



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

DATE OF MEETING: June 11, 2015
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

President Charlene LaClaire
Vice President Rick Zanutto
Director Jane Baron
Director Gil Grace
Director Walt Ritchie

All Directors were in attendance. Also present were General Manager David Edmonds, District Counsel Don Davis, Interim Police Chief Jeff Kermode and Clerk of the Board Kristy McEwen.

3. Approval of Agenda – Roll Call

- The Agenda was approved unanimously by the Board

4. Pledge of Allegiance

- David Edmonds led the Pledge of Allegiance

5. 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.

- Jed Hannan of the Bear Valley Condo Association spoke about the association's efforts toward water conservation and inquired about the possibility of purchasing non-potable water for landscape irrigation. As there is no policy in place, staff and legal counsel will research. Mr. Davis suggested they contact Grimmway Farms.
- Jim Nelson addressed the Board on the water distribution system and hazard mitigation grants.

6. 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 May 14, 2015 Regular Board Meeting
- B. APPROVE Minutes of the May 28, 2015 Regular Board Meeting
- C. ACCEPT Minutes from the April 2, 2015 Finance Committee Meeting
- D. ACCEPT Minutes from the April 7, 2015 Communications Committee Meeting
- E. ACCEPT Minutes from the April 21, 2015 Public Safety Committee Meeting
- F. ACCEPT Minutes from the April 28, 2015 Liaison Committee Meeting
- G. ACCEPT Minutes from the May 4, 2015 Administration Committee Meeting
- H. APPROVE Register of Warrants for May, 2015.
- I. APPROVE "Message from the Board of Directors" Article for July, 2015 Bear Tracks.

The Clerk provided amended minutes for May 28, 2015 to the Board of Directors prior to the vote.

Motion: The Board of Directors APPROVE the Consent Calendar as amended:
Zanutto. Second: Baron

Roll Call Vote:

AYE:	Grace, Baron, Ritchie, Zanutto, LaClaire
NO:	None
ABSTAIN:	None
ABSENT:	None

7. 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

8. Action Items:

- A. APPROVE Ordinance 15-242, an Ordinance of the Board of Directors of the Bear Valley Community Services District, Amending and Restating Chapter 5 of Title 1 of the District Code Pertaining to the Board of Directors (Mr. Davis)
 - A staff report was presented by Mr. Davis.
 - President LaClaire asked for clarification regarding the position of Board Secretary.
 - Director Baron stated her position that Committee assignments should not be codified, but procedural.

Motion: The Board of Directors READ the title of Ordinance 15-242, an Ordinance of the Board of Directors of the Bear Valley Community Services District, Amending and Restating Chapter 5 of Title 1 of the District Code Pertaining to the Board of Directors, and waive further reading and ADOPT the ordinance: Grace. Second: Ritchie

Roll Call Vote:

AYE: Grace, Ritchie, Zanutto, LaClaire
NO: Baron
ABSTAIN: None
ABSENT: None

B. SCHEDULE Special Budget Workshops (Mr. Edmonds)

- Mr. Edmonds presented a staff report with the recommended dates, followed by discussion by the Board and Staff.

Motion: The Board of Directors SCHEDULE Budget Workshops for Thursday, June 25, Friday, June 26, and Tuesday, June 30, and, if needed, Monday, June 29, 2015, changing the start time of the June 29 meeting: LaClaire. Second: Ritchie

Roll Call Vote:

AYE: Grace, Baron, Ritchie, Zanutto, LaClaire
NO: None
ABSTAIN: None
ABSENT: None

9. Information and Discussion Items:

A. Committee Reports

- Administration Committee – Director Zanutto and Director Ritchie reported on the committee’s review of the Benz contract.
- Communications Committee – Director LaClaire and Director Ritchie reported on the subjects of upcoming articles.
- Finance Committee – No meeting
- Infrastructure Committee – Director Grace reported that volunteers had been seated. Director Baron suggested quarterly status reports.
- Liaison Committee – Director LaClaire reported on the topics discussed.
- Public Safety Committee – Director Grace reported on the topics discussed. It was decided to move the Kern County Fire Department update to be the first item on the agenda.

B. Board Comments

- Director Baron: None
- Director Grace: Requested clarification regarding the response to the Kern County Grand Jury. The response is due in 90 days, or by August 3, 2015.
- Director Ritchie: None

- iv. Vice-President Zanutto: Asked the process for the Grand Jury response. Mr. Edmonds and Mr. Davis will produce a draft response which will be reviewed by the Board before submitting.
- v. President LaClaire: Reported on the Fire Safe Council meeting and that Registered Forester Jeff Gletne is preparing a Timber Harvest Plan to assist private property owners with abatement of dead and dying trees.

C. Staff Reports

i. Department Head Reports

1. Public Works Report – a staff report was presented and discussed. Director Baron suggested that well pumping reports could be reviewed by the Infrastructure Committee, with an executive summary presented to the Board monthly.
2. Public Safety Report – Interim Chief Kermode presented a staff report.

ii. General Counsel Report – Mr. Davis reported on lease discussions with Grimmway Farms.

iii. General Manager Report – Mr. Edmonds spoke on the budget process.

D. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)

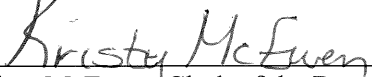
- A staff report was presented with the following clarifications:
 - CSD Plans to Spruce Up the Community – The BV Cub, June, 2015
Quote: “We could have had a serious water shutoff recently if Well 3A had failed.”
Clarification – It was Booster station 3A where the pumps failed.
 - New Gate Proposal – The BV Cub, June, 2015
Quote: “The proposed plan would reduce operating staff by 50%, meaning each shift would only require one staff member instead of two.”
Clarification – No determination has been made at this time regarding staffing levels for the gate house.

10. Future Agenda Items:

- A. Entry Gate Improvement Project – Adopt Concept Plan (Tentative: June 25, 2015)
 - B. Amendment to Engineering Agreement for Entry Gate Project (Tentative: June 25, 2015)
 - C. Solar Project – Adopt Concept Plan (Tentative: June 25, 2015)
 - D. Mailbox Project – Adopt Concept Plan (Tentative: June 25, 2015)
 - E. FY 2015/16 Budget Development (Special Work Sessions TBD)
- Mr. Edmonds reviewed the above and added:
- F. Board Review of Benz Contract

11. **Adjournment:** The meeting was adjourned at 8:54 pm. The next regularly scheduled meeting of the Board of Directors is June 25, 2015.

ATTEST



Kristy McEwen, Clerk of the Board



Charlene LaClaire, President