



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING AGENDA

DATE OF MEETING: January 14, 2016
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 4:07 pm.

2. Roll Call Attendance

Directors Grace, LaClaire, Ritchie and Zanutto were present. Also present were General Counsel Don Davis and General Manager David Edmonds. Arriving at 6:00 pm were Director Baron, Interim Police Chief Jeff Kermode and Secretary of the Board Kristy McEwen.

3. Closed Session

A. 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.

Negotiation: Price and Terms of Payment

B. Conference with Legal Counsel: Existing Litigation

Government Code Section 54956.9(d)(1)

Name of case: Preston v. Bear Valley CSD, et al., Kern County Superior Court

Case No. BCV-15- 101408

C. Public Employment: Chief of Police

Government Code Section 54957

D. Performance Evaluation: General Manager

Government Code 54957

4. Convene Open Session

Open session was convened at 6:09 pm.

5. Summary of Actions Taken During Closed Session

No reportable action.

6. Approval of Agenda – Roll Call

January 14, 2016 Regular Board Meeting

The Agenda was approved unanimously by the Board.

7. Pledge of Allegiance

Director Ritchie 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. Jim Nelson questioned the Board on the status of the Police Chief recruitment.

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 December 10, 2015 Regular Board Meeting
- B. APPROVE Minutes of the December 17, 2015 Special Board Meeting
- C. APPROVE Minutes of the December 22, 2015 Special Board Meeting
- D. ACCEPT Minutes from the October 20, 2015 Public Safety Committee Meeting
- E. ACCEPT Minutes from the October 27, 2015 Liaison Committee Meeting
- F. ACCEPT Minutes from the Nov 2, 2015 Administration Committee Meeting
- G. ACCEPT Minutes from the Nov 3, 2015 Communications Committee Meeting
- H. ACCEPT Minutes from the Nov 5, 2015 Finance Committee Meeting
- I. APPROVE Register of Warrants for December, 2015.

Motion: APPROVE Consent Calendar Items A – H: Grace. Second: Baron.

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

Director LaClaire pulled Consent Item I, requested and received Board consensus to refer Water Wise Garden contract to the Administration Committee for review.

Motion: APPROVE Consent Calendar Items I: LaClaire. Second: Ritchie.

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

10. Procedural Items:

- A. APPOINT 2016 Board Member Committee Assignments by President of the Board of Directors (President Zanutto)

President Zanutto made the following Board Member Committee Assignments:

Administration: Chair – LaClaire; Vice-Chair – Zanutto

Communications: Chair – Ritchie; Vice-Chair – Baron

Finance: Chair – Grace; Vice-Chair – LaClaire

Infrastructure: Chair – Baron; Vice-Chair – Zanutto

Public Safety: Chair – Grace; Vice-Chair – Ritchie
Liaison: President – Zanutto; Vice-President – Grace

11. Information and Discussion Item:

A. 2016 Committee Meeting Schedule

After discussion, Committee chairs elected to continue current meeting schedules:

Administration – First Monday, 9:00 am
Communications – First Tuesday, 9:00 am
Finance – First Thursday, 1:00 pm
Infrastructure – Second Tuesday, 9:00 am
Public Safety – Third Tuesday, 9:00 am
Liaison – Fourth Tuesday, 9:00 am

12. 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

13. Action Items:

A. APPOINT Citizen Volunteers to Standing Committees of the Board

A staff report was presented.

Motion: The Board of Directors APPOINT Debra Greenwood to serve on the Administration Committee until March 2017 or until a successor is named: LaClaire. Second: Zanutto

Roll Call Vote:

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

Motion: The Board of Directors APPOINT Jay Carlyn to serve on the Finance Committee until March 2017 or until a successor is named: Zanutto. Second: LaClaire

Roll Call Vote:

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

Motion: The Board of Directors APPOINT John Bryant to serve on the Infrastructure Committee until March 2017 or until a successor is named: Grace. Second: Baron

Roll Call Vote:

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

Motion: The Board of Directors APPOINT Dennis Wesley to serve on the Infrastructure Committee until March 2017 or until a successor is named: Zanutto.
Second: Baron

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

Motion: The Board of Directors APPOINT Bob Bertram, Butch Reyburn and Bob Stephens to serve on the Public Safety Committee until March 2017 or until a successor is named: Zanutto. Second: Grace

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

- B. INTRODUCE Ordinance 16-244 Adding a New Chapter 11 (Public Works Contracting) to Title 1 of the District Code Adopting the California Uniform Public Construction Cost Accounting Act

A staff report was presented and discussion followed. Public Comments were made by Jim Nelson and Jay Carlyn.

