



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING MINUTES

DATE OF MEETING: October 8, 2015
PLACE OPEN & CLOSED SESSION MEETINGS: 28999 South Lower Valley Road
TIME OF CLOSED SESSION MEETING: 4:00 pm
TIME OF OPEN SESSION MEETING: 6:00 pm

1. Call to Order

The meeting was called to order at 4:03 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 and General Counsel Don Davis. Arriving at 6:00 pm were Chief of Police Jeff Kermode and Board Secretary Kristy McEwen.

3. Closed Session

- A. Government Code Section 54956.9 Conference with Legal Counsel: Anticipated Litigation (3) cases
- B. Government Code Section 54956.9 Conference with Legal Counsel: Existing Litigation: Laura Hutchinson v. Bear Valley Community Services District, et al. United States District Court Case 1:15-CV-01047-JLT

4. Convene Open Session

President LaClaire convened Open Session at 6:11 pm.

5. Summary of Actions Taken During Closed Session

No Reportable Action

6. Approval of Agenda – Roll Call

Item 11A was pulled from the Agenda. The Agenda as amended was approved unanimously by the Board.

October 8, 2015 Regular Board Meeting

7. **Pledge of Allegiance**

David Edmonds led the Pledge of Allegiance

8. **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.

Mark Wood spoke on water to the Rifle Range and Mailboxes

John Bank spoke on the Budget

Don Campbell asked several questions on the availability of potable water

Rob Conn addressed the Board on CSD communication and BVS police

Ed Potter spoke on the entry gate

Jim Nelson addressed the Board regarding the DPAC

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 Sept 10, 2015 Regular Board Meeting

B. ACCEPT Minutes from the Sept 3, 2015 Finance Committee Meeting

C. ACCEPT Minutes from the Sept 1, 2015 Communications Committee Meeting

D. APPROVE Register of Warrants for September, 2015

E. APPROVE "Message from the Board of Directors" articles for Bear Tracks

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. INTRODUCE Ordinance 15-243, an Ordinance of the Board of Directors of the Bear Valley Community Services District, Amending and Restating Chapter 7 of Title 1 of the District Code Pertaining to Claims Against the District. (Mr. Davis)
This Item was pulled from the Agenda.

B. APPROVE Letter of Engagement for Fiscal Year 2014/15 Audit with Fedak & Brown (Mr. Edmonds)

A staff report was presented.

Board Comments: Director Zanutto asked about penalties for late delivery. Mr. Edmonds suggested amending the engagement letter to include a 10% retention clause.

Public Comment: None

Motion: The Board of Directors APPROVE Letter of Engagement for Fiscal Year 2014/15 Audit with Fedak & Brown, amended to include a 10% retention, pending legal review and revision: LaClaire. Second: Grace

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

- C. AUTHORIZE The General Manager to Execute a Mutual Aid Agreement with California Department of Corrections and Rehabilitation for the Use of the Firing Range at the California Correctional Institution, Pending Legal Review and Revision. (Mr. Edmonds & Chief Kermode)

A staff report was presented

Board Comments: Director Grace commended the arrangement and asked what type of mutual aid might CCI request from the District. Chief Kermode and Mr. Davis clarified that the agreement was solely for District use of the Firing Range. Director Ritchie praised the effort to maintain good relations with local agencies.

Public Comment: Mark Wood asked if this arrangement would affect the local BVS rifle range. It will not.

Motion: The Board of Directors AUTHORIZE The General Manager to Execute a Mutual Aid Agreement with California Department of Corrections and Rehabilitation for the Use of the Firing Range at the California Correctional Institution, Pending Legal Review and Revision: Grace. Second: Ritchie

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

- D. APPROVE Board Member Attendance – Association of California Water Agencies 2015 Regulatory Summit. (President LaClaire)

President LaClaire stated her reasons for wishing to attend the meeting.

Board Comment: None

Public Comment: None

Motion: The Board of Directors APPROVE Charlene LaClaire to attend the Association of California Water Agencies 2015 Regulatory Summit: Sustainable Groundwater Management Act (SGMA): ONE YEAR LATER: Ritchie. Second: Zanutto

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

- E. CANCEL October 22, 2015 Regular Board Meeting; SCHEDULE October 29, 2015 Regular Board Meeting (Mr. Edmonds)

A staff report was presented.

