure validity of BVSA issued Amenity Use Privilege cards.
- C. 2015/16 Vehicle Window Decals (Chief Walthers)
- Chief Walthers addressed the Board and Public on the issuance procedures for 2015/16 Vehicle Window Decals.
- D. November Committee Reports
- i. Administration Committee – November, 2014 Meeting: LaClaire, Zanutto
 - President LaClaire reported the committee had reviewed District Code Title 1, Section 5: Board Policies
 - ii. Communication Committee – November, 2014 Meeting: LaClaire, VoVilla
 - No report
 - iii. Finance Committee – No November meeting: Mason, Grace
 - Director Grace reported on the last two topics discussed: water operating vs. water reserve funds and health of the water operating fund.
 - iv. Infrastructure Committee – November, 2014 Meeting: Mason, VoVilla
 - Mr. Edmonds reported discussion on shortcomings in MicroPAVR modeling, but that certain sections obviously in need of repair will be going out to bid.
 - v. Liaison Committee – No November meeting: Mason, LaClaire
 - No report
 - vi. Public Safety Committee – No November meeting: Grace, Zanutto
 - Director Grace reported on the last topics discussed: Police and Fire Dept Statistics, DPAC training requests and recent increases in wild pig intrusions. Discussion of reduction in DPAC budget followed.
- E. Board Comments
- i. Director Grace mentioned that TCCWD may receive an increase in state water allotment and questioned if that would affect water banking discussion.
 - ii. Director LaClaire
 - None
 - iii. Director Ritchie
 - None
 - iv. Director Zanutto reported on the meeting of the WAPC (Water Availability Preservation Committee) and asked if District Counsel had researched employee bonus issues. Discussion followed.
 - Anticipated Topics: Vice-President Zanutto requested that the question of earmarking the \$80/acre foot from the Paid Pipeline Project for water banking be included as an action item on a future agenda.
- F. Staff Reports
- i. Department Head Reports

1. **Finance Report** – Mr. Harris provided a draft financial statement for the first quarter of FY 2014/15.
 - At Director Grace’s request, Mr Harris will research if the Dispatch contract numbers had been corrected from the Draft to the Adopted Budget document.
 - Director Grace also asked about rumors that the Police Dept. Budget had been cut by \$300,000. Mr Harris and Mr Edmonds confirmed that the 2014/15 Police Dept expenditure budget showed a slight increase in comparison to 2013/14 amounts.
 - Director Ritchie requested that Mr. Harris provide an analysis of the police budget question
 - The Board was informed that Mr. Harris is working on a well-by-well production cost analysis.

 2. **Public Works Report** – Mr Tuma presented a written report and answered questions from the public on road striping, paving, effluent permitting and the placement of water lines.
 - Vice-President Zanutto questioned Mr. Tuma regarding progress on lights at the solid waste transfer station, the mail station on Saddleback and Cumberland, reed removal from District lakes, and the shop eyewash station.

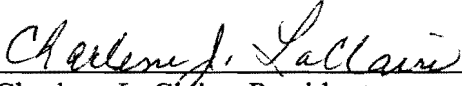
 3. **Public Safety Report** – Chief Walters presented a written report and answered questions from the public on staffing levels
 - Director Grace clarified the composition of the current force
 - Director Ritchie asked about the times the District is not covered
 - Discussion followed on the practice of relying on other agencies for District coverage, as well as the District similarly providing coverage to other agencies.
 - There was discussion on the size of the department fleet, and officers taking patrol vehicles home when the department has no on-call policy, and the effect on total mileage
 - In response to a question from Vice President Zanutto, Chief Walthers confirmed that the PD did indeed have a Christmas tree
 - The Board of Directors requested a fleet management plan from Chief Walthers
- ii. General Counsel Report
 - Mr Davis had nothing to report

 - iii. General Manager Report
 - Mr Edmonds had nothing to report
- G. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)
- A staff report was presented

13. Future Agenda Items:

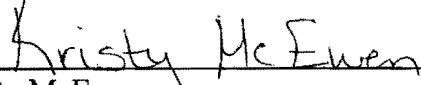
- A. Resolution Honoring Board President William T. Mason (Tentative: Jan 8, 2015 or Jan 22, 2015)
- B. Committee Assignments (Tentative: Jan 8, 2015)
- C. Disaster Preparedness Advisory Council Appointments (Tentative: Jan 22, 2015)
- D. Solar Feasibility Report – AECOM (Tentative: Jan 8, 2015)
- E. BVCSD/BVSA revised lease (Tentative: Jan 22, 2015 or Feb 12, 2015)
- F. Mailboxes (TBD, Early 2015)
 - The above items were read by the Clerk. Mr. Edmonds added the following:
- G. Fuel Abatement Contract (Tentative: Jan 22, 2015 or Feb 12, 2015)
- H. Grinding Hole Property Donation (TBD, Early 2015)
- I. Paid Pipeline Project – Action Item (Tentative: Jan 22, 2015 or Feb 12, 2015)

14. Adjournment: The meeting was adjourned at 11:43 pm. The next regularly scheduled meeting of the Board of Directors is January 8, 2015.



Charlene LaClaire, President
Bear Valley Community Services District

ATTESTED:



Kristy McEwen
Clerk of the Board