Motion: The Board of Directors INTRODUCE for first reading by title only Ordinance No. 16-244 of the Board of Directors of the Bear Valley Community Services District Adopting Chapter 11 (Public Project Contracting Procedures) of Title 1 (Administration) of the Bear Valley Community Services District Code: Grace. Second: Baron

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

14. Information and Discussion Items:

- A. Post Office

A staff report was presented and discussion on funding, budget and the Approved Shipper concept followed.

Public Comments were made by Larry Young, Linda Coverdale, Solveig Thompson, Ann Tavormina, Neil Hirsch, Stan Teliczan, Sharon Huyck, John Bank, John McGuffey, Justina Engen and Colette von Platen.

- B. Mailbox Project

Mr. Edmonds provided a verbal update. The best estimate for the assessment election is late spring to early summer.

Public Comments were made by Eddie Caskey and Solveig Thompson.

- C. Well #9

A staff report was presented. The Board agreed by consensus to refer the matter to the Infrastructure Committee.

D. Solar Project

Mr. Davis provided a verbal update.

E. Winter Weather

Mr. Edmonds provided an update of the latest winter storms and activity.

F. Recruitment

Mr. Edmonds provided a verbal update. The District has started recruiting for Wastewater Treatment Plant Operator and Police Sergeant and has re-opened recruitment for Public Works Director and Police Officer I – III.

G. 2016 Holiday Schedule

A staff report and 2016 Holiday Schedules were presented.

H. Committee Reports

Prior to the Committee Reports, Director Zanutto requested that the Board Secretary provide draft minutes to the committee chair and vice-chair.

- i. Administration Committee – Director Zanutto reported on the December meeting.
- ii. Communications Committee – Directors LaClaire and Ritchie reported on the December meeting.
- iii. Finance Committee – Directors Zanutto and Grace reported on the December meeting.
- iv. Infrastructure Committee – No December Meeting
- v. Liaison Committee – Director Zanutto reported on the December meeting.
- vi. Public Safety Committee – Director Grace reported on the December meeting.

I. Board Comments

- i. Director Baron: None
- ii. Director LaClaire: None
- iii. Director Ritchie: None
- iv. Vice-President Grace: None
- v. President Zanutto requested an updated District Code book. Discussion followed on the codifying process. The Board by consensus requested draft copies of updated codes prior to official copies.

C. Staff Reports

Department Head Reports

1. Finance Report – Mr. Edmonds reviewed the written reports as submitted in the Board Package.
2. Public Works Report – Mr. Edmonds reviewed the written report as submitted in the Board Package.
3. Public Safety Report – Chief Kermode reviewed the written report as submitted in the Board Package.

General Counsel Report – None


General Manager Report – Mr. Edmonds conveyed the staff’s thanks to the Board for the Employee Appreciation Party.

- J. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)
Ms. McEwen reviewed the written report as submitted in the Board Package.

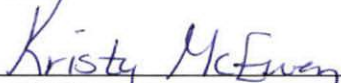
15. Future Agenda Items:

- A. Solar Project (Tentative: January 28)
 - B. Mailbox Project (Tentative: January 28)
 - C. Road Striping (Tentative: January 28)
 - D. Road Rehabilitation Engineering Services Contract (Tentative: January 28)
 - E. Gate Project Professional Services Contract(s) Approval (Tentative: January 28)
 - F. Update Various Job Descriptions (Tentative: January 28)
 - G. Vehicle and Equipment Purchases (Tentative: January 28 or February 11)
- Mr. Edmonds reviewed the above and added:
- H. Information Item – Police Tax
 - I. Selling Surplus Property

- 16. **Adjournment:** The meeting was adjourned at 11:17 pm. The next regularly scheduled meeting of the Board of Directors is January 28, 2016.


Richard Zanutto
President, Board of Directors

ATTEST


Kristy McEwen
Secretary of the Board of Directors