Board Comment: None

Public Comment: None

Motion: The Board of Directors CANCEL October 22, 2015 Regular Board Meeting and SCHEDULE an October 29, 2015 Regular Board Meeting: Zanutto.
Second: Grace

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

12. Information and Discussion Items:

A. Recruitment (Mr. Edmonds)

- i. Staff Introductions – Mr. Edmonds introduced new staff members Jonathan Orozco, Dawn Smith and Cindy Welch. They were welcomed by the Board and public.
- ii. Process Update – a brief Powerpoint presentation outlining the process and progress of recruitment was given

B. Mailbox Product Type Concepts (Mr. Edmonds)

A PowerPoint presentation reviewing discussions to date, possible concept and design options. Public and Board discussion followed. The Board of Directors reached an informal consensus to move forward with the cluster box unit concept, but requested a demonstration model to inspect before taking final action.

C. Financial Reports (Mr. Edmonds)

Mr. Edmonds explained the new form of financial report. The reports will henceforth be included in the Consent Calendar portion of the Agenda. Director LaClaire requested a “Total” page.

D. Water Conservation Statistics (Mr. Edmonds)

Mr. Edmonds presented the statistics showing a 40% reduction in water use for the target period.

E. September Committee Reports

- i. Administration Committee – Director Zanutto requested that copies of the Milano grazing lease and Verizon cell tower contract be sent to the committee
- ii. Communications Committee – Director LaClaire reported on the September meeting
- iii. Finance Committee – Director Zanutto reported on the September meeting
- iv. Infrastructure Committee – Directors Grace and Baron reported on the September meeting.
- v. Liaison Committee – No September meeting. Director Zanutto said a discussion on mailboxes would be on the next agenda.
- vi. Public Safety Committee – No September Meeting

F. Board Comments

- i. Director Baron reported on the CSDA Conference, specifically the Pure Water Monterey tour.
- ii. Director Grace reported on the CSDA Conference
- iii. Director Ritchie reported on the CSDA Conference
- iv. Vice-President Zanutto reported on the WAPC meeting
- v. President LaClaire distributed a copy of an email pertaining to the Fire Safe Council

G. Staff Reports

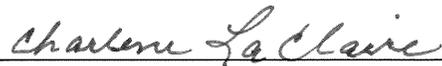
- i. Department Head Reports
 1. Public Works Report – a written report was presented
 2. Public Safety Report – Chief Kermode presented a written report and gave a verbal update on a recent homicide
- ii. General Counsel Report – Mr. Davis reported that charges against the District before the Public Employment Relations Board had been dropped at the request of the members of Service Employees International Union, Local 521
- iii. General Manager Report – Mr. Edmonds reported that he, Director Zanutto, Supervisor Zack Scrivner will meet with Hall's Ambulance on November 5.

H. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)
A staff report was presented, with one correction.

13. **Future Agenda Items:**

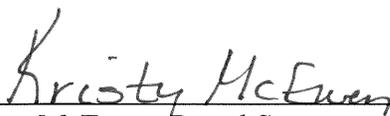
- A. Solar Project Review and Update – Concept Approval (Tentative: October 29)
- B. Approve Updated District Emergency Plan (Tentative: October 29)
- C. Product Decision: Mailbox Project (Tentative: October 29)
- D. DPAC appointments (Tentative: October 29)
- E. Introduction of new staff members (Tentative: October 29)
- F. Approve Annual Renewal of Employee Benefits (Tentative: October 29 or November 12)
- G. Update Job Descriptions (Tentative: October 29 or November 12)
- H. Amend Memorandums of Understanding (MOUs) with Both Bargaining Units (Tentative: October 29 or November 12)

14. **Adjournment:** The meeting was adjourned at 11:19 pm. The next regularly scheduled meeting of the Board of Directors is October 29, 2015 pending outcome of Agenda Item #11E.



Charlene LaClaire, President

ATTEST



Kristy McEwen, Board Secretary

October 8, 2015 Regular Board Meeting