



BEAR VALLEY COMMUNITY SERVICES DISTRICT

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BEAR VALLEY COMMUNITY SERVICES DISTRICT REGULAR BOARD MEETING AGENDA

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

2. Roll Call Attendance

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

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

5. Summary of Actions Taken During Closed Session

6. Approval of Agenda – Roll Call

7. 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.

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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.

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)
- B. APPROVE Letter of Engagement for Fiscal Year 2014/15 Audit with Fedak & Brown (Mr. Edmonds)
- 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)
- D. APPROVE Board Member Attendance – Association of California Water Agencies 2015 Regulatory Summit. (President LaClaire)
- E. CANCEL October 22, 2015 Regular Board Meeting; SCHEDULE October 29, 2015 Regular Board Meeting (Mr. Edmonds)

12. **Information and Discussion Items:**

- A. Recruitment (Mr. Edmonds)
 - i. Staff Introductions
 - ii. Process Update
- B. Mailbox Product Type Concepts (Mr. Edmonds)
- C. Financial Reports (Mr. Edmonds)
- D. Water Conservation Statistics (Mr. Edmonds)
- E. September Committee Reports
 - i. Administration Committee – No September Meeting
 - ii. Communications Committee – LaClaire, Ritchie
 - iii. Finance Committee – Zanutto, LaClaire
 - iv. Infrastructure Committee – Grace, Baron
 - v. Liaison Committee – No September Meeting
 - vi. Public Safety Committee – No September Meeting

- F. Board Comments
 - i. Director Baron: Anticipated Topics: CSDA Conference
 - ii. Director Grace: Anticipated Topics: CSDA Conference
 - iii. Director Ritchie: Anticipated Topics: CSDA Conference
 - iv. Vice-President Zanutto: Anticipated Topics:
 - v. President LaClaire: Anticipated Topics:
- G. Staff Reports
 - i. Department Head Reports
 - 1. Finance Report
 - 2. Public Works Report
 - 3. Public Safety Report
 - ii. General Counsel Report
 - iii. General Manager Report
- H. Media / Public Outreach / Communications / Correspondence (Ms. McEwen)

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 next regularly scheduled meeting of the Board of Directors is October 29, 2015 pending outcome of Agenda Item #11E.

INFORMATION REGARDING AGENDA ITEMS: Copies of the staff reports and other disclosable public records related to each open session item of business referred to on the agenda are on file in the office of the District Secretary and are available for public information during regular business hours. Any person who has a question concerning any of the agenda items may call the District Secretary at 661.821.4428.

ADA Compliance Statement: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District Secretary to the Board of Directors, Kristy McEwen, at 661.821.4428. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Signed, October 5, 2015

Kristy McEwen, Clerk of the Board